

# **NOTICE OF REGULAR MEETING**

**Wednesday, April 23, 2025**

**Regular Meeting**

**6:00 pm**

**Park District of Highland Park  
Board of Park Commissioners  
West Ridge Center  
636 Ridge Road, Highland Park, IL 60035  
No Live Stream**

---

## **REGULAR MEETING AGENDA**

### **I. CALL TO ORDER**

### **II. ROLL CALL**

### **III. CLOSED SESSION PURSUANT TO THE FOLLOWING SECTIONS OF THE OPEN MEETINGS ACT:**

Section 2(c)1: The employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body; Section 2(c)2: Collective negotiating matters between the public body and its employees or their representatives, or deliberation concerning salary schedules for one or more classes of employees; 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)12: the establishment of reserves or settlement of claims as provided in the Local Governmental and Governmental Employees Tort Immunity Act, if otherwise the disposition of a claim or potential claim might be prejudiced, or the review or discussion of claims, loss or risk management information, records, data, advice or communications from or with respect to any insurer of the public body or any intergovernmental risk management association or self insurance pool of which the public body is a member; 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.

### **IV. ACTION FROM CLOSED SESSION IF ANY**

### **V. ADDITIONS TO THE AGENDA**

### **VI. PUBLIC COMMENT FOR ITEMS ON AGENDA**

### **VII. CONSENT AGENDA**

- A. Approval of the Minutes from March 12, 2025 Workshop Meeting**
- B. Approval of the Minutes from March 18, 2025 Finance Committee Meeting**
- C. Approval of the Minutes from March 19, 2025 Regular Meeting**
- D. Approval of the 2025 Recreation Center of Highland Park Landscape Installation bid**
- E. Approval of the 2025 Rosewood Park Playground Renovation bid**
- F. Approval of Resolution 2025-03: Authorizing the Purchase of Natural Gas for Park District Facilities and Meters and Authorizing the Executive Director to Approve a Contract with the Lowest Cost Natural Gas Provider for a Period up to 36 Months**
- G. Bills and Payroll in the amount of \$3,397,478.46**

### **VIII. FINANCIAL FORECASTS TREASURER'S REPORT**

# **NOTICE OF REGULAR MEETING**

**Wednesday, April 23, 2025**

**Regular Meeting**

**6:00 pm**

Park District of Highland Park  
Board of Park Commissioners  
West Ridge Center  
636 Ridge Road, Highland Park, IL 60035  
No Live Stream

---

**IX. UNFINISHED BUSINESS**

- A. Approval of the Purchase of Three Capital Replacement Pickup Trucks
- B. Approval of Policies 1.00 - 1.04 and 2.00 - 2.08 to the Policy Manual
- C. Approval of Ordinance 2025-05 an Ordinance Fixing the Length of Time a Park Commissioner may Fail to Attend Meetings of the Park Board in Order for such Commissioner's Office to be Declared Vacant and Providing a Procedure for Declaring such a Vacancy

**X. NEW BUSINESS**

- A. Parks Foundation Update
- B. Board Committee Updates
- C. Athletics Annual Report
- A. Director's Report
- D. Board Comments

**XI. OTHER BUSINESS**

**XII. OPEN TO PUBLIC TO ADDRESS THE BOARD**

**XIII. ADJOURNMENT**

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

**PARK DISTRICT OF HIGHLAND PARK  
BOARD OF PARK COMMISSIONERS  
MINUTES OF WORKSHOP MEETING  
MARCH 12, 2025**

The meeting was called to order at 6:02 p.m. President Bernstein.

Vice President Freeman left the meeting at 6:20 p.m.

A motion was made by Vice President Freeman and seconded by Commissioner Labrador to allow Commissioner Ruttenberg to participate in tonight's meeting by electronic means.

**Roll Call:**

**Aye:** Commissioner Labrador, Commissioner Grossberg, Vice President Freeman, President Bernstein

**Nay:** None

**Absent:** None

**Abstain:** None

**Motion Carried**

**ROLL CALL**

**Present:** Commissioner Ruttenberg, Commissioner Labrador, Commissioner Grossberg, Vice President Freeman, President Bernstein

**Absent:** None

**Staff Present:** Executive Director Romes; Deputy Director Carr; Director Smith; Director Voss; Director Peters; Director Gogola; Director Hall; Assistant Director Acevedo; Assistant Director Soto, Manager Schwartz, Manager Kutscheid, Coordinator Hejnowski

**Guest Speakers:** None

**ADDITIONS TO THE AGENDA**

No additions to the addition, however, President Bernstein read a statement Recognizing Lake County State's Attorney Eric Rinehart. Last Monday, March 3 the expected trial for the case of the Highland Park Shooting came to an unexpected end before it even began with a guilty plea. This past Monday, March 10 the Mayor recognized some very important people, and I want to take a moment to share our gratitude to the Lake County State's Attorney, Eric Rinehart, and his entire team for their tireless work to pursue justice on behalf of the Highland Park community, as well as the first responders, law-enforcement, hospital personnel, the Mayor, City Manager Neukirch and her team, for their professionalism throughout this entire

investigation. Our thoughts and hearts remain with the families whose loved ones were senselessly taken, those who were injured, and everyone whose lives were forever changed by this horrific act. I also want to recognize my fellow board members and the park district staff who were present during the shooting, and share my gratitude to everyone at the Park District who has provided care for one another, support services to our employees, and healthy recreation and leisure outlets for our community members.

Commissioner Grossberg thanked the Park District for the support provided the next day and in the following weeks for employees and Park Board Commissioners. The resources and services helped with his healing process.

#### **PUBLIC COMMENT FOR ITEMS ON THE AGENDA**

None.

#### **MASTER PLAN UPDATE**

Executive Director Romes reported that the Park Board of Commissioners approved a professional services agreement with The Lakota Group to complete and revised master plan. The Park District will also be working with aQuity to conduct a community wide attitude and interest survey, and Berry Dunn to conduct a recreation services assessment. The Lakota Group, aQuity Research and Insights, and BerryDunn held a kickoff meeting for the Greenprint Master Plan Update on February 24, 2025 with staff and the Park Board Master Planning Project liaisons. He shared key lights from the kickoff meeting: the brand Greenprint will remain, public engagement will occur before the community wide attitude and interest survey will be released, schedule will be extended, the revised master plan will not be presented to the Park Board for approval until the end of this year.

Commissioner Grossberg and Vice President Freeman support the extended schedule since it allows new members of the Park Board to be involved.

#### **CONSTRUCTION PROJECT UPDATES**

##### ***A. New Facility and Site Improvements at West Ridge Park***

Manager Schwartz reported that the construction trailer is on site. Fencing will be installed this week. The south parking lot will be restriped, and signs will be installed displaying the temporary traffic pattern during construction. Staff are no longer permitted to utilize the south parking lot. The south parking lot is reserved for patrons and construction contractors. She shared an aerial image of the site highlighting the construction zone and parking zones. Print and digital communications have been shared with the community. The community can find project updates on the park district website.

##### ***B. Club Pickle and Padel Facility Project***

Director Smith provided an update on construction. He shared site images showcasing electrical and plumbing. Power should be available at the site before the end of the week.

The Illinois Department of Public Health denied the variance request; the variance request does not comply with state plumbing codes for air supported structures. Staff are working with architects and engineers to develop alternatives.

***C. Park Avenue Boating Facility North Beach Improvements Project***

Manager Kutscheid provided a quick review of the site masterplan. The parking lot and sidewalks are complete. Pedestrian boardwalk decking is being placed. Construction is anticipated to be completed in mid-April.

***D. Sunset Woods Park Improvements Project***

Manager Kutscheid provided a quick reminder of the overall project. The multiuse court surfacing has been placed, the bowl has been graded for the skate park, and structures have been installed for the skate park and wheel friendly plaza. Construction is anticipated to be completed in late April.

**REVIEW OF VOUCHERS**

Commissioner Ruttenberg reported that he reviewed the vouchers and found no discrepancies.

**OTHER BUSINESS**

None.

**OPEN TO THE PUBLIC TO ADDRESS THE BOARD**

None.

**CLOSED SESSION**

A motion was made by Commissioner Labrador, seconded by Commissioner Grossberg to go into closed session pursuant to 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;

**Roll Call:**

**Aye:** Commissioner Labrador, Commissioner Ruttenberg, Commissioner Grossberg, President Bernstein

**Nay:** None

**Absent:** Vice President Freeman

**Abstain:** None

**Motion Carried**

The meeting adjourned into Closed Session at 6:54 p.m.

The meeting was reconvened into Open Session at 7:35 p.m.

**ACTION FROM CLOSED SESSION IF ANY**

President Bernstein reported that no action was taken.

**ADJOURNMENT**

A motion was made by Commissioner Ruttenberg and seconded by Commissioner Grossberg and approved by a unanimous vote. The Board Meeting adjourned at 7:36 p.m.

Workshop Meeting Minutes  
March 12, 2025

Respectfully submitted,

Roxanne Hejnowski, Assistant Secretary

Roxanne Hejnowski, Assistant Secretary

**MINUTES OF A THE FINANCE COMMITTEE MEETING  
OF THE PARK DISTRICT OF HIGHLAND PARK  
HELD ON MARCH 18, 2025, 8:04 AM.**

Commissioner Ruttenberg, Vice President Freeman, and President Bernstein participated by electronic means.

Vice President Freeman joined the meeting at 8:17 a.m.

**Present:** Commissioner Labrador, Commissioner Grossberg, President Bernstein

**Absent:** None

**Also, Present:** Executive Director Romes; Director Peters, Director Smith, Director Voss, Director Baird, Assistant Director Acevedo, Assistant Director Soto, Manager Ochs, Manager Baczek, Accountant Moraru, Coordinator Hejnowski

**Guest Speaker:** None

**Additions to the Agenda**

None.

**Dynegy Energy Services, LLC Electric Service Agreement bid via Northern Illinois Municipal Electric Collaborative (NIMEC)**

Director Peters reported that on February 26, 2025, the Park Board of Commissioners approved Resolution 2025-02 Authorizing the Purchase of Electricity for Park District Facilities and Meters and Authorizing the Director to Approve a Contract with the Lowest Cost Electricity Provider for a Period up to 3 years. On March 12, 2025, the Park District received bids via NIMEC and Satori Energy for electricity rates for the entire District (17 meters in total), except for Deer Creek Racquet Club, West Ridge Center and the new meter at Club Pickle and Padel. Deer Creek was excluded from the bid since that facility has a separate contract agreement with Realgy in conjunction with the solar panel installation and delivery of electricity. The West Ridge meter was difficult to bid, as the bids were for up to three years and the building will only exist for roughly another year. It will be rebid soon for a 12-month period. The meter at Club Pickle and Padel did not have enough history to receive a bid and will be billed by ComEd until there is enough history to do so.

The lowest bid was from Dynegy Energy Services, LLC (Dynegy) at 8.257 cents per kWh. Dynegy is the current electric provider for the Park District and with the bid will be so through May of 2026. Per the Board Approved Resolution 2025-02, the acceptance of this bid was executed by Executive Director Romes for the 17 Park District meters for the term of May 2025 through May 2026. To note, NIMEC receives compensation from the electric supplier, and no NIMEC representative is employed by Commonwealth Edison.

Under the Park District's current electric contract, the average year-round rate is 6.373 cents per kWh. This new contract will be an additional cost of 1.884 cents per kWh. The increase in price is due to recent tariff uncertainty and AI data centers using increased electricity to fulfil electronic inquiries. The District anticipates an average increase in electric bills of roughly 16% during this time frame due to Community

March 18, 2025

Solar credits starting, ComEd rebates and pricing reductions. This equals approximately \$29,476 in total over the 12-month period of the one-year contract.

The Finance Committee supports the staff's recommendation and asked that the Dynegy Energy Services, LLC Service Agreement be placed on the consent agenda at the March 19, 2025, Regular Meeting of the Park Board of Commissioners.

**Reciprocal Agreement with Glencoe Park District**

Staff are developing a reciprocal agreement with the Glencoe Park District so that Highland Park residents may receive discounted (resident) rates to utilize their outdoor refrigerated ice-skating rinks and in return the Glencoe residents will receive discounted (resident) rates on Club Pickle and Padel programs and memberships.

**March Bid Results and Vehicle/Equipment Purchases**

**a. 2025 Centennial Ice Arena Roof Top Unit Replacement Bids**

Director Smith reported that the Park District of Highland Park received four (4) sealed bids on Tuesday, February 4, 2025, for materials and labor to complete the 2025 Park Avenue Dredging Project. Work is scheduled to occur early May 2025. The low bidder was John Keno & Company at \$40,000, includes \$37,300 for mobilization/demobilization and \$2,700 to dredge, transport, and place materials not to exceed 1800 CY). There is \$42,500 in the capital budget. While the bid is within budget, environmental testing will put this project over budget by \$4,426.25.

The low bidder specified a roof top unit that was not manufactured by an approved manufacturer per the bid documents. Staff have researched this unit and determined that it would meet the required specifications. Additionally, this unit is lower cost than units from the listed specified manufacturers and several bidders have shared that they would also have specified this unit had it been an option. Therefore, staff recommend rejecting all bids and re-bidding this project to include the option of a unit from this particular manufacturer.

The Finance Committee supports staff's recommendation to reject and re-bid the project.

**b. 2025 Centennial Ice Arena Dehumidification Unit Installation**

Director Smith reported that the Park District of Highland Park received three (3) sealed bids on Tuesday, March 4, 2025, for materials and labor to complete the 2025 Centennial Ice Arena Dehumidification Unit Installation. Work is scheduled to occur from May through June 2025. The low bidder is Helm Mechanical dba Helm Services. This contractor has favorable references and experience working with the Park District. There is \$245,000 budgeted in capital funds for this project. The bid from Helm Mechanical, Inc came in \$28,693 under budget. The Finance Committee recommended placing the bid from Helm Mechanical, Inc. on the consent agenda at the March 19, 2025 Regular Meeting of the Park Board of Commissioners.

**c. 2025 Hidden Creek AquaPark Fence Improvements Project Bid**

Director Smith reported that the Park District of Highland Park received two (2) sealed bids on Tuesday, March 11, 2025, for materials and labor to complete the 2025 Hidden Creek Aqua Park Fence Improvements Project. Work is scheduled to occur late April through early May 2025. The



low bidder is Classic Fence Inc. This contractor has favorable references and has worked for the District in the past. There is \$60,000 budgeted in capital funds for this project. The bid from Classic Fence, Inc came in \$2,129 over budget. The Finance Committee recommended placing the bid from Classic Fence, Inc. on the consent agenda at the March 19, 2025 Regular Meeting of the Park Board of Commissioners.

**d. 2025 Recreation Center of Highland Park Pool Filter Change, Pool Deck Renovation, and Pool Grate Replacement**

Director Smith reported that the Park District of Highland Park received three (3) sealed bids on Tuesday, March 11, 2025 for materials and labor to complete the 2025 Recreation Center of Highland Park Pool Filter Change, Deck Renovation and Grate Replacement. Work is scheduled to occur from July through August 2025. The low bidder is Stuckey Construction, Inc. This contractor has favorable references and experience working with the Park District. There is \$533,000 budgeted in capital funds for this project. The bid from Stuckey Construction, Inc. came in \$63,000 under budget. Staff would like to also address and renovate the tile in the family changing room. With the addition of this change order, the bid would be \$49,052 under budget. The Finance Committee recommended placing the bid from Stuckey Construction, Inc. on the consent agenda at the March 19, 2025 Regular Meeting of the Park Board of Commissioners.

**e. Vehicle and Equipment Purchasing**

Director Voss reported that staff evaluated the 2025 capital plan vehicle replacement list and determined three 4x4 pick-up trucks and one electric cargo van are necessary replacements for the current needs of the District. Ford pickup trucks and utility vans are available through the Suburban Purchasing Cooperative (SPC) through the Northwest Municipal Conference.

The Suburban Purchasing Cooperative is a joint purchasing program representing 144 municipalities and townships in northeastern Illinois. The SPC exemplifies the benefits of intergovernmental cooperation. The goal of the SPC is to combine the resources and purchasing power of governments and not-for-profit entities to jointly negotiate advantageous contract terms of products at the lowest possible price. Illinois statutes, 525/2 from Ch. 85, par. 1602. (Governmental Joint Purchasing Act), authorizes that any governmental unit may purchase personal property, supplies, and services jointly with one or more other governmental units.

Of the three pickup trucks, two would be matching extended, super cabs, while the third would be a four door super crew cab. Snowplows would not be necessary for these trucks.

Equal sized gas and electric engine vans are both available. A gasoline engine van would have an initial savings of approximately \$4000 compared to the electric engine model. However, the District would expect a \$1200 per year savings, minimum \$14,000 of the lifespan of the van, in fuel costs by choosing the electric engine model. Upon receiving the electric van, staff will, separately, purchase a shelving system for tool and material organization to be installed the vehicle.

## Finance Committee Meeting Minutes

March 18, 2025

Once the new vehicles are received, Staff would place three replaced trucks and one replaced cargo van on surplus, followed with an auction through the District's GovDeals website account. There is \$205,000 budgeted in capital funds to replace vehicles. The replacement purchases are \$9,744 under budget.

Additionally, the Park District's 2025 capital plan lists replacing a parks utility tractor. Staff determined a John Deere 4066R Compact Utility Tractor would meet the current and future needs of the District. John Deere tractors are available through Sourcewell, a joint purchasing cooperative program for state, local, and city governments. There is \$70,000 budgeted in capital funds to replace equipment. The John Deere Utility Tractor purchase is \$15,038 under budget.

The Finance Committee would like staff to further explore electric options for the trucks and asked that this item be removed from the consent agenda at the March 19, 2025 Regular Meeting of the Park Board of Commissioners. The EV Cargo Van and Utility Tractor can remain on the consent agenda.

### **Other Business**

None.

### **Open to the Public to Address the Board**

None.

### **Closed Session**

A motion was made by Commissioner Labrador, seconded by Commissioner Grossberg to go into closed session pursuant to Section 2(c)5: the purchase or lease of real estate including discussion on whether a certain parcel of property should be acquired

### **Roll Call:**

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

**Nay:** None

**Absent:** None

**Abstain:** None

### **Motion Carried**

The meeting adjourned into Closed Session at 9:00 a.m.

The meeting was reconvened into Open Session at 9:38 a.m.

### **Action from Closed Session if Any**

Commissioner Grossberg reported that no action was taken.

Finance Committee Meeting Minutes  
March 18, 2025

**Adjournment**

A motion was made by Commissioner Labrador and seconded by Commissioner Grossberg and approved by a unanimous vote. The Finance Committee Meeting adjourned at 9:38 a.m.

Respectfully submitted,

Roxanne Hejnowski, Assistant Secretary

**PARK DISTRICT OF HIGHLAND PARK  
BOARD OF PARK COMMISSIONERS  
MINUTES OF REGULAR MEETING  
MARCH 19, 2025**

The meeting was called to order at 6:05 p.m. Vice President Freeman.

**ROLL CALL**

**Present:** Commissioner Labrador, Commissioner Ruttenberg, Commissioner Grossberg,  
Vice President Freeman

**Absent:** President Bernstein

**Staff Present:** Executive Director Romes; Director Smith; Director Voss; Director Peters;  
Director Gogola; Director Barid, Assistant Director Acevedo; Manager  
DiTomasso; Supervisor Kelly, Coordinator Hejnowski

**Guest Speakers:** None

**ADDITIONS TO THE AGENDA**

None.

**PUBLIC COMMENT FOR ITEMS ON THE AGENDA**

None.

**CONSENT AGENDA**

It was a recommendation of the Finance Committee yesterday to remove Item K for the Approval of the Purchase of Three Capital Replacement Pickup Trucks and Electric Transit Van from the Consent Agenda for discussion and consideration to discuss and approve under Unfinished Business.

A motion was made by Commissioner Ruttenberg, seconded by Commissioner Labrador to remove Item K from the consent agenda and move to Unfinished Business, Item C.

**Roll Call:**

**Aye:** Commissioner Labrador, Commissioner Ruttenberg, Commissioner Grossberg,  
Vice President Freeman

**Nay:** None

**Absent:** President Bernstein

**Abstain:** None

**Motion Carried**

Regular Meeting Minutes  
March 19, 2025

A motion was made by Commissioner Labrador, seconded by Commissioner Ruttenberg to approve motion to approve the Minutes from February 21, 2025 Finance Committee Meeting, Minutes from February 24, 2025 Master Planning Committee Meeting, the Minutes from February 26, 2025 Regular Meeting, Rejection of the 2025 Centennial Ice Arena Roof Top Unit Replacement Bids, the Purchase of 2025 Capital Replacement Tractor, the 2025 Centennial Ice Arena Dehumidification Unit Installation, the 2025 Renewal of the 2023 Weeding & Landscape Services Bid, the 2025 Hidden Creek AquaPark Fence Improvements Project Bid, the 2025 Renewal of the 2023 Routine Grounds Maintenance – South Route Bid, the 2025 Renewal of the 2023 Routine Grounds Maintenance – North Route Bid, the 2025 Recreation Center of Highland Park Pool Filter Change, Pool Deck Renovation, and Pool Grate Replacement, the Dynegy Energy Services, LLC Electric Service Agreement bid via Northern Illinois Municipal Electric Collaborative (NIMEC), Ordinance 2025-04: Authorizing and Providing for the Conveyance or Sale of Surplus Personal Property, and Bills and Payroll in the amount of \$2,007,112.67

**Roll Call:**

**Aye:** Commissioner Labrador, Commissioner Ruttenberg, Commissioner Grossberg, Vice President Freeman

**Nay:** None

**Absent:** President Bernstein

**Abstain:** Commissioner Ruttenberg abstained from Item E. Approval of the Purchase of 2025 Capital Replacement Tractor

**Motion Carried**

**FINANCIAL FORECASTS AND TREASURER'S REPORT**

***Operations (General and Recreation Funds) Budget vs. Actual***

Director Peters shared the end-of-year projections and actual figures as of February 28, 2025. She is pleased to report that Actual Revenues exceeded budgeted revenues by \$650,000.

***Conclusion***

The following Park District programs and facilities are performing better than budget: interest income has a \$166,000 surplus. Visual Arts exceeded the budget by \$17,000, early childhood enrichment programs exceeded the budget by \$150,000, dance programs exceeded the budget by \$28,000, skating school exceeded the budget by \$40,000 and sponsorships exceeded the budget by \$26,000.

**UNFINISHED BUSINESS**

**A. Master Plan Update**

Executive Director Romes reported that the Park Board of Commissioners approved a professional services agreement with The Lakota Group to complete and revised master plan. The Park District is working with aQuity to conduct a community wide attitude and interest survey, and Berry Dunn to conduct a recreation services assessment. This is a three-phased approach: 1.) engagement 2.) analysis 3.) planning. A community survey will be released in April and members of the public will have a chance to speak with staff about the master plan at upcoming special events.

**B. Consideration to Approve the 2025 Hidden Creek AquaPark and Rosewood Beach Concessions License RFP**

Manager Hartnett reported that on February 14, 2025, the Park District of Highland Park received two (2) completed proposals, one (1) respectfully declined, and one (1) no-response from vendors to manage concession services at Hidden Creek AquaPark and Rosewood Beach. The operational season runs from Sat., May 24, 2025, through Mon., Sept. 1, 2025. However, the seasonal license term will run from Thurs., May 15, 2025, through Mon., Sept. 15, 2025.

Judy's Pizzeria has a true dedication to the Highland Park Community. As a local family-owned pizzeria, Judy's Pizzeria has been in the community since 1996. They have provided concessions service for the last three years at Hidden Creek AquaPark, take part in numerous community events, provide lunch programs to area schools, employ local community members, and recently, started a partnership with True North Educational Cooperative.

While the proposal from Legacy Hospitality & Entertainment Group, LLC, was enticing, staff believe it would not be a good fit. They are not a local business, did not conduct a site visit, and did not reach out to gain a better understanding of the operation. Additionally, in 2019, a similar third-party managed concessions, and the lack of local supervision and staff from the community proved challenging, leading to complaints throughout the season and negative feedback in the end-of-season survey.

Staff believe it is in the Park District's best interest to partner with Judy's Pizzeria due to the strong relationship that has been built and their deep connection to the community.

A motion was made by Commissioner Ruttenberg, seconded by Commissioner Grossberg to approve the 2025 Hidden Creek AquaPark and Rosewood Beach Concessions License Agreement with Judy's Pizzeria.

**Roll Call:**

**Aye:** Commissioner Labrador, Commissioner Ruttenberg, Commissioner Grossberg, Vice President Freeman

**Nay:** None

**Absent:** President Bernstein

**Abstain:** None

**Motion Carried**

Executive Director Romes reported that staff recommend that the Park Board of Commissioners separate the purchase approvals for the Electric Transit Van and the Three Capital Replacement Pickup Trucks since there was consensus from the Finance Committee to purchase the Electric Van, and to further discuss the three pickup trucks.

A motion was made by Commissioner Ruttenberg, seconded by Commissioner Grossberg to separate Item C for the "Approval of the Purchase of Three Capital Replacement Pickup Trucks and Electric

Transit Van” with Consideration to approve the Purchase of the Electric Van as Item C and Consideration to approve three Pickup Trucks as item D.

**Roll Call:**

**Aye:** Commissioner Labrador, Commissioner Ruttenberg, Commissioner Grossberg, Vice President Freeman

**Nay:** None

**Absent:** President Bernstein

**Abstain:** None

**Motion Carried**

**C. Approval of the Purchase of an Electric Transit Van**

The Park Board Finance Committee Liaisons reported that a presentation is not needed, since it was the consensus of the Finance Committee to approve the purchase of an electric transit van at tonight’s Regular Meeting of the Park Board of Commissioners.

A motion was made by Commissioner Ruttenberg, seconded by Commissioner Grossberg to separate Item C for the “Approval of the Purchase of an Electric Transit Van”.

**Roll Call:**

**Aye:** Commissioner Labrador, Commissioner Ruttenberg, Commissioner Grossberg, Vice President Freeman

**Nay:** None

**Absent:** President Bernstein

**Abstain:** None

**Motion Carried**

**D. Approval of the Purchase of Three Capital Replacement Pickup Trucks**

Director Voss reported that staff evaluated the 2025 capital plan vehicle replacement list and determined three 4x4 pick-up trucks are necessary replacements for the current needs of the District. Ford pickup trucks are available through the Suburban Purchasing Cooperative (SPC) through the Northwest Municipal Conference.

The Suburban Purchasing Cooperative is a joint purchasing program representing 144 municipalities and townships in northeastern Illinois. The SPC exemplifies the benefits of intergovernmental cooperation. The goal of the SPC is to combine the resources and purchasing power of governments and not-for-profit entities to jointly negotiate advantageous contract terms of products at the lowest possible price. Illinois statutes, 525/2 from Ch. 85, par. 1602. (Governmental Joint Purchasing Act),

authorizes that any governmental unit may purchase personal property, supplies, and services jointly with one or more other governmental units.

Of the three pickup trucks, two would be matching extended, super cabs, while the third would be a four-door super crew cab. Snowplows would not be necessary for these trucks.

The Park Board of Commissioners would like staff to explore electric pick-up trucks options and requested that staff to come back to the Board with electric alternatives.

## **NEW BUSINESS**

### **A. Parks Foundation**

Parks Foundation President reported that 218 tickets were sold at the Champions Celebration, the winner of the 50/50 raffle donated his winnings back to the Parks Foundation, and auction revenues were doubled compared to 2024. Overall, the 2025 Champions Celebration brought in \$96,000 gross. The Parks Foundation will have actual numbers in early April after payments to vendors have cleared.

### **B. Board Committee Updates**

At the March 18, 2025, Finance Committee Meeting staff reviewed and provided contract recommendations for several items that were approved at tonight's meeting.

### **C. Recreation Center of Highland Park Annual Report**

Manager DiTomaso reviewed 2024 special events and facility challenges. Supervisor Kelly compared budgeted vs. actual membership revenues providing a detailed breakdown based on the membership type (basic, all inclusive, and group exercise). Manager DiTomaso compared budgeted vs. actual personal training, preregistered programs, and babysitting (kids club) services. Manager DiTomaso compared projected vs. actual utilization of the fitness floor, group ex, personal training, and indoor track. The report concluded with future growth strategies.

### **D. Directors Report**

Executive Director Romes reported that the Club Pickle and Padel App is live and was released with Deer Creek Racquet Club, Recreation Center of Highland Park, and Danny Cuniff Outdoor Tennis and Pickleball Court Users.

He gave a brief update regarding the construction occurring at West Ridge Park. The south lot remains open as normal for traffic through the end of this week. A fence has been installed in the parking lot, but a portion remains open to allow cars to drive through. During the week of March 24, the construction team will close off the south portion of the lot and install new directional signage. WBO is working on a temporary measure to assist with traffic flow until the striping is complete. Demolition and grading are expected to begin the week of March 31.

Lastly, he highlighted camps and programs scheduled for the week of Spring Break, March 21 – 28. There is also a 3v3 Spring Break Hockey Tournament on Saturday, March 29, from 9 – 5:00 p.m. at



Centennial Ice Arena. Moving into April, on Saturday, April 5 the Park District is hosting several egg hunts. Dog Egg Hunt from 9 – 9:15am at Sunset Woods Park, EGGcessible Egg Hunt from 9:30 – 10am at Sunset Woods Park, Egg Hunt from 10 – 10:45 a.m. at Sunset Woods Park, Floating Egg Hunt from 1-2:45pm at the Recreation Center of Highland Park Indoor Pool.

**E. Board Comments**

Commissioner Grossberg complimented staff and the Parks Foundation President on hosting an extraordinary Champions Celebration fundraiser.

**OTHER BUSINESS**

None.

**OPEN TO PUBLIC TO ADDRESS THE BOARD**

None.

**CLOSED SESSION**

A motion was made by Commissioner Labrador, seconded by Commissioner Grossberg to go into closed session pursuant to Section 2(c)1: The employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body;

**Roll Call:**

**Aye:** Commissioner Labrador, Commissioner Ruttenberg, Commissioner Grossberg, Vice President Freeman

**Nay:** None

**Absent:** President Bernstein

**Abstain:** None

**Motion Carried**

The meeting adjourned into Closed Session at 7:26 p.m.

The meeting was reconvened into Open Session at 8:29 p.m.

**ACTION FROM CLOSED SESSION IF ANY**

**A. Consideration to approve a six-month contract extension to the Employment Agreement for the Executive Director**

A motion was made by Commissioner Labrador, seconded by Commissioner Grossberg to approve a six-month contract extension to the Employment Agreement for the Executive Director.

**Roll Call:**

**Aye:** Commissioner Labrador, Commissioner Ruttenberg, Commissioner Grossberg, Vice President Freeman

**Nay:** None

**Absent:** President Bernstein

**Abstain:** None

**Motion Carried**

**B. Consideration to approve a new Employment Agreement for the Executive Director**

A motion was made by Commissioner Grossberg, seconded by Commissioner Labrador to approve a new Employment Agreement for the Executive Director.

**Roll Call:**

**Aye:** Commissioner Labrador, Commissioner Ruttenberg, Commissioner Grossberg, Vice President Freeman

**Nay:** None

**Absent:** President Bernstein

**Abstain:** None

**Motion Carried**

**ADJOURNMENT**

A motion was made by Commissioner Ruttenberg and seconded by Commissioner Grossberg and approved by a unanimous vote. The Board Meeting adjourned at 8:34 p.m.

Respectfully submitted,

Roxanne Hejnowski, Assistant Secretary



# Memorandum

**To:** Park Board of Commissioners

**From:** Ben Kutscheid, Projects Manager; Jeff Smith, Director of Planning, Projects, and IT; Brian Romes, Executive Director

**Date:** April 23, 2025

**Subject:** **Approval of the 2025 Recreation Center of Highland Park Parking Lot Landscape Installation**

---

## **Summary**

The Park District of Highland Park received six (6) sealed bids on Tuesday, April 8, 2025, for materials and labor to complete the 2025 Recreation Center of Highland Park Parking Lot Landscape Installation. Work is scheduled to occur in May 2025

## **Bid Results**

<b>Contractor</b>	<b>Base Bid</b>	<b>Alternate #1 Landscape at Sign</b>	<b>Total</b>
Absolute Home Imp.	\$ 78,294.00	\$ 6,524.00	\$ 84,818.00
Autus Group, LLC dba Property First	\$ 38,273.00	\$ 13,559.00	\$ 51,832.00
Cardinal State, LLC	\$ 99,793.03	\$ 5,205.14	\$ 104,998.17
J & D Supplier Services	\$ 79,304.84	\$ 7,428.52	\$ 86,733.36
Langton Group	\$ 42,517.00	\$ 4,576.75	\$ 47,093.75
Mark 1 Landscape Inc.	\$ 90,805.00	\$ 28,265.00	\$ 119,070.00
TGF Enterprises Inc.	\$ 115,623.65	\$ 10,826.92	\$ 126,450.57

The low bidder is Autus Group, LLC dba Property First. This contractor has favorable references.

## **Budget Impact**

Total Budgeted Capital Funds	\$ 80,000.00
<b>Autus Group, LLC dba Property First Bid</b>	<b>\$ 38,273.00</b>
Plant Purchase Estimate	\$ 42,000.00
<b>Total <u>Over</u> Budget</b>	<b>\$ 273.00</b>

**Recommendation**

Staff and the Finance Committee recommend approval from the Park Board of Commissioners for Base Bid from Autus Group, LLC dba Property First for the 2025 Recreation Center of Highland Park Parking Lot Landscape Installation and authorize the Executive Director to enter into an agreement in the amount of \$38,273.



# Memorandum

**To:** Park Board of Commissioners

**From:** Ben Kutscheid, Projects Manager; Jeff Smith, Director of Planning, Projects, and IT; Brian Romes, Executive Director

**Date:** April 23, 2025

**Subject:** **Approval of the 2025 Rosewood Park Playground Renovation**

---

## **Summary**

The Park District of Highland Park received six (6) sealed bids on Tuesday, April 8, 2025, for materials and labor to complete the 2025 Rosewood Park Playground Renovation. Work is scheduled to occur from March through May 2025.

## **Bid Results**

Contractor	Base Bid
AJules Construction	\$ 291,166.00
Absolute Home Improvements and Cleaning Service	\$ 204,411.00
Copenhaver Construction	\$ 304,804.50
D & J Construction	\$ 232,418.50
Hacienda Landscaping	\$ 246,977.00
Innovation Landscape, Inc.	\$ 264,711.80

The low bidder, Absolute Home Improvements and Cleaning Service, has constructed two playgrounds for the Park District and is currently constructing two additional playgrounds. In each of these projects, this contractor has not been able to maintain the required schedule. For this reason, this contractor is deemed not responsible for this bid. The second lowest bidder, D and J Landscaping, has favorable references and experience working with the Park District.

## **Budget Impact**

Total Budgeted Capital Funds	\$ 374,000.00
Sourcewell Play Equipment Purchase	\$ 131,481.00
<b>D and J Landscaping Inc. Bid</b>	<b>\$ 232,418.50</b>
Benches, Tables & Waste Receptacles PDHP Purchase	\$ 11,860.00
Design Fees	\$ 3,000.00
<b>Total <u>Over</u> Budget</b>	<b>\$ 4,759.50</b>

**Recommendation**

Staff and the Finance Committee recommend approval from the Park Board of Commissioners for Base Bid from D and J Landscaping, Inc. for the 2025 Rosewood Park Playground Renovation and authorize the Executive Director to enter into an agreement in the amount of \$232,418.50.



# Memorandum

**To:** Park Board of Commissioners

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

**Date:** April 23, 2025

**Subject:** **Approval of Resolution 2025-03: Authorizing the Purchase of Natural Gas for Park District Facilities and Meters and Authorizing the Executive Director to Approve a Contract with the Lowest Cost Natural Gas Provider for a Period up to 36 Months**

---

## **Summary**

Natural gas at all Park District facilities and additional natural gas meters is currently brokered via AUS (Alternative Utility Services, Inc.), except for the shared meter at HPCC. Besides our District, they have also provided natural gas bids for Wheeling, Palatine, Arlington Heights, and Northbrook Park Districts. Additionally, the Villages of Wheeling and Rosemont (including the Allstate Arena) have been served by AUS, as well as many commercial clients. As all District natural gas contracts are expiring in June, they will all be bid simultaneously on April 22.

## **Financial Impact**

Bidding natural gas for the District takes place over a few hours. Therefore, approval to participate in the bidding process must take place prior to knowing the awarded supplier and associated rates. The compensation that AUS gets paid is by the winning vendor, so the District is not responsible for any commissions.

## **Recommendation**

Staff recommends the Park Board of Commissioners approve Resolution 2025-03: Authorizing the Executive Director to purchase natural gas for the District from Alternative Utility Services, Inc. for a period of up to 36 months. AUS gets paid by the winning vendor so the District is not responsible for any commissions.

