

**NOTICE OF REGULAR MEETING**  
**Wednesday, May 21, 2025**  
**Regular Meeting**  
**Immediately Following the Annual Meeting**

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

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**REGULAR MEETING AGENDA**

- I. CALL TO ORDER
- II. ROLL CALL
- III. ADDITIONS TO THE AGENDA
- IV. PUBLIC COMMENT FOR ITEMS ON AGENDA
- V. RESOLUTION 2025-08 - HONORING AND RECOGNIZING JODI DITOMASSO
- VI. CONSENT AGENDA
  - A. Approval of the Minutes from April 02, 2025 Master Planning Committee Meeting
  - B. Approval of the Minutes from April 03, 2025 Finance Committee Meeting
  - C. Approval of the Minutes from April 09, 2025 Workshop Meeting
  - D. Approval of the Minutes from April 15, 2025 Finance Committee Meeting
  - E. Approval of the Minutes from April 23, 2025 Policy Committee Meeting
  - F. Approval of the Minutes from the April 23, 2025 Regular Meeting
  - G. Approval of the Minutes from the April 24, 2025 Master Planning Committee Meeting
  - H. Approval of the 2025 Larry Fink Park Batting Cage
  - I. Approval of the 2025 Recreation Center of Highland Park Parking Lot Landscape Installation
  - J. Approval of Ordinance 2025-07- Authorizing and Providing for the Conveyance or Sale of Surplus Personal Property
  - K. Ratification of PCCO #8: Waterproofing/Drainage at Pits in Gymnasium, New Recreation Facility at West Ridge Park
  - L. Bills and Payroll in the amount of \$2,605,660.83
- VII. FINANCIAL FORECASTS TREASURER'S REPORT
- VIII. UNFINISHED BUSINESS
  - A. Master Plan Update
  - B. Construction Project Updates
- IX. NEW BUSINESS
  - A. Consideration to Approve New Restaurant License Agreement for Sunset Valley Golf Club
  - B. Parks Foundation Update
  - C. Board Committee Updates
  - D. Recreation Programming Annual Report
  - A. Director's Report
  - E. Board Comments
- X. OTHER BUSINESS
- XI. OPEN TO PUBLIC TO ADDRESS THE BOARD

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**XII. 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.

**XIII. ACTION FROM CLOSED SESSION IF ANY**

**XIV. 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.

**MINUTES OF A THE MASTER PLANNING COMMITTEE MEETING  
OF THE PARK DISTRICT OF HIGHLAND PARK  
HELD ON APRIL 02, 2025, 5:09 PM.**

**Present:** Commissioner Labrador, Commissioner Grossberg

**Absent:** None

**Also, Present:** Executive Director Romes; Director Peters, Director Gogola, Director Voss, Director Baird, Assistant Director Acevedo, Manager Ochs, Manager Schwartz; Coordinator Hejnowski

**Guest Speaker:** None

**Additions to the Agenda**

None.

**Master Plan Update**

Executive Director Romes reviewed the master plan scope, highlighting the plan:

- Theme: Building Community Wellbeing
- Purpose: Reassesses changes in the community needs, conditions of parks, natural areas and facilities, and programs/services; Refines and recommends changes to planning, programming, capital and funding initiatives; Reimagines a vision of the future focused on our Mission and Values; and Validates performance and service standards consistent with Distinguished Accreditation
- Process: Engage, Analyze, and Plan
- Outcomes: Accomplishments and Implementation Strategy

He reviewed the draft timelines which is broken into four parts, engage, analyze, plan, and implement, and adopt and approve the updated Master Plan.

The New GreenPrint Master Plan will build upon the success of the original plan while incorporating new insights, priorities, and emerging needs. This process will involve robust community engagement, a fresh analysis of parks and recreation assets, and a clear roadmap for future investments—ensuring that Highland Park’s facilities, parks, and programs continue to serve residents for years to come.

The community can learn about the process on the Park District website. The website also includes a community idea board, so community members can share their thoughts and ideas about the plan and what they would like to see prioritized. Additionally, planning staff will be at Sunset Woods Park from 9:30 – 11:00 a.m. during the Egg Hunts and at the Recreation Center of Highland Park from 11:30 – 1:00 p.m. on April 5, 2025, to take community feedback and answer questions about the updated master plan.