RESOLUTION NO. 2025-03

**A RESOLUTION AUTHORIZING THE PURCHASE OF NATURAL GAS FOR PARK DISTRICT FACILITIES AND METERS AND AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE A CONTRACT WITH THE LOWEST COST NATURAL GAS PROVIDER FOR A PERIOD UP TO 36 MONTHS.**

PASSED AND APPROVED BY  
THE PRESIDENT AND BOARD OF COMMISSIONERS  
THE 23rd DAY OF APRIL, 2025.

Published in Pamphlet Form by  
Authority of the  
Authorities of the Park District of  
Highland Park, Illinois, this  
23rd day of April, 2025.



RESOLUTION NO. 2025-03

**A RESOLUTION AUTHORIZING THE PURCHASE OF NATURAL GAS FOR PARK DISTRICT FACILITIES AND METERS AND AUTHORIZING THE DIRECTOR TO APPROVE A CONTRACT WITH THE LOWEST COST NATURAL GAS PROVIDER FOR A PERIOD UP TO 36 MONTHS.**

**WHEREAS** the Park District of Highland Park ("The Park District") is a park district in accordance with the Illinois Park District Code and all laws supplemental thereto; and,

**WHEREAS**, on January 2, 2007, the State of Illinois implemented a plan to deregulate the natural gas market; and,

**WHEREAS**, as a result of this deregulation, natural gas may be purchased based on market price from alternate retail natural gas suppliers and North Shore Gas Company will no longer be the sole supplier of natural gas in northern Illinois, resulting in new natural gas suppliers being able to compete against North Shore Gas Company, and competitive market forces dictating the price of natural gas; and,

**WHEREAS**, the Park District of Highland Park will engage with a broker to assist with the purchase of natural gas. The Park District is entertaining bids from AUS (Alternative Utility Services, Inc.). The Park District will accept the bid from the supplier with the lowest bid; and,

**WHEREAS**, the amount of compensation that the broker receives is either included in the natural gas prices provided or are paid directly to the broker from the supplier, so there will be no direct payment made to the broker by the Park District; and,

**WHEREAS**, North Shore Gas Company will no longer offer a fixed energy rate for large or medium sized commercial accounts and would instead charge based on a floating hourly rate and the Park District desires to enter the market to secure a fixed rate, up to 36 months in term.

**NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF COMMISSIONERS FOR THE PARK DISTRICT OF HIGHLAND PARK, AS FOLLOWS:**

**Section 1.** That the broker supplying the lowest price will be appointed the Park District's broker for purposes of obtaining a natural gas supply for the Park District's needs.

**Section 2.** That the Director, with the support and assistance of the broker,

is authorized to solicit bids for energy rates directly from suppliers in an effort to secure lower energy costs for the Park District of Highland Park.

**Section 3.** That in light of the time constraints and procedures required, applicable to the acceptance of a competitive bid for a supply of natural gas, once the bids are received, the Director is hereby authorized to sign the contract with the most optimal bidder, with the Secretary being hereby directed to place said contract on the first available Park District Board regular meeting following the execution thereof by the Director, for a report to the Park District Board.

**Section 4.** That the Director is authorized to name the Treasurer as his/her designee in matters concerning the bid.

**Section 5:** The Resolution shall be in full force and effect from and after its passage, approval, and publication in pamphlet form, as provided by law.

**ADOPTED** this 23rd day of April 2025, pursuant to a roll call vote as follows:

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

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

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

**ABSTENTION:** \_\_\_\_\_

**APPROVED** by me this 23rd day of April 2025.

\_\_\_\_\_  
Brian Romes, Executive Director of the  
Park District of Highland Park

ATTESTED and filed in my office,  
this 23rd day of April 2025.

\_\_\_\_\_  
Mari-Lynn Peters, Treasurer of the Park District  
Of Highland Park.



## Memorandum

To: Board of Park Commissioners

From: Matthew Bachler - Accounts Payable Administrator  
Mari-Lynn Peters - Finance Director  
Brian Romes - Executive Director

Date: April 23, 2025

Subject: Bills and Payroll Disbursements authorized by Finance Committee Member(s). Checks written March 20, 2025 through April 17, 2025 to be presented to the Board for approval on April 23, 2025.

### **BILLS**

<b><u>DATE</u></b>	<b><u>AMOUNT</u></b>
March 20, 2025 Emergency Check	\$ 740.00
March 24, 2025 Emergency Check	\$ 200.00
April 14, 2025 Emergency Check	\$ 596,642.38
April 03, 2025	\$ 1,099,737.55
April 17, 2025	\$ 759,815.21
Void Payments	\$ (597,382.38)
Bank Drafts	\$ 83,810.72
P-Card	\$ 138,692.71
<b>TOTAL</b>	<b>\$ 2,082,256.19</b>

### **PAYROLL DISBURSEMENTS**

March 21, 2025	\$ 445,883.75
April 04, 2025	\$ 426,154.04
April 18, 2025	\$ 443,184.48
<b>TOTAL</b>	<b>\$ 1,315,222.27</b>

<b>GRAND TOTAL</b>	<b>\$ 3,397,478.46</b>
--------------------	------------------------

#### To the Treasurer:

The payment of the above listed accounts is hereby approved by the below named Finance Committee member as of 04-23-25 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: APPKT04558 - 03/20/25 Emergency Check Print -  
Reissue of Lost Check for Kids in Action Gymnastics Academy

By Vendor DBA Name

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						
20992	KIDS IN ACTION GYMNASTICS ACAD	03/20/2025	Regular	0.00	740.00	192098
<a href="#">09302024</a>	Invoice	09/30/2024	KIAGA GYMNASTICS INVITATIONAL - APRIL..	0.00	740.00	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	740.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	1	1	0.00	740.00

## Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH FUND	3/2025	740.00
			<hr/> 740.00



Park District of Highland Park, IL

Check Register

Packet: APPKT04560 - 03/24/25 Illinois Department of Public Health - Emergency Check

By Vendor DBA Name

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						
11185	ILLINOIS DEPARTMENT OF PUBLIC H	03/24/2025	Regular	0.00	200.00	192099
<a href="#">03202025</a>	Invoice	03/20/2025	Permit Plan Re-Submittal Fee - Rec. Center...	0.00	200.00	

Bank Code AP Summary				
Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	200.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	1	1	0.00	200.00

## Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH FUND	3/2025	200.00
			<hr/> 200.00



Park District of Highland Park, IL

# Check Register

Packet: APPKT04575 - 04/03/25 Check Print

By Vendor DBA Name

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						
	**Void**	04/03/2025	Regular	0.00	0.00	192118
15147	ABC PRINTING COMPANY	04/03/2025	Regular	0.00	100.11	192100
<a href="#">293502</a>	Invoice	04/02/2025	Banner for Sapphire Club	0.00	100.11	
10034	ABSOLUTE HOME IMPROVEMENTS &	04/03/2025	Regular	0.00	2,313.00	192101
<a href="#">1 - Cove Base</a>	Invoice	03/30/2025	New Cove Base for Heller Nature Center	0.00	2,313.00	
16788	ADVANCED TURF SOLUTIONS INC	04/03/2025	Regular	0.00	2,511.00	192102
<a href="#">SQ1277382</a>	Invoice	03/17/2025	Lawn Seeds	0.00	2,511.00	
10055	AEREX PEST CONTROL	04/03/2025	Regular	0.00	73.00	192103
<a href="#">2611754</a>	Invoice	03/19/2025	March 2025 - Pest Control for Heller Natur...	0.00	73.00	
17039	AIR COMFORT, LLC	04/03/2025	Regular	0.00	875.00	192104
<a href="#">410680</a>	Invoice	02/17/2025	HVAC System at 701 Deer Creek Pkwy Rep...	0.00	875.00	
10149	ANCEL, GLINK, DIAMOND, BUSH	04/03/2025	Regular	0.00	10,740.00	192106
<a href="#">109799</a>	Invoice	03/10/2025	Legal Services February 2025	0.00	10,740.00	
21200	APPLIANCE CARPET PARTS LLC	04/03/2025	Regular	0.00	51,714.70	192107
<a href="#">CG504745</a>	Invoice	02/28/2025	New Flooring for Rec. Center Due to Flood...	0.00	51,714.70	
19172	AQUAMOON LLC	04/03/2025	Regular	0.00	675.00	192108
<a href="#">25-0377</a>	Invoice	02/28/2025	Aquarium Service at Heller Nature Center	0.00	675.00	
20071	AVALON PETROLEUM COMPANY	04/03/2025	Regular	0.00	4,809.64	192110
<a href="#">010037</a>	Invoice	03/03/2025	Unleaded Fuel 03/03/25	0.00	1,235.67	
<a href="#">010039</a>	Invoice	03/07/2025	Unleaded Fuel 03/07/25	0.00	1,054.52	
<a href="#">010048</a>	Invoice	03/13/2025	Unleaded Fuel 03/12/25	0.00	987.46	
<a href="#">010058</a>	Invoice	03/14/2025	Unleaded Fuel 03/14/25	0.00	933.68	
<a href="#">041039</a>	Invoice	03/03/2025	Diesel Fuel 03/03/25	0.00	598.31	
16585	BARBARA WEISS	04/03/2025	Regular	0.00	41.00	192111
<a href="#">2747971</a>	Invoice	03/17/2025	Refund	0.00	41.00	
19747	BASS / SCHULER ENTERTAINMENT, I	04/03/2025	Regular	0.00	1,000.00	192112
<a href="#">84561</a>	Invoice	03/12/2025	Deposit for Hello Weekend Band for 07/03...	0.00	1,000.00	
21202	BECKER ARENA PRODUCTS INC	04/03/2025	Regular	0.00	13,086.50	192113
<a href="#">615473</a>	Invoice	03/10/2025	50% Deposit - Centennial Ice Arena Bleach...	0.00	13,086.50	
20379	CENTURISK	04/03/2025	Regular	0.00	1,600.00	192114
<a href="#">664-19198</a>	Invoice	03/18/2025	Annual Valuation Update Services - Final R...	0.00	1,600.00	
20755	CHEN SITE DESIGN STUDIO LLC	04/03/2025	Regular	0.00	7,000.00	192115
<a href="#">2 - Rec Center Pa...</a>	Invoice	03/28/2025	Recreation Center Parking Lot Landscape I...	0.00	800.00	
<a href="#">2 - Rosewood Par...</a>	Invoice	03/28/2025	Rosewood Park Improvement - Landscape...	0.00	2,700.00	
<a href="#">3 - Lincoln Park I...</a>	Invoice	03/28/2025	Lincoln Park Improvements - Landscape Ar...	0.00	3,500.00	
10463	CHICAGO TRIBUNE COMPANY	04/03/2025	Regular	0.00	214.29	192116
<a href="#">112451281000</a>	Invoice	02/28/2025	Listings for Planning, Aqua Park Fence Imp...	0.00	214.29	



## Check Register

Packet: APPKT04575-04/03/25 Check Print

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	
10537	COMMONWEALTH EDISON COMPAN	04/03/2025	Regular	0.00	54,706.99	192117
<a href="#">022725 3986862...</a>	Invoice	02/27/2025	1201 Park Ave (Rec) 01/28/25 - 02/26/25	0.00	10,528.77	
<a href="#">031925 6031140...</a>	Invoice	03/19/2025	1390 Sunset Rd 02/17/25 - 03/19/25	0.00	1,893.06	
<a href="#">032025 1877841...</a>	Invoice	03/20/2025	3100 Trail Way Dr (Centennial) 02/17/25 - ...	0.00	12,416.87	
<a href="#">032025 3788841...</a>	Invoice	03/20/2025	2205 Skokie Rd (Golf Learning Cn) 2/17/25...	0.00	1,210.40	
<a href="#">032625 1911011...</a>	Invoice	03/26/2025	0 E Egandale 1 N Park (Light) 02/24/25 - 0...	0.00	63.10	
<a href="#">032625 7517621...</a>	Invoice	03/26/2025	636 Ridge Rd (West Ridge) 02/24/25 - 03/...	0.00	3,215.97	
<a href="#">032725 0858167...</a>	Invoice	03/27/2025	1240 Fredrickson Pl (POGO) 02/25/25 - 03...	0.00	1,143.89	
<a href="#">032825 0150341...</a>	Invoice	03/28/2025	0 W Linden Av 1 S Laurel Bndstnd 2/25/25 ...	0.00	27.06	
<a href="#">032825 0348721...</a>	Invoice	03/28/2025	1377 Deer Crk Pkwy Fink Ballfield 2/25/25 ...	0.00	898.13	
<a href="#">032825 1488652...</a>	Invoice	03/28/2025	2501 Sheridan Rd 02/25/25 - 03/27/25	0.00	35.36	
<a href="#">032825 2306711...</a>	Invoice	03/28/2025	1 Central Ave Yacht Club Boat Rmp 2/25/2...	0.00	524.59	
<a href="#">032825 6889221...</a>	Invoice	03/28/2025	1 Central Ave (Street Lights) 02/25/25 - 03...	0.00	33.79	
<a href="#">032825 7018392...</a>	Invoice	03/28/2025	St Johns / Rgr Will. Jenson Park 2/25/25 - ...	0.00	30.62	
<a href="#">033125 0740352...</a>	Invoice	03/31/2025	2821 Ridge Rd 02/24/25 - 03/26/25	0.00	1,993.24	
<a href="#">033125 1694872...</a>	Invoice	03/31/2025	1220 Fredrickson Hidden Crk Aqua 2/25/2...	0.00	1,294.01	
<a href="#">033125 1854442...</a>	Invoice	03/31/2025	45 Rog. Will. 1 E Sheridan Rosewd 2/25/25...	0.00	1,624.77	
<a href="#">033125 3986862...</a>	Invoice	03/31/2025	1201 Park Ave (Rec) 02/26/25 - 03/27/25	0.00	9,997.54	
<a href="#">033125 6178872...</a>	Invoice	03/31/2025	1801 Sunset Rd (Sunset Woods) 02/25/25 -...	0.00	2,783.46	
<a href="#">033125 6409801...</a>	Invoice	03/31/2025	0 N Clavey 1 E Rt 41 Fink Pk Main 2/25/25 ...	0.00	4,992.36	
17719	CONSTELLATION NEWENERGY - GAS	04/03/2025	Regular	0.00	4,525.19	192129
<a href="#">4271331</a>	Invoice	03/24/2025	1201 Park Ave W February 2025	0.00	4,525.19	
18393	COPENHAVER CONSTRUCTION INC	04/03/2025	Regular	0.00	499,324.00	192119
<a href="#">Application No 5...</a>	Invoice	03/10/2025	2024 / 2025 Park Ave Beach Access Impro...	0.00	91,274.41	
<a href="#">Application No 6...</a>	Invoice	03/26/2025	2024 / 2025 Park Ave Beach Access Impro...	0.00	408,049.59	
21198	DANIEL CROCE	04/03/2025	Regular	0.00	20.00	192120
<a href="#">2766708</a>	Invoice	04/01/2025	Refund	0.00	20.00	
20106	DAVID DILLON, JR	04/03/2025	Regular	0.00	360.00	192122
<a href="#">033120205</a>	Invoice	03/31/2025	House Basketball Ref Winter 2025 - 9 Gam...	0.00	360.00	
10637	DAVID DILLON	04/03/2025	Regular	0.00	720.00	192121
<a href="#">03312025</a>	Invoice	03/31/2025	House Basketball Ref Winter 2025 - 18 Ga...	0.00	720.00	
15485	DAVID MANNA	04/03/2025	Regular	0.00	80.00	192123
<a href="#">02252025 II</a>	Invoice	02/25/2025	2 Prep League Basketball Games - 03/09/2...	0.00	80.00	
18562	DAVIS BANCORP INC	04/03/2025	Regular	0.00	1,738.00	192124
<a href="#">130466</a>	Invoice	03/31/2025	Armored Transportation - March 2025	0.00	1,738.00	
21195	DIANE DEBELL	04/03/2025	Regular	0.00	320.00	192125
<a href="#">2765629</a>	Invoice	03/31/2025	Refund	0.00	320.00	
20418	ELENA VICTORIA LLC	04/03/2025	Regular	0.00	3,751.00	192126
<a href="#">03212025</a>	Invoice	03/21/2025	Sewing & Fashion Design Winter Term I - 7...	0.00	3,751.00	
21194	ELMA HALITI	04/03/2025	Regular	0.00	90.00	192127
<a href="#">2765638</a>	Invoice	03/31/2025	Refund	0.00	90.00	
20421	EUGENE BROWN	04/03/2025	Regular	0.00	160.00	192128
<a href="#">03312025</a>	Invoice	03/31/2025	House Basketball Ref Winter 2025 - 4 Gam...	0.00	160.00	
10887	FIRST STUDENT, INC.	04/03/2025	Regular	0.00	412.48	192130
<a href="#">00149178</a>	Invoice	02/28/2025	Bus for Spring Break Field Trip on 03/28/25	0.00	412.48	
10914	FOX VALLEY FIRE & SAFETY CO	04/03/2025	Regular	0.00	626.40	192131
<a href="#">IN00756916</a>	Invoice	03/14/2025	Heller Detector Repair	0.00	626.40	
18159	GARY FULLETT	04/03/2025	Regular	0.00	200.00	192132
<a href="#">03312025</a>	Invoice	03/31/2025	House Basketball Ref Winter 2025 - 5 Gam...	0.00	200.00	

## Check Register

Packet: APPKT04575-04/03/25 Check Print

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 <a href="#">6048.100-12</a>	GEWALT HAMILTON ASSOCIATES INC Invoice	04/03/2025 03/12/2025	Regular Dome Improvements - Prof Services 2/1/2...	0.00 0.00	5,259.00 5,259.00	192133
21197 <a href="#">2766999</a>	HOLLI MCGINLEY Invoice	04/03/2025 04/01/2025	Regular Refund	0.00 0.00	16.00 16.00	192135
11179 <a href="#">Dues2025</a>	ILLINOIS ASSOC OF PARK DIST. Invoice	04/03/2025 12/11/2024	Regular Annual Membership Dues for 2025	0.00 0.00	7,539.29 7,539.29	192136
11194 <a href="#">108</a>	ILLINOIS SHOTOKAN KARATE Invoice	04/03/2025 03/13/2025	Regular Winter 2025 Karate	0.00 0.00	3,958.96 3,958.96	192137
11196 <a href="#">20250200686</a>	ILLINOIS STATE POLICE Invoice	04/03/2025 02/28/2025	Regular 2/1/25 - 2/28/25 Background Checks	0.00 0.00	240.00 240.00	192138
20802 <a href="#">8127</a> <a href="#">8128</a>	IRENTPROJECTORS Invoice Invoice	04/03/2025 03/29/2025 03/29/2025	Regular Screens, Projectors, Speakers, Etc - Summ... Screens, Projectors, Speakers, Etc - Summ...	0.00 0.00 0.00	3,796.00 1,898.00 1,898.00	192109
21146 <a href="#">MS18188</a>	IT1 CONSULTING, LLC Invoice	04/03/2025 02/14/2025	Regular Microsoft 365 Licenses 01/13/25 - 02/12/...	0.00 0.00	2,143.37 2,143.37	192140
20426 <a href="#">00997701</a>	IT1 SOURCE, LLC Invoice	04/03/2025 02/12/2025	Regular Lenovo Premier Support Plus Upgrades x ...	0.00 0.00	642.72 642.72	192141
20979 <a href="#">03242025</a> <a href="#">03312025</a>	JASON BRUCE CHERPAK Invoice Invoice	04/03/2025 03/24/2025 03/31/2025	Regular 2 Prep League Basketball Games - 03/09/2... House Basketball Ref Winter 2025 - 13 Ga...	0.00 0.00 0.00	600.00 80.00 520.00	192142
11274 <a href="#">03312025</a>	JAY BACH Invoice	04/03/2025 03/31/2025	Regular House Basketball Ref Winter 2025 - 9 Gam...	0.00 0.00	360.00 360.00	192143
16866 <a href="#">01232025</a>	JEFF COHEN CREATIVE LTD Invoice	04/03/2025 01/23/2025	Regular Photography at Centennial Hill & Deer Cre...	0.00 0.00	537.50 537.50	192144
17929 <a href="#">03242025</a> <a href="#">03312025</a>	JEFFREY A. SCHELL Invoice Invoice	04/03/2025 03/24/2025 03/31/2025	Regular 2 Prep League Basketball Games - 03/09/2... House Basketball Ref Winter 2025 - 2 Gam...	0.00 0.00 0.00	160.00 80.00 80.00	192145
11301 <a href="#">Reimbursement f...</a>	JESSICA SOTO Invoice	04/03/2025 03/13/2025	Regular NPRA Director School Reimbursement 03/...	0.00 0.00	143.55 143.55	192146
13391 <a href="#">03312025</a>	JIM STATZA Invoice	04/03/2025 03/31/2025	Regular House Basketball Ref Winter 2025 - 4 Gam...	0.00 0.00	160.00 160.00	192147
20672 <a href="#">03312025</a>	JOHN H. FIX Invoice	04/03/2025 03/31/2025	Regular House Basketball Ref Winter 2025 - 5 Gam...	0.00 0.00	200.00 200.00	192148
18140 <a href="#">03312025</a>	JOHN MADDEN Invoice	04/03/2025 03/31/2025	Regular House Basketball Ref Winter 2025 - 5 Gam...	0.00 0.00	200.00 200.00	192149
21193 <a href="#">05102025</a>	JOSHUA SKAJA Invoice	04/03/2025 04/01/2025	Regular Deposit for 05/10/2025 Performance at He...	0.00 0.00	375.00 375.00	192134
19673 <a href="#">2020</a>	KH KIM TAEKWONDO Invoice	04/03/2025 03/19/2025	Regular Winter 2025 Taekwondo Session	0.00 0.00	4,772.30 4,772.30	192150
20702 <a href="#">PDH022325V</a> <a href="#">PDH032125</a> <a href="#">PDH032325V</a>	L6 TECHNOLOGY, INC. Invoice Invoice Invoice	04/03/2025 02/19/2025 03/21/2025 03/12/2025	Regular Monthly IP Collaboration 02/23/2025 - 03... Cisco WS-C3560CX-8XPD-S X Qty 2 - Pickle... Monthly IP Collaboration - 03/23/2025 - 0...	0.00 0.00 0.00 0.00	6,344.00 2,672.00 1,000.00 2,672.00	192151
18474 <a href="#">LR6164537</a>	LRS , LLC Invoice	04/03/2025 03/25/2025	Regular 3100 Trail Way Roll Off 3/19/25	0.00 0.00	628.94 628.94	192152
18474	LRS , LLC	04/03/2025	Regular	0.00	394.74	192153

## Check Register

Packet: APPKT04575-04/03/25 Check Print

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	
<a href="#">LR6167337</a>	Invoice	03/25/2025	1201 Park Ave W 4/1/25 - 4/30/25	0.00	394.74	
18474	LRS , LLC	04/03/2025	Regular	0.00	410.22	192154
<a href="#">LR6164535</a>	Invoice	03/25/2025	1240 Fredrickson Pl (POGO) 4/1/25 - 4/30...	0.00	410.22	
18474	LRS , LLC	04/03/2025	Regular	0.00	87.11	192155
<a href="#">LR6164438</a>	Invoice	03/25/2025	2205 Skokie Valley Rd 4/1/25 - 4/30/25	0.00	87.11	
18474	LRS , LLC	04/03/2025	Regular	0.00	650.14	192156
<a href="#">LR6164538</a>	Invoice	03/25/2025	1240 Fredrickson Pl Roll Off 3/24/25	0.00	650.14	
18474	LRS , LLC	04/03/2025	Regular	0.00	150.87	192157
<a href="#">LR6164531</a>	Invoice	03/25/2025	701 Deer Creek Pkwy 4/1/25 - 4/30/25	0.00	150.87	
18474	LRS , LLC	04/03/2025	Regular	0.00	358.00	192158
<a href="#">LR6164533</a>	Invoice	03/25/2025	3100 Trail Way (Centennial) 4/1/25 - 4/30...	0.00	358.00	
18474	LRS , LLC	04/03/2025	Regular	0.00	223.48	192159
<a href="#">LR6164532</a>	Invoice	03/25/2025	636 Ridge Rd 4/1/25 - 4/30/25	0.00	223.48	
18474	LRS , LLC	04/03/2025	Regular	0.00	87.11	192160
<a href="#">LR6164530</a>	Invoice	03/25/2025	2821 Ridge Rd 4/1/25 - 4/30/25	0.00	87.11	
18474	LRS , LLC	04/03/2025	Regular	0.00	87.11	192161
<a href="#">LR6164529</a>	Invoice	03/25/2025	833 Sheridan Rd 4/1/25 - 4/30/25	0.00	87.11	
18474	LRS , LLC	04/03/2025	Regular	0.00	272.46	192162
<a href="#">LR6164534</a>	Invoice	03/25/2025	1390 Sunset Rd 3/1/25 - 4/30/25 Trash & ...	0.00	272.46	
11633	LUCKY LOCATORS INC.	04/03/2025	Regular	0.00	310.00	192163
<a href="#">34243</a>	Invoice	03/18/2025	Utility Locating for 2205 Skokie Valley Rd	0.00	310.00	
11653	MAG CONSTRUCTION CO.	04/03/2025	Regular	0.00	3,980.00	192164
<a href="#">17-1112</a>	Invoice	03/21/2025	HCAP Slide Tower Repairs	0.00	3,980.00	
20607	MAKOM SOLEL LAKESIDE	04/03/2025	Regular	0.00	50.00	192165
<a href="#">2749384</a>	Invoice	03/18/2025	Refund	0.00	50.00	
21196	MARK MULLER	04/03/2025	Regular	0.00	198.00	192166
<a href="#">2748219</a>	Invoice	03/17/2025	Refund	0.00	198.00	
14647	MIDWEST FENCING CLUB	04/03/2025	Regular	0.00	2,990.00	192167
<a href="#">62</a>	Invoice	02/21/2025	Fencing Class: 1/10 - 2/7/25	0.00	1,690.00	
<a href="#">63</a>	Invoice	03/27/2025	Fencing Class: 2/14 - 3/14/25	0.00	1,300.00	
17656	NANCY CRANN	04/03/2025	Regular	0.00	40.00	192168
<a href="#">03312025</a>	Invoice	03/31/2025	House Basketball Ref Winter 2025 - 1 Game	0.00	40.00	
10006	NCPERS GROUP LIFE INSURANCE	04/03/2025	Regular	0.00	48.00	192169
<a href="#">3301042025</a>	Invoice	03/01/2025	NCPERS Group Life Insurance - April 2025 ...	0.00	48.00	
20804	NORTH SHORE CHEER, LLC	04/03/2025	Regular	0.00	7,565.51	192105
<a href="#">02182025</a>	Invoice	02/18/2025	Cheer Clinic on 02/17/2025 - 18 Participan...	0.00	690.30	
<a href="#">03012025</a>	Invoice	03/01/2025	Winter Mini Cheer 2025	0.00	6,875.21	
13604	NORTH SHORE GAS	04/03/2025	Regular	0.00	9,470.57	192170
<a href="#">031825 0601145...</a>	Invoice	03/18/2025	RCHP 02/14/25 - 03/16/25	0.00	2,424.21	
<a href="#">031825 0601145...</a>	Invoice	03/18/2025	1240 Fredrickson Pl 02/14/25 - 03/16/25	0.00	2,048.22	
<a href="#">031825 0601145...</a>	Invoice	03/18/2025	Deer Creek 02/14/25 - 03/16/25	0.00	3,242.82	
<a href="#">031825 0602225...</a>	Invoice	03/18/2025	1390 Sunset 02/14/25 - 03/16/25	0.00	195.51	
<a href="#">031825 0602405...</a>	Invoice	03/18/2025	2900 Trail Way Cuniff Shelter 02/14/25 - ...	0.00	262.15	
<a href="#">031825 0602405...</a>	Invoice	03/18/2025	1377 Clavey Rd 2/14/25 - 3/16/25	0.00	297.16	
<a href="#">031825 0602405...</a>	Invoice	03/18/2025	3100 Trail Way 02/14/25 - 03/16/25	0.00	226.20	
<a href="#">031825 0602405...</a>	Invoice	03/18/2025	Aquatic Park 02/14/25 - 03/16/25	0.00	235.45	
<a href="#">031825 0608197...</a>	Invoice	03/18/2025	1801 Sunset Rd 02/14/25 - 03/16/25	0.00	538.85	

## Check Register

Packet: APPKT04575-04/03/25 Check Print

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	
11933	NORTH SHORE SCHOOL DISTRICT 11	04/03/2025	Regular	0.00	802.50	192171
<a href="#">FR24250213250</a>	Invoice	02/13/2025	Gym Rental at Edgewood School - January...	0.00	802.50	
20075	NRG BUSINESS MARKETING	04/03/2025	Regular	0.00	8,435.37	192172
<a href="#">HS54736461</a>	Invoice	03/07/2025	636 Ridge Rd 2/1/25 - 2/28/25	0.00	3,455.17	
<a href="#">HS54736462</a>	Invoice	03/07/2025	1240 Fredrickson Pl (Hidden Creek) 2/1/25...	0.00	267.45	
<a href="#">HS54736463</a>	Invoice	03/07/2025	3100 Trail Way (Centennial Ice) 2/1/25 - 2...	0.00	4,712.75	
11998	PARK DISTRICT RISK MGMT AGCY	04/03/2025	Regular	0.00	262,555.58	192173
<a href="#">0325133</a>	Invoice	03/31/2025	March 2025 Property & Liability Insurance	0.00	35,214.50	
<a href="#">0325133H</a>	Invoice	03/31/2025	March 2025 Employee Health Insurance	0.00	227,341.08	
21201	PARKPACIFIC, INC	04/03/2025	Regular	0.00	471.00	192174
<a href="#">024441</a>	Invoice	03/26/2025	Playground Hardware - Colombia Cascade	0.00	471.00	
12057	PHILLIP FOLINO	04/03/2025	Regular	0.00	1,040.00	192175
<a href="#">03312025</a>	Invoice	03/31/2025	House Basketball Ref Winter 2025 - 26 Ga...	0.00	1,040.00	
19484	PLANSOURCE	04/03/2025	Regular	0.00	2,346.19	192176
<a href="#">04022025</a>	Invoice	04/02/2025	IMRF Retiree Insurance - April 2025 Premi...	0.00	2,346.19	
19977	PROGRESSIVE TREE SERVICE, INC.	04/03/2025	Regular	0.00	1,965.00	192177
<a href="#">13347</a>	Invoice	03/18/2025	Removal of Fallen Linden Behing 986 Half ...	0.00	1,965.00	
12166	RECORD-A-HIT, INC.	04/03/2025	Regular	0.00	4,185.00	192178
<a href="#">251165</a>	Invoice	02/05/2025	Parkschool Graduation Entertainment - 05...	0.00	810.00	
<a href="#">251171</a>	Invoice	02/04/2025	50% Deposit for Winter Wonderland - 12/...	0.00	1,350.00	
<a href="#">251198</a>	Invoice	02/07/2025	2025 Family Dance Rental - 04/26/2025	0.00	2,025.00	
12211	RICOH USA, INC	04/03/2025	Regular	0.00	1,274.26	192179
<a href="#">5071125700</a>	Invoice	03/17/2025	Copies 2/17/2025 - 03/16/2025	0.00	1,274.26	
21096	RUBINO ENGINEERING, INC.	04/03/2025	Regular	0.00	5,722.75	192180
<a href="#">10604</a>	Invoice	02/28/2025	M24.196 Park Ave Beach - Services throug...	0.00	5,722.75	
16459	SANTO SPORT STORE	04/03/2025	Regular	0.00	4,303.75	192181
<a href="#">711871</a>	Invoice	03/18/2025	2 Youth & 1 Adult Reversible Basketball	0.00	139.50	
<a href="#">711946</a>	Invoice	03/17/2025	42 Youth & 9 Adult Jerseys + 39 Youth & 1...	0.00	1,905.75	
<a href="#">711947</a>	Invoice	03/17/2025	84 Caps, 52 Socks, & 78 Belts	0.00	1,174.00	
<a href="#">711996</a>	Invoice	03/17/2025	14 Youth & 4 Adult Jerseys	0.00	361.75	
<a href="#">711997</a>	Invoice	03/17/2025	14 Youth Jerseys & 4 Adult Jerseys	0.00	361.75	
<a href="#">711998</a>	Invoice	03/17/2025	16 Caps, 13 Socks, 13 Belts, 12 Youth/1 Ad...	0.00	361.00	
21199	SARAH WOHLMAN	04/03/2025	Regular	0.00	25.00	192182
<a href="#">2766696</a>	Invoice	04/01/2025	Refund	0.00	25.00	
18410	SIKICH LLP	04/03/2025	Regular	0.00	10,783.00	192183
<a href="#">87913</a>	Invoice	03/27/2025	Professional Auditing Services Through 03...	0.00	10,783.00	
12490	SUNDEK OF ILLINOIS, INC.	04/03/2025	Regular	0.00	7,885.00	192184
<a href="#">19560</a>	Invoice	03/07/2025	Final Payment Front Entrance, Two Offices...	0.00	7,885.00	
21203	THE BAREFOOT HAWAIIAN, INC	04/03/2025	Regular	0.00	1,675.00	192139
<a href="#">090525PDHP</a>	Invoice	03/24/2025	09/05/25 Summer Series Entertainment	0.00	1,675.00	
12569	THE LAKOTA GROUP, INC.	04/03/2025	Regular	0.00	3,003.90	192185
<a href="#">25006-01</a>	Invoice	03/13/2025	1/1/25 - 2/28/2025 Fees - Greenprint Mas...	0.00	3,003.90	
19785	THE SWEET GROUP	04/03/2025	Regular	0.00	240.00	192187
<a href="#">03312025</a>	Invoice	03/31/2025	House Basketball Ref Winter 2025 - 6 Gam...	0.00	240.00	
12607	TIM GIBSON	04/03/2025	Regular	0.00	960.00	192186
<a href="#">03312025</a>	Invoice	03/31/2025	House Basketball Ref Winter 2025 - 24 Ga...	0.00	960.00	

## Check Register

Packet: APPKT04575-04/03/25 Check Print

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	
16409	TOTAL PARKING SOLUTIONS INC	04/03/2025	Regular	0.00	1,926.00	192188
<a href="#">107220</a>	Invoice	03/03/2025	WebOffice CMS Monitoring 5/1/25 - 4/30...	0.00	960.00	
<a href="#">107221</a>	Invoice	03/03/2025	Parking Terminal 5/1/25 - 4/30/26 - Parts /...	0.00	966.00	
12665	TYLER TECHNOLOGIES, INC	04/03/2025	Regular	0.00	2,625.00	192189
<a href="#">045-508196</a>	Invoice	03/01/2025	Annual Student Transportation SaaS 3/1/2...	0.00	2,625.00	
12732	W.B. OLSON, INC.	04/03/2025	Regular	0.00	47,836.00	192190
<a href="#">744-2</a>	Invoice	03/04/2025	New Community Cent. West Ridge Constr...	0.00	47,836.00	
20063	WILLIE ROUNSAVILLE	04/03/2025	Regular	0.00	240.00	192191
<a href="#">03312025</a>	Invoice	03/31/2025	House Basketball Ref Winter 2025 - 6 Gam...	0.00	240.00	
19650	ZEV CHERPAK	04/03/2025	Regular	0.00	200.00	192192
<a href="#">03312025</a>	Invoice	03/31/2025	House Basketball Ref Winter 2025 - 5 Gam...	0.00	200.00	

## Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	143	92	0.00	1,099,737.55
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>143</b>	<b>93</b>	<b>0.00</b>	<b>1,099,737.55</b>

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH FUND	4/2025	1,099,737.55
			<u>1,099,737.55</u>



Park District of Highland Park, IL

# Check Register

Packet: APPKT04581 - 04/14/25 Stuckey Construction Company, Inc - Emergency Check (Reprint of Check Lost in Mail)

By Vendor DBA Name

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						
18900	STUCKEY CONSTRUCTION COMPANY	04/14/2025	Regular	0.00	596,642.38	192193
<a href="#">Application No 5...</a>	Invoice	02/28/2025	PDHP Pickle & Padel Club 2/28/25	0.00	596,642.38	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	596,642.38
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	1	1	0.00	596,642.38

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH FUND	4/2025	596,642.38
			<hr/> 596,642.38





Park District of Highland Park, IL

# Check Register

Packet: APPKT04589 - 04/17/25 Check Print

By Vendor DBA Name

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>						
15147	ABC PRINTING COMPANY	04/17/2025	Regular	0.00	1,619.62	192194
<a href="#">293510</a>	Invoice	04/03/2025	Pool Opens Banner - 72" x 36"	0.00	100.11	
<a href="#">293511</a>	Invoice	04/03/2025	Summer Registration Banners X Qty Four	0.00	223.61	
<a href="#">293555</a>	Invoice	04/07/2025	No Parking Signs w/ Stakes X Qty 20	0.00	389.40	
<a href="#">293556</a>	Invoice	04/07/2025	Easter Egg Hunt Signs w/ Stakes X Qty 49	0.00	906.50	
17039	AIR COMFORT, LLC	04/17/2025	Regular	0.00	690.00	192195
<a href="#">410800</a>	Invoice	02/20/2025	Geo-Thermal Pump Leak Inspection at Ros...	0.00	690.00	
19753	APEX SIGNS AND GRAPHICS	04/17/2025	Regular	0.00	4,120.00	192197
<a href="#">EST-3800</a>	Invoice	09/24/2024	Club Pickle & Padel Monument Sign Depos...	0.00	4,120.00	
20071	AVALON PETROLEUM COMPANY	04/17/2025	Regular	0.00	4,714.94	192198
<a href="#">010063</a>	Invoice	03/20/2025	Unleaded Fuel 03/20/25	0.00	1,300.80	
<a href="#">010070</a>	Invoice	03/26/2025	Unleaded Fuel 03/26/25	0.00	873.64	
<a href="#">010077</a>	Invoice	04/01/2025	Unleaded Fuel 04/01/25	0.00	1,523.32	
<a href="#">010085</a>	Invoice	04/04/2025	Unleaded Fuel 04/04/25	0.00	1,017.18	
21206	CHARLENE MORRIS	04/17/2025	Regular	0.00	50.00	192199
<a href="#">2776004</a>	Invoice	04/07/2025	Refund	0.00	50.00	
10463	CHICAGO TRIBUNE COMPANY	04/17/2025	Regular	0.00	159.43	192200
<a href="#">114142964000</a>	Invoice	03/31/2025	Centennial Ice Arena Roof & Other Classifi...	0.00	159.43	
10502	CITY OF HIGHLAND PARK	04/17/2025	Regular	0.00	8.49	192201
<a href="#">2024 Quarter 4 F...</a>	Invoice	04/09/2025	October, November, December (Q4) 2025 ...	0.00	8.28	
<a href="#">2025 Quarter 1 F...</a>	Invoice	04/09/2025	January, February, March (Q1) 2025 Food...	0.00	0.21	
10537	COMMONWEALTH EDISON COMPAN	04/17/2025	Regular	0.00	24.66	192202
<a href="#">032725 2471321...</a>	Invoice	03/27/2025	636 Ridge Rd West Ridge Ballfield 2/24/25 ..	0.00	24.66	
20844	CONSERV FS, INC.	04/17/2025	Regular	0.00	4,777.06	192203
<a href="#">65189366</a>	Invoice	03/18/2025	Dirt Mix Delivered 03/13/25 to Sunset Park	0.00	2,255.06	
<a href="#">65189945</a>	Invoice	03/27/2025	Athletic Field Paints	0.00	2,522.00	
10624	DANIEL CREANEY COMPANY	04/17/2025	Regular	0.00	8,290.00	192204
<a href="#">47166</a>	Invoice	03/24/2025	Topographic Survey for Fontana Pasquesi ...	0.00	2,950.00	
<a href="#">47167</a>	Invoice	03/24/2025	Topographic Survey for Founders Park (Pa...	0.00	1,495.00	
<a href="#">47169</a>	Invoice	03/24/2025	Topographic Survey for Knoll Park (Path On...	0.00	1,495.00	
<a href="#">47170</a>	Invoice	03/24/2025	Topographic Survey - Fink Park (Path Only)	0.00	2,350.00	
10762	DUNLOP SPORTS GROUP AMERICAS	04/17/2025	Regular	0.00	1,251.72	192205
<a href="#">8376029 SO</a>	Invoice	04/09/2025	TB Gran Prix Regular Duty 3B X Qty 432	0.00	1,251.72	
18730	ERIKA LARSON	04/17/2025	Regular	0.00	1,413.00	192206
<a href="#">2787031</a>	Invoice	04/16/2025	Refund	0.00	1,413.00	
17444	H.M. WITT & CO. SIGNS	04/17/2025	Regular	0.00	2,687.50	192207
<a href="#">87209 BALANCE</a>	Invoice	02/04/2025	Balance: Monument Signage - Park Avenue..	0.00	2,687.50	
21204	HAIM ELRAD	04/17/2025	Regular	0.00	120.00	192208
<a href="#">2785135</a>	Invoice	04/14/2025	Refund	0.00	120.00	
21089	HOUSE OF RENTAL	04/17/2025	Regular	0.00	80.00	192210
<a href="#">205092-1 BALAN...</a>	Invoice	04/14/2025	Balance for April 2025 Family Dance - Dra...	0.00	80.00	

## Check Register

Packet: APPKT04589-04/17/25 Check Print

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
11184 <a href="#">COBE 120278</a>	ILLINOIS DEPARTMENT OF AGRICULTURE Invoice	04/17/2025 04/15/2025	Regular Pesticide Operator License for Casey Cobe ...	0.00 0.00	90.00 90.00	192211
12440 <a href="#">9709585</a>	ILLINOIS OFFICE OF THE STATE FIRE MARSHAL Invoice	04/17/2025 04/09/2025	Regular Centennial Ice Arena - Boiler/Watertube Ins...	0.00 0.00	100.00 100.00	192212
19937 <a href="#">SINV108766</a>	IMAGING ESSENTIALS, INC. Invoice	04/17/2025 03/31/2025	Regular W/R 15 Mil Scrim Vinyl - 3" - 36" X 40' - 2 ...	0.00 0.00	415.84 415.84	192213
21207 <a href="#">3812</a>	INTERIOR TRANSFORMATION Invoice	04/17/2025 03/20/2025	Regular Retainer Fee - Dome & Sunset Valley Inter...	0.00 0.00	4,688.75 4,688.75	192222
21146 <a href="#">MS18409</a>	IT1 CONSULTING, LLC Invoice	04/17/2025 03/18/2025	Regular Microsoft 365 Licenses 02/13/25 - 03/12/...	0.00 0.00	2,392.03 2,392.03	192214
20426 <a href="#">01006131</a> <a href="#">01008869</a>	IT1 SOURCE, LLC Invoice Invoice	04/17/2025 03/28/2025 04/10/2025	Regular Samsung QE65T 65" Monitor Acrobat Pro for Peter Noonan	0.00 0.00 0.00	1,064.40 978.50 85.90	192215
18561 <a href="#">31482</a>	J MILLER MARKETING INC Invoice	04/17/2025 04/04/2025	Regular April 2025 Online Management	0.00 0.00	2,990.00 2,990.00	192216
11274 <a href="#">04122025</a>	JAY BACH Invoice	04/17/2025 04/12/2025	Regular House Basketball 04/12/2025 - 1 Game	0.00 0.00	80.00 80.00	192217
17929 <a href="#">04152025</a>	JEFFREY A. SCHELL Invoice	04/17/2025 04/15/2025	Regular Correction for Underpayment from 02/13/...	0.00 0.00	80.00 80.00	192218
12664 <a href="#">10527793</a>	JOHNSON CONTROLS SECURITY SOLUTIONS Invoice	04/17/2025 03/14/2025	Regular Tyco Monitoring Service from 04/01/25 - ...	0.00 0.00	1,864.57 1,864.57	192246
19430 <a href="#">2786163</a>	JUAN GARCIA Invoice	04/17/2025 04/15/2025	Regular Refund	0.00 0.00	225.00 225.00	192219
20810 <a href="#">27</a>	KIDOKINETICS - NORTH CHICAGO Invoice	04/17/2025 04/14/2025	Regular Sport Physical Ed Program 01/08/25 - 03/...	0.00 0.00	1,801.80 1,801.80	192245
20702 <a href="#">PDH040125</a> <a href="#">PDH040225</a> <a href="#">PDH042325V</a> <a href="#">PDH050125S</a>	L6 TECHNOLOGY, INC. Invoice Invoice Invoice Invoice	04/17/2025 04/01/2025 04/02/2025 04/14/2025 04/01/2025	Regular Server Support for Server Project - 1 Year WS-C3850-12X48U-S Refurbished - SVGC ... Monthly IT Collaboration - 04/23/2025 - 0... Monthly IT Support Service - May 2025	0.00 0.00 0.00 0.00 0.00	15,784.00 5,612.00 500.00 2,672.00 7,000.00	192220
19928 <a href="#">24028-01</a>	LAKES AND RIVERS CONTRACTING, INC. Invoice	04/17/2025 04/15/2025	Regular Supply & Install Cast Bollards & Chain @ B...	0.00 0.00	12,170.00 12,170.00	192221
18474 <a href="#">LR6164439</a>	LRS, LLC Invoice	04/17/2025 03/25/2025	Regular Roll Off Container for Sled Hill	0.00 0.00	75.00 75.00	192223
18474 <a href="#">PS652809</a>	LRS, LLC Invoice	04/17/2025 04/03/2025	Regular Port O Potties @ Cunniff, Wolters, Fox 4/4...	0.00 0.00	437.86 437.86	192224
18474 <a href="#">LR6164536</a>	LRS, LLC Invoice	04/17/2025 03/25/2025	Regular Garbage @ Sunset Park & Roll Off 4/1/25 - ...	0.00 0.00	591.06 591.06	192225
11633 <a href="#">34325</a>	LUCKY LOCATORS INC. Invoice	04/17/2025 03/27/2025	Regular Utility Locating for 2205 Skokie Valley Rd	0.00 0.00	420.00 420.00	192226
16709 <a href="#">60448</a> <a href="#">60456-1</a>	MG MECHANICAL SERVICE, LLC Invoice Invoice	04/17/2025 02/26/2025 03/31/2025	Regular Geo-Thermal Flange Repair at Rosewood Compressor Replacement & Wiring Harne...	0.00 0.00 0.00	14,615.00 5,775.00 8,840.00	192227
11805 <a href="#">04122025</a>	MIKE CORRIGAN Invoice	04/17/2025 04/12/2025	Regular Travel Basketball 02/20/2025 - 1 Game	0.00 0.00	50.00 50.00	192228

## Check Register

Packet: APPKT04589-04/17/25 Check Print

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	
13604	NORTH SHORE GAS	04/17/2025	Regular	0.00	3,239.51	192229
<a href="#">040725 0601145...</a>	Invoice	04/07/2025	Centennial Ice 03/01/25 - 03/31/25	0.00	1,896.72	
<a href="#">040925 0601145...</a>	Invoice	04/09/2025	West Ridge Center 03/01/25 - 03/31/25	0.00	1,100.69	
<a href="#">040925 0602405...</a>	Invoice	04/09/2025	Hidden Creek 03/01/25 - 03/31/25	0.00	242.10	
11933	NORTH SHORE SCHOOL DISTRICT 11	04/17/2025	Regular	0.00	946.95	192230
<a href="#">FR24250318253</a>	Invoice	03/18/2025	February 2025 Facilities Rentals - Edgewo...	0.00	946.95	
14914	NORTH SHORE WATER RECLAMATIO	04/17/2025	Regular	0.00	1,697.23	192231
<a href="#">5581283</a>	Invoice	04/05/2025	640 Ridge Rd 09/16/24 - 12/13/24	0.00	101.75	
<a href="#">5581785</a>	Invoice	04/05/2025	1377 Deer Creek Pkwy (Maint) 09/16/24 - ...	0.00	22.39	
<a href="#">5582091</a>	Invoice	04/05/2025	1220 Fredrickson Place 09/16/24 - 12/13/...	0.00	170.94	
<a href="#">5583955</a>	Invoice	04/05/2025	Golf Learning Center: 2205 Skokie 9/16/24...	0.00	81.40	
<a href="#">5583959</a>	Invoice	04/05/2025	1390 Sunset Rd 09/15/24 - 12/13/24	0.00	113.96	
<a href="#">5583968</a>	Invoice	04/05/2025	1801 Sunset Rd 09/16/24 - 12/13/24	0.00	10.18	
<a href="#">5584311</a>	Invoice	04/05/2025	125 Central Av North Shore Yacht 9/16/24 ...	0.00	28.49	
<a href="#">5584331</a>	Invoice	04/05/2025	1201 Park Ave W 09/16/24 - 12/13/24	0.00	604.40	
<a href="#">5584344</a>	Invoice	04/05/2025	1801 Sunset Rd (Sunset Woods) 09/16/24 - ..	0.00	75.30	
<a href="#">5584501</a>	Invoice	04/05/2025	3100 Trail Way 09/16/24 - 12/12/24	0.00	327.64	
<a href="#">5584521</a>	Invoice	04/05/2025	2700 Trail Way 09/12/24 - 12/13/24	0.00	91.58	
<a href="#">5584569</a>	Invoice	04/05/2025	1377 Deer Creek Pkwy 09/16/24 - 12/13/24	0.00	63.09	
<a href="#">5584571</a>	Invoice	04/05/2025	1390 Sunset Rd 09/16/24 - 12/13/24	0.00	6.11	
20075	NRG BUSINESS MARKETING	04/17/2025	Regular	0.00	3,990.01	192232
<a href="#">HS54790193</a>	Invoice	04/08/2025	3100 Trail Way (Centennial Ice) 03/1/25 - ...	0.00	3,990.01	
11962	NUTOYS LEISURE PRODUCTS, INC.	04/17/2025	Regular	0.00	1,381.00	192233
<a href="#">56894</a>	Invoice	02/26/2025	Powder Coated Bike Racks x Qty Four	0.00	1,381.00	
16344	PARKS FOUNDATION OF HIGHLAND	04/17/2025	Regular	0.00	212.13	192234
<a href="#">03312025</a>	Invoice	03/31/2025	Foundation Funds Collected @ PDHP 03/0...	0.00	212.13	
18836	PAYNE SOD FARM INC	04/17/2025	Regular	0.00	3,335.00	192235
<a href="#">25-108</a>	Invoice	04/07/2025	180 Rolls of Bluegrass & 140 Rolls of RTF S...	0.00	1,465.00	
<a href="#">25-51</a>	Invoice	03/26/2025	360 Rolls of Bluegrass & 60 Rolls of RTF Sod	0.00	1,870.00	
12157	RAY AMIDEI	04/17/2025	Regular	0.00	495.00	192236
<a href="#">04072025</a>	Invoice	04/07/2025	CPR / AED - 04/07/2025 - 9 Participants	0.00	495.00	
21096	RUBINO ENGINEERING, INC.	04/17/2025	Regular	0.00	5,245.25	192237
<a href="#">10616</a>	Invoice	03/31/2025	M24.196 Park Ave Beach - Services throug...	0.00	5,245.25	
12321	SCHAEFGES BROTHERS, INC	04/17/2025	Regular	0.00	232,715.85	192238
<a href="#">Application No 6...</a>	Invoice	03/30/2025	Sunset Woods Park Improvements 03/30/...	0.00	232,715.85	
17762	SCHWAAB INC	04/17/2025	Regular	0.00	341.30	192239
<a href="#">4547733</a>	Invoice	06/18/2024	Three Nameplates	0.00	37.44	
<a href="#">4570389</a>	Invoice	07/28/2024	Three Nameplates	0.00	37.44	
<a href="#">4609881</a>	Invoice	09/20/2024	Nine Nameplates & Four Desk Holders	0.00	119.75	
<a href="#">4640665</a>	Invoice	11/06/2024	One Nameplate	0.00	15.34	
<a href="#">4649970</a>	Invoice	11/21/2024	Two Nameplates, Two Desk Holders & Two..	0.00	42.98	
<a href="#">4749128</a>	Invoice	03/27/2025	Two Nameplates	0.00	33.95	
<a href="#">4751327</a>	Invoice	03/28/2025	Two Nameplates	0.00	33.95	
<a href="#">4756267</a>	Invoice	04/04/2025	One Nameplate	0.00	20.45	
18900	STUCKEY CONSTRUCTION COMPANY	04/17/2025	Regular	0.00	192,225.03	192240
<a href="#">Application No 6...</a>	Invoice	03/31/2025	PDHP Pickle & Padel Club 3/31/2025	0.00	192,225.03	
12569	THE LAKOTA GROUP, INC.	04/17/2025	Regular	0.00	5,671.11	192241
<a href="#">25006-02</a>	Invoice	04/16/2025	3/1/25 - 3/31/2025 Fees - Greenprint Mas...	0.00	5,671.11	
20709	THE LAMAR JOHNSON COLLABORAT	04/17/2025	Regular	0.00	5,904.74	192242
<a href="#">00025013188</a>	Invoice	04/04/2025	Sunset Woods Park - Services Ending 03/3...	0.00	5,904.74	

## Check Register

Packet: APPKT04589-04/17/25 Check Print

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	
19761	THE ULTIMATE SCHOOL OF GUITAR	04/17/2025	Regular	0.00	9,464.00	192209
<a href="#">767</a>	Invoice	04/11/2025	Winter Session 01/06/25 - 03/21/25	0.00	9,464.00	
12591	THELEN MATERIALS, LLC	04/17/2025	Regular	0.00	5,539.52	192243
<a href="#">443900</a>	Invoice	03/15/2025	Compost & Root Divot Mix - Golf	0.00	1,117.67	
<a href="#">444490</a>	Invoice	04/05/2025	Sand for Park Ave Beach	0.00	1,489.51	
<a href="#">444676</a>	Invoice	04/12/2025	Diamond Topdressing Sand & Broker Cart...	0.00	2,932.34	
19056	TOMER AMRAM	04/17/2025	Regular	0.00	24.80	192244
<a href="#">2779460</a>	Invoice	04/09/2025	Refund	0.00	24.80	
20975	US WATER HEATING SOLUTIONS	04/17/2025	Regular	0.00	803.91	192247
<a href="#">12499402</a>	Invoice	02/28/2025	Calibration / Repair & PVI Inspection - Cen...	0.00	803.91	
21205	VIRDEE ZEMAN	04/17/2025	Regular	0.00	99.00	192248
<a href="#">2769533</a>	Invoice	04/03/2025	Refund	0.00	99.00	
12732	W.B. OLSON, INC.	04/17/2025	Regular	0.00	150,737.00	192249
<a href="#">744-3</a>	Invoice	03/31/2025	New Community Cent. West Ridge Constr...	0.00	150,737.00	
18398	WE GOT GAME, LLC	04/17/2025	Regular	0.00	2,236.65	192250
<a href="#">2488</a>	Invoice	03/18/2025	2025 Winter Clinic	0.00	2,236.65	
20063	WILLIE ROUNSAVILLE	04/17/2025	Regular	0.00	160.00	192251
<a href="#">04122025</a>	Invoice	04/12/2025	House Basketball Games 04/12/2025 - 2 G...	0.00	160.00	
17301	WILSON SPORTING GOODS CO.	04/17/2025	Regular	0.00	6,513.46	192196
<a href="#">4550248722</a>	Invoice	04/01/2025	Resale Balls - US Open XD TBall 3 Ball Can ...	0.00	1,629.46	
<a href="#">4550265796</a>	Invoice	04/02/2025	W/S Prem Range White Golf Balls X Qty 8...	0.00	4,884.00	
10650	WOODHOUSE TINUCCI ARCHITECTS	04/17/2025	Regular	0.00	36,895.03	192252
<a href="#">05-022525</a>	Invoice	02/25/2025	PDHP Pickleball Dome:Basic DD-CA (xxHM)...	0.00	36,895.03	

## Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	100	59	0.00	759,815.21
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>100</b>	<b>59</b>	<b>0.00</b>	<b>759,815.21</b>

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH FUND	4/2025	759,815.21
			<hr/> 759,815.21



Park District of Highland Park, IL

# Check Register

Packet: APPKT04555 - Bank Draft 03/14/25 HealthEquity

By Vendor DBA Name

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						
19658	HEALTHEQUITY INC	03/14/2025	Bank Draft	0.00	289.14	DFT0005390
<a href="#">INV7599529</a>	Invoice	03/14/2025	HCFSa 2024 & 2025 Visa Card Payments	0.00	289.14	

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	289.14
EFT's	0	0	0.00	0.00
	1	1	0.00	289.14

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH FUND	3/2025	289.14
			<hr/> 289.14



Park District of Highland Park, IL

# Check Register

Packet: APPKT04556 - Bank Draft 3/17/25 Illinois Dept of Revenue Sales Tax

By Vendor DBA Name

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						
11188	ILLINOIS DEPT OF REVENUE	03/17/2025	Bank Draft	0.00	217.00	DFT0005391
<a href="#">February 2025</a>	Invoice	03/17/2025	February 2025 Sales Tax / Use Tax - ST-1 P...	0.00	217.00	

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	217.00
EFT's	0	0	0.00	0.00
	1	1	0.00	217.00



## Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH FUND	3/2025	217.00
			<hr/> 217.00



Park District of Highland Park, IL

# Check Register

Packet: APPKT04567 - Bank Draft 03/19/25 Illinois Dept. of Revenue

By Vendor DBA Name

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						
11188	ILLINOIS DEPT OF REVENUE	03/19/2025	Bank Draft	0.00	5,472.00	DFT0005403
<a href="#">031925 0802147</a>	Invoice	03/19/2025	Unemployment Insurance Tax Payment Ac...	0.00	5,472.00	

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	5,472.00
EFT's	0	0	0.00	0.00
	1	1	0.00	5,472.00

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH FUND	3/2025	5,472.00
			<hr/> 5,472.00



Park District of Highland Park, IL

Packet: APPKT04566 - Bank Draft 03/24/25 Amalgamated Bank of Chicago

Check Register

By Vendor DBA Name

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK						
10111	AMALGAMATED BANK OF CHICAGO	03/24/2025	Bank Draft	0.00	475.00	DFT0005402
<a href="#">64440325</a>	Invoice	03/24/2025	Adm Fee 3/1/25-2/28/26 Trst 1856444008...	0.00	475.00	

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	475.00
EFT's	0	0	0.00	0.00
	1	1	0.00	475.00

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH FUND	3/2025	475.00
			<hr/> 475.00



Park District of Highland Park, IL

# Check Register

Packet: APPKT04565 - Bank Draft 03/24/25 HealthEquity

By Vendor DBA Name

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						
19658	HEALTHEQUITY INC	03/24/2025	Bank Draft	0.00	1,579.09	DFT0005401
<a href="#">INV7622867</a>	Invoice	03/24/2025	PMB DCFSA & HCFSA 2024 & 2025 Visa Pa...	0.00	1,579.09	

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	1,579.09
EFT's	0	0	0.00	0.00
	1	1	0.00	1,579.09

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH FUND	3/2025	1,579.09
			<hr/> 1,579.09



Park District of Highland Park, IL

# Check Register

Packet: APPKT04563 - Bank Draft 03/24/25 ICMA 457

By Vendor DBA Name

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: PAYROLL-PAYROLL BANK						
11161	ICMA RETIREMENT TRUST #302037	03/24/2025	Bank Draft	0.00	7,887.29	DFT0005399
<a href="#">032125 ICMA</a>	Invoice	03/24/2025	03/21/25 ICMA 457 Deductions Plan #302...	0.00	7,887.29	

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	7,887.29
EFT's	0	0	0.00	0.00
	1	1	0.00	7,887.29



Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH FUND	3/2025	7,887.29
			<hr/> 7,887.29



Park District of Highland Park, IL

# Check Register

Packet: APPKT04564 - Bank Draft 03/24/25 ICMA Roth

By Vendor DBA Name

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						
12825	ICMA RETIREMENT TRUST #705568	03/24/2025	Bank Draft	0.00	1,237.00	DFT0005400
<a href="#">032125 ICMA</a>	Invoice	03/24/2025	03/21/25 ICMA Roth Deductions Plan #70...	0.00	1,237.00	

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	1	1	0.00	1,237.00
EFT's	0	0	0.00	0.00
	1	1	0.00	1,237.00

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH FUND	3/2025	1,237.00
			<hr/> 1,237.00



Park District of Highland Park, IL

# Check Register

Packet: APPKT04568 - Bank Draft 03/28/25 AFLAC

By Vendor DBA Name

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	03/28/2025	Bank Draft	0.00	624.84	DFT0005404
<a href="#">566509</a>	Invoice	03/28/2025	AFLAC Deductions Period Ending 3/31/20...	0.00	624.84	

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	624.84
EFT's	0	0	0.00	0.00
	1	1	0.00	624.84

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH FUND	3/2025	624.84
			<hr/> 624.84



Park District of Highland Park, IL

# Check Register

Packet: APPKT04570 - Bank Draft 3/28/25 HealthEquity II

By Vendor DBA Name

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						
19658	HEALTHEQUITY INC	03/28/2025	Bank Draft	0.00	752.97	DFT0005406
<a href="#">INV7640942</a>	Invoice	03/28/2025	HCFSa Visa Card Payments - 2024 & 2025	0.00	752.97	

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	752.97
EFT's	0	0	0.00	0.00
	1	1	0.00	752.97

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH FUND	3/2025	752.97
			<hr/> 752.97



Park District of Highland Park, IL

# Check Register

Packet: APPKT04569 - Bank Draft 3/28/25 HealthEquity

By Vendor DBA Name

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						
19658	HEALTHEQUITY INC	03/28/2025	Bank Draft	0.00	111.65	DFT0005405
<a href="#">INV7651487</a>	Invoice	03/28/2025	HC, DC, & HCDC FSA Admin Fees - Current ...	0.00	111.65	

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	111.65
EFT's	0	0	0.00	0.00
	1	1	0.00	111.65



Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH FUND	3/2025	111.65
			<hr/> 111.65



Park District of Highland Park, IL

# Check Register

Packet: APPKT04577 - Bank Draft 04/04/25 HealthEquity

By Vendor DBA Name

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						
19658	HEALTHEQUITY INC	04/04/2025	Bank Draft	0.00	640.15	DFT0005420
<a href="#">INV7673523</a>	Invoice	04/04/2025	PMB DCFSA & HCFSA 2024 & 2025 Visa Pa...	0.00	640.15	

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	640.15
EFT's	0	0	0.00	0.00
	1	1	0.00	640.15

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH FUND	4/2025	640.15
			<hr/> 640.15



Park District of Highland Park, IL

# Check Register

Packet: APPKT04576 - Bank Draft 04/04/25 IMRF

By Vendor DBA Name

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: PAYROLL-PAYROLL BANK						
11177	ILL MUNICIPAL RETIREMENT FUND	04/04/2025	Bank Draft	0.00	50,305.15	DFT0005419
<a href="#">2612525-H0T7 &amp;...</a>	Invoice	04/04/2025	March 2025 IMRF Contributions	0.00	50,305.15	

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	50,305.15
EFT's	0	0	0.00	0.00
	1	1	0.00	50,305.15

## Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH FUND	4/2025	50,305.15
			<hr/> 50,305.15



By Vendor DBA Name

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: PAYROLL-PAYROLL BANK						
11161	ICMA RETIREMENT TRUST #302037	04/07/2025	Bank Draft	0.00	7,695.62	DFT0005422
<a href="#">040425 ICMA</a>	Invoice	04/07/2025	04/04/25 ICMA 457 Deductions Plan #3020...	0.00	7,695.62	
12825	ICMA RETIREMENT TRUST #705568	04/07/2025	Bank Draft	0.00	1,237.00	DFT0005421
<a href="#">040425 ICMA</a>	Invoice	04/07/2025	04/04/25 ICMA Roth Deductions Plan #70...	0.00	1,237.00	

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	8,932.62
EFT's	0	0	0.00	0.00
	2	2	0.00	8,932.62

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH FUND	4/2025	8,932.62
			<hr/>
			8,932.62



By Vendor DBA Name

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK						
18904	QUADIENT FINANCE USA, INC	04/09/2025	Bank Draft	0.00	1,386.80	DFT0005425
<a href="#">04092025</a>	Invoice	04/09/2025	Postage	0.00	1,386.80	

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	1,386.80
EFT's	0	0	0.00	0.00
	1	1	0.00	1,386.80



Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH FUND	4/2025	1,386.80
			<hr/> 1,386.80



By Vendor DBA Name

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						
19658	HEALTHEQUITY INC	04/11/2025	Bank Draft	0.00	3,524.02	DFT0005423
<a href="#">INV7705516</a>	Invoice	04/11/2025	PMB DCFSA & HCFSA 2024 & 2025 Visa Pa...	0.00	3,524.02	

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	3,524.02
EFT's	0	0	0.00	0.00
	1	1	0.00	3,524.02

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH FUND	4/2025	3,524.02
			<hr/> 3,524.02



Park District of Highland Park, IL

Check Register

Packet: APPKT04585 - Bank Draft 4/11/25 Illinois Dept of Revenue Sales Tax

By Vendor DBA Name

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						
11188	ILLINOIS DEPT OF REVENUE	04/11/2025	Bank Draft	0.00	376.00	DFT0005424
<a href="#">March 2025</a>	Invoice	04/11/2025	March 2025 Sales Tax / Use Tax - ST-1 Pa...	0.00	376.00	

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	376.00
EFT's	0	0	0.00	0.00
	1	1	0.00	376.00

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH FUND	4/2025	376.00
			<hr/> 376.00



By Vendor DBA Name

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK						
10313	BOA P-CARD STATEMENTS	03/07/2025	Bank Draft	0.00	138,692.71	DFT0005398
<a href="#">030725</a>	Invoice	03/07/2025	P-Card with PA	0.00	138,692.71	

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	138,692.71
EFT's	0	0	0.00	0.00
	1	1	0.00	138,692.71

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH FUND	3/2025	138,692.71
			<hr/> 138,692.71



Payables Left To Pay Again

Vendor Set: 01 - Vendor Set 01

Bank: AP - AP BANK

Vendor Number	Vendor Name			Total Vendor Amount
<a href="#">20992</a>	KIDS IN ACTION GYMNASTICS ACADEMY			-740.00
Payment Type	Payment Number	Original Payment Date	Reversal Date	Payment Amount
Check	<a href="#">191428</a>	10/10/2024	03/20/2025	-740.00
Payable Number:	Description	Payable Date	Due Date	Payable Amount
<a href="#">09302024</a>	KIAGA GYMNASTICS INVITATIONAL - APRIL 2025	09/30/2024	10/10/2024	740.00



Bank Code Summary

Bank Code	Canceled Payables	Payables Left To Pay Again	Total
AP	0.00	-740.00	-740.00
Report Total:	0.00	-740.00	-740.00



Payables Left To Pay Again

Vendor Set: 01 - Vendor Set 01

Bank: AP - AP BANK

Vendor Number	Vendor Name			Total Vendor Amount
<a href="#">18900</a>	STUCKEY CONSTRUCTION COMPANY, INC.			-596,642.38
Payment Type	Payment Number	Original Payment Date	Reversal Date	Payment Amount
Check	<a href="#">192076</a>	03/06/2025	04/14/2025	-596,642.38
Payable Number:	Description	Payable Date	Due Date	Payable Amount
<a href="#">Application No 5 PDHP Pickle &amp; Padel</a>	PDHP Pickle & Padel Club 2/28/25	02/28/2025	03/06/2025	596,642.38

Bank Code Summary

Bank Code	Canceled Payables	Payables Left To Pay Again	Total
AP	0.00	-596,642.38	-596,642.38
Report Total:	0.00	-596,642.38	-596,642.38



Park District of Highland Park, IL

## DISTRICT WIDE

# Income Statement

Current Period Ending 03/31/2025

Type	Month		Year To Date			Prior Year		
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)	Annual Budget	Month	YTD
Revenue								
100 - PROGRAMS	484,951.02	511,510.91	1,915,092.97	1,566,751.00	348,341.97	4,287,673.75	475,978.23	1,814,103.48
110 - CAMPS	7,044.00	4,585.94	2,534.00	14,544.76	-12,010.76	2,025,231.00	8,309.00	24,563.05
120 - LESSONS	35,669.50	37,980.70	131,230.01	138,211.46	-6,981.45	528,486.50	37,616.20	150,108.95
130 - SPECIAL EVENTS	9,261.00	2,360.00	11,524.00	5,180.00	6,344.00	111,550.00	6,141.50	7,381.50
410 - TAX	13,686.59	17,430.00	46,903.96	46,984.00	-80.04	15,893,873.64	27,186.42	73,288.45
420 - FEES & CHARGES	127,305.11	93,079.86	268,731.15	180,543.26	88,187.89	2,996,492.75	154,213.78	270,766.60
440 - MEMBERSHIPS	117,218.12	109,664.82	355,459.16	331,854.81	23,604.35	1,722,428.47	111,058.58	321,586.79
450 - RENTALS	104,139.88	66,175.19	323,612.25	263,107.46	60,504.79	1,705,394.22	98,318.84	331,805.57
460 - MERCHANDISING	5,128.89	7,815.37	10,416.59	19,051.59	-8,635.00	183,169.50	6,785.86	11,927.16
470 - INTEREST INCOME	79,567.93	17,914.50	281,507.63	53,743.50	227,764.13	215,000.00	80,890.27	273,900.43
480 - MISCELLANEOUS INCOME	6,316.98	500,866.57	114,624.60	885,393.77	-770,769.17	2,518,983.00	11,027.54	60,264.89
510 - OTHER INCOME	0.00	0.00	0.00	125,000.00	-125,000.00	543,923.18	0.00	0.00
Total Revenue:	990,289.02	1,369,383.86	3,461,636.32	3,630,365.61	-168,729.29	32,732,206.01	1,017,526.22	3,339,696.87
Expense								
100 - PROGRAMS	168,310.71	232,367.05	507,578.07	597,234.18	89,656.11	2,144,699.17	166,279.41	502,720.41
110 - CAMPS	8,602.61	8,541.92	17,335.45	15,594.06	-1,741.39	1,124,996.89	3,138.06	16,130.75
120 - LESSONS	19,243.88	20,120.49	47,364.70	62,894.28	15,529.58	271,178.51	26,780.88	65,126.24
130 - SPECIAL EVENTS	5,162.75	11,717.87	21,137.76	30,648.21	9,510.45	166,605.99	19,078.30	22,770.72
440 - MEMBERSHIPS	11,915.01	16,232.38	30,267.19	47,910.94	17,643.75	201,927.12	10,700.88	30,524.23
610 - SALARIES & WAGES	731,353.90	770,721.35	1,940,865.16	2,070,950.94	130,085.78	10,958,818.90	673,218.04	1,847,766.58
620 - CONTRACTUAL SERVICES	178,951.14	283,051.79	472,478.12	747,953.26	275,475.14	3,535,798.23	142,841.11	444,030.38
630 - INSURANCE	236,707.88	252,346.84	446,840.77	514,451.11	67,610.34	2,993,912.99	200,781.07	383,862.55
640 - MATERIALS & SUPPLIES	36,656.47	56,084.34	78,130.89	124,743.19	46,612.30	751,619.10	35,123.51	73,387.78
650 - MAINTENANCE & LANDSCAPING CONTRACTS	38,760.94	44,619.90	61,445.86	102,181.40	40,735.54	604,221.10	32,558.89	54,749.19
660 - UTILITIES	65,587.34	67,322.46	135,659.40	207,444.97	71,785.57	1,034,246.33	78,001.26	158,398.85
670 - PENSION CONTRIBUTIONS	59,116.73	68,154.99	163,819.42	181,033.30	17,213.88	942,827.98	54,450.21	155,201.85
680 - COST OF GOODS SOLD	605.94	9,008.83	1,432.69	15,926.49	14,493.80	111,325.00	995.36	4,287.92
710 - DEBT RETIREMENT	475.00	500.00	950.00	1,000.00	50.00	3,583,485.38	475.00	950.00
720 - CAPITAL OUTLAY	641,685.58	1,342,792.78	1,271,509.56	2,737,072.38	1,465,562.82	18,332,598.98	25,881.22	234,014.88
Total Expense:	2,203,135.88	3,183,582.99	5,196,815.04	7,457,038.71	2,260,223.67	46,758,261.67	1,470,303.20	3,993,922.33
Report Total:	-1,212,846.86	-1,814,199.13	-1,735,178.72	-3,826,673.10	2,091,494.38	-14,026,055.66	-452,776.98	-654,225.46

## Fund Summary

Fund	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
01 - GENERAL CORPORATE	-439,637.89	-490,505.71	-1,011,909.75	-1,295,458.55	283,548.80	-389,950.57	-391,042.20	-982,148.00
25 - SPECIAL RECREATION	0.00	0.00	-60.00	0.00	-60.00	576,542.98	0.00	-6,771.00
29 - RECREATION	-102,033.60	-431,425.64	520,232.70	-719,207.17	1,239,439.87	3,059,167.36	-14,181.54	557,490.44
60 - DEBT SERVICE	-475.00	-500.00	-950.00	-1,000.00	50.00	-1,714,312.38	-475.00	-950.00
70 - CAPITAL PROJECTS	-670,700.37	-891,767.78	-1,242,491.67	-1,811,007.38	568,515.71	-15,557,503.05	-47,078.24	-221,846.90
<b>Report Total:</b>	<b>-1,212,846.86</b>	<b>-1,814,199.13</b>	<b>-1,735,178.72</b>	<b>-3,826,673.10</b>	<b>2,091,494.38</b>	<b>-14,026,055.66</b>	<b>-452,776.98</b>	<b>-654,225.46</b>

Capital Projects - Capital Outlay and Contractual Services are under budget due to projects stalling due to poor 2025 weather.

Special Recreation and Debt Service - These funds are tracking as expected.