Master Planning Committee Meeting Minutes

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Lastly, staff and consultants are developing the community engagement survey. Hoping to release the survey in May.

**Other Business**

None.

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

None.

**Adjournment**

A motion was made by Commissioner Labrador and seconded by Commissioner Grossberg and approved by a unanimous vote. The Master Planning Committee Meeting adjourned at 6:15 p.m.

Respectfully submitted,

Roxanne Hejnowski, Assistant Secretary

**MINUTES OF A THE FINANCE COMMITTEE MEETING  
OF THE PARK DISTRICT OF HIGHLAND PARK  
HELD ON APRIL 03, 2025, 8:02 AM.**

Commissioner Ruttenberg and Vice President Freeman participated by electronic means.

Commissioner Labrador and Vice President Freeman joined the meeting at 8:03 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, Manager Ochs, Manager Baczek, Manager Liewehr, Coordinator Hejnowski

**Guest Speaker:** None

**Additions to the Agenda**

None.

**Club Pickle and Padel Financial Update**

Director Smith compared the budgeted vs actual expenses and revenues raised for this project, highlighting the 2025 capital budgeted funds, the City's financial contribution towards the project, donations, charter memberships, and court sponsorships raised to support the project.

Construction costs have increased for the sanitary sewer installation, mechanical units, discovery of landfill material, venting, permitting, and unforeseen items. The project timeline has also extended, creating additional costs.

He reviewed cost saving options, since the project is overbudget. Options include alternative court dividers for \$100,000 savings and eliminating the lawn area for \$28,000 savings. He reviewed the budget with the two cost-saving alternatives.

In additions to the board approving the cost-saving alternatives staff are recommending increasing the capital budget transfer to cover the actual project expenses.

Director Peters reviewed the 10-Year Funding Model with assumptive figures for the dome and 5-year lease expenses for administrative offices. Staff plans to transfer \$800,000 from the Recreation Fund to the Capital Fund to support the dome and 5-year lease expenses. Staff plans to transfer \$700,000 from the Special Recreation Fund to the Capital Fund to support ADA projects for the dome and the shared site (Club Pickle and Padel, Highland Park Golf Learning Center, and River's Edge Mini Golf). Additionally, there are payback figures scheduled every year from Club Pickle and Padel operational revenues baked into the 10-year funding model. She is pleased to report that even with the dome and 5-year lease expenses the Park District will not fall into a deficit over the next ten years.

## Finance Committee Meeting Minutes

April 03, 2025

Director Baird compared the 2025 and 2026 budgeted vs projected revenues and expenses for Club Pickle and Padel. They used Deer Creek Racquet Club revenues and expenses to build the proforma.

President Bernstein left the meeting at 9:13 a.m.

### **2024 Year End Cost Center Review**

Director Peters reviewed the actual revenues and expenses for the 2024 cost centers.

- The General Fund had a little over a \$779,000 surplus.
- The Recreation Fund had a little over a \$2.7 million surplus.
- The Special Recreation Fund had a little over a \$84,000 surplus.
- The Capital Fund had a little over a \$5 million surplus. It is difficult to budget when project expense fees are going to hit.
- Cumulative monthly payroll had a little over a \$182,000 surplus.

### **Recreation Fund Cost Centers**

- Recreation West Ridge Center had a little over a \$113,000 surplus.
- Athletics had a little over \$65,000 surplus.
- Camps had a \$151,000 deficit.
- Special Events had a little over \$23,000 surplus.
- Hidden Creek AquaPark had a little over \$36,000 surplus.
- Rosewood Interpretive Center has a little over a \$38,000 surplus.
- Rosewood Beach had a little over a \$119,000 surplus.
- Park Avenue Beach and Boating Facility had a little over a \$5,000 surplus.
- Centennial Ice Arena had a little over a \$176,000 surplus.
- The Dome had a little over a \$25,000 deficit. No revenue due to construction.
- Tennis had a little over a \$297,000 surplus.
- Heller Nature Center has a little over a \$79,000 surplus.
- The Highland Park Golf Learning Center had a little over a \$27,000 deficit.
- Sunset Valley Golf Club had a little over a \$700,000 surplus.
- The Recreation Center of Highland Park had a little over a \$355,000 surplus. They budgeted to have a deficit.