Recreation - Programs are doing better than budget at the end of March. Adult and youth tennis are contributing to this and it is a timing difference, except for about \$10,000. Visual arts revenue is greater than budget by \$24,000 and is due to increased enrollment. Childhood enrichment is also contributing to the surplus with new students joining the winter session. It is a permanent difference of \$161,000. Dance also has a permanent surplus due to increased enrollment and addition of new classes of \$29,000. Youth enrichment is also above budget by \$12,000 due to more enrollment than budgeted. This is a permanent difference. Skating school exceeded budget by \$38,000 by having more participants than budgeted for. This is a permanent difference. Gymnastics has \$12,000 more than budget. This is a timing difference. The bulk of the variance in fees and charges is due to the golf course. It is due to greens fees of \$34,000 and permanent tee time sales of \$13,000. It is a permanent difference. Park Ave is above budget for parking fees and skating with skates is also above budget by \$9,000. Rentals have a revenue surplus mostly at Park Ave for \$33,000. This is a timing difference. Prime tennis has a surplus of \$18,000 due to high demand and is a permanent difference. Finally, building rentals at Park Fitness have exceeded budget by \$9,000 and is a permanent difference. Interest income is above budget due to interest rates not coming down as much as anticipated. This is a permanent difference of \$186,000. Miscellaneous income is over budget due to several sponsorships district wide that were not budgeted for. This is a permanent difference. Programs expense is under budget and largely due to timing differences in childhood enrichment for \$7,000, music independent contractor for \$6,000, boys travel basketball for \$19,000, house basketball \$12,000, martial arts \$8,000, gymnastics \$7,000, cheer \$10,000, personal training \$8,000, and youth tennis \$6,000. Lessons expenses are under budget, largely due to private tennis wages at \$6,000, private athletic lessons at \$4,900, and swim lessons at \$5,000. These are timing differences. Memberships are under budget largely due to effective staffing adjustments to group exercise wages of \$14,000. This is a permanent difference. Contractual services is under budget largely due to bank charges and fees, computer expense, education and training, and advertising and promotions. This is a timing difference. Pension contributions are under budget in administration, Rosewood Beach, golf and the Dome. These are timing differences. Materials and supplies is under budget largely due to uniforms, and greens supplies. This is a timing difference. Maintenance and landscaping contracts is under budget due to turf and landscaping that have not come to fruition. This is a timing difference. Utility bills are coming in more slowly than expected. This is a timing difference. Cost of goods sold is under budget due to Sunset Vally being under budget in balls and accessories.

General Corporate - Interest income is above budget due to interest rates not coming down as much as anticipated. This \$42,000 is a permanent difference. Miscellaneous income is over budget due to \$15,500 in advertising income coming in that was not budgeted for. This is a permanent difference. Contractual services is under budget due to computer expense, staff development, planning and civil service, tree care services, education and training, advertising and promotions, professional fees, and contingencies. This is a timing difference. Insurance expense is under budget in alliance with open positions. This is a permanent difference. Utility bills are coming in more slowly than expected. This is a timing difference.



Park District of Highland Park, IL

# Income Statement

Current Period Ending 03/31/2025

## 01 - GENERAL FUND

Type	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
410 - TAX	13,686.59	17,430.00	46,903.96	46,984.00	-80.04	6,723,154.06	27,186.42	73,288.45
420 - FEES & CHARGES	2,825.11	1,718.45	7,661.39	5,178.94	2,482.45	45,696.00	3,433.39	7,691.01
450 - RENTALS	0.00	0.00	11,800.00	11,800.00	0.00	11,800.00	0.00	11,800.00
460 - MERCHANDISING	0.00	0.00	0.00	62.49	-62.49	304.00	0.00	0.00
470 - INTEREST INCOME	13,991.43	5,414.50	58,505.81	16,243.50	42,262.31	65,000.00	16,347.07	62,694.16
480 - MISCELLANEOUS INCOME	0.00	0.00	26,548.81	8,694.06	17,854.75	54,701.00	476.63	16,012.98
Total Revenue:	30,503.13	24,562.95	151,419.97	88,962.99	62,456.98	6,900,655.06	47,443.51	171,486.60
Expense								
610 - SALARIES & WAGES	269,191.96	274,884.92	705,751.30	729,527.25	23,775.95	3,681,441.87	244,915.20	677,192.76
620 - CONTRACTUAL SERVICES	38,576.73	69,280.91	123,438.82	246,843.81	123,404.99	1,382,992.57	34,259.06	146,019.53
630 - INSURANCE	108,218.76	114,021.78	206,746.87	252,975.08	46,228.21	1,355,462.63	98,392.86	190,677.31
640 - MATERIALS & SUPPLIES	14,502.70	17,734.76	37,673.60	44,173.83	6,500.23	299,553.50	19,911.03	40,163.63
650 - MAINTENANCE & LANDSCAPING CONTRACTS	8,880.07	8,539.37	12,813.62	22,031.81	9,218.19	119,849.10	10,339.76	21,478.54
660 - UTILITIES	8,703.75	6,980.12	15,834.29	26,173.80	10,339.51	128,958.32	10,649.30	20,620.85
670 - PENSION CONTRIBUTIONS	22,067.05	23,626.80	61,071.22	62,695.96	1,624.74	322,347.64	20,018.50	57,481.98
Total Expense:	470,141.02	515,068.66	1,163,329.72	1,384,421.54	221,091.82	7,290,605.63	438,485.71	1,153,634.60
Report Total:	-439,637.89	-490,505.71	-1,011,909.75	-1,295,458.55	283,548.80	-389,950.57	-391,042.20	-982,148.00

Interest income is above budget due to interest rates not coming down as much as anticipated. This \$42,000 is a permanent difference.

Miscellaneous income is over budget due to \$15,500 in advertising income coming in that was not budgeted for. This is a permanent difference.

Contractual services is under budget due to computer expense, staff development, planning and civil service, tree care services, education and training, advertising and promotions, professional fees, and contingencies. This is a timing difference.

Insurance expense is under budget in alliance with open positions. This is a permanent difference.

Utility bills are coming in more slowly than expected. This is a timing difference.



Park District of Highland Park, IL

# Income Statement

Current Period Ending 03/31/2025

## 25 - SPECIAL RECREATION

Type	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
Revenue								
410 - TAX	0.00	0.00	0.00	0.00	0.00	1,023,764.12	0.00	0.00
Total Revenue:	0.00	0.00	0.00	0.00	0.00	1,023,764.12	0.00	0.00
Expense								
620 - CONTRACTUAL SERVICES	0.00	0.00	60.00	0.00	-60.00	447,221.14	0.00	0.00
720 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,771.00
Total Expense:	0.00	0.00	60.00	0.00	-60.00	447,221.14	0.00	6,771.00
Report Total:	0.00	0.00	-60.00	0.00	-60.00	576,542.98	0.00	-6,771.00

This fund is tracking as expected.



Park District of Highland Park, IL

## 29 - RECREATION FUND

# Income Statement

Current Period Ending 03/31/2025

Type	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
100 - PROGRAMS	484,951.02	511,510.91	1,915,092.97	1,566,751.00	348,341.97	4,287,673.75	475,978.23	1,814,103.48
110 - CAMPS	7,044.00	4,585.94	2,534.00	14,544.76	-12,010.76	2,025,231.00	8,309.00	24,563.05
120 - LESSONS	35,669.50	37,980.70	131,230.01	138,211.46	-6,981.45	528,486.50	37,616.20	150,108.95
130 - SPECIAL EVENTS	9,261.00	2,360.00	11,524.00	5,180.00	6,344.00	111,550.00	6,141.50	7,381.50
410 - TAX	0.00	0.00	0.00	0.00	0.00	6,277,782.46	0.00	0.00
420 - FEES & CHARGES	124,480.00	91,361.41	261,069.76	175,364.32	85,705.44	2,950,796.75	150,780.39	263,075.59
440 - MEMBERSHIPS	117,218.12	109,664.82	355,459.16	331,854.81	23,604.35	1,722,428.47	111,058.58	321,586.79
450 - RENTALS	104,139.88	66,175.19	311,812.25	251,307.46	60,504.79	1,693,594.22	98,318.84	320,005.57
460 - MERCHANDISING	5,128.89	7,815.37	10,416.59	18,989.10	-8,572.51	182,865.50	6,785.86	11,927.16
470 - INTEREST INCOME	65,576.50	12,500.00	223,001.68	37,500.00	185,501.68	150,000.00	62,928.89	200,229.23
480 - MISCELLANEOUS INCOME	5,741.98	866.57	29,799.98	1,699.71	28,100.27	60,875.00	10,550.91	23,151.91
510 - OTHER INCOME	0.00	0.00	0.00	0.00	0.00	65,534.25	0.00	0.00
Total Revenue:	959,210.89	844,820.91	3,251,940.40	2,541,402.62	710,537.78	20,056,817.90	968,468.40	3,136,133.23
Expense								
100 - PROGRAMS	168,310.71	232,367.05	507,578.07	597,234.18	89,656.11	2,144,699.17	166,279.41	502,720.41
110 - CAMPS	8,602.61	8,541.92	17,335.45	15,594.06	-1,741.39	1,124,996.89	3,138.06	16,130.75
120 - LESSONS	19,243.88	20,120.49	47,364.70	62,894.28	15,529.58	271,178.51	26,780.88	65,126.24
130 - SPECIAL EVENTS	5,162.75	11,717.87	21,137.76	30,648.21	9,510.45	166,605.99	19,078.30	22,770.72
440 - MEMBERSHIPS	11,915.01	16,232.38	30,267.19	47,910.94	17,643.75	201,927.12	10,700.88	30,524.23
610 - SALARIES & WAGES	462,161.94	495,836.43	1,235,113.86	1,341,423.69	106,309.83	7,277,377.03	428,302.84	1,170,573.82
620 - CONTRACTUAL SERVICES	109,583.38	163,770.88	312,406.52	421,109.45	108,702.93	1,515,584.52	85,049.54	269,592.44
630 - INSURANCE	128,489.12	138,325.06	240,093.90	261,476.03	21,382.13	1,638,450.36	102,388.21	193,185.24
640 - MATERIALS & SUPPLIES	22,153.77	38,349.58	40,457.29	80,569.36	40,112.07	452,065.60	15,212.48	33,224.15
650 - MAINTENANCE & LANDSCAPING CONTRACTS	29,880.87	36,080.53	48,632.24	80,149.59	31,517.35	484,372.00	22,219.13	33,270.65
660 - UTILITIES	56,883.59	60,342.34	119,825.11	181,271.17	61,446.06	905,288.01	67,351.96	137,778.00
670 - PENSION CONTRIBUTIONS	37,049.68	44,528.19	102,748.20	118,337.34	15,589.14	620,480.34	34,431.71	97,719.87
680 - COST OF GOODS SOLD	605.94	9,008.83	1,432.69	15,926.49	14,493.80	111,325.00	995.36	4,287.92
720 - CAPITAL OUTLAY	1,201.24	1,025.00	7,314.72	6,065.00	-1,249.72	83,300.00	721.18	1,738.35
Total Expense:	1,061,244.49	1,276,246.55	2,731,707.70	3,260,609.79	528,902.09	16,997,650.54	982,649.94	2,578,642.79
Report Total:	-102,033.60	-431,425.64	520,232.70	-719,207.17	1,239,439.87	3,059,167.36	-14,181.54	557,490.44



Fund Summary

Fund	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
29 - RECREATION	-102,033.60	-431,425.64	520,232.70	-719,207.17	1,239,439.87	3,059,167.36	-14,181.54	557,490.44
Report Total:	-102,033.60	-431,425.64	520,232.70	-719,207.17	1,239,439.87	3,059,167.36	-14,181.54	557,490.44

Programs are doing better than budget at the end of March. Adult and youth tennis are contributing to this and it is a timing difference, except for about \$10,000. Visual arts revenue is greater than budget by \$24,000 and is due to increased enrollment. Childhood enrichment is also contributing to the surplus with new students joining the winter session. It is a permanent difference of \$161,000. Dance also has a permanent surplus due to increased enrollment and addition of new classes of \$29,000. Youth enrichment is also above budget by \$12,000 due to more enrollment than budgeted. This is a permanent difference. Skating school exceeded budget by \$38,000 by having more participants than budgeted for. This is a permanent difference. Gymnastics has \$12,000 more than budget. This is a timing difference.

The negative variance in camps is due to miscoding of epact fees and should be corrected in March. Additionally, a winter mini-camp at CIA that was budgeted for occurred in 12/24 vs. 1/25. This is a permanent difference of \$6,000. Finally, youth tennis camp was miscoded and will be corrected in April. This is a timing difference in revenue.

The bulk of the variance in fees and charges is due to the golf course. It is due to greens fees of \$34,000 and permanent tee time sales of \$13,000. It is a permanent difference. Park Ave is above budget for parking fees and skating with skates is also above budget by \$9,000.

Rentals have a revenue surplus mostly at Park Ave for \$33,000. This is a timing difference. Prime tennis has a surplus of \$18,000 due to high demand and is a permanent difference. Finally, building rentals at Park Fitness have exceeded budget by \$9,000 and is a permanent difference.

Interest income is above budget due to interest rates not coming down as much as anticipated. This is a permanent difference of \$186,000.

Miscellaneous income is over budget due to several sponsorships district wide that were not budgeted for. This is a permanent difference.

Programs expense is under budget and largely due to timing differences in childhood enrichment for \$7,000, music independent contractor for \$6,000, boys travel basketball for \$19,000, house basketball \$12,000, martial arts \$8,000, gymnastics \$7,000, cheer \$10,000, personal training \$8,000, and youth tennis \$6,000.

Lessons expenses are under budget, largely due to private tennis wages at \$6,000, private athletic lessons at \$4,900, and swim lessons at \$5,000. These are timing differences.

Memberships are under budget largely due to effective staffing adjustments to group exercise wages of \$14,000. This is a permanent difference.

Contractual services is under budget largely due to bank charges and fees, computer expense, education and training, and advertising and promotions. This is a timing difference.

Pension contributions are under budget in administration, Rosewood Beach, golf and the Dome. These are timing differences.

Materials and supplies is under budget largely due to uniforms, and greens supplies. This is a timing difference.

Maintenance and landscaping contracts is under budget due to turf and landscaping that have not come to fruition. This is a timing difference.

Utility bills are coming in more slowly than expected. This is a timing difference.

Cost of goods sold is largely under budget in golf for accessories and balls by \$13,000.



Park District of Highland Park, IL

# Income Statement

Current Period Ending 03/31/2025

## 60 - DEBT SERVICE

Type	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
Revenue								
410 - TAX	0.00	0.00	0.00	0.00	0.00	1,869,173.00	0.00	0.00
Total Revenue:	0.00	0.00	0.00	0.00	0.00	1,869,173.00	0.00	0.00
Expense								
710 - DEBT RETIREMENT	475.00	500.00	950.00	1,000.00	50.00	3,583,485.38	475.00	950.00
Total Expense:	475.00	500.00	950.00	1,000.00	50.00	3,583,485.38	475.00	950.00
Report Total:	-475.00	-500.00	-950.00	-1,000.00	50.00	-1,714,312.38	-475.00	-950.00

This fund is tracking as expected.



Park District of Highland Park, IL

## 70 - CAPITAL FUND

# Income Statement

Current Period Ending 03/31/2025

Type	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
470 - INTEREST INCOME	0.00	0.00	0.14	0.00	0.14	0.00	1,614.31	10,977.04
480 - MISCELLANEOUS INCOME	575.00	500,000.00	58,275.81	875,000.00	-816,724.19	2,403,407.00	0.00	21,100.00
510 - OTHER INCOME	0.00	0.00	0.00	125,000.00	-125,000.00	478,388.93	0.00	0.00
Total Revenue:	575.00	500,000.00	58,275.95	1,000,000.00	-941,724.05	2,881,795.93	1,614.31	32,077.04
Expense								
620 - CONTRACTUAL SERVICES	30,791.03	50,000.00	36,572.78	80,000.00	43,427.22	190,000.00	23,532.51	28,418.41
720 - CAPITAL OUTLAY	640,484.34	1,341,767.78	1,264,194.84	2,731,007.38	1,466,812.54	18,249,298.98	25,160.04	225,505.53
Total Expense:	671,275.37	1,391,767.78	1,300,767.62	2,811,007.38	1,510,239.76	18,439,298.98	48,692.55	253,923.94
Report Total:	-670,700.37	-891,767.78	-1,242,491.67	-1,811,007.38	568,515.71	-15,557,503.05	-47,078.24	-221,846.90

Miscellaneous income is falling short due to minimal donations coming in for the Dome and Park Ave grants not coming in yet. This is a timing difference.

Other income is also falling short due to no grant money coming in yet for the SW Parks project.

Capital Outlay and Contractual Services are under budget due to projects stalling due to poor 2025 weather.



# RECREATION BY CENTER

Park District of Highland Park, IL

Account Type	2024 Total Budget	2024 YTD Activity	2025 YTD Budget	2025 YTD Activity
<b>Fund: 29 - RECREATION</b>				
<b>Center: 11 - ADMINISTRATIVE</b>				
Revenue	\$ 6,249,619.67	\$ 203,708.63	\$ 6,491,282.46	\$ 226,945.98
Expense	\$ 7,501,952.75	\$ 681,503.25	\$ 6,758,753.72	\$ 741,658.85
<b>Center: 11 - ADMINISTRATIVE Surplus (Deficit):</b>	<b>\$ (1,252,333.08)</b>	<b>\$ (477,794.62)</b>	<b>\$ (267,471.26)</b>	<b>\$ (514,712.87)</b>
<b>Net Revenue:</b>	<b>-20.04%</b>	<b>-234.55%</b>	<b>-4.12%</b>	<b>-226.80%</b>
<b>Center: 24 - WEST RIDGE CENTER</b>				
Revenue	\$ 801,668.00	\$ 420,162.64	\$ 883,501.00	\$ 468,057.46
Expense	\$ 1,022,929.28	\$ 228,215.39	\$ 1,078,122.45	\$ 226,254.24
<b>Center: 24 - WEST RIDGE CENTER Surplus (Deficit):</b>	<b>\$ (221,261.28)</b>	<b>\$ 191,947.25</b>	<b>\$ (194,621.45)</b>	<b>\$ 241,803.22</b>
<b>Net Revenue:</b>	<b>-27.60%</b>	<b>45.68%</b>	<b>-22.03%</b>	<b>51.66%</b>
<b>Center: 26 - ATHLETICS</b>				
Revenue	\$ 1,130,926.00	\$ 460,105.24	\$ 1,237,581.50	\$ 466,881.14
Expense	\$ 1,101,606.60	\$ 270,466.73	\$ 1,268,715.38	\$ 263,706.93
<b>Center: 26 - ATHLETICS Surplus (Deficit):</b>	<b>\$ 29,319.40</b>	<b>\$ 189,638.51</b>	<b>\$ (31,133.88)</b>	<b>\$ 203,174.21</b>
<b>Net Revenue:</b>	<b>2.59%</b>	<b>41.22%</b>	<b>-2.52%</b>	<b>43.52%</b>
<b>Center: 28 - CAMPS</b>				
Revenue	\$ 1,136,585.00	\$ 3,599.00	\$ 1,216,775.00	\$ 2,534.00
Expense	\$ 619,430.69	\$ 21,587.93	\$ 816,133.48	\$ 43,098.79
<b>Center: 28 - CAMPS Surplus (Deficit):</b>	<b>\$ 517,154.31</b>	<b>\$ (17,988.93)</b>	<b>\$ 400,641.52</b>	<b>\$ (40,564.79)</b>
<b>Net Revenue:</b>	<b>45.50%</b>	<b>-499.83%</b>	<b>32.93%</b>	<b>-1600.82%</b>
<b>Center: 29 - SPECIAL EVENTS</b>				
Revenue	\$ 62,475.00	\$ 2,240.00	\$ 40,510.00	\$ 165.00
Expense	\$ 185,652.12	\$ 22,096.58	\$ 166,162.88	\$ 20,565.10
<b>Center: 29 - SPECIAL EVENTS Surplus (Deficit):</b>	<b>\$ (123,177.12)</b>	<b>\$ (19,856.58)</b>	<b>\$ (125,652.88)</b>	<b>\$ (20,400.10)</b>
<b>Net Revenue:</b>	<b>-197.16%</b>	<b>-886.45%</b>	<b>-310.18%</b>	<b>-12363.70%</b>
<b>Center: 31 - HIDDEN CREEK AQUAPARK</b>				
Revenue	\$ 460,883.50	\$ 127.96	\$ 522,450.00	\$ (237.80)
Expense	\$ 647,338.54	\$ 27,663.18	\$ 714,744.57	\$ 39,809.26
<b>Center: 31 - HIDDEN CREEK AQUAPARK Surplus (Deficit):</b>	<b>\$ (186,455.04)</b>	<b>\$ (27,535.22)</b>	<b>\$ (192,294.57)</b>	<b>\$ (40,047.06)</b>
<b>Net Revenue:</b>	<b>-40.46%</b>	<b>-21,518.62%</b>	<b>-36.81%</b>	<b>16840.65%</b>

Account Type	2024 Total Budget	2024 YTD Activity	2025 YTD Budget	2025 YTD Activity
<b>Center: 32 - ROSEWOOD INTERPRETIVE CENTER</b>				
Revenue	\$ 129,676.00	\$ 7,596.25	\$ 143,426.25	\$ 11,511.70
Expense	\$ 119,521.49	\$ 11,463.16	\$ 147,068.05	\$ 18,714.22
<b>Center: 32 - ROSEWOOD INTERPRETIVE CENTER Surplus (Deficit):</b>	<b>\$ 10,154.51</b>	<b>\$ (3,866.91)</b>	<b>\$ (3,641.80)</b>	<b>\$ (7,202.52)</b>
<b>Net Revenue:</b>	<b>7.83%</b>	<b>-50.91%</b>	<b>-2.54%</b>	<b>-62.57%</b>
<b>Center: 33 - ROSEWOOD BEACH</b>				
Revenue	\$ 177,975.00	\$ 7,398.80	\$ 213,425.00	\$ 9,398.60
Expense	\$ 287,704.11	\$ 17,782.94	\$ 296,420.21	\$ 25,274.85
<b>Center: 33 - ROSEWOOD BEACH Surplus (Deficit):</b>	<b>\$ (109,729.11)</b>	<b>\$ (10,384.14)</b>	<b>\$ (82,995.21)</b>	<b>\$ (15,876.25)</b>
<b>Net Revenue:</b>	<b>-61.65%</b>	<b>-140.35%</b>	<b>-38.89%</b>	<b>-168.92%</b>
<b>Center: 34 - PARK AVENUE</b>				
Revenue	\$ 278,077.91	\$ 42,214.54	\$ 271,120.00	\$ 55,966.39
Expense	\$ 293,032.13	\$ 12,422.37	\$ 298,080.38	\$ 18,074.09
<b>Center: 34 - PARK AVENUE Surplus (Deficit):</b>	<b>\$ (14,954.22)</b>	<b>\$ 29,792.17</b>	<b>\$ (26,960.38)</b>	<b>\$ 37,892.30</b>
<b>Net Revenue:</b>	<b>-5.38%</b>	<b>70.57%</b>	<b>-9.94%</b>	<b>67.71%</b>
<b>Center: 38 - ICE ARENA</b>				
Revenue	\$ 1,210,865.50	\$ 409,927.28	\$ 1,373,866.22	\$ 441,509.20
Expense	\$ 1,146,698.89	\$ 229,000.57	\$ 1,338,458.58	\$ 247,417.20
<b>Center: 38 - ICE ARENA Surplus (Deficit):</b>	<b>\$ 64,166.61</b>	<b>\$ 180,926.71</b>	<b>\$ 35,407.64</b>	<b>\$ 194,092.00</b>
<b>Net Revenue:</b>	<b>5.30%</b>	<b>44.14%</b>	<b>2.58%</b>	<b>43.96%</b>
<b>Center: 41 - MAINTENANCE</b>				
Expense	\$ 1,009,351.08	\$ 127,400.17	\$ -	\$ -
<b>Center: 41 - MAINTENANCE Total:</b>	<b>\$ 1,009,351.08</b>	<b>\$ 127,400.17</b>	<b>\$ -</b>	<b>\$ 0.00%</b>
<b>Net Revenue:</b>				
<b>Center: 42 - SUNSET VALLEY GOLF CLUB</b>				
Revenue	\$ 2,141,345.00	\$ 168,027.06	\$ 2,339,845.00	\$ 146,652.78
Expense	\$ 774,879.40	\$ 87,455.06	\$ 1,960,676.61	\$ 237,304.24
<b>Center: 42 - SUNSET VALLEY GOLF CLUB Surplus (Deficit):</b>	<b>\$ 1,366,465.60</b>	<b>\$ 80,572.00</b>	<b>\$ 379,168.39</b>	<b>\$ (90,651.46)</b>
<b>Net Revenue:</b>	<b>63.81%</b>	<b>47.95%</b>	<b>16.20%</b>	<b>-61.81%</b>
<b>Center: 49 - RECREATION CENTER ADMIN</b>				
Revenue	\$ 95,901.00	\$ 33,944.26	\$ 98,586.00	\$ 38,148.90
Expense	\$ 722,300.97	\$ 140,910.51	\$ 753,959.37	\$ 132,007.69
<b>Center: 49 - RECREATION CENTER ADMIN Surplus (Deficit):</b>	<b>\$ (626,399.97)</b>	<b>\$ (106,966.25)</b>	<b>\$ (655,373.37)</b>	<b>\$ (93,858.79)</b>
<b>Net Revenue:</b>	<b>-653.17%</b>	<b>-315.12%</b>	<b>-664.77%</b>	<b>-246.03%</b>
<b>Center: 51 - RECREATION CENTER FITNESS</b>				
Revenue	\$ 1,415,092.39	\$ 390,137.49	\$ 1,737,507.05	\$ 430,245.68
Expense	\$ 871,759.71	\$ 161,446.56	\$ 984,984.77	\$ 179,992.54
<b>Center: 51 - RECREATION CENTER FITNESS Surplus (Deficit):</b>	<b>\$ 543,332.68</b>	<b>\$ 228,690.93</b>	<b>\$ 752,522.28</b>	<b>\$ 250,253.14</b>
<b>Net Revenue:</b>	<b>38.40%</b>	<b>58.62%</b>	<b>43.31%</b>	<b>58.17%</b>
<b>Center: 53 - RECREATION CENTER AQUATICS</b>				
Revenue	\$ 286,927.80	\$ 81,207.50	\$ 284,727.75	\$ 63,329.18
Expense	\$ 386,128.26	\$ 81,325.78	\$ 377,343.03	\$ 70,160.77
<b>Center: 53 - RECREATION CENTER AQUATICS Surplus (Deficit):</b>	<b>\$ (99,200.46)</b>	<b>\$ (118.28)</b>	<b>\$ (92,615.28)</b>	<b>\$ (6,831.59)</b>
<b>Net Revenue:</b>	<b>-34.57%</b>	<b>-0.15%</b>	<b>-32.53%</b>	<b>-10.79%</b>

Account Type	2024 Total Budget	2024 YTD Activity	2025 YTD Budget	2025 YTD Activity
<b>Center: 54 - DOME</b>				
Revenue	\$ -	\$ -	\$ 557,834.67	\$ 2,000.00
Expense	\$ -	\$ -	\$ 643,332.62	\$ 23,352.10
<b>Center: 54 - DOME Surplus (Deficit):</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (85,497.95)</b>	<b>\$ (21,352.10)</b>
<b>Net Revenue:</b>	<b>0.00%</b>	<b>0.00%</b>	<b>-15.33%</b>	<b>-1067.61%</b>
<b>Center: 55 - TENNIS</b>				
Revenue	\$ 1,955,046.00	\$ 876,041.19	\$ 1,922,374.50	\$ 867,980.47
Expense	\$ 1,522,057.88	\$ 299,831.22	\$ 1,477,778.46	\$ 312,598.34
<b>Center: 55 - TENNIS Surplus (Deficit):</b>	<b>\$ 432,988.12</b>	<b>\$ 576,209.97</b>	<b>\$ 444,596.04</b>	<b>\$ 555,382.13</b>
<b>Net Revenue:</b>	<b>22.15%</b>	<b>65.77%</b>	<b>23.13%</b>	<b>63.99%</b>
<b>Center: 61 - HELLER NATURE CENTER</b>				
Revenue	\$ 241,897.50	\$ 10,541.75	\$ 242,246.50	\$ 13,288.75
Expense	\$ 665,650.99	\$ 84,305.96	\$ 480,567.19	\$ 66,986.41
<b>Center: 61 - HELLER NATURE CENTER Surplus (Deficit):</b>	<b>\$ (423,753.49)</b>	<b>\$ (73,764.21)</b>	<b>\$ (238,320.69)</b>	<b>\$ (53,697.66)</b>
<b>Net Revenue:</b>	<b>-175.18%</b>	<b>-699.73%</b>	<b>-98.38%</b>	<b>-404.08%</b>
<b>Center: 74 - HPCC LEARNING CENTER</b>				
Revenue	\$ 481,664.00	\$ 19,153.64	\$ 434,224.75	\$ 7,562.97
Expense	\$ 464,539.78	\$ 68,255.86	\$ 432,564.54	\$ 55,005.58
<b>Center: 74 - HPCC LEARNING CENTER Surplus (Deficit):</b>	<b>\$ 17,124.22</b>	<b>\$ (49,102.22)</b>	<b>\$ 1,660.21</b>	<b>\$ (47,442.61)</b>
<b>Net Revenue:</b>	<b>3.56%</b>	<b>-256.36%</b>	<b>0.38%</b>	<b>-627.30%</b>
<b>Center: 76 - HPCC BUILDING</b>				
Revenue	\$ 35,916.55	\$ -	\$ 45,534.25	\$ -
Expense	\$ 36,048.55	\$ 5,509.57	\$ 56,914.25	\$ 9,726.50
<b>Center: 76 - HPCC BUILDING Surplus (Deficit):</b>	<b>\$ (132.00)</b>	<b>\$ (5,509.57)</b>	<b>\$ (11,380.00)</b>	<b>\$ (9,726.50)</b>
<b>Net Revenue:</b>	<b>-0.37%</b>	<b>0.00%</b>	<b>-24.99%</b>	<b>0.00%</b>
<b>Fund: 29 - RECREATION Surplus (Deficit):</b>	<b>\$ (1,086,041.40)</b>	<b>\$ 557,490.44</b>	<b>\$ 6,037.36</b>	<b>\$ 520,232.70</b>
<b>Net Revenue:</b>	<b>-5.94%</b>	<b>17.78%</b>	<b>0.03%</b>	<b>0.16</b>
<b>Report Surplus (Deficit):</b>	<b>\$ (1,086,041.40)</b>	<b>\$ 557,490.44</b>	<b>\$ 6,037.36</b>	<b>\$ 520,232.70</b>
<b>Net Revenue:</b>	<b>-5.94%</b>	<b>17.78%</b>	<b>0.03%</b>	<b>16.00%</b>



Sunset Valley Golf Course

	2024 Budget	2024 YTD Activity	2025 Budget	2025 YTD Activity
Revenue	\$ 2,141,345.00	\$ 168,027.06	\$ 2,339,845.00	\$ 146,652.78
Expense	\$ 1,784,230.48	\$ 214,855.23	\$ 1,960,676.61	\$ 237,304.24
<b>Report Surplus (Deficit):</b>	<b>\$ 357,114.52</b>	<b>\$ (46,828.17)</b>	<b>\$ 379,168.39</b>	<b>\$ (90,651.46)</b>

Recreation Center of HP

	2024 Budget	2024 YTD Activity	2025 Budget	2025 YTD Activity
Revenue	\$ 1,797,921.19	\$ 505,289.25	\$ 2,120,820.80	\$ 531,723.76
Expense	\$ 1,980,188.94	\$ 383,682.85	\$ 2,116,287.17	\$ 382,161.00
<b>Report Surplus (Deficit):</b>	<b>\$ (182,267.75)</b>	<b>\$ 121,606.40</b>	<b>\$ 4,533.63</b>	<b>\$ 149,562.76</b>

Deer Creek Raquet Club

	2024 Budget	2024 YTD Activity	2025 Budget	2025 YTD Activity
Revenue	\$ 1,955,046.00	\$ 876,041.19	\$ 1,922,374.50	\$ 867,980.47
Expense	\$ 1,522,057.88	\$ 299,831.22	\$ 1,477,778.46	\$ 312,598.34
<b>Report Surplus (Deficit):</b>	<b>\$ 432,988.12</b>	<b>\$ 576,209.97</b>	<b>\$ 444,596.04</b>	<b>\$ 555,382.13</b>

Park District of Highland Park  
Investment Schedule  
March 31, 2025

3/31/2025

Bank	Type		Purchase Date	Maturity Date	Interest Rate	Purchase Price	Monthly Interest	Expected Interest
PMA	CD	475,500.00	4/4/2024	4/4/2025	5.10%	475,500.00	2,021.85	24,262.14
PMA	TS	1,524,400.00	4/5/2024	4/4/2025	5.14%	1,524,400.00	6,535.70	78,428.34
PMA	CD	1,189,350.00	6/12/2024	6/12/2025	5.04%	1,189,350.00	4,998.13	59,977.52
PMA	DTC	723,363.16	6/20/2024	6/17/2025	5.15%	723,363.16	3,106.17	37,274.00
PMA	TS	1,000,000.00	1/17/2025	7/9/2025	4.17%	1,000,000.00	3,426.10	20,556.60
PMA	CD	2,379,450.00	7/12/2024	7/11/2025	5.01%	2,379,450.00	9,929.80	119,157.62
PMA	TS	1,000,000.00	7/19/2024	7/21/2025	5.15%	1,000,000.00	4,290.05	51,480.55
PMA	CD	1,910,200.00	8/16/2024	8/15/2025	4.66%	1,910,200.00	7,420.31	89,043.76
PMA	CD	1,919,600.00	9/17/2024	9/17/2025	4.14%	1,919,600.00	6,623.43	79,481.12
PMA	TS	3,000,000.00	10/18/2024	10/17/2025	4.31%	3,000,000.00	10,745.48	128,945.75
First Bank of Highland Park	CD	1,000,000.00	12/1/2024	12/1/2025	4.08%	1,000,000.00	3,400.00	40,800.00
First Bank of Highland Park	CD	2,000,000.00	5/26/2024	5/26/2025	4.88%	2,000,000.00	8,133.33	97,600.00
First Bank of Highland Park	CD	2,000,000.00	9/27/2024	9/27/2025	4.08%	2,000,000.00	6,800.00	81,600.00
		20,121,863.16				20,121,863.16	77,430.33	908,607.40





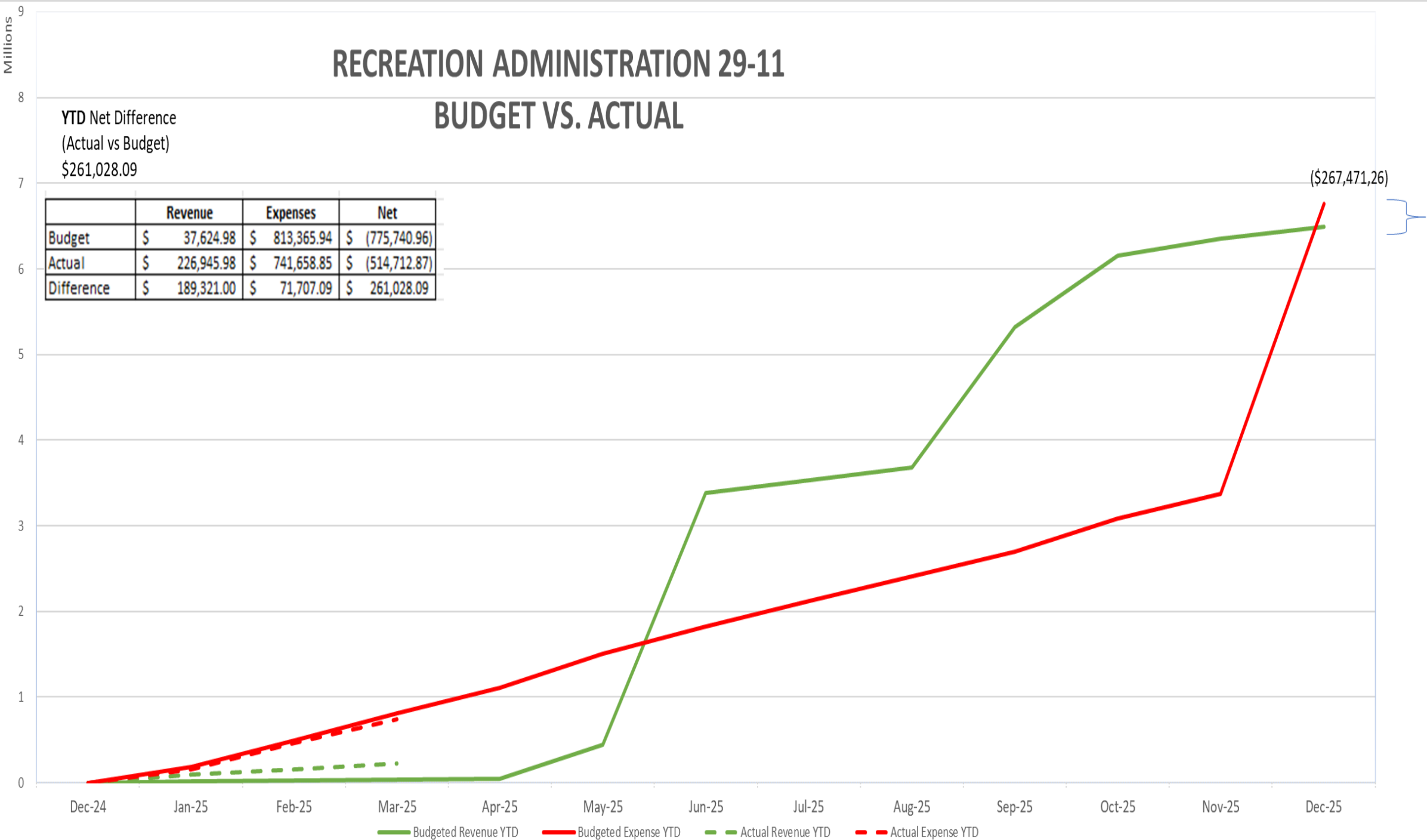
# Revenue and Expense Charts by Center – March 2025

# RECREATION ADMINISTRATION 29-11

## BUDGET VS. ACTUAL

YTD Net Difference  
(Actual vs Budget)  
\$261,028.09

	Revenue	Expenses	Net
Budget	\$ 37,624.98	\$ 813,365.94	\$ (775,740.96)
Actual	\$ 226,945.98	\$ 741,658.85	\$ (514,712.87)
Difference	\$ 189,321.00	\$ 71,707.09	\$ 261,028.09



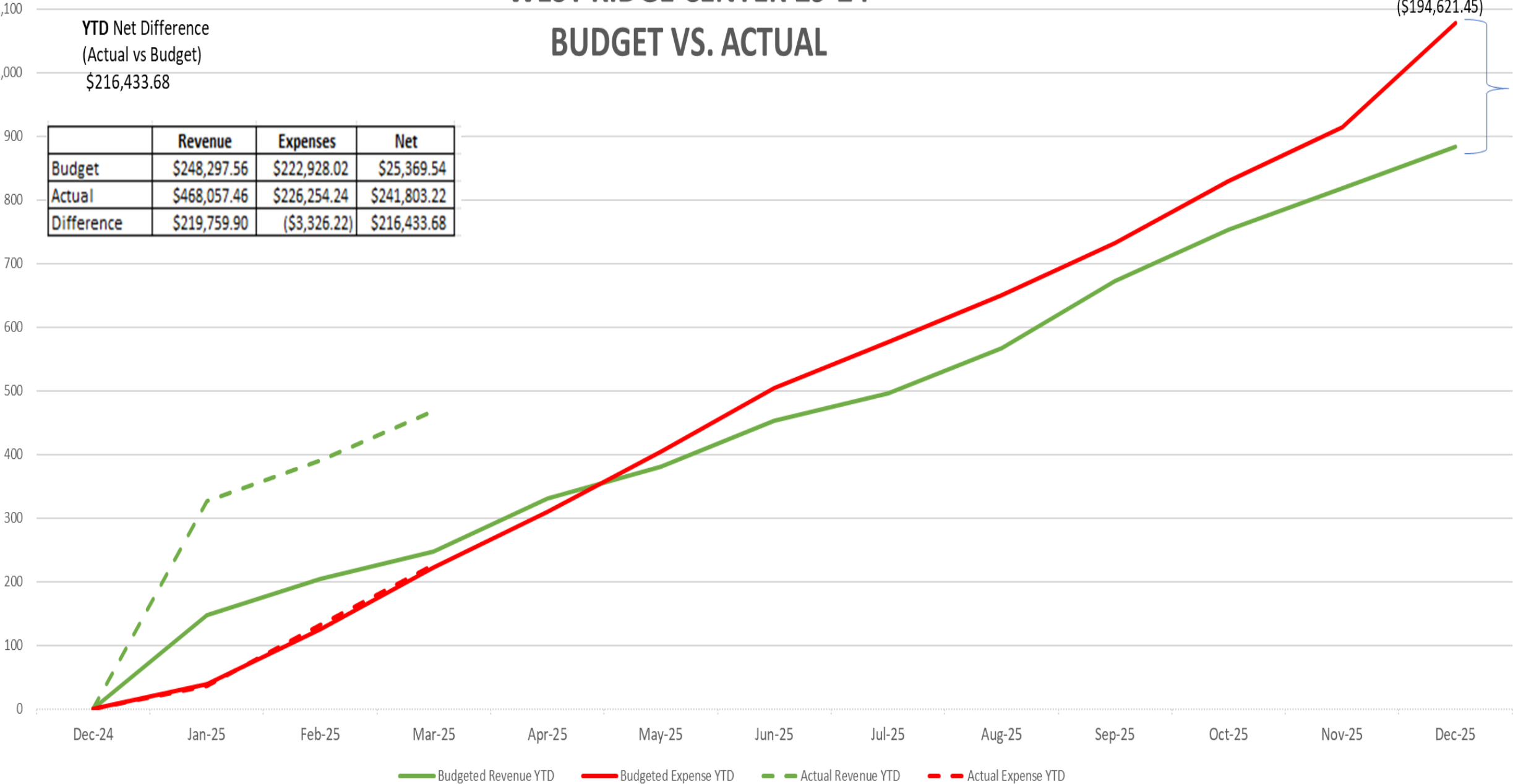
# WEST RIDGE CENTER 29-24

## BUDGET VS. ACTUAL

Thousands

YTD Net Difference  
(Actual vs Budget)  
\$216,433.68

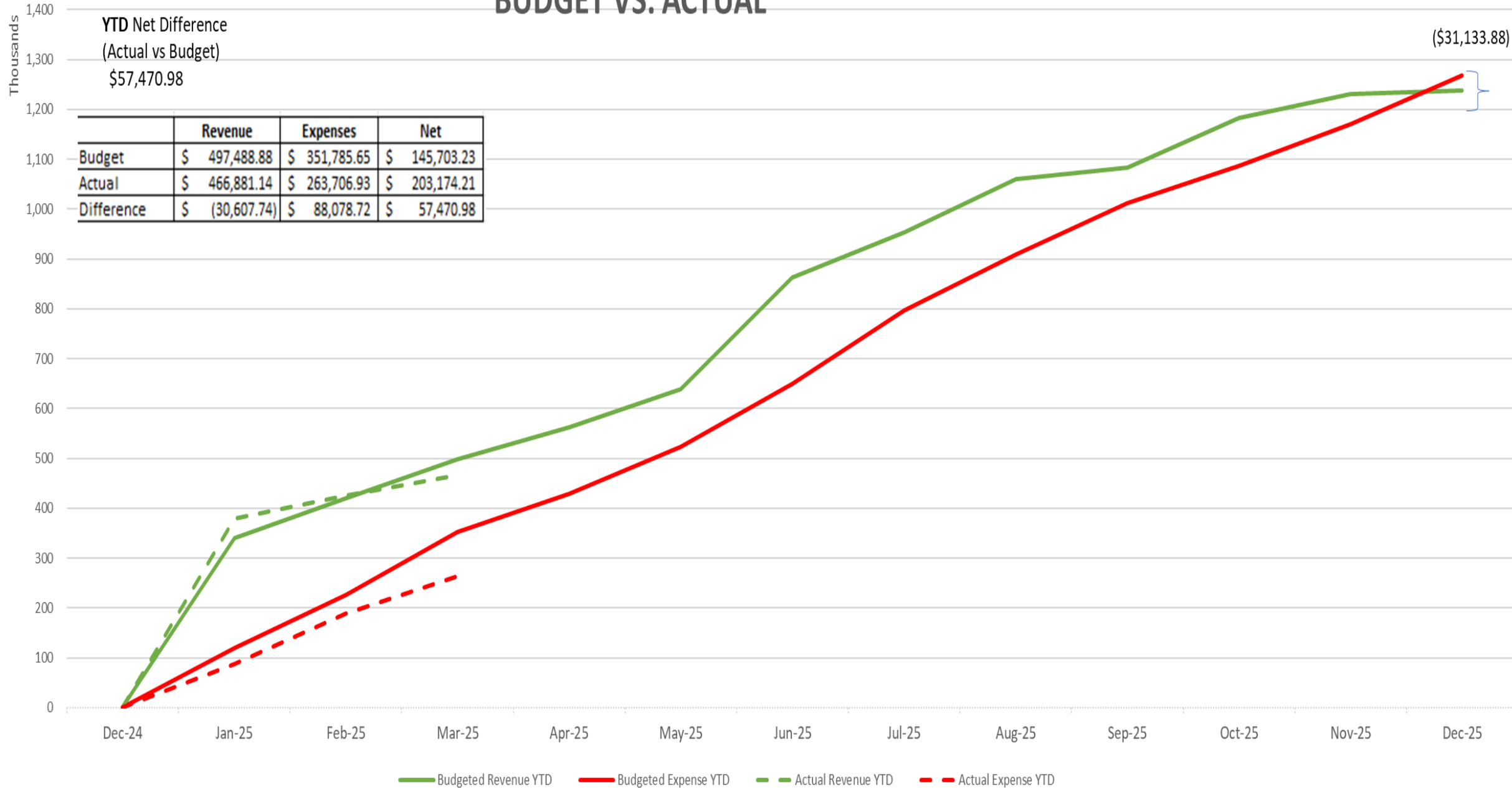
	Revenue	Expenses	Net
Budget	\$248,297.56	\$222,928.02	\$25,369.54
Actual	\$468,057.46	\$226,254.24	\$241,803.22
Difference	\$219,759.90	(\$3,326.22)	\$216,433.68



(\$194,621.45)

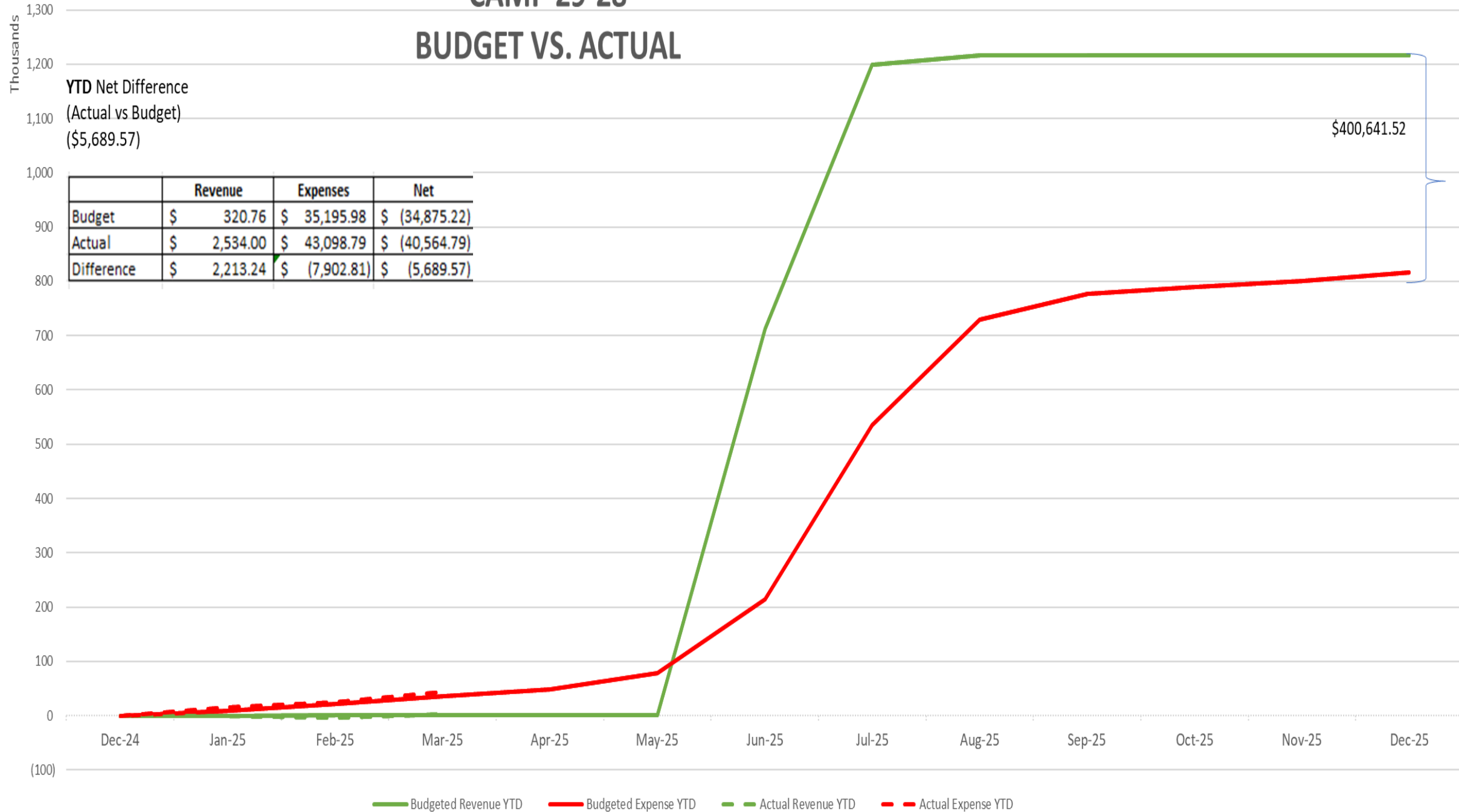
# ATHLETICS 29-26

## BUDGET VS. ACTUAL



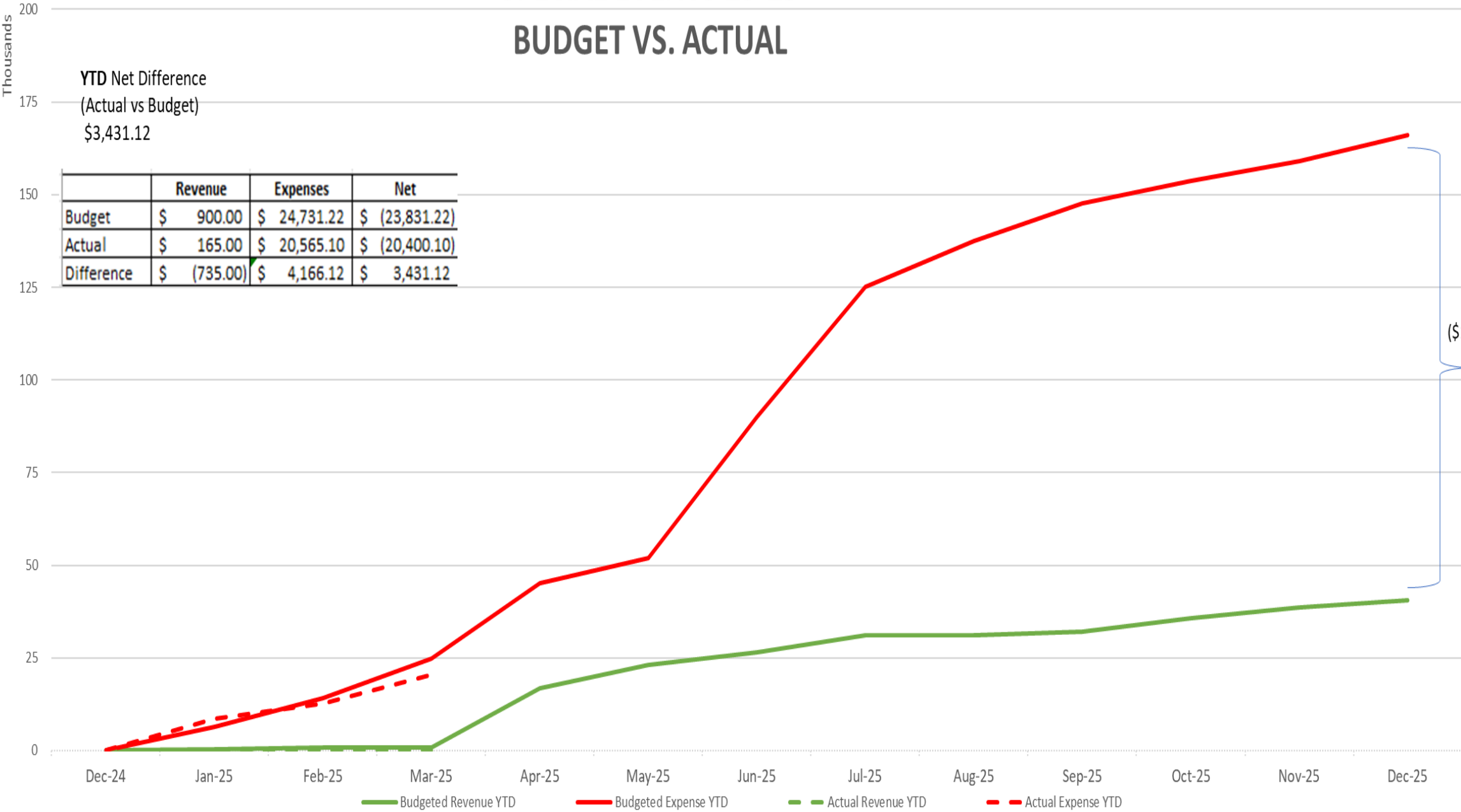
# CAMP 29-28

## BUDGET VS. ACTUAL



# SPECIAL EVENTS 29-29

## BUDGET VS. ACTUAL



YTD Net Difference  
(Actual vs Budget)  
\$3,431.12

	Revenue	Expenses	Net
Budget	\$ 900.00	\$ 24,731.22	\$ (23,831.22)
Actual	\$ 165.00	\$ 20,565.10	\$ (20,400.10)
Difference	\$ (735.00)	\$ 4,166.12	\$ 3,431.12

(\$125,652.88)

# HIDDEN CREEK AQUA PARK 29-31

## BUDGET VS. ACTUAL

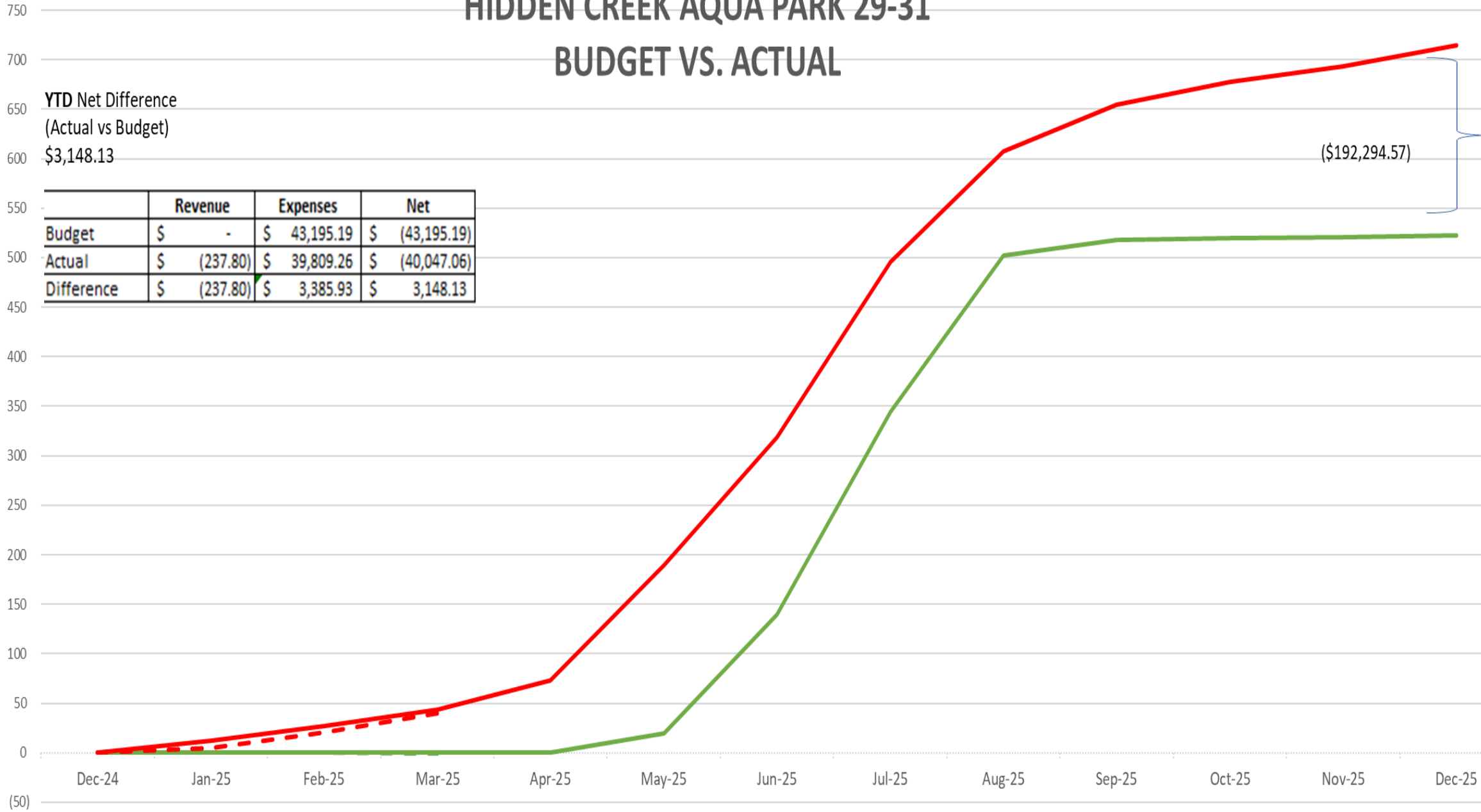
Thousands

YTD Net Difference  
(Actual vs Budget)

\$3,148.13

	Revenue	Expenses	Net
Budget	\$ -	\$ 43,195.19	\$ (43,195.19)
Actual	\$ (237.80)	\$ 39,809.26	\$ (40,047.06)
Difference	\$ (237.80)	\$ 3,385.93	\$ 3,148.13

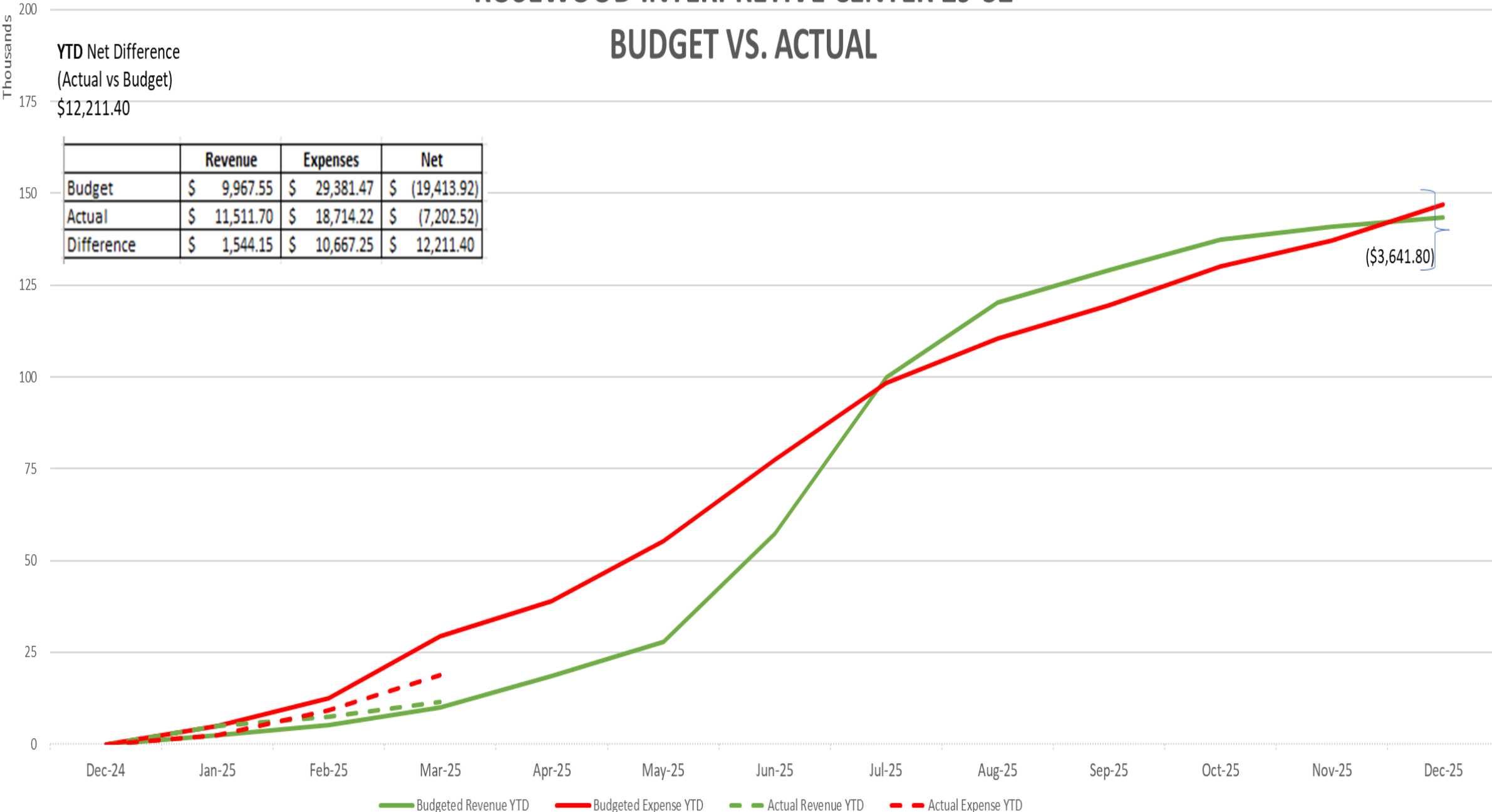
(\$192,294.57)



Budgeted Revenue YTD Budgeted Expense YTD Actual Revenue YTD Actual Expense YTD

# ROSEWOOD INTERPRETIVE CENTER 29-32

## BUDGET VS. ACTUAL



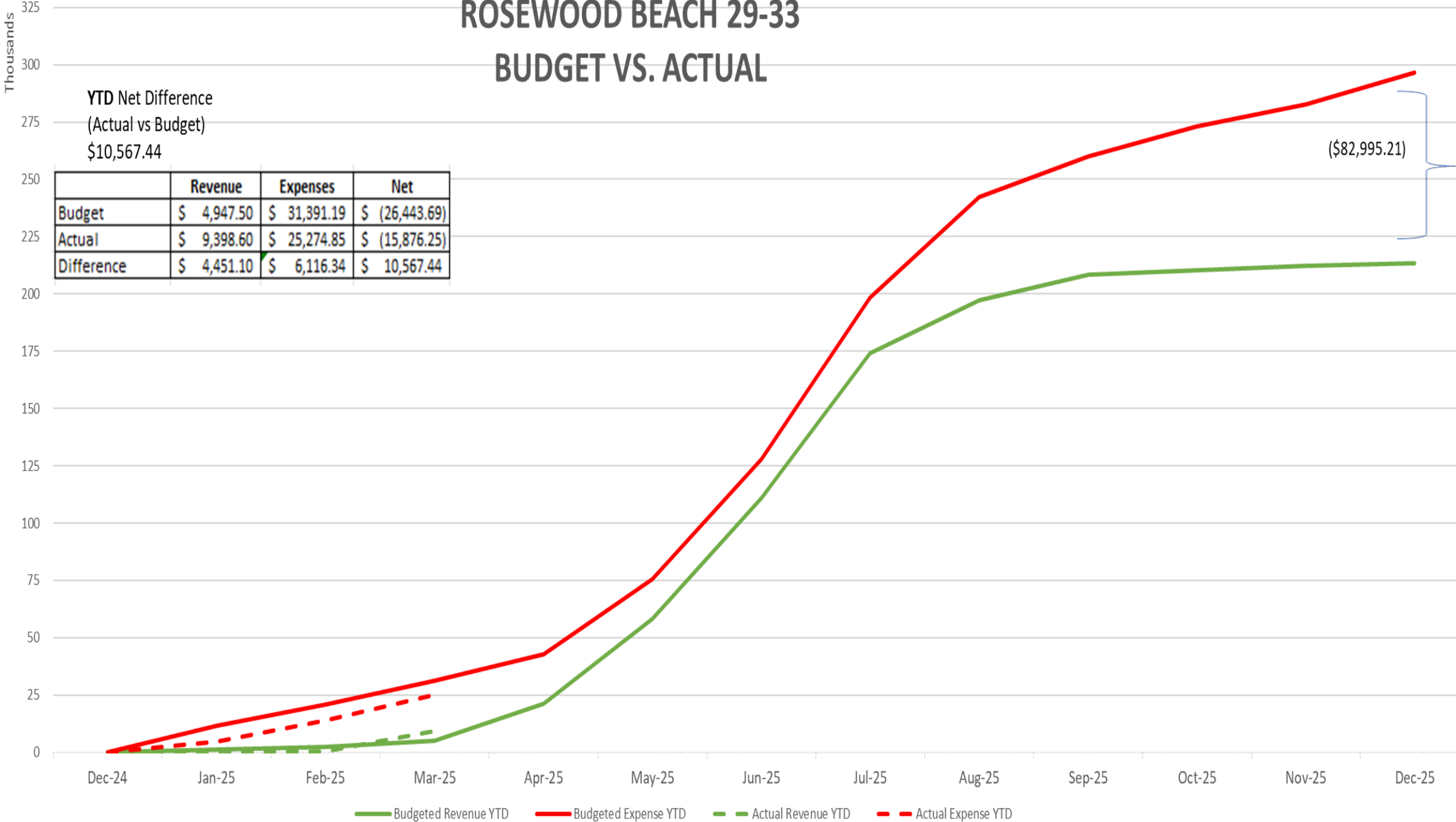


# ROSEWOOD BEACH 29-33

## BUDGET VS. ACTUAL

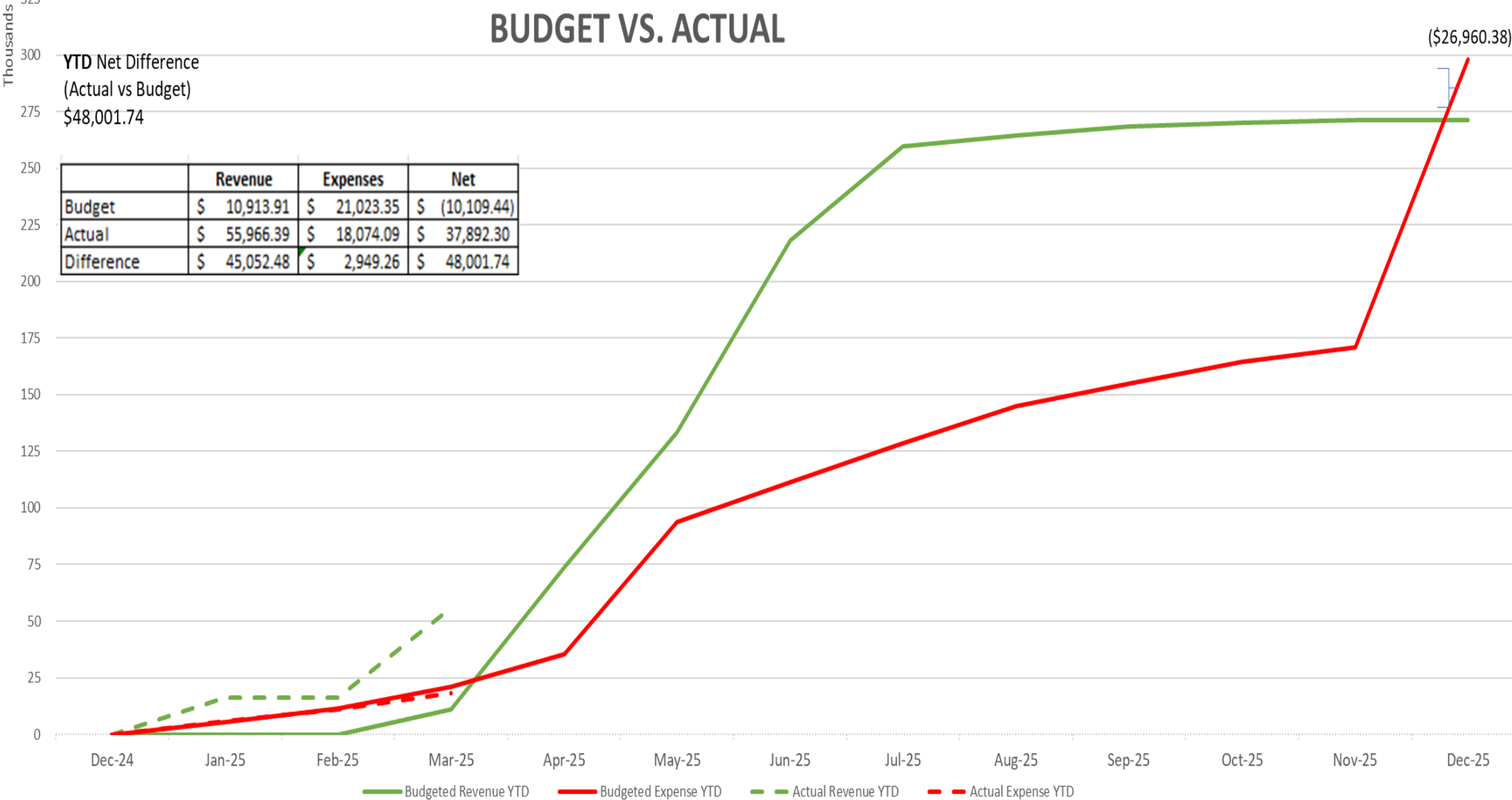
YTD Net Difference  
(Actual vs Budget)  
\$10,567.44

	Revenue	Expenses	Net
Budget	\$ 4,947.50	\$ 31,391.19	\$ (26,443.69)
Actual	\$ 9,398.60	\$ 25,274.85	\$ (15,876.25)
Difference	\$ 4,451.10	\$ 6,116.34	\$ 10,567.44