### **Other Business**

None.

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

None.

### **Adjournment**

A motion was made by Commissioner Ruttenberg and seconded by Commissioner Grossberg and approved by a unanimous vote. The Finance Committee Meeting adjourned at 9:36 a.m.

Respectfully submitted,

Roxanne Hejnowski, Assistant Secretary

**PARK DISTRICT OF HIGHLAND PARK  
BOARD OF PARK COMMISSIONERS  
MINUTES OF WORKSHOP MEETING  
APRIL 09, 2025**

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

**ROLL CALL**

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

**Absent:** Commissioner Ruttenberg

**Staff Present:** Executive Director Romes; Director Smith; Director Voss; Director Peters; Director Hall; Manager Schwartz, Manager Kutscheid, Coordinator Hejnowski

**Guest Speakers:** John N. McGovern, JD, Accessibility Practice Principal-in-Charge and Tatum N. Storey, MSW, Principal – Operations

Commissioner Ruttenberg joined the meeting at 6:05 p.m.

**ADDITIONS TO THE AGENDA**

None

**PUBLIC COMMENT FOR ITEMS ON THE AGENDA**

None.

**2024 ADA ACCESSIBILITY AUDIT AND TRANSITION PLAN**

Manager Schwartz reported that The Park District of Highland Park is committed to inclusion and providing equal public recreation opportunities in the most integrated setting to individuals with disabilities, as defined under applicable law. This includes complying with the Americans with Disabilities Act (ADA), the Illinois Human Rights Act (IHRA), and all other applicable local, state, and federal laws.

At least every 10 years The Park District of Highland Park conducts an ADA audit of all facilities and parks, and the Park Board formally adopts an ADA Transition Plan. This Plan identifies physical obstacles to accessibility, describes the methods to be used to make facilities accessible; provides a recommended schedule for making the access modifications; and a yearly schedule for making the modifications. At least every 5 years the Park Board will formally review the entire plan. The Park District also reviews the ADA Transition Plan annually to incorporate improvement projects into the annual and 5-year capital plan.

On February 28, 2024, the Park Board of Commissioners approved a professional services agreement with WT Group to conduct the 2024 ADA Accessibility Audit and development of an updated Transition Plan.

WT has since completed the transition plan which identifies physical barriers at Park District parks and facilities. WT has also completed a program and policy review that offers recommendations to improve accessibility to Park District programs.

Mr. McGovern, WT Group, reviewed the ADA mandates for new and existing parks and facilities, programs and public-facing policies, and community engagement. The scope of work includes audits and community engagement, staff interviews regarding programs & policies, and updated transition plan with priorities, and staff training events. The audit process includes BlueDAG app, the 2018 IAC, 2010 federal Standards, smart practices, and simple tools.

Mrs. Storey, WT Group, reported that the community engagement process is required in Transition Plan development. Two community engagement methods were utilized, in-person and stand-alone meetings, complemented by a survey. The goal of community engagement is to determine if Park District of Highland Park residents have access preferences or priorities for order of retrofit. Overall, community engagement had a modest impact on WT Group's recommendation.

The Transition Plan must identify every deficit at every site, propose a treatment or solution for each, establish a phase or schedule for solution, and identify Park District employee responsible for transition plan implementation, include cost references for planning purposes, establishes retrofit priorities based on making Park District of Highland Park opportunities available, treat unique sites differently than recurring assets such as playgrounds and sports fields, and include ongoing tasks for the Park District of Highland Park sites.

Mr. McGovern, WT Group, reported that the plan has a three-phased approach, and recommendations should be completed over thirteen (13) fiscal years. Phase one (four fiscal years), phase two (two fiscal years), phase three (seven fiscal years).

Lastly, Mr. McGovern, WT Group, reported that the Park District should brag about success stories and meet with communities of people with disabilities, make access compliance the number one discussion after a new site idea gets the green light, make all design and construction comply with IAC 2018 and Federal requirements, and exceed the minimum requirements.

### **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. An online community idea board is available on the park district website. A community survey will be released to the community in May. Members of the public provided input with staff about the master plan at the Egg Hunts on April 05, 2025. There will be additional in-person input opportunities at pop-up events.