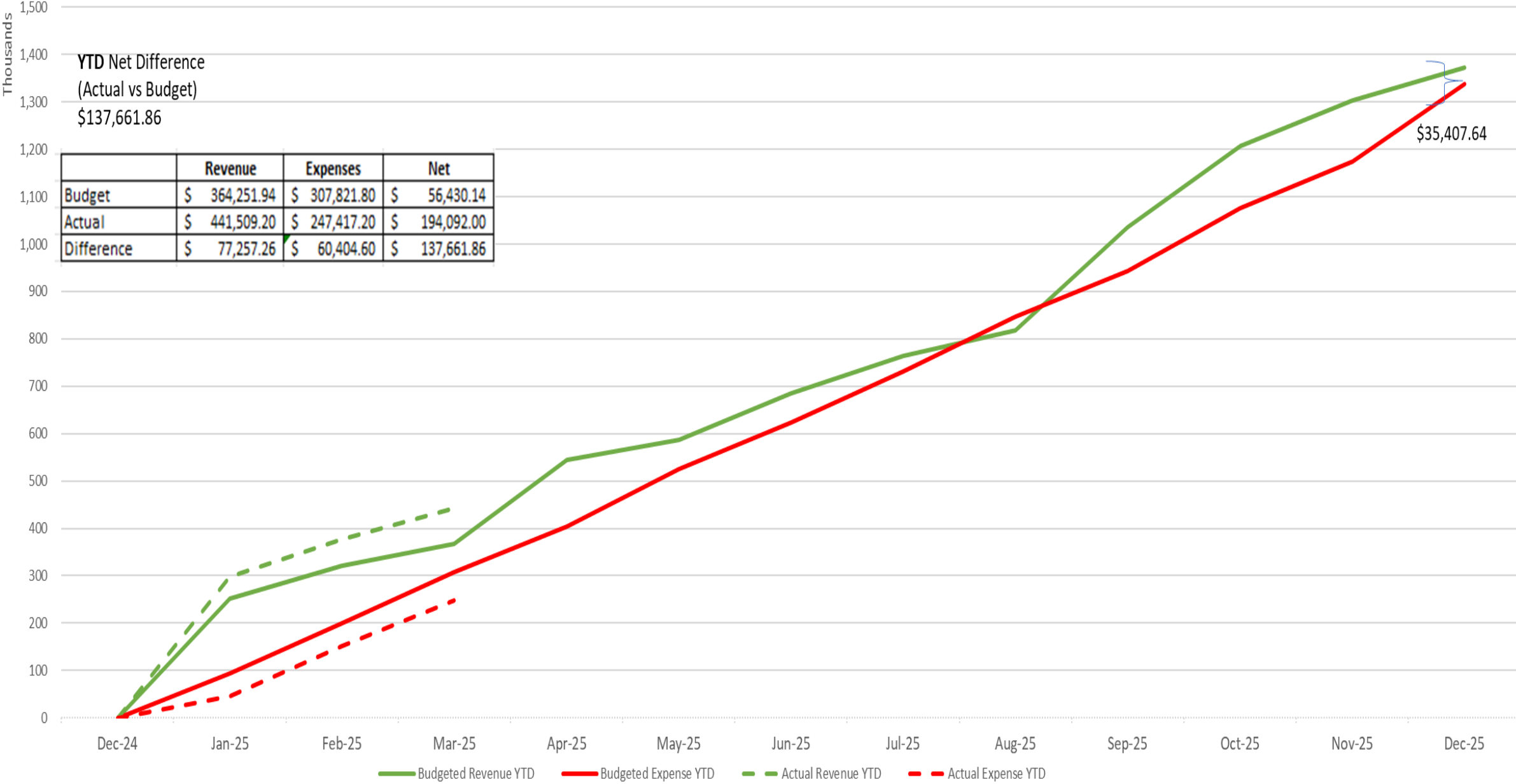
# PARK AVENUE 29-34

## BUDGET VS. ACTUAL



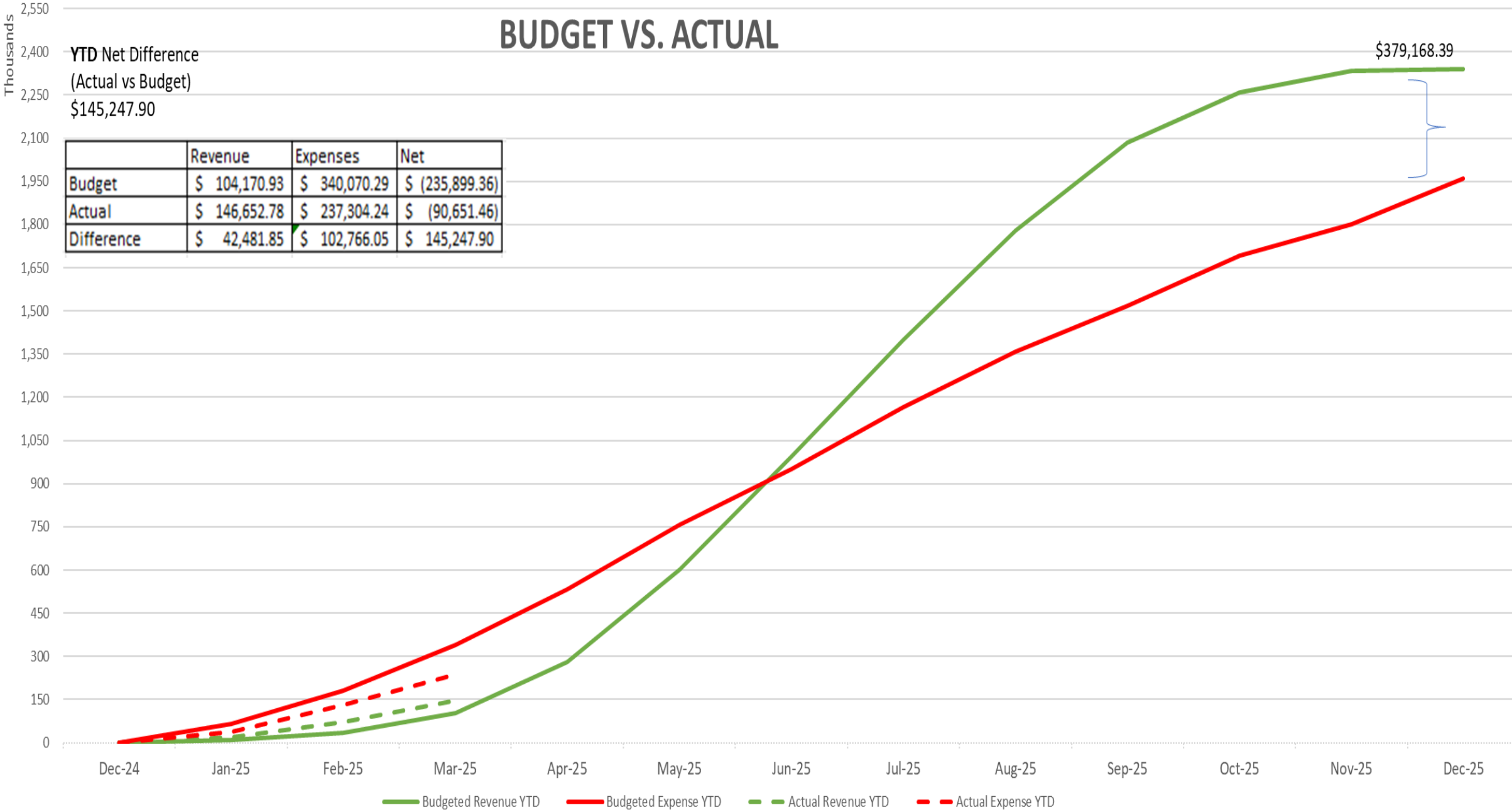
# CENTENNIAL 29-38

## BUDGET VS. ACTUAL



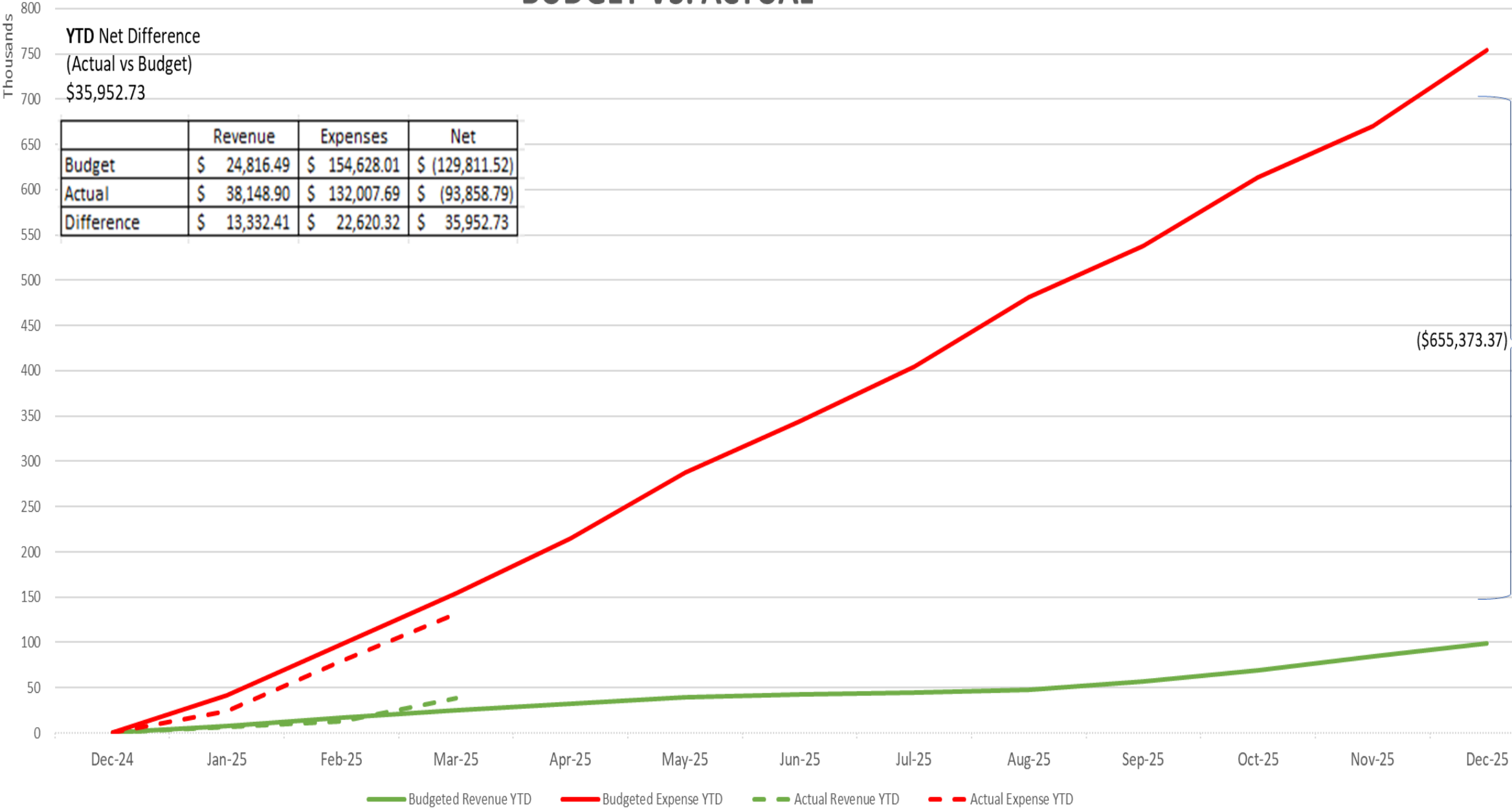
# SUNSET VALLEY 29-42

## BUDGET VS. ACTUAL



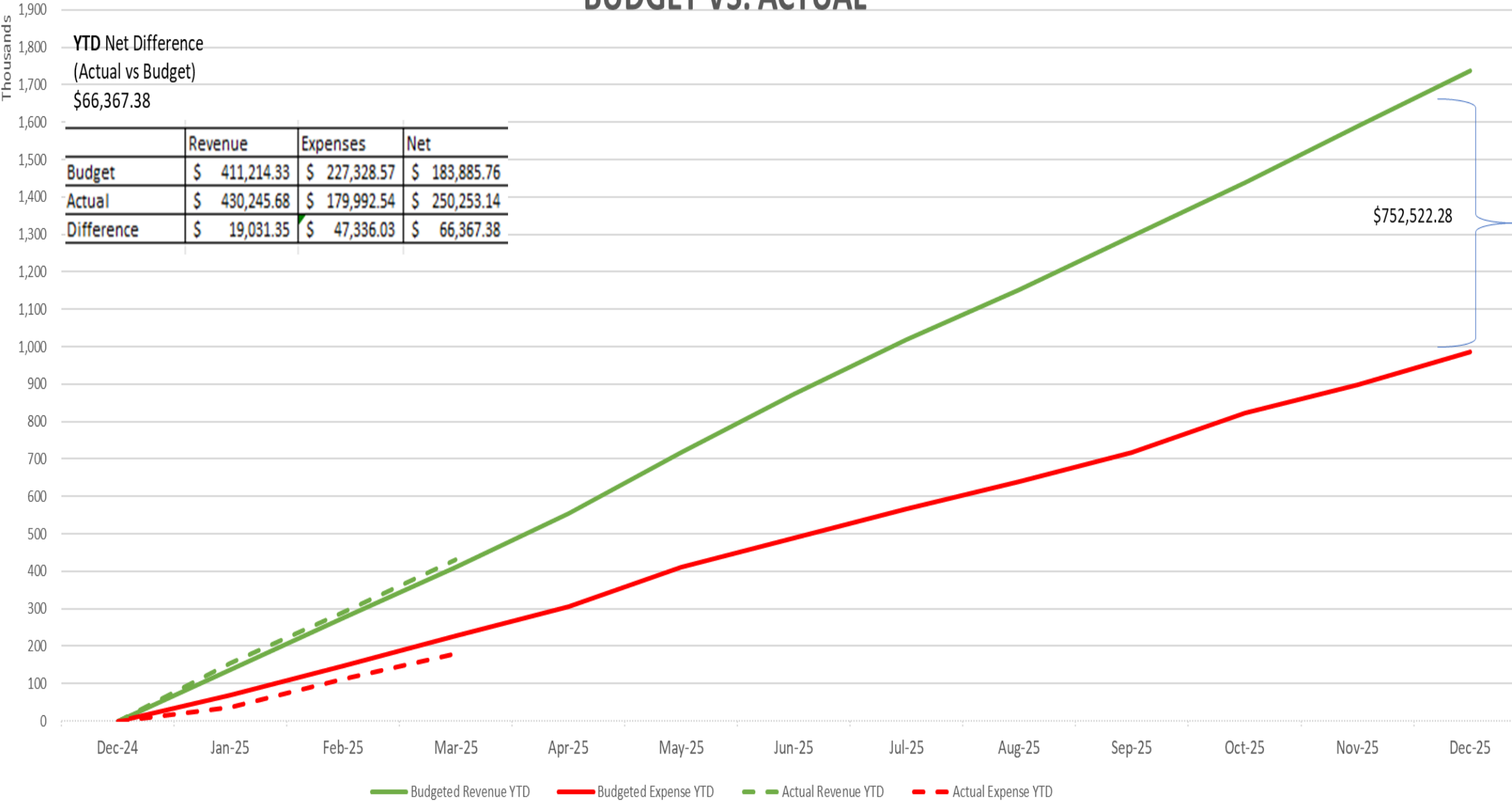
# REC CENTER ADMIN 29-49

## BUDGET VS. ACTUAL



# RECREATION CENTER FITNESS 29-51

## BUDGET VS. ACTUAL



# RECREATION CENTER AQUATICS 29-53

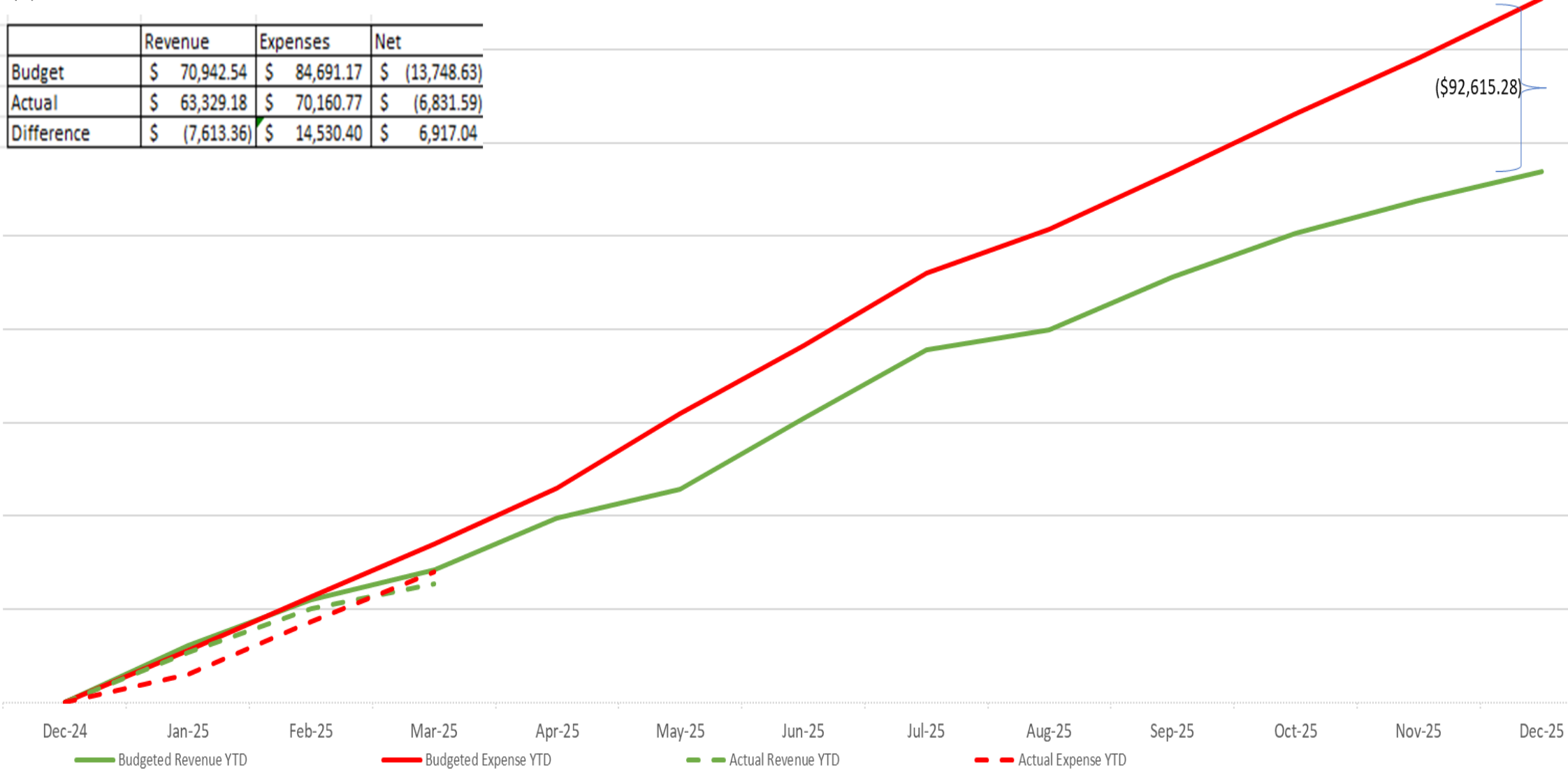
## BUDGET VS. ACTUAL

Thousands

YTD Net Difference  
(Actual vs Budget)  
\$6,917.04

	Revenue	Expenses	Net
Budget	\$ 70,942.54	\$ 84,691.17	\$ (13,748.63)
Actual	\$ 63,329.18	\$ 70,160.77	\$ (6,831.59)
Difference	\$ (7,613.36)	\$ 14,530.40	\$ 6,917.04

350  
300  
250  
200  
150  
100  
50  
0

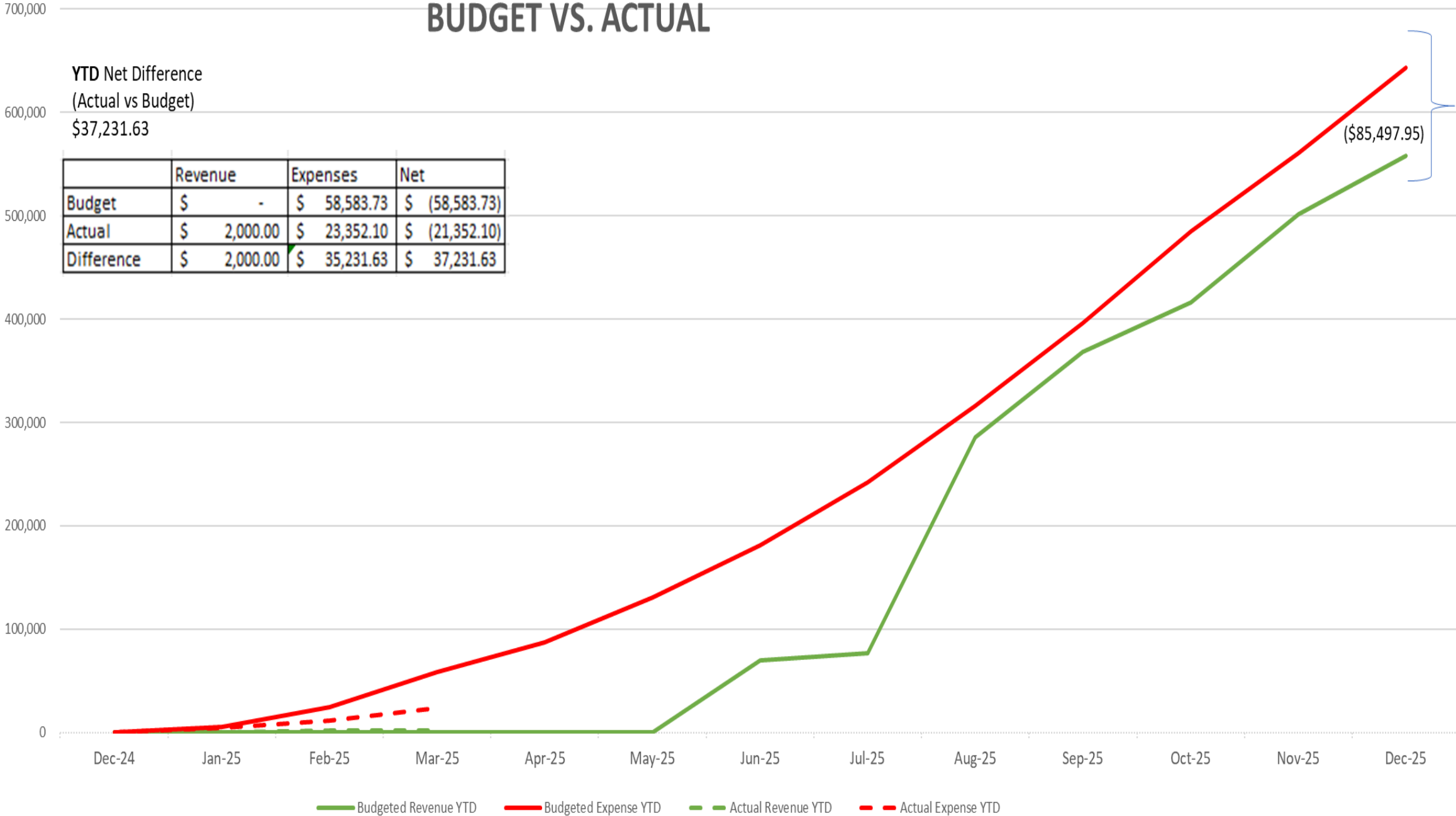


# THE DOME 29-54

## BUDGET VS. ACTUAL

YTD Net Difference  
(Actual vs Budget)  
\$37,231.63

	Revenue	Expenses	Net
Budget	\$ -	\$ 58,583.73	\$ (58,583.73)
Actual	\$ 2,000.00	\$ 23,352.10	\$ (21,352.10)
Difference	\$ 2,000.00	\$ 35,231.63	\$ 37,231.63



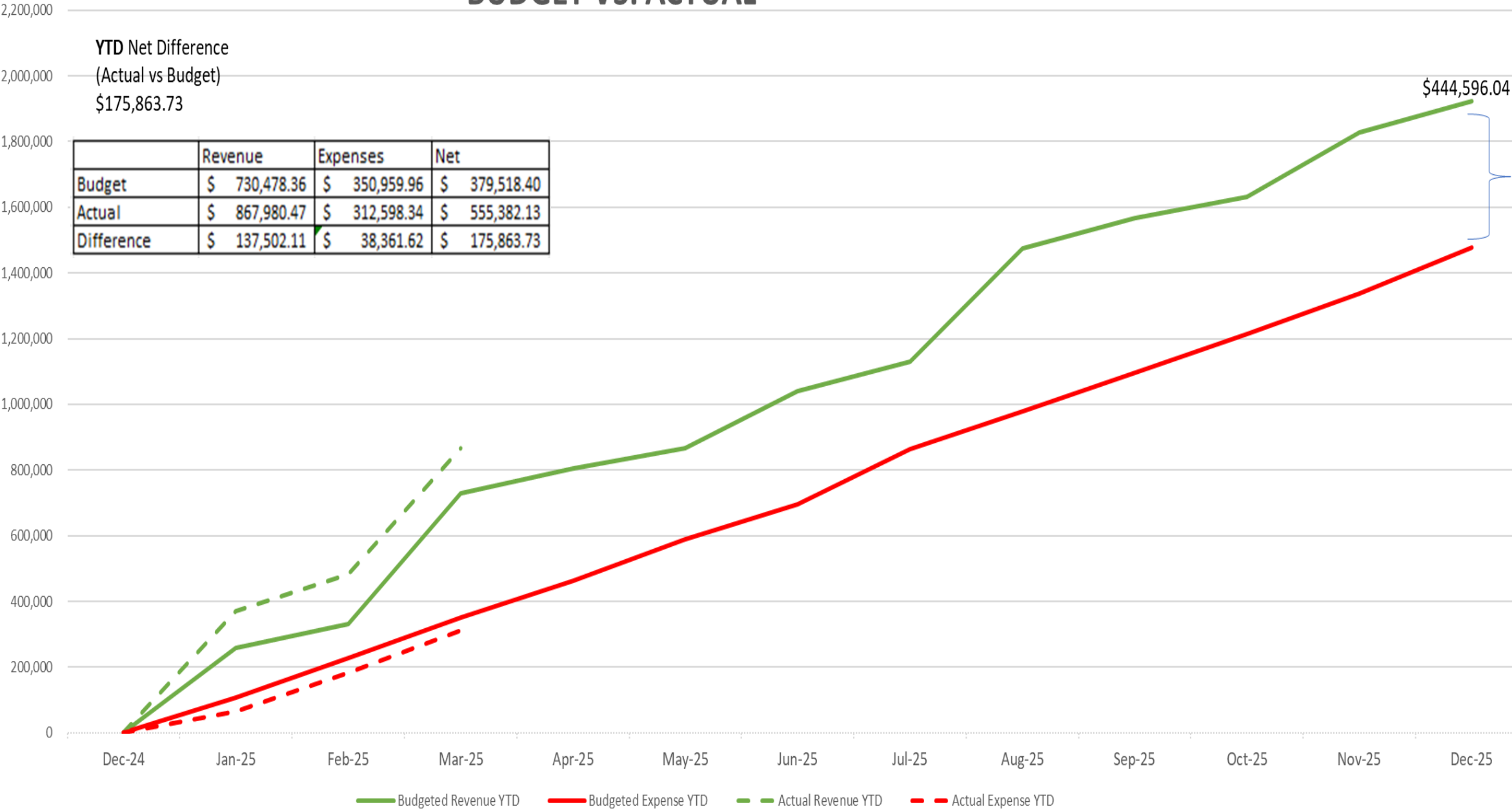


# TENNIS 29-55

## BUDGET VS. ACTUAL

YTD Net Difference  
(Actual vs Budget)  
\$175,863.73

	Revenue	Expenses	Net
Budget	\$ 730,478.36	\$ 350,959.96	\$ 379,518.40
Actual	\$ 867,980.47	\$ 312,598.34	\$ 555,382.13
Difference	\$ 137,502.11	\$ 38,361.62	\$ 175,863.73



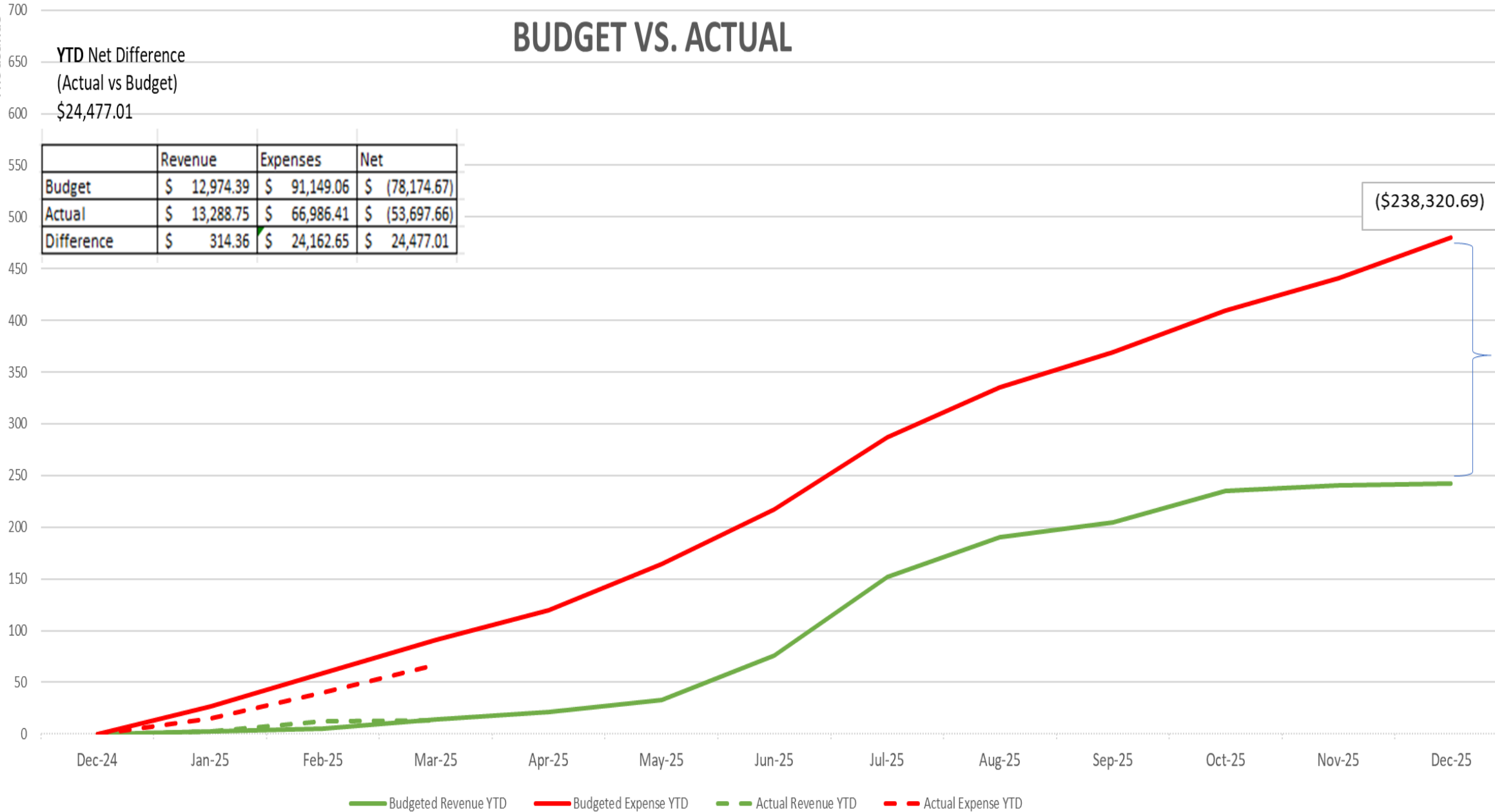
# HELLER NATURE CENTER 29-61

## BUDGET VS. ACTUAL

Thousands

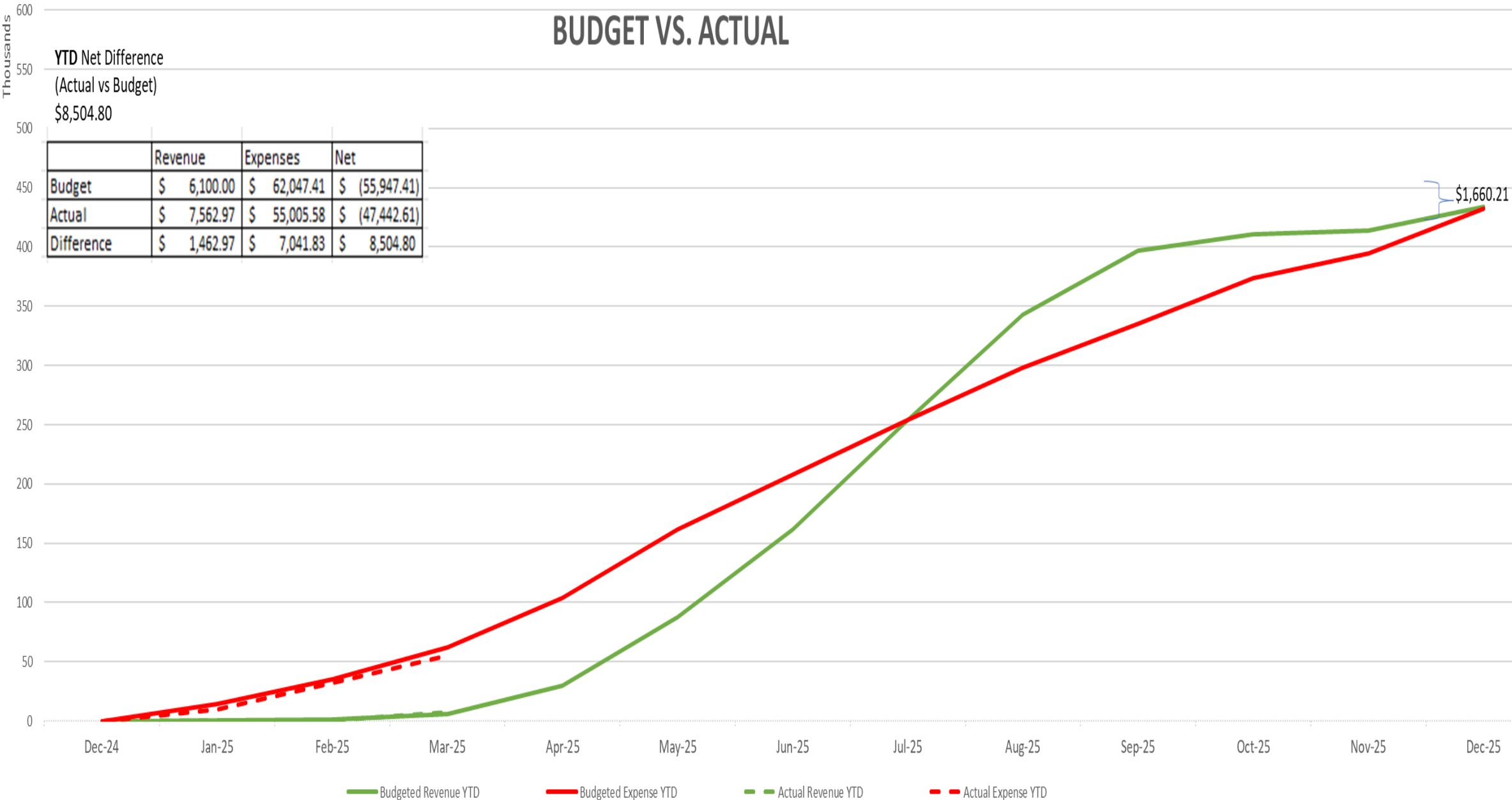
YTD Net Difference  
(Actual vs Budget)  
\$24,477.01

	Revenue	Expenses	Net
Budget	\$ 12,974.39	\$ 91,149.06	\$ (78,174.67)
Actual	\$ 13,288.75	\$ 66,986.41	\$ (53,697.66)
Difference	\$ 314.36	\$ 24,162.65	\$ 24,477.01



# HPCC LEARNING CENTER 29-74

## BUDGET VS. ACTUAL

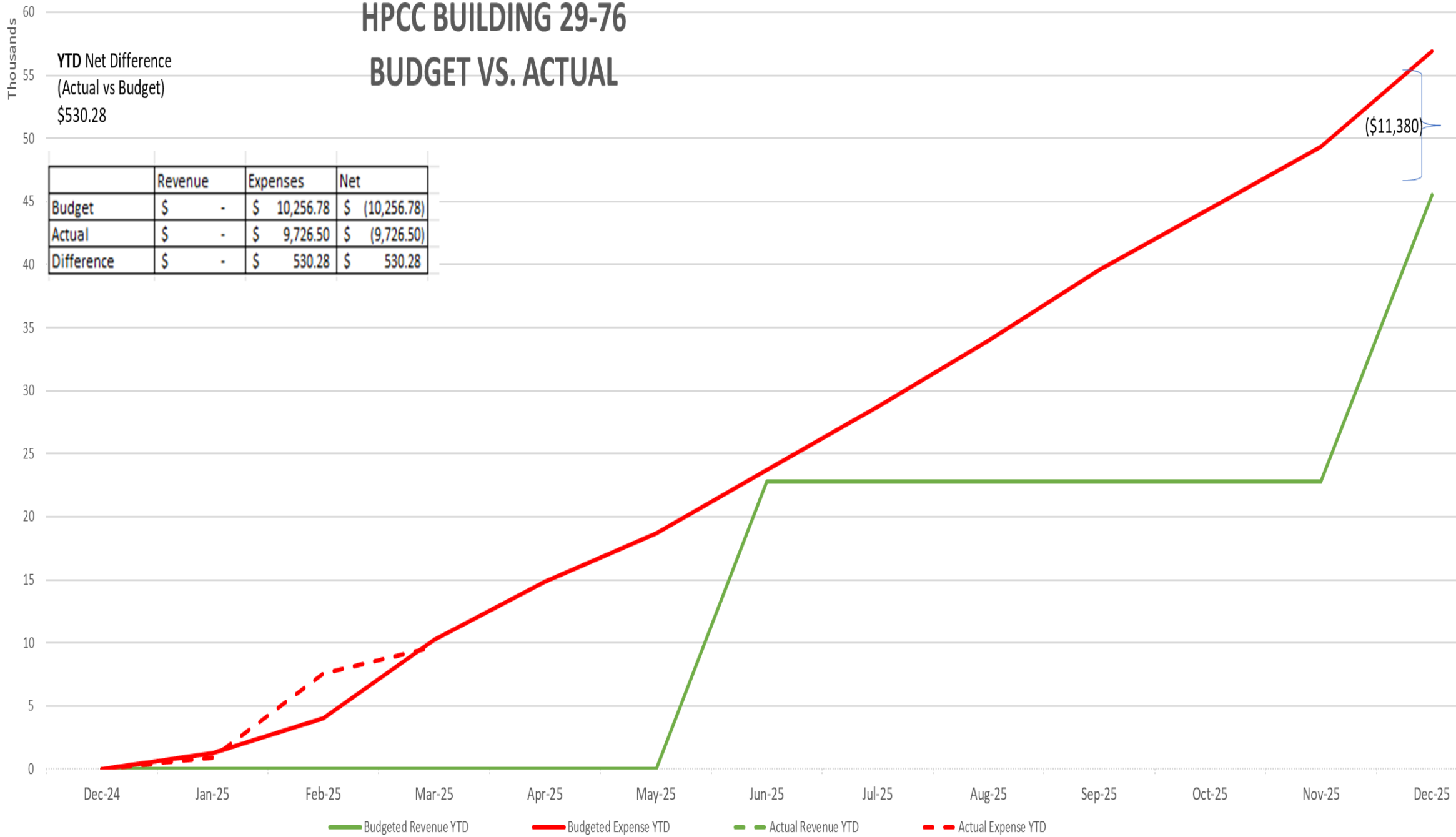


# HPCC BUILDING 29-76

## BUDGET VS. ACTUAL

YTD Net Difference  
(Actual vs Budget)  
\$530.28

	Revenue	Expenses	Net
Budget	\$ -	\$ 10,256.78	\$ (10,256.78)
Actual	\$ -	\$ 9,726.50	\$ (9,726.50)
Difference	\$ -	\$ 530.28	\$ 530.28