### **PDHP POLICY MANUAL AND ORDINANCE UPDATE**

Executive Director Romes reported that in accordance with Policy 1.00 from the PDHP Policy Manual, the entire manual containing Board approved policies shall be reviewed in its entirety every five (5) years. The current Policy Manual was reviewed and approved in 2019. Staff reviewed the policy manual in 2024, made changes to the manual in its entirety and all draft policies have been reviewed by legal counsel, Ancel Glink, to ensure up-to-date compliance with the Park District Code.

Staff have begun meeting with Park Board Policy liaisons and have reviewed Chapters 1 and 2 to date. Traditionally, liaisons would review the entire Policy Manual before reviewing with the entire Park Board and requesting approval, However, since Chapters 1 and 2 specifically address the purpose of the Policy

Manual, and specific board related policies, and since we have 2 incoming Park Board Commissioners in May, staff are recommending that the current Park Board review and approve Chapters 1 and 2 prior to onboarding new commissioners, and prior to their oath of office to ensure a smooth transition. The April 09, 2025 Workshop packet included the updated policies. Executive Director Romes reviewed a summary of proposed policy changes.

In addition to review and approval of these policies, legal counsel 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. Executive Director Romes reviewed the ordinance drafted by Park District's legal counsel.

#### **APPROVAL OF ORDINANCE 2025-06 AUTHORIZING THE RENAMING OF THE RECREATION CENTER OF HIGHLAND PARK TO PARK FITNESS**

Executive Director Romes reported that as part of the Park District's on-going branding initiatives to align with the evolving needs and demographics of our community and the overall fitness industry-- staff was tasked to develop a new brand name for the Recreation Center of Highland Park.

The goal of the new brand name would be to provide a new fresh interpretation and potential for the Recreation Center of Highland Park as well as provide the Park District with the opportunity to build stronger connections to our residents, customers, and potential customers. Staff recommends re-naming the Recreation Center of Highland Park to Park Fitness. A verbal presentation of the recommended Recreation Center re-naming was made by Director Gogola at the April 24, 2024, Board of Park Commissioners Workshop Meeting. The recommendation has sat for 60 days in accordance with Park District Policy 4.02 "Naming or Renaming Parks, Buildings and Facilities".

A motion was made by Commissioner Labrador and seconded by Commissioner Ruttenberg to approve Ordinance 2025-06 to rename the Recreation Center of Highland Park to Park Fitness.

#### **Roll Call:**

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

**Nay:** None

**Absent:** None

**Abstain:** None

#### **Motion Carried**

#### **APPROVAL OF THE 2025 CENTENNIAL ICE ARENA ROOF TOP UNIT REPLACEMENT BID**

Director Smith reported that the Park District of Highland Park received eight sealed bids on April 2, 2025, for the 2025 Centennial Ice Arena Roof Top Unit Replacement. The scope of this project is to replace a heating unit that has reached its useful life. Installation is scheduled to occur between June 23, 2025, and July 9, 2025. The lowest bidder was Element Contracting, LLC. This contractor had favorable references. There is \$45,000 in the capital budget. Element Contracting, LLC. Bid is \$446.68 over budget.

A motion was made by Commissioner Labrador and seconded by Commissioner Ruttenberg to approve Total Base Bid from Element Contracting, LLC for the 2025 Centennial Ice Arena Roof Top Unit Replacement and authorize the Executive Director to enter into an agreement in the amount of \$45,446.68.

**Roll Call:**

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

**Nay:** None

**Absent:** None

**Abstain:** None

**Motion Carried**

**RECIPROCAL AGREEMENT WITH GLENCOE PARK DISTRICT**

Executive Director Romes reported that staff are recommending a Reciprocal Residency-Benefit Agreement between the Park District of Highland Park and the Glencoe Park District. The agreement will allow residents of both districts to access resident rates and registration benefits for specified programs and services.

Glencoe Residents will receive Resident rates on standard Club Pickle & Padel memberships at the Park District of Highland Park and Resident rates on aquatic swim lesson programs at the Park District of Highland Park.

Highland Park Residents will receive Resident rates on outdoor ice utilization at the Glencoe Park District's Weinberg Family Recreation Center, including season passes and daily admissions.

The agreement will be effective from May 1, 2025, to April 30, 2026, and will be reviewed annually for potential renewal. Both districts will track participation and collaborate on marketing efforts to promote the reciprocal benefits to residents.