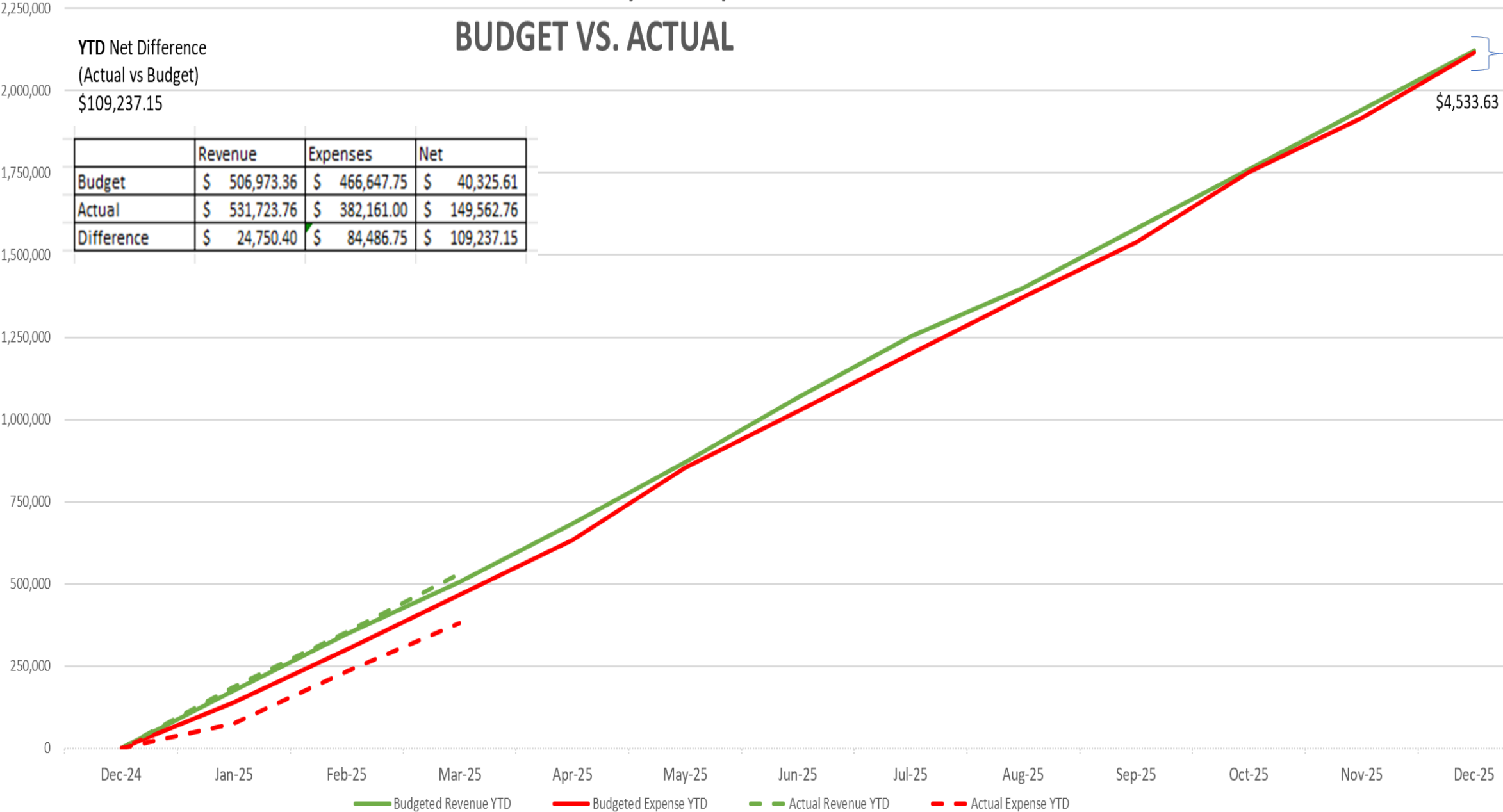


# RECREATION 29-49, 29-51, 29-53

## BUDGET VS. ACTUAL

YTD Net Difference  
(Actual vs Budget)  
\$109,237.15

	Revenue	Expenses	Net
Budget	\$ 506,973.36	\$ 466,647.75	\$ 40,325.61
Actual	\$ 531,723.76	\$ 382,161.00	\$ 149,562.76
Difference	\$ 24,750.40	\$ 84,486.75	\$ 109,237.15





**2024**

# **FINANCIAL FORECASTS AND TREASURER'S REPORT**

**3 / 31 / 25**

Actuals 3/31/25

## OPERATIONS (GENERAL AND RECREATION FUNDS)

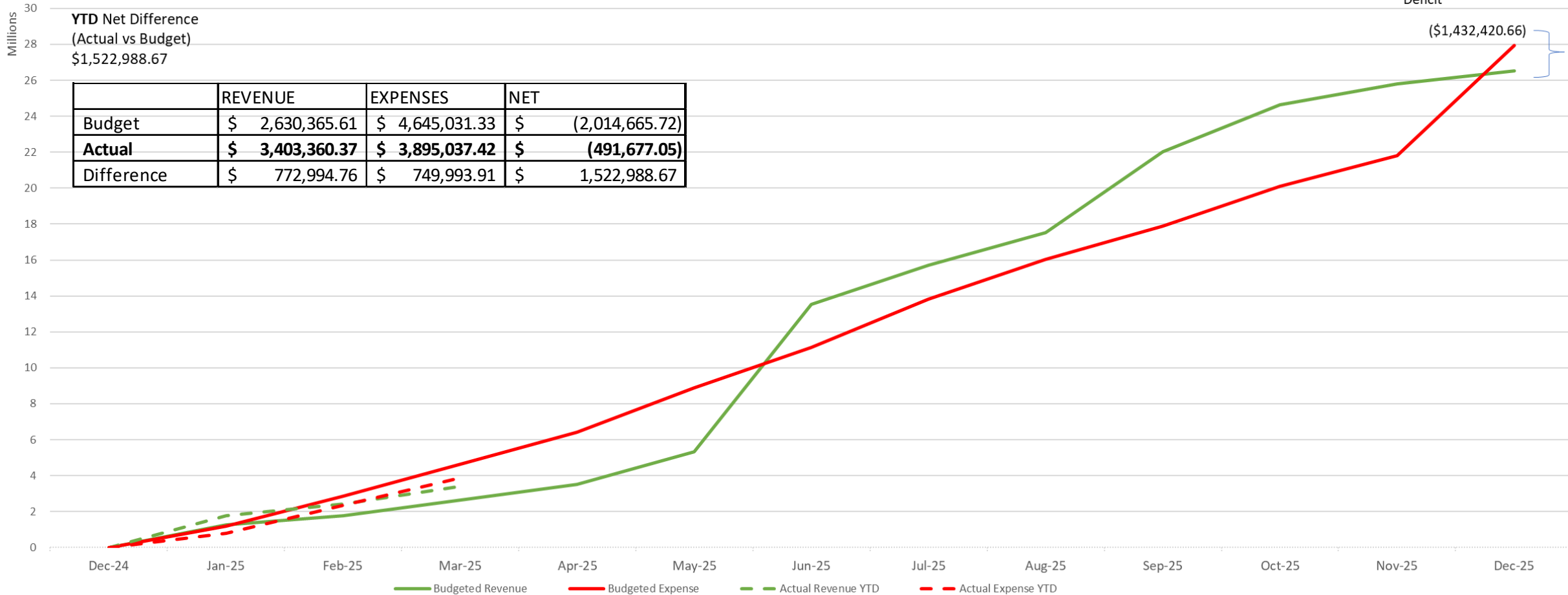
### BUDGET VS. ACTUAL

Net Budgeted - Deficit

(\$1,432,420.66) —

**YTD Net Difference**  
(Actual vs Budget)  
\$1,522,988.67

	REVENUE	EXPENSES	NET
Budget	\$ 2,630,365.61	\$ 4,645,031.33	\$ (2,014,665.72)
<b>Actual</b>	<b>\$ 3,403,360.37</b>	<b>\$ 3,895,037.42</b>	<b>\$ (491,677.05)</b>
Difference	\$ 772,994.76	\$ 749,993.91	\$ 1,522,988.67

[illegible]

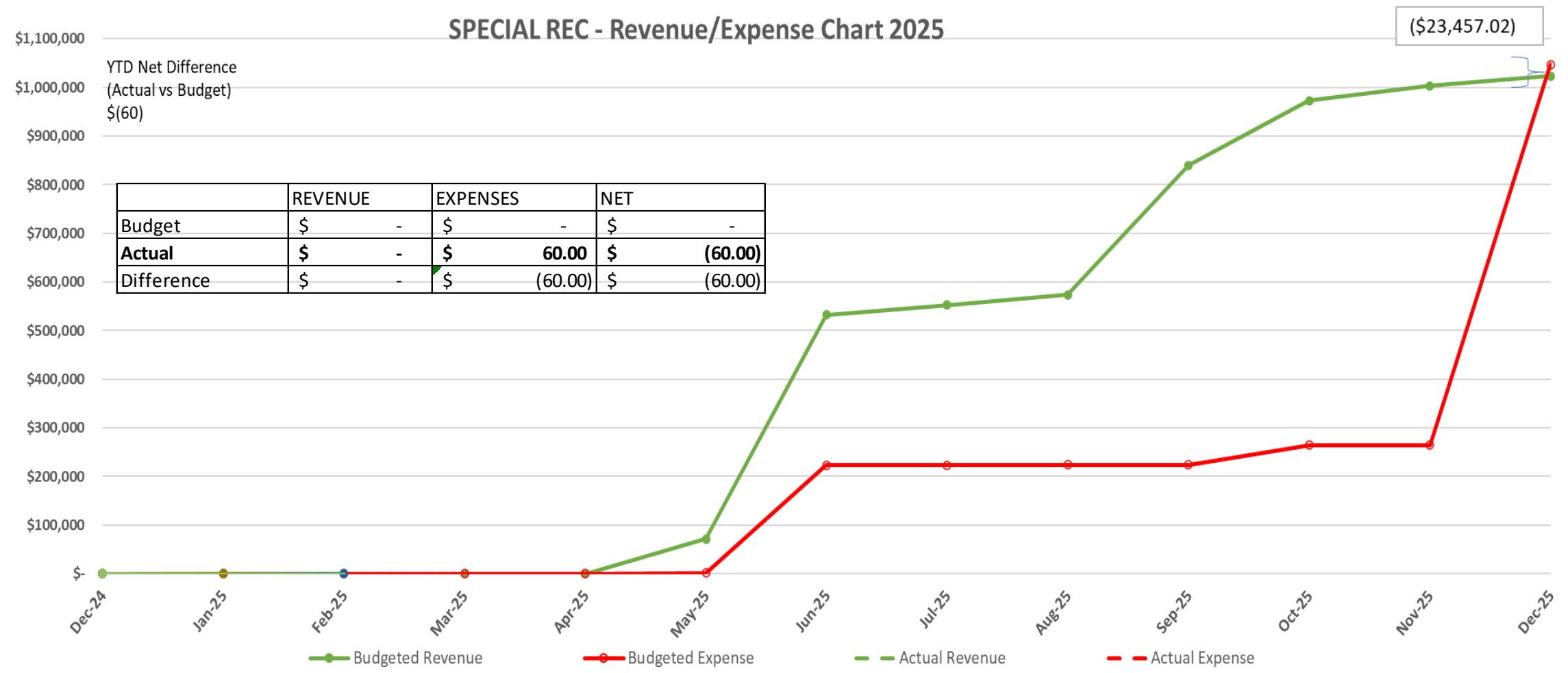








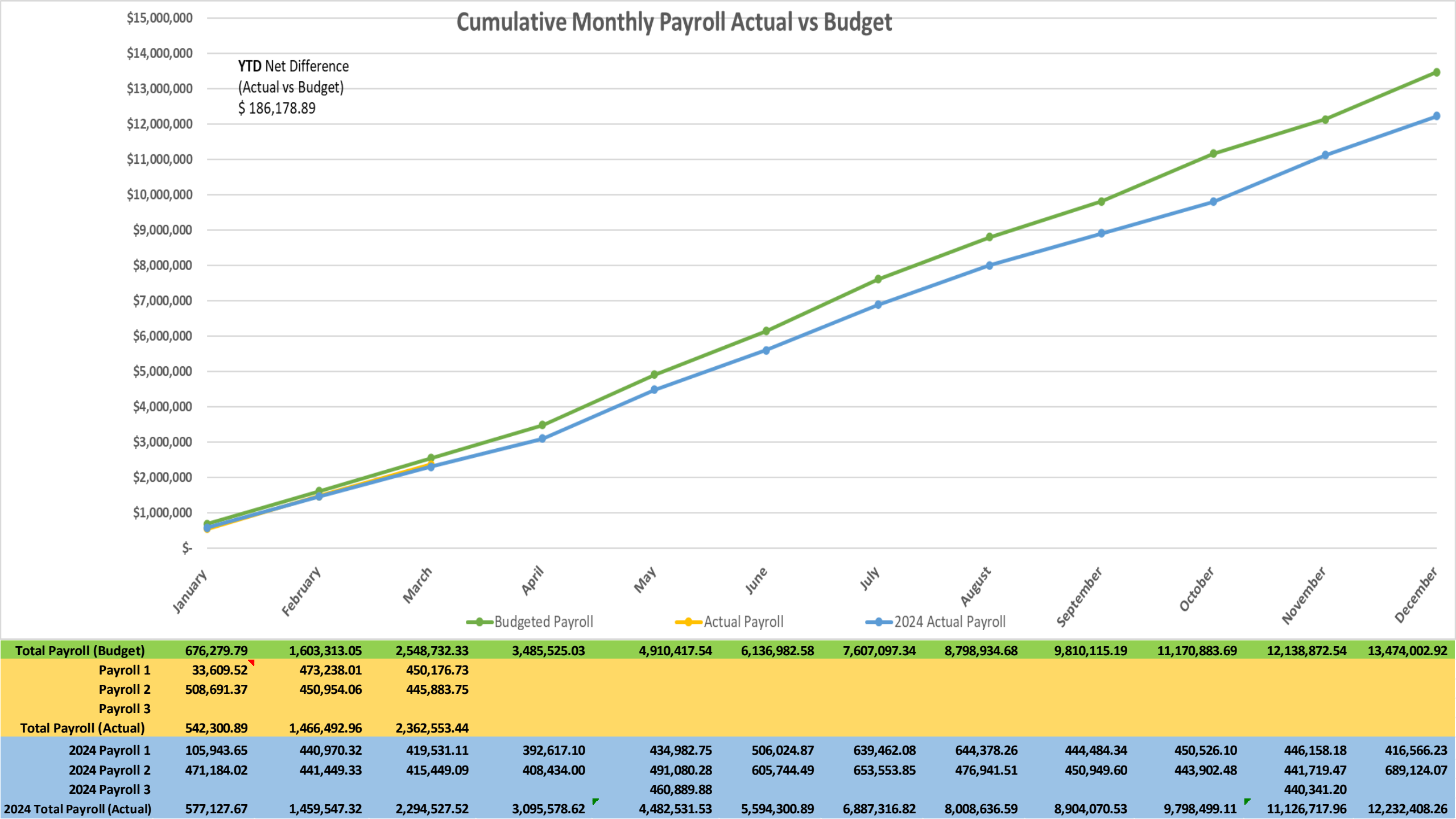
# Actuals 3/31/25



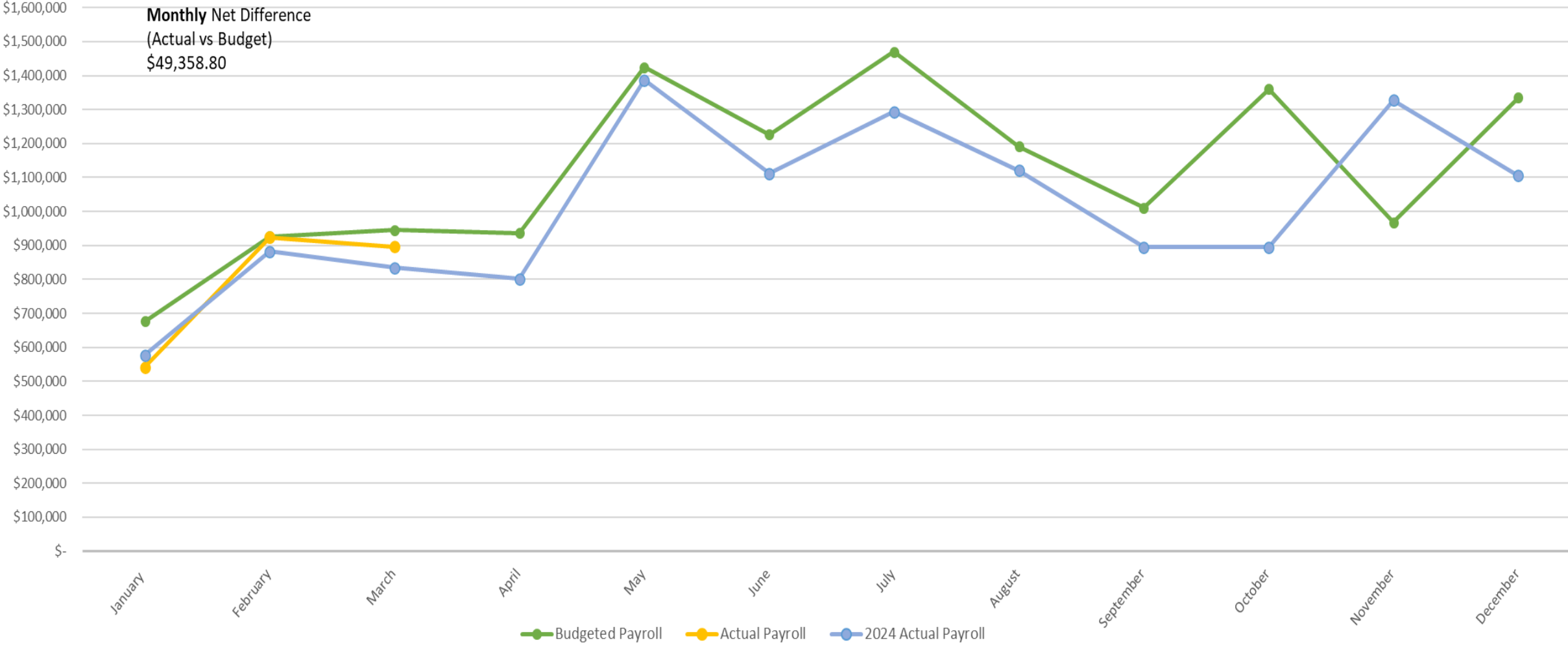
Budgeted Revenue	-	-	-	-	71,663.51	532,357.36	552,832.64	573,307.92	839,486.59	972,575.92	1,003,288.84	1,023,764.12
Budgeted Expense	-	-	-	-	1,187.50	223,298.07	223,298.07	224,188.07	224,188.07	264,688.07	264,688.07	1,047,221.14
Actual Revenue	-	-	-	-	-	-	-	-	-	-	-	-
Actual Expense	-	60.00	60.00	60.00	-	-	-	-	-	-	-	-







NON-CUMULATIVE MONTHLY PAYROLL ACTUAL VS BUDGET



Payroll 1	33,609.52	473,238.01	450,176.73									
Payroll 2	508,691.37	450,954.06	445,883.75									
Payroll 3												
Total Payroll (Actual)	542,300.89	924,192.07	896,060.48									
Budgeted Payroll	676,279.79	927,033.26	945,419.28	936,792.70	1,424,892.51	1,226,565.04	1,470,114.76	1,191,837.34	1,011,180.51	1,360,768.50	967,988.85	1,335,130.38
2024 Payroll 1	105,943.65	440,970.32	419,531.11	392,617.10	434,982.75	506,024.87	639,462.08	644,378.26	444,484.34	450,526.10	446,158.18	416,566.23
2024 Payroll 2	471,184.02	441,449.33	415,449.09	408,434.00	491,080.28	605,744.49	653,553.85	476,941.51	450,949.60	443,902.48	441,719.47	689,124.07
2024 Payroll 3					460,889.88						440,341.20	
Total Payroll (Actual)	577,127.67	882,419.65	834,980.20	801,051.10	1,386,952.91	1,111,769.36	1,293,015.93	1,121,319.77	895,433.94	894,428.58	1,328,218.85	1,105,690.30



# Memorandum

**To:** Park Board of Commissioners

**From:** Dan Voss, Director of Parks; Brian Romes, Executive Director

**Date:** April 23, 2025

**Subject:** **Approval of the Purchase of Three Capital Replacement Electric Pickup Trucks**

---

## **Summary/Background**

Staff evaluated the 2025 capital plan vehicle replacement list and determined three 4wd, electric pick-up trucks are viable replacements for the current needs of the District. Ford Lightning pickup trucks are available through the Suburban Purchasing Cooperative (SPC) through the Northwest Municipal Conference.

The Suburban Purchasing Cooperative is a joint purchasing program representing 144 municipalities and townships in northeastern Illinois. The SPC exemplifies the benefits of intergovernmental cooperation. The goal of the SPC is to combine the resources and purchasing power of governments and not-for-profit entities to jointly negotiate advantageous contract terms of products at the lowest possible price. Illinois statutes, 525/2 from Ch. 85, par. 1602. (Governmental Joint Purchasing Act), authorizes that any governmental unit may purchase personal property, supplies, and services jointly with one or more other governmental units.

Equal sized gas and electric engine trucks are both available. A gasoline engine would have an initial savings of approximately \$10,000 per truck compared to the electric engine model. However, the District would expect \$1,400 per year in savings, minimum \$14,000 of the lifespan of each truck, in fuel costs by choosing the electric engine model. The three recommended pickup trucks would be matching electric, four door super crew cab. Only four door super crew cab are available for the electric model. Snowplows would not be available, but are not necessary, for these trucks.

Once the new vehicles are received, Staff would place three replaced trucks on surplus, followed with an auction through the District's GovDeals website account.

## **Financial Impact**

2025 Budgeted Capital Replacement Funds	\$ 135,000
3 - 2025 Ford F150 Lightning 4wd pick up trucks (\$54,629 each)	\$ 163,887
<hr/>	
<b>Current Total Over Budget</b>	<b>\$ 28,887</b>

**Recommendation**

Staff recommend approval from the Park Board of Commissioners to purchase three Ford F150 Lightning 4wd pickup trucks from Currie Motors in the amount of \$163,887.





# Memorandum

**To:** Park Board of Commissioners

**From:** Brian Romes, Executive Director

**Date:** April 09, 2025

**Subject:** **Approval of Policies 1.00 - 1.04 and 2.00 - 2.08 to the Policy Manual**

---

## **Summary**

In accordance with Policy 1.00 from the PDHP Policy Manual, the entire manual containing Board approved policies facilitating the operations of the Park District shall be reviewed at least every five (5) years. Staff has reviewed and made changes to the manual in its entirety. All draft policies have been reviewed by legal, Ancel Glink, to ensure up-to-date compliance with the Park District Code.

Staff and Park Board Policy liaisons reviewed policies 1.00 – 1.04 (chapter 1: Introduction) and 2.00 – 2.08 (chapter 2: Board and Administration). A summary of proposed policy changes, clean and redlined copies of the policies were distributed to the Park Board prior to review at the April 09, 2025 Workshop Meeting of the Park Board. The Park Board requested the proposed changes be presented for approval at the April 23, 2025 Regular Meeting of the Park Board.

## **Recommendation**

Staff recommend that the Board approve the changes made to policies 1.00 - 1.04 and 2.00 - 2.08 to the Policy Manual.



## PARK DISTRICT OF HIGHLAND PARK

### Policy #: 1.00

DEPT: Administration

APPROVED: 7/23/2019

REVISED: 3/19/2025

### Introduction

The Park District of Highland Park, (the "District"), is a separate unit of local government, established in 1909 and governed by a Board of five elected commissioners, (the "Board"), who serve without pay. Management and control of District business and property is vested in the Board of Commissioners as created and established by State law. The Board acts as the legislative and policy making body of the District in the operation, control, improvement, and planning of its parks, recreation services, facilities, personnel and fiscal operations.

It is the purpose of the District to effectively and responsibly provide recreational services, facilities, and open space for the residents of the District, consistent with its stated mission and values.

#### **Mission Statement:**

To enrich community life through healthy leisure pursuits and an appreciation and preservation of the natural world.

#### **Values Statements and Descriptors**

##### Welcoming:

We welcome everyone, fostering supportive relationships through positive interactions that appreciate the best in others and create a sense of belonging.

- Appreciative: We appreciate and celebrate the best in others
- Inclusive: We are allies for inclusion and equity, where everyone is afforded the same rights and opportunities that result in a sense of belonging, and the ability to safely express themselves authentically, without judgement.
- Supportive: We give the best of ourselves, create positive interactions that foster supportive relationships

##### Caring:

We care about our relationships with others, as well as sustaining and improving our material, financial and natural resources, through best practices that foster trust and ensure long term health, safety, and wellbeing.

- Health and Safety: We are committed to material, social, emotional, financial, and environmental health, safety and security
- Trust: We believe in each other and demonstrate a commitment to honesty, empathy, humility and accountability.
- Leadership: We responsibly steward our relationships and resources through best practices and a focus on long-term vitality

##### Extraordinary:

We aspire to provide extraordinary experiences by thinking creatively, creating personal interactions, and delivering unique services that positively impact lives.

- Creative: We are Innovative and resourceful in effort to deliver the delightfully unexpected
- Personal: We create personal interactions that strive to exceed expectations
- Impactful: We strive to leave a long-term positive impact through memorable experiences

The Park District of Highland Park Board of Commissioners recognizes the need for a manual that contains Board approved policies that facilitate the operation of the District on a day-to-day basis. The Board may periodically review the policies contained in this Policy Manual (the "Manual") and revise or amend them from time to time as it deems appropriate at a regular or special meeting of the Board by not less than three members, except where a greater vote is required by law. The entire Manual shall be reviewed at least every 5 years.

The Park District of Highland Park has additional manuals containing employee policies, conduct ordinances, and districtwide and department specific operational procedures that can be changed from time to time in accordance with Policy 2.00 Guidelines for the Development and Implementation of Policies, Procedures, and Regulations.

DRAFT



## PARK DISTRICT OF HIGHLAND PARK

### Policy #: 1.01

**DEPT:** Administration

**APPROVED:** 7/23/2019

**REVISED:** 3/19/2025

### Statutory Authority

The District is governed by the laws, rules, and regulations of the State of Illinois. The principal statutory authority governing the District is the Park District Code (70 ILCS 1205/1-1, et seq.), which is a codification of the general law relating to park districts in Illinois. References to, and excerpts from the Park District Code and other related laws are contained in this Policy Manual. Other laws which supplement the authority granted by the Park District Code include, but are not limited to:

- the Intergovernmental Cooperation Act (5 ILCS 120/1, et seq.)
- the Property Tax Extension Limitation Law (35 ILCS 200/18-185, et seq.)
- the Local Government Debt Reform Act (30 ILCS 350/1, et seq.)
- the Local Government Property Transfer Act (50 ILCS 605/1, et seq.); and
- the Local Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/1-101, et seq.)



## PARK DISTRICT OF HIGHLAND PARK

### Policy #: 1.02

**DEPT:** Administration

**APPROVED:** 7/23/2019

**REVISED:** 3/19/2025

### Legal Authority of the Policy Manual

- 1.02.1 In particular, the legal authority of this Policy Manual is Section 8-1(d) of the Code, which states that a park district has the power: "To pass all necessary ordinances, rules and regulations for the proper management and conduct of the business of the board and district and to establish by ordinance all needful rules and regulations for the government and protection of parks, boulevards and driveways and other property under its jurisdiction, and to effect the objects for which such districts are formed."
- 1.02.2 The binding and authoritative statutes, ordinances, administrative regulations, and rules of the State of Illinois or Lake County, or any final decision of a court with competent jurisdiction that is in conflict with the provisions of the Policy Manual shall supersede the provisions of this Policy Manual.

DRAFT



## PARK DISTRICT OF HIGHLAND PARK

**DEPT: Administration**

**Policy #: 1.03**

**APPROVED: 7/23/2019**

**REVISED: 3/19/2025**

**Board Edited 3/19/25**

### Definitions

For the purpose of this Policy Manual, the following terms shall have the definitions given herein:

- A. "District" is the Park District of Highland Park, Lake County, Illinois.
- B. "Board" is the Board of Park Commissioners of the Park District of Highland Park
- C. "Executive Director" is the Executive Director of the Park District of Highland Park.
- D. "Code" is the "Park District Code," 70 ILCS 1205/1-1, et seq., as amended from time to time.
- E. "Conduct Ordinance" is Ordinance 10-04. See also "Regulations".
- F. "Ordinance" is any legally enforceable regulation, adopted by the required majority of the Board, governing the use of parks and property owned or controlled by the District as authorized by Article 8 of the Illinois Park District Code. Ordinances may only be repealed, amended, suspended, or modified by ordinance.
- G. "Policy" is any formal plan or course of action reflecting the aims to be achieved by the District officially approved by the Board. A Policy must be formulated and approved by the Board and shall be recorded in the Policy Manual or Employee Handbook. Policies provide the operational framework within which the District functions.
- H. "Procedure" is any plan or course of action formulated and implemented by the Park District staff to facilitate the day-to-day Park District operations within the respective policy guidelines provided in the Policy Manual or Employee Handbook. Procedures, when appropriate, will be documented and placed in "Park District Procedure Manuals.
- I. "Regulations" are rules governing the use of the parks and property owned, operated and maintained or controlled by the Park District as set forth in Ordinance No. 10-04, commonly referred to as the "Conduct Ordinance."



## PARK DISTRICT OF HIGHLAND PARK

### Policy #: 1.04

**DEPT:** Administration


**APPROVED:** 7/23/2019

**REVISED:** 3/19/2025

### Separability

If any policy or part thereof contained in this Policy Manual shall be determined invalid by a court of competent jurisdiction, such determination shall not affect the validity of the remaining policies or parts thereof. Likewise, if the application of any policy is found unenforceable by a court of competent jurisdiction, such findings shall not affect all other lawful applications of such policy, or other policies not so determined to be invalid or unenforceable.

DRAFT

	<b>PARK DISTRICT OF HIGHLAND PARK</b>
	<b>Policy #: 2.00</b>
<b>DEPT:</b> Board	<b>Guidelines for the Development and Implementation of Policies, Procedures, and Regulations</b>
<b>APPROVED:</b> 7/23/2019	
<b>REVISED:</b> 3/19/2025	

#### 2.00.1 TYPICAL DISTINGUISHING CHARACTERISTICS OF POLICIES AND PROCEDURES

Policy	Procedure
Widespread application	Narrow application to implement policy decisions
Changes less frequently upon approval by the Board	Prone to change based on operational needs and efficiencies
Usually expressed in broad terms	Often stated in detail
Statements of “what” and/or “why”	Statements of “how,” “when,” and/or and sometimes “who”
Addresses major operational issue(s)	Describes process for addressing operational issues

#### 2.00.2 DEVELOPMENT OF POLICIES, PROCEDURES, ETC.

It is the responsibility of the Board of Park District Commissioners to adopt District policies. A policy must be approved by a majority of the board at a regular meeting.

The Board will periodically review and revise the Conduct Ordinance and adopt it at a regular meeting. The entire Ordinance shall be reviewed at least every 5 years.

Procedures and general regulations consistent with policy are developed and implemented by staff. They may be District-wide or specific to a department or facility. Although they do not require Board approval, the Board may monitor the operational procedures of the District as developed by staff to evaluate whether they are consistent with Board policy. The Board will communicate any concerns over operational procedures with the Executive Director, who may in turn work with staff to address the issues identified.

The list below reflects the governance responsibilities of the Park Board and Executive Director and/or staff, including those which are shared and is subject to modification by the Board.



TOPIC/RESPONSIBILITY	BOARD	DIRECTOR
Amend the District's Policies	X	
Amend the District's Personnel Policies	X	
Adjust salary ranges	X	
Alter the fringe benefit package	X	
Create new positions (including drafting job description)		X
Approve job description (Executive Director)	X	
Approve job descriptions (staff)		X
Grant raises of merit within budget		X
Approve District's budget	X	
Set direction of the various funds or total budget	X	X
Determine priorities of capital items	X	X
Approve new programs and services		X
Approve documents for disposal with Board's notification		X
Establish a revenue policy	X	
Establish and approve fees and charges	X	X
Approve tax levy Ordinance	X	
Appoint Park District Attorney	X	
Appoint Park District Audit Firm	X	
Determine special audit areas of investigation	X	X
Select members of focus groups/advisory committees	X	X
Design components of a park design		X
Negotiate & enter into agreements with other govt units	X	X
Purchases superseding Park District Code threshold	X	
Purchases in accordance with Park District Code threshold		X



## PARK DISTRICT OF HIGHLAND PARK

### Policy #: 2.01

DEPT: Board

APPROVED: 7/23/2019

REVISED: 3/19/2025

### Organization and Operation of the Board of Park Commissioners

- 2.01.1 Government. The governing authority of the District is vested in the Board. The members of the Board constitute the corporate authorities.
- 2.01.2 Number. The Board shall be comprised of five Commissioners.
- 2.01.3 Term of Office. Each term of office for a Commissioner shall be six years or until a successor is elected and qualified. Terms are designated to expire on a staggered, two-year system.
- 2.01.4 Inauguration
- 2.01.4 A Newly elected or re-elected Commissioners shall be installed at the Annual Meeting as provided in Section 2.06.1 of this Manual.
- 2.01.4 B Newly appointed Commissioners shall be installed at the first Regular or Special Park Board Meeting following their appointment.
- 2.01.5 Oath of Office. All elected and appointed Commissioners, before entering upon the duties of their office, shall take and subscribe to the Oath of Office, which is filed with the Board Secretary.
- 2.01.6 Prospective Candidate's Orientation. The Executive Director or designee should approve and distribute to those who file a nominating petition to serve as Commissioner a prospective candidate's orientation information packet. This packet should include items such as organizational charts, budgets, recent brochures and any other appropriate items.
- 2.01.7 Vacancies in Office. Whenever any member of the Board neglects or refuses to attend to the duties of their office vacancies shall be filled in accordance with Section 2-25 of the Illinois Park District Code, 70 ILCS 1205/2-25.
- 2.01.7.1.1 Neglect to attend meeting of the board. Whenever any member of the Board neglects or refuses to attend to the duties of his office or neglects to attend Regular, Workshop or Special meetings of the Board for a period of three consecutive calendar months, or neglects to attend a minimum of 10 Regular, Workshop or Special meetings in any 12-month period, or for any other reason now or hereafter specified by law, said office may be declared vacant by the Board. See Ordinance 2025-05.
- 2.01.8 Compensation. In accordance with statute, the Board serves without compensation. (Code, Section 4-1).



## PARK DISTRICT OF HIGHLAND PARK

DEPT: Board

Policy #: 2.02

APPROVED:

REVISED:

### General Conduct of the Board

#### 2.02.1 Ethics and Conduct

- A. Commissioners of the Park District are expected to be of high moral and ethical character and work together as a team to serve the community by delivering top quality park and recreation opportunities. Each Commissioner is expected to act in the best interests of the District and be free of outside influence and self-interests. In accordance with this Policy, Commissioners will educate themselves about and comply with this Policy and all other federal, state and local laws, regulations, and ordinances applicable to the conduct of the Park District's elected officials. These authorities include but are not limited to, the Illinois Constitution, Open Meetings Act, the Public Officer Prohibited Activities Act, the Government Ethics Act, the State Officials and Employees Ethics Act, the official misconduct and public contracts provisions of the Illinois Criminal Code, the Illinois Human Rights Act, and the District's own Ethics and Conduct Policy, Policy 5.30 Ethics and Conduct and Appendix A Ethics Ordinance.

#### 2.02.2 General Conduct of the Board

- B. The Board recognizes the need for decision making and public responsiveness that requires a commitment to sound operating policies. In order to establish efficiency among Board Members in the performance of their duties, members:
- Shall avoid making individual pronouncements and public conjectures outside of official Board Meetings about District matters not yet decided by the Board.
  - Shall represent all the people of the District while avoiding partisanship based on special interests.
  - Shall not utilize District resources to support or oppose political organizations, candidates seeking political office, or any referendum question.
  - Shall follow the guidelines for the utilization of social media and social network sites set forth in Policy 7.14.
  - Shall make decisions involving the welfare of the District based on study, reports, and evidence recognizing that personal feelings, biases, opinions, and other such factors are not conducive to sound decision making.
  - Shall be accountable to the residents of the District for competent, conscientious and effective accomplishment of Board obligations.
  - Shall demonstrate the principle of Board unity by accepting majority decisions of the Board.