Additional Terms include proof of Residency: Residents must provide approved documentation to be eligible for resident rates; Review and Renewal: The agreement will be reviewed annually, and it cannot be canceled before Labor Day unless justified by cause; and Operational Terms: Both districts will bear their own risk in the operation of their respective programs, and no residents will have independent rights to enforce the terms of this agreement.

This partnership will provide increased access to programming for residents in both communities, and we are excited about the potential positive impact. We look forward to the board's approval of this agreement.

**CONSTRUCTION PROJECT UPDATES**

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

Manager Schwartz reported that the construction trailer is on site, fencing is installed, the south parking lot is restriped, and signs are displaying the temporary traffic pattern during construction. She shared demolition images and videos.

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

Director Smith reported that the new transformer and entryway have been installed. The fabric for the dome structure has been laid and attached to anchors. The dome structure will be inflated next week. Lastly, the Illinois Department of Public Health verbally approved the plumbing variance request to support restrooms in an air-supported structure.

***C. Park Avenue South Boat Storage Restoration Project***

Director Smith shared aerial images of the south boat storage lot. Demolition is complete and a crane is on-site drilling sheet piles. Project is anticipated to be completed in late April.

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

Manager Kutscheid provided a quick review of the site masterplan. The parking lot has been laid and striped, the pedestrian pathways, asphalt sidewalk and wooden boardwalk have been laid, and stone planters are complete. Landscaping is near completion. Project is anticipated to be completed in late April.

***E. Old Elm Playground Renovation Project***

Manager Kutscheid reported that the main play structure has been replaced, and curbing is complete. Project is anticipated to be completed in late April.

***F. 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.

***G. Larry Fink Park Tot Lot Renovation Project***

Manager Kutscheid reported that the tot lot play structure is being replaced, ADA accessible seating is being installed, and pedestrian pathways are being repaved for improved ADA accessibility.

***H. Lincoln Park Improvements Project***

Manager Kutscheid reported that the 5-12 year old playground is being relocated and replaced, a 2-5 year old play structure is being installed, the half size basketball court is being replaced with a full-sized basketball court, the 60' baseball field is being replaced, a grass practice field is being installed, a soccer field is being installed, and a ¼ mile loop trail path is being replaced. Lastly, the entry columns from Lincoln School have been donated and will be installed at the park entrance.

**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 Ruttenberg to go into closed session pursuant to Section 2(c)5: the purchase or lease of real estate including discussion on whether a

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April 09, 2025

certain parcel of property should be acquired; Section 2(c) 11: litigation against or on behalf of the District or where the District finds that an action is probable or imminent;

**Roll Call:**

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

**Nay:** None

**Absent:** None

**Abstain:** None

**Motion Carried**

The meeting adjourned into Closed Session at 7:57 p.m.

The meeting was reconvened into Open Session at 8:56 p.m.

**ACTION FROM CLOSED SESSION IF ANY**

President Bernstein reported that no action was taken.

**ADJOURNMENT**

A motion was made by Commissioner Labrador and seconded by Commissioner Grossberg and approved by a unanimous vote. The Board Meeting adjourned at 8:57 p.m.

Respectfully submitted,

Roxanne Hejnowski, Assistant Secretary

**MINUTES OF A THE FINANCE COMMITTEE MEETING  
OF THE PARK DISTRICT OF HIGHLAND PARK  
HELD ON APRIL 15, 2025, 8:03 AM.**

Commissioner Ruttenberg and Vice President Freeman participated by electronic means.

**Present:** Commissioner Grossberg, President Bernstein

**Absent:** None

**Also, Present:** Executive Director Romes; Director Peters, Director Smith, Director Voss, Director Gogola, Assistant Director Acevedo, Assistant Director Soto, Manager Ochs, Coordinator Hejnowski

**Guest Speaker:** None

**Additions to the Agenda**

None.

**Closed Session**

A motion was made by Commissioner Grossberg, seconded by President Bernstein 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 Grossberg, President Bernstein

**Nay:** None

**Absent:** None

**Abstain:** None

**Motion Carried**

The meeting adjourned into Closed Session at 8:05 a.m.

The meeting was reconvened into Open Session at 9:01 a.m.

**Action from Closed Session if Any**

President Bernstein reported that no action was taken.

Executive Director Romes left the meeting at 9:02 a.m.

April 15, 2025

**West Ridge Park Site Improvements Additional Services Proposal**

Staff do not have an update at this time. This item will be presented at a future Committee Meeting.

**Administrative Office Professional Services Proposal**

Staff do not have an update at this time. This item will be presented at a future Committee Meeting.

**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. He compared gas and electric powered vehicle replacement options. If three electric vehicles are purchased the Park Operations and Golf Operations (POGO) facility will need infrastructure changes to support EV charging stations. The current electric system could support 6 EV chargers, however only 2 fully open and one 1/2 full run of conduit is available, allowing for 5 EV chargers. Additionally, the main electrical panel can support more amperage; upgrading would require a larger transformer. Lastly, ComED offers rebate incentive programs to reduce costs. Rebate Incentive amount beginning at \$5,333, potentially up to \$33,650, resulting in total cost to the District \$4,974.

Staff recommended the purchase of one Ford F150 4x4 SuperCab XL gas-powered pickup truck and two Ford F150 Lightning 4wd SuperCrew XL electric-powered pickup trucks from Currie Motors in the amount of \$154,033.

The Finance Committee would like staff to see if infrastructure will support the purchase of three electric-powered vehicles.

**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**

Director Peters reported that Natural gas at all Park District facilities and additional natural gas meters are 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.

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.

It was the consensus of the Finance Committee to place Resolution 2025-03: authorizing the Executive Director to purchase natural gas for the District from Alternative Utility Service for a period of up to 36 months on the consent agenda at the April 23, 2025 Regular Meeting of the Park Board.

Commissioner Ruttenberg left the meeting at 9:30 a.m.

April 15, 2025

**April Bid Results**

**a. 2025 Recreation Center of Highland Park Landscape Installation bid**

Director Voss reported that staff received seven (7) sealed bids. Autus Group, LLC, dba Property First was the low bidder. There is \$80,000 in the capital budget to replace the parking lot screening. The budget is split with the City of Highland Park. Staff recommended placing the base bid from Autus Group, LLC dba Property First in the amount of \$38,273 on the consent agenda at the April 23, 2025 Regular Meeting of the Park Board.

The Finance Committee supports staff's recommendations.

**b. 2025 Rosewood Park Playground Renovation bid**

Director Voss reported that staff received six (6) sealed bids. Absolute Home Improvement and Cleaning Services, Inc was the low bidder, however, they struggle to meet project deadlines. The Park District is currently working them on Port Clinton and Old Elm Playground Renovation projects. Staff recommend the next low bidder, D & J Landscape, Inc. There is \$312,000 in the capital budget for the playground area renovation, plus \$62,000 from the special recreation fund for the ADA Pathway. Staff recommended placing the base bid from D & J Landscape, Inc. in the amount of \$232,418.50 on the consent agenda at the April 23, 2025 Regular Meeting of the Park Board.

The Finance Committee supports staff's recommendations.

**Other Business**

The next Finance Committee will be May 02, 2025, at 8:00 a.m.

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

None.

**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

**MINUTES OF A THE POLICY COMMITTEE MEETING OF THE PARK  
DISTRICT OF HIGHLAND PARK  
HELD ON APRIL 23, 2025, 5:32 PM.**

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

**Absent:** None

**Also, Present:** Executive Director Romes; Coordinator Hejnowski

**Guest Speaker:** None

**Additions to the Agenda**

None.

**PDHP Policy Manual And Ordinance Update**

Executive Director Romes reported that 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 have 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.

A summary of proposed policy changes, clean and redlined copies of the policies, and the draft ordinance were distributed to the Park Board prior to review at the April 09, 2025 Workshop Meeting of the Park Board. The Park Board requested additional time to review and share changes prior to a Committee meeting.

Executive Director Romes reported that he did not receive additional changes from the Park Board for policies. He reviewed the proposed changes to the draft ordinance.

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

None.

**Adjournment**

A motion was made by Commissioner Labrador, seconded by President Bernstein, and approved by a unanimous vote. The Board Meeting adjourned at 5:59 p.m.

Respectfully submitted,

Roxanne Hejnowski, Assistant Secretary

**PARK DISTRICT OF HIGHLAND PARK  
BOARD OF PARK COMMISSIONERS