- Shall respect the Board's commitment to work through the Executive Director by requesting desired information about the parks and recreation programs directly from them, by referring to their suggestions for new policies for their professional advice, by refraining from acting on any complaint until after Executive Director has had an opportunity to investigate fully and report to the Board, and by supporting Board approved actions of the Executive Director and key management staff.
- Shall recognize that, in the absence of action by the full Board, they have no more authority over park and recreation policies or operations than any other District resident, and shall speak or act for the Board only when specifically authorized to do so by action of the Board.
- Shall understand and respect the separation of Board responsibilities and functions from those of the Executive Director and their staff.
- Shall only use their title of Commissioner when specifically directed by the Board to represent the PDHP on an outside board or event.
- In the spirit of cooperation and professionalism, shall abide by the following "Commissioner's Creed", which has been adopted by the Board.

As an individual member of the Board

- I will listen.
- I will recognize the integrity of my predecessors and associates and the merit of their work.
- I will be motivated only by a desire to serve the people of my community.
- I will recognize that it is my responsibility together with that of my fellow Board members to see that the District services are properly run--not to run them myself.
- I will work through the Executive Director -- not over or around them.
- I will recognize that District business may be legally transacted only in open meetings legally called.
- I will not "play politics".
- I will attempt to inform myself on the proper duties and functions of a Board Member.

In performing the proper functions of a Board Member

- I will deal in terms of general District policies.
- I will function, in meeting the legal responsibilities that are mine, as a part of a legislative, policy-forming body, not as an administrative officer.
- I will consider myself a trustee of public parks and recreation and will attempt to protect and conserve them.

In maintaining desirable relations with other members of the Board

- I will respect the opinions of others.
- I will recognize that authority rests with the Board in its entirety, not in individual members of the Board.

- I will make no disparaging remarks in or out of meetings about other members of the Board or their opinions.
- I will recognize that to promise in advance of meetings how I will vote on any proposition under consideration is to close my mind and agree not to think through other facts and points of view which may be presented in the meeting.
- I will make decisions in Board meetings only after all sides of the question have been presented.
- I will insist that special committees be appointed to serve only in an investigating and advisory capacity.
- I will consider unethical, and will thus avoid, “star chamber” or “secret” sessions of Board members held without the presence of the Executive Director.

In meeting my responsibility to my community

- I will attempt to appraise fairly both the present and the future park and recreation needs of the community.  
I will attempt to ensure there is adequate financial support for our parks and recreation programs, facilities and services.
- I will interpret to the administration as best I can the needs and attitudes of the community.
- I will consider it an important responsibility of the Board to interpret to the community the aims and methods of the District.
- I will insist that business transactions of the District be on an ethical, open and above-board basis.
- I will not buy supplies for personal use at “District prices”.
- I will not consider a position on the Board as a “stepping stone” to political power.

In working with my chief professional executive and the staff

- I will hold the Executive Director responsible for the administration of the District.
- I will give the Executive Director authority commensurate with their responsibility.
- I will expect the District to be administered by the best-trained technical and professional staff it is possible to procure.
- I will participate in Board legislation only after considering the recommendation of the Executive Director and only after they have furnished complete information supporting their recommendation.
- I will expect the Executive Director to keep the Board adequately informed at all times, through both oral and written reports.
- I will expect to spend more time in Board meetings on operational policies, programs and procedures than on business detail.
- I will refer all complaints in writing to the Executive Director or to the Board as a whole.

- I will present any personal criticism of employees to the Executive Director. .
- I will provide adequate safeguards around the Executive Director and other personnel so they may perform the proper functions of parks and recreation services on a professional basis.

DRAFT



## PARK DISTRICT OF HIGHLAND PARK

### Policy #: 2.03

DEPT: Board

APPROVED: 7/23/2019

REVISED: 3/19/2025

### Commissioner Program

Board Commissioners perform a valuable and necessary service in providing governance for a sound Park District. By law, the members of the Board provide their service without monetary compensation. In order to facilitate commissioner involvement and familiarization of District programs and facilities, commissioners and their family members are permitted to register for Park District programs and facilities (space permitting after accommodating participants who have paid a fee for the program or facility use) and be required to pay only the direct cost, if any, that the Park District incurs, such as the fees paid to outside contracted program providers or cost of event tickets incurred by the District. The Commissioner must present the completed registration materials to the Executive Director.

#### 2.03.1 Commissioner Use of District Facilities, Programs, and Services

Commissioners shall receive the same program fee discounts that are afforded to full time Park District employees.

#### 2.03.2 Conferences and Seminars

Commissioners shall be provided the opportunity to attend and participate in professional conferences, conventions, workshops, seminars, and technical meetings at District expense subject to budgetary provisions and legal requirements codified in the Local Government Travel Expense Control Act, 50 ILCS 150/1, *et seq.* Reimbursable expenses shall include registration fees, transportation, lodging, meals, and other legitimate expenses.

#### 2.03.3 Professional Associations

The District shall establish membership in and pay dues for Commissioners' to the National Recreation and Park Association and the Illinois Association of Park Districts or any other professional association approved by the Board. Because both the National Recreation and Park Association (NRPA) and the Illinois Association of Park Districts (IAPD) serve the educational, legislative, and research needs of the Board, which subsequently benefit the District, and because members of the NRPA and IAPD boards of directors and committees are drawn from Commissioners from throughout the nation and state, the Board encourages its members to serve on the boards and committees of NRPA and IAPD and shall reimburse any and all usual and customary expenses incurred by Board members which are directly related to their involvement with NRPA and IAPD boards or committees.

#### **2.03.4 Community Relations Activities**

The Board of Commissioners supports the District's representation at non-political social events within the community and surrounding area. The Commissioners, the Executive Director, and others designated by the Board are authorized to attend social events for the purpose of increasing the District's involvement in the community and furthering the mission of the District. The District shall pay the fee charged for participation in a non-political social event by the Commissioners, Executive Director, and other District employees, as approved by the majority of the Board and/or the Executive Director.

#### **2.03.5 Commissioner Attire**

Due to the responsibilities related to the Commissioner position, there are occasions when it is necessary for Commissioners to wear proper Park District of Highland Park attire. The District will consider annual cumulative totals for certain non-recurring items to be de minimis if the total cumulative value of these items does not exceed \$100.

DRAFT





## PARK DISTRICT OF HIGHLAND PARK

### Policy #: 2.04

DEPT: Board

APPROVED: 07/23/2019  
REVISED: 3/19/2025

### Primary Functions of the Park Board

The duty of the Board is to consider and approve policies for the operation, efficiency, improvement, and future planning of park and recreation facilities, programs and services within the district, consistent with its stated mission, values and goals. Board Commissioners, collectively and individually, act as representatives of all residents of the district in maintaining, planning, and promoting the use of park and recreation facility use. Specifically included in the functions of the Board are the following:

- 2.04.1 To select an Executive Director as chief administrative officer and professional advisor of the district and to properly delegate to the Executive Director the authority and responsibility to execute its policies, enforce its rules and regulations, and administer the parks and recreation facilities, programs and services.
- 2.04.2 To provide for the levy of taxes in order that funds may be available for the maintenance and improvement of the parks and facilities operation, programs and services.
- 2.04.3 To adopt an annual park and recreation budget and appropriation ordinance so that the best possible facilities, programs and services may be provided in a fiscally responsible way.
- 2.04.4 To develop policies in accordance with the law which satisfy the needs of the community and allow for the proper management and conduct of the business of the board and district, and to approve means whereby the policies may be efficiently executed.
- 2.04.5 To assume responsibility for keeping the residents of the District informed concerning the purposes, achievements, requirements and financial condition of their parks, recreational facilities and programs.
- 2.04.6 To access, use, review and evaluate District programs and facilities, subject to the provisions of this Manual.



## PARK DISTRICT OF HIGHLAND PARK

### Policy #: 2.05

DEPT: Board

APPROVED: 7/23/2019

REVISED: 3/09/2025

### Officers of the Board

The officers of the Board shall be President and Vice President. the Secretary and Treasurer and such assistant secretaries, assistant treasurers and other officers as may be chosen by the Board.

The officers of the Board shall be elected annually by the Park Board at the Annual Meeting or as soon thereafter as practicable. Each officer shall hold office until the next annual meeting, a successor is duly chosen, the resignation of such officer, or removal in the manner provided in the Park District Code. Vacancies created in any office by the removal of an officer or the creation of a new office may be filled by the Board at any of its meetings. In the case of temporary absence or the temporary inability of an officer to act as such, the Board may fill the office temporarily.

- 2.05.1 President. The President shall preside at all meetings of the Board and shall call special meetings thereof on their own motion or on request of two or more of the Commissioners, and in the case of a special meeting shall cause notice to be given to all Commissioners as provided in Section 2.07 of this Manual. The Board President shall have the right to vote upon all questions coming before the Park Board and shall be a member thereof. The President shall sign all documents authorized by the Board in its name and on its behalf and shall perform such other duties of the office according to State law and the direction and approval of the Board.
- 2.05.2 Vice President. The Vice President, in the absence of the President, or in the event of their refusal or inability to act, shall be vested with the powers to perform the duties of the President.
- 2.05.3 Secretary and Assistant Secretaries. The Secretary shall have the custody of the Corporate Seal and of all books and records pertaining to the Secretary's office; shall attest and affix the Corporate Seal to all instruments requiring such action when authorized by ordinance or vote of the Board; and shall cause all ordinances, resolutions and other actions of the Board requiring filing and/or publication, to be duly published. The Secretary shall give notice of and attend all meetings of the Board and keep a full and true record of its proceedings. The Secretary shall have the power to administer oaths and affirmations. The Secretary shall perform all duties pursuant to State law and accept all other duties prescribed by the Board. The Secretary need not be a member of the Board, and may be a paid employee, and shall act under the general supervision of the President and Board. Assistant Secretaries may be appointed by the Board with full or limited powers as specified when the appointment is made
- 2.05.4 Treasurer. The Treasurer shall be the chief financial officer and shall report to the Board all receipts and disbursements and submit such financial statements and detailed information as may be required by the Board. The Treasurer shall advise the Board on financial policies, practices and investments. Assistant Treasurers may be appointed by the Board, with full or limited powers as specified when the appointment is made. The Treasurer need not be a member of the Board. The Treasurer shall have the power and responsibility to invest the Park District's funds in a manner consistent with the Investment Policy adopted by the Board of Park Commissioners and the Illinois Public Funds Investment Act, 30 ILCS 235/1, et seq. Assistant Treasurers may be appointed by the Board with full or limited powers as specified when the appointment is made

- 2.05.5 Executive Director. The Executive Director shall at all times be subject to and act in accordance with the policies, rules and regulations, and directions of the Board. The Executive Director will develop and approve the organizational chart for the District and be responsible for hiring subordinates. The Executive Director shall develop a succession procedure delineating the chain of command when the Executive Director or any other member of the administrative staff is incapacitated, out of town, ill or unable to perform duties. The Executive Director shall recommend to the Board such rules, regulations and operating policy for the District as is deemed necessary and appropriate for the proper operation and use of the park system by the public, and the management and programming thereof, not inconsistent with applicable laws and ordinances. If these rules, regulations and statements of operating policy are approved and adopted by the Board, then the Executive Director shall communicate and enforce them. The Executive Director may issue permits and grant permission in accordance with applicable ordinances, policies, rules and regulations of the District. The Executive Director shall attend all meetings of the Board and report on actions and the operation and activities of the District since the previous Board meeting. The Board may approve a contract with the Executive Director for a term not to exceed three (3) years. The Executive Director shall be an unofficial member of all Park Board committees.
- 2.05.6 Attorney. The Attorney shall advise the Board concerning all legal matters and shall be responsible for the prosecution and defense of all litigation in which the District is involved. The Attorney shall draft all ordinances, resolutions and other instruments as may be required by the Board.
- 2.05.7 Auditor. The Auditor shall conduct the annual audit of the District and present the results of the audit and recommendations to the Board.
- 2.05.8 Americans with Disabilities Act (ADA) Compliance Officer. The ADA Compliance Officer is responsible for coordinating the efforts of the district to comply with Title II of the Americans with Disability Act, and for investigating any complaints raised related to ADA compliance.
- 2.05.9 IMRF Authorized Agent. The IMRF Authorized Agent shall perform the duties set forth in Section 7-135 of the Illinois Pension Code, 40 ILCS 5/7-135.
- 2.05.10 Freedom of Information Act (FOIA) Officer. The FOIA Officer shall perform the duties set forth in Section 3.5 of the Freedom of Information Act, 5 ILCS 140/3.5. The Board may designate one or more officials or employees of the district to serve as FOIA Officer.
- 2.05.11 Additional Duties of Appointed Officers. In addition to the duties herein above specified, each officer shall perform other duties as may be required of the Executive Director by the Board or by law.



## PARK DISTRICT OF HIGHLAND PARK

**Policy #: 2.06**

**DEPT:** Board

**APPROVED:** 7/23/2019

**REVISED:** 3/31/2025

### Park Board Committees

**Regular Park Board Committees** - The goal of Board Committees is to increase engagement between the Board and staff, allowing early input on Park District priorities, and advance preparation of recommendations for approval at the Regular Park Board Meeting. No final action or policy decision may be made directly by a Board Committee, but their recommendations may be accepted or rejected by the enter Board. Board Committees will consist of 3 Park Board Commissioners, 1 being the Committee Chairperson, appointed by the Park Board President. Established committees of the Board shall advise the Board on matters of policy concerning their responsibility areas and shall have such further duties as shall from time to time be assigned to them by the Board. Board Committees will be scheduled to meet as needed. Meetings of committees shall be conducted in accordance with the Open Meetings Act. Board Committees may include, but are not limited to the following:

**Finance Committee** - District-wide finances related to operations, capital, investments, and debt.

**Facility and Recreation Committee** - Facility construction and renovation projects, facility infrastructure, recreation services, community engagement, marketing and sponsorship

**Lakefront, Parks and Natural Areas Committee** – Lakefront, Parks and Natural Areas construction and renovation projects and facility infrastructure.

**Policy Committee** - District-wide policy and ordinance, intergovernmental agreements, and strategic planning.

**Special Advisory Park Board Committees** - The President of the Board may, by and with the consent of the Board, appoint Commissioner liaisons to special committees from for the purpose of studying specific projects or initiatives of the District, and affording help and assistance in the District's major undertakings.



## PARK DISTRICT OF HIGHLAND PARK

### Policy 2.07

DEPT: Board

### Park Board Meetings

APPROVED: 7/23/2019

REVISED: 3/09/2025

- 2.07.1 Annual Meeting. The annual meeting of the Board shall be the fourth Wednesday in May, or during election years, the first regular meeting subsequent to receipt from the County Clerk of the certified results of the official canvass of election. This shall be the organizational meeting of the Board where new Commissioners are inaugurated. The President and Vice President shall be elected; the Secretary, Assistant Secretary, Treasurer, Attorney, Auditor, IMRF Authorized Agent, Freedom of Information Act (FOIA) Officers, Americans with Disabilities Act Coordinator and Executive Director shall be appointed; and the standing committees of the Board shall be established in accordance with Section 2.06 of this Manual. Other business may be transacted at this meeting.
- 2.07.2 Regular Meetings. Regular meetings (Workshop and Business Meetings) of the Board shall be held on the 2nd (Workshop) and 4th (Business) Wednesday of each month at a time to be determined in November of the previous year. If the day of any meeting falls on a legal holiday, the meeting shall be held when designated by the Board. Public notice of Regular Meetings will comply Section 2.02 of the Open Meetings Act, 5 ILCS 120/2.02. In December of each year, the Board shall establish an annual schedule of meetings, with dates, times, and locations for the coming year and publish notice thereof.. Rescheduled Meetings require 48 hour notice to the public, and any change to the annual schedule must be approved by the Park Board.
- 2.07.3 Special Meetings. Special meetings of the Board may be called by the President whenever they shall deem it necessary or shall be called by the President at the request of any two Commissioners. Notice of any such special meetings shall be published as required by the Open Meetings Act, 5 ILCS 120/1, et seq. Special meetings may not be held on legal holidays.
- 2.07.4 Board Member Participation By Telephone. Park Board Commissioners may participate in Board meetings by electronic means provided the following requirements are met:
- A. Notice of, and/or an agenda for the meeting must be posted in the same manner as required by the Open Meetings Act.
  - B. A quorum must be physically present at the meeting location.
  - C. The reasons for participation by electronic means will be limited to personal illness or disability, employment purposes, the business of the Board, a family or other emergency, unexpected childcare obligations, or as otherwise permitted by law.
  - D. Any commissioner wishing to participate in a Board meeting by electronic means must notify the secretary as far in advance of the meeting as possible.
  - E. A commissioner may be permitted to participate in a Board meeting by electronic means only by a vote of a quorum of all members of the Board physically present at said meeting.
  - F. Commissioners participating by electronic means must be able to hear all motions and remarks made by those Park Board members physically present at the meeting, and all comments by members of the public who attend the meeting.
  - G. All Commissioners and members of the public who are physically present at the meeting must be able to hear all motions and remarks made by the Park Board members participating in the meeting by electronic means.
  - H. The minutes of the meeting should identify any member of the Park Board who participates by electronic means.

- I. When any commissioner participates by electronic means, all votes on matters before the Board at that meeting shall be taken by roll call.
- 2.07.5 Place of Meeting. The meetings of the Board shall be held at the West Ridge Center, 636 Ridge Road, Highland Park, Illinois, unless otherwise provided by the Board.
- 2.07.6 Open Meetings. All regular, annual, special and committee meetings of the Board shall be held in accordance with the Open Meetings Act, 5 ILCS 120/1, et seq. Schedule and Notice. The schedule and public notice of all regular, rescheduled or reconvened Board meetings for each calendar year shall be made available in accordance with the Open Meetings Act, 5 ILCS 120/1.
- 2.07.7 Quorum. Three (3) duly elected and qualified Commissioners shall constitute a quorum for the transaction of business; provided, however, that if no quorum is present, the Commissioners attending may adjourn the meeting from time to time without further notice until a quorum is obtained.
- 2.07.8 Agenda. The agenda for all regular meetings will be prepared by the Executive Director. The Board President will review and determine the final agenda. The agenda for special meetings may be proposed by the President or Commissioners calling the special meeting. Any [2] Commissioners may request to the President that an item be placed on the agenda for a regular or special meeting.
- 2.07.9 Order of Business. The order of business at all regular meetings of the Board shall include the following agenda items: Roll Call, Additions to the Agenda, Public Comment for Items on Agenda, Consent Agenda (including Approval of Minutes and Bills and Payroll), Unfinished Business, Treasurer's Report, New Business, Open to Public to Address Board, and Adjournment. Meeting agendas and support materials will generally be sent to Park Board members the Friday prior to the meeting, but in no case less than 48 hours in advance of a regular meeting.
- 2.07.10 Voting. A roll call vote shall be taken for the passage of all ordinances, and for all resolutions or propositions to create any liability or for the expenditure or appropriation of money, and in all cases at the request of any Commissioner and shall be entered upon the minutes of the proceedings. The affirmative vote of three Commissioners is required to adopt any motion, resolution or ordinance regardless of how many Board members are in attendance at the meeting except as otherwise required by State law.
- 2.07.11 Rules of Order. Robert's Rules of Order shall be referenced in all questions of procedure not otherwise provided for herein and unless suspended by a majority vote of the Board.
- 2.07.12 Ordinances, Resolutions and Motions. All ordinances, resolutions and other proceedings of the Board shall be in writing and kept in a regular book of records, open to the public for inspection as prescribed by law.
- 2.07.13 Official Minutes. The Secretary or Assistant Secretary of the District shall keep written minutes of all Board meetings as specified by Section 2.06 of the Open Meetings Act, 5 ILCS 120/2.06. All action taken by the Board at all regular and special meetings of the Board shall be done in open meeting and recorded by the Secretary. The Secretary is charged with keeping an accurate and true record of all motions, resolutions and ordinances in an official minute's book. All minutes will be considered unofficial until approved by the Board at a subsequent meeting.

The official minutes book of the Park District of Highland Park shall be open for public inspection as specified by the Open Meetings Act, 5 ILCS 120/1, et seq. and the Freedom of Information Act 5 ILCS 140/1, et seq.

- 2.07.14 Closed Session Minutes. Closed session minutes will be kept separate and not made part of the official minutes of the District. The Secretary will ensure that the verbatim recordings of all closed sessions are securely maintained. Unless the Board has made a determination that a verbatim recording of a closed session no longer requires confidential treatment, or otherwise consent to disclosure, the verbatim recording shall not be open for public inspection or subject to discovery unless required by court order and subject to an in camera inspection. Duly elected or appointed Commissioners shall have access to verbatim recordings of closed sessions, provided that: access is granted at the District's main office or official storage location; access is provided in the presence of a records secretary, an administrative official of the District, or any elected official for the District; and no verbatim recording is recorded or removed from the District's main office or official storage location without prior approval of the Board or by court order.

The verbatim recordings of closed sessions shall be maintained by the Secretary for 18 months, at which time they may be destroyed, subject to the approval of the Board to destroy a particular recording and the approval of the minutes of the closed session in accordance with the Open Meetings Act. Closed meetings minutes shall be reviewed every six months, or as soon thereafter as is practicable, in closed session. At that time, the Board shall determine, and report in open session, whether the need for confidentiality still exists with regard to all or part of particular minutes, or whether all or part of the minutes no longer require confidential treatment and should be made public for inspection. The Board may ask for assistance of District's legal counsel on which minutes should be made available for public inspection.

The Park Board adopted and approved Ordinance 19-01 establishing procedures for the recording of closed sessions and review of closed session minutes.

**SECTION 1: Recording Closed Sessions:** The Park District shall keep a verbatim record of all Closed Session meetings (also referred to as executive session meetings) of the Board of Commissioners or any subsidiary "public body" as defined by the Illinois Open Meetings Act, 5 ILCS 120/1. The verbatim record shall be in the form of an audio or video recording as determined by the Board of Commissioners.

**SECTION 2: Responsibility for Recording Closed Sessions and Maintaining Recordings:** The Board Secretary or his/her designee shall be responsible for arranging for the recording of such closed sessions. In the absence of the Board Secretary or his/her designee, the Executive Director will arrange for the audio or video recording of the closed session of the Board of Commissioners. Each subsidiary public body of the Park District shall designate an individual who will be responsible for the recording of any and all closed sessions of the subsidiary body and for providing the Board Secretary with a copy of such recording. The Board Secretary, or his/her designee, shall securely maintain the verbatim recordings of all closed sessions of the Board of Commissioners and all subsidiary public bodies of the Park District.

**SECTION 3: Closed Session Minutes:** In addition to the recordings of the closed session as addressed in this Ordinance, the Park District will keep minutes of all closed meetings in accordance with the requirements of the Open Meetings Act, 5 ILCS 120/2.06. In accordance with that section of the Act, the Board, Board committees, and subsidiary bodies will meet in closed session no less frequently than semi-annually to review the minutes of all closed meetings. At such meetings, a determination shall be made, and reported in open session that (a) the need for confidentiality still exists as to all or part of those minutes, or (b) that the minutes or portions thereof no longer require confidential treatment and are available

for public inspection. With respect to minutes of the Board, the Executive Director shall, with advice from Legal Counsel, review those minutes (or portions thereof) that have not been released to the public to determine whether any sufficient basis exists for continuing to withhold the minutes from release and the Executive Director shall make a recommendation to the Board of Commissioners concerning whether to release or withhold those minutes. The determination of the Board shall be recorded in the minutes of the open meeting.

**SECTION 4: Procedure for Recording.** At the beginning of each closed session, those present shall identify themselves by voice for the audio recording. If the meeting is videotaped, those present shall individually appear on camera and identify themselves by voice at the beginning of the closed session. The meeting Chair shall also announce the times the closed session commences and ends at the appropriate points on the recording.

**SECTION 5: Back-Up Equipment/Procedure for Equipment Malfunction.** The Park District will maintain sufficient tapes, batteries and equipment for the Park District to comply with this Ordinance. The Board Secretary or his/her designee will periodically check the equipment to confirm that it is functioning. In the event that anyone present at a closed session determines that the equipment is not functioning properly, the closed session will be temporarily suspended to attempt to correct any malfunction. In the event that an equipment malfunction cannot be corrected immediately, the closed session will terminate until such time as time as the closed session may proceed with a functioning recording device.

**SECTION 6: Maintenance and Public Release of Recordings and Access to Tapes.** The audio or video tape recordings of closed sessions shall be maintained for 18 months after the closed session and shall not be released to the public unless such release is required by a court order or specifically authorized for release by a vote of the Board of Commissioners. Members of the Board may listen to the closed session recordings in the presence of the Board Secretary or his/her designee. Copies of such tapes will not be made or provided to anyone unless specifically authorized by vote of the Board.

**SECTION 7: Procedure for Destruction of Recordings.** The Board Secretary or his/her designee is hereby authorized to destroy the particular audio and video recordings of those closed sessions for which:

- A. The Board of Commissioners has approved the minutes of the closed sessions as to accurate content, regardless of whether the minutes have been released for public review; and
- B. More than 18 months have elapsed since the date of the closed session; and
- C. There is no court order requiring the preservation of such recording; and
- D. The Board of Commissioners has not passed a motion requiring the preservation of the verbatim recording of that meeting.

2.07.15 **Rules for Public Comment.** The Board of Park Commissioners shall adopt by ordinance, publish and make available for public inspection rules governing the manner in which attendees at public meetings may participate and make public comment during such meetings.


The Park Board adopted and approved Ordinance 19-08 regarding the following rules for public comment.

1. All speakers will sign in, including name and address, sit at the table/podium and speak into the microphone, and state their names before addressing the Board.



2. Each person (or representative) is limited to speak one time only, unless the Board President or presiding officer determines that allowing a speaker to address the Board more than once will contribute new information germane to an issue on the agenda for that meeting.
3. All comments from the public will be limited to three (3) minutes per person. The President or presiding officer reserves the right to suspend or limit the length of time Public Comment may occur without prior notice.
4. No debate or cross examination of speakers is permitted. Comments should be directed to the Park Board of Commissioners only.
5. All comments must be civil in nature. Any person who engages in threatening, slanderous or disorderly behavior when addressing the Board may result in loss of speaking privilege and possible removal from the meeting.

DRAFT

	<b>PARK DISTRICT OF HIGHLAND PARK</b>
	<b>Policy #: 2.08</b>
<b>DEPT:</b> Board	<b>Organizational Chart</b>
<b>APPROVED:</b> 7/23/2019	
<b>REVISED:</b> 03/31/2025	

The Executive Director has the ability to revise/update organizational chart as needed.

DRAFT



# Memorandum

**To:** Park Board of Commissioners

**From:** Brian Romes, Executive Director

**Date:** April 23, 2025

**Subject:** **Approval of Ordinance 2025-05 an Ordinance Fixing the Length of Time a Park Commissioner may Fail to Attend Meetings of the Park Board in Order for such Commissioner's Office to be Declared Vacant and Providing a Procedure for Declaring such a Vacancy**

---

## Summary

In accordance with Policy 1.00 from the PDHP Policy Manual, the entire manual containing Board approved policies facilitating the operations of the Park District shall be reviewed at least every five (5) years. Staff has reviewed and made changes to the manual in its entirety. All draft policies have been reviewed by legal, Ancel Glink, to ensure up-to-date compliance with the Park District Code.

Staff and Park Board Policy liaisons reviewed policies 1.00 – 1.04 (chapter 1: Introduction) and 2.00 – 2.08 (chapter 2: Board and Administration). During review, legal recommended the development of an ordinance to establish a schedule for declaring park board vacancy based on absences to support policy 2.01 Organization and Operation of the Board of Park Commissioners.

## Recommendation

Staff recommend that the Board approve Ordinance 2025-05 an Ordinance Fixing the Length of Time a Park Commissioner may Fail to Attend Meetings of the Park Board in Order for such Commissioner's Office to be Declared Vacant and Providing a Procedure for Declaring such a Vacancy.

PARK DISTRICT OF HIGHLAND PARK

ORDINANCE 2025-05

**ORDINANCE FIXING THE LENGTH OF TIME A PARK COMMISSIONER MAY  
FAIL TO ATTEND MEETINGS OF THE PARK BOARD IN ORDER FOR SUCH  
COMMISSIONER'S OFFICE TO BE DECLARED VACANT AND  
PROVIDING A PROCEDURE FOR DECLARING SUCH A VACANCY**

ADOPTED BY THE  
BOARD OF COMMISSIONERS  
OF THE  
PARK DISTRICT OF HIGHLAND PARK  
THIS 23<sup>rd</sup> DAY OF APRIL 2025

---

**ORDINANCE FIXING THE LENGTH OF TIME A PARK COMMISSIONER MAY  
FAIL TO ATTEND MEETINGS OF THE PARK BOARD IN ORDER FOR SUCH  
COMMISSIONER'S OFFICE TO BE DECLARED VACANT AND  
PROVIDING A PROCEDURE FOR DECLARING SUCH A VACANCY**

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

WHEREAS, the District is governed by five (5) individuals elected or appointed from time to time and comprising the Board of Park Commissioners of the District ("Board"); and

WHEREAS, the Board is empowered to pass all necessary ordinances, rules, and regulations for the proper management and conduct of the business of the Board and District and to manage and control the officers and property of the District; and

WHEREAS, except as otherwise specifically provided by law, the Board acts from time to time on behalf of the District through the majority vote of the Board members at public meetings where at least a quorum of said members is present; and

WHEREAS, the members of the Board are elected or appointed to serve and represent the public, and an integral part of such service is attendance at the regular monthly meetings of the Board and such special or other meetings of the Board as may be called from time to time; and

WHEREAS, the failure of a park commissioner to attend the meetings of the Board deprives the electorate of the District of its full representation; and

WHEREAS, Section 2-25 of the Code provides, in part, that whenever any member of the Board of any park district neglects to attend the meetings of the Board for the length of time that the Board fixes by ordinance, such member's office may be declared vacant; and

WHEREAS, the Board wishes to (1) fix the length of time that a member of the Board may fail to attend Board meetings in order for such commissioner's office to be declared vacant and (2) to provide a procedure by which a declaration of vacancy as aforesaid may be rendered.

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

1. Recitals. The foregoing recitals represent the purpose and intent of this ordinance and as such are incorporated as though fully set forth herein.

2. Definitions. For the purpose of this Ordinance, the following terms shall be defined as described below:

"Board Meetings," shall mean all regular, workshop, or special meetings of the Board.

“Committee Meetings,” shall mean, for each Commissioner, all regular, workshop or special meetings of a standing committee to which such Commission is appointed.

3. Repeated Failure to Attend Board Meetings. Whenever any member of the Board of Park Commissioners fails to attend (a) all Board Meetings and Committee Meetings for a period of three (3) consecutive months or (b) a minimum of ten (10) Board Meeting and Committee Meetings in any twelve (12) month period after the effective date of this Ordinance, such failure shall be cause for the Board to convene a closed session of an open meeting for the purpose of conducting a hearing to consider whether the office of Park Commissioner of such Board member shall be declared vacant, pursuant to this Ordinance, Section 2-25 of the Code (70 ILCS 1205/2-25) and 5 ILCS 120/2(c)(3). For purposes of this Ordinance, a member of the Board shall be deemed to be present at a Board Meeting or Committee Meeting only if such member is in attendance at such meeting either in person, or by electronic means as may be permitted in accordance with Board policy previously adopted, from the time such meeting is called to order until the final adjournment of the meeting.

4. Hearing.

- (a) Prior to taking any final action to declare a Board member’s seat on the Board to be vacant pursuant to this Ordinance, a hearing (“Hearing”) before the Board shall be held to determine whether the Board member failed to be present, either in person or by electronic means, at all Board Meetings and Committee Meetings for a period of three (3) consecutive months, or a minimum of ten (10) Board Meetings and Committee Meetings in any twelve (12) month period. The Board member whose office is in question shall be given at least fourteen (14) days’ prior written notice of the Hearing (“Hearing Notice”) by the Secretary of the Board.
- (b) The Hearing Notice shall include notice of the possible declaration of a vacancy of the Board member’s seat on the Board; the date, time, and location of the meeting; and a listing of the dates of meetings that the member has allegedly failed to attend.
- (c) The Board member whose seat may be declared vacant shall have the right to be present at and participate in the Hearing. The member shall also have the right to be represented by counsel prior to, during, and after the Hearing.
- (d) During the Hearing, the Board shall provide the Board member whose seat may be declared vacant with certified copies of the minutes of the Board Meetings and Committee Meetings which the member is alleged to have missed, showing those members in attendance at such meetings and those absent. Such certified copies shall be rebuttable, *prima facie* evidence as to whether the member failed to attend each meeting for which the minutes reflect their absence.
- (e) At the Hearing, the Board member whose seat may be declared vacant may present oral and/or written evidence and/or present any witnesses to establish such member’s presence at a meeting where the aforesaid minutes reflect such member’s absence.

(f) The President of the Board shall preside at the Hearing and may be assisted by legal counsel for the District. If the President is the subject of the Hearing, the Vice President shall preside at the Hearing.

(g) No final action shall be taken at the Hearing.

5. Declaration of Vacancy. At any time after the adjournment of the Hearing, the Board shall, at a meeting open to the public, make a finding of fact regarding the number of meetings missed by the member and, if such findings indicate that the member failed to be present at all Board Meetings and Committee Meetings for a period of three (3) consecutive months, or a minimum of ten (10) Board Meetings and Committee Meetings in any twelve (12) month period, the Board may declare the office of Park Commissioner of said Board member vacant by the affirmative roll call vote of not less than three (3) members of the Board, whereupon such office shall be vacant and may be filled by the remaining members of the Board in accordance with the provisions of Section 2-25 of the Code (70 ILCS 1205/2-25).

6. Severability. In the event any provision of this Ordinance or the application thereof is found to be unenforceable, it is the intent of the Board of Park Commissioners that the remaining provisions, and alternate applications of these provisions, remain in full force and effect to the greatest extent permitted by law.

7. Repeal. Any prior ordinance or resolution addressing the subject matter of this Ordinance, is hereby repealed in its entirety and considered null and void. It is the intent of the Park Board for this Ordinance to represent the only regulation of the attendance of Board members.

8. Effective Date. This Ordinance shall be in full force and effect from and after its passage and approval.

SO ORDAINED by the Board of Park Commissioners this 23<sup>rd</sup> Day of April, 2025.

AYE:

NAY:

ABSENT:

APPROVED:

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

Dated: \_\_\_\_\_, 2025

ATTEST:

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

STATE OF ILLINOIS        )  
                                      )  
COUNTY OF LAKE        )        ss

SECRETARY’S CERTIFICATE

I, \_\_\_\_\_, do hereby certify that I am the Secretary of the Board of Park Commissioners of the Park District of Highland Park, Lake County, Illinois and, as such, I am keeper of the records, ordinances, files and seal of said Park District; and

I HEREBY CERTIFY that the foregoing instrument is a true and correct copy of

**ORDINANCE NO. 2025-05**

**PARK DISTRICT OF HIGHLAND PARK**

**ORDINANCE FIXING THE LENGTH OF TIME A PARK COMMISSIONER MAY  
FAIL TO ATTEND MEETINGS OF THE PARK BOARD IN ORDER FOR SUCH  
COMMISSIONER’S OFFICE TO BE DECLARED VACANT AND  
PROVIDING A PROCEDURE FOR DECLARING SUCH A VACANCY**

Adopted at a duly called regular meeting of the Board of Park Commissioners of the Park District of Highland Park, held at Highland Park, Lake County, Illinois in said District at \_\_ p.m. on the 23<sup>rd</sup> day of April, 2025.

I do further certify that the deliberations of the Board on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereto affix my official signature and the seal of said Park District of Highland Park at Highland Park, Illinois, Lake County, this 23<sup>rd</sup> day of April, 2025.

\_\_\_\_\_,  
Board Secretary

[SEAL]





# Memorandum

To: Park Board of Commissioners

From: Brian Romes, Executive Director

Date: April 23, 2025

Subject: **Board Committee Updates**

---

## **Summary**

Executive Director Romes will provide a summary of the items discussed at the April Committee Meetings.



# Memorandum

**To:** Park Board of Commissioners

**From:** Eric Golmon, Senior Athletics Supervisor, Mike Divincenzo; Athletics Recreation Manager; Jessica Reyes, Assistant Director of Recreation; Nick Baird, Director of Recreation; Brian Romes, Executive Director

**Date:** April 23, 2025

**Subject:** **Athletics Annual Report**

---

**Summary**

Staff will present the Annual Report on Athletic Programming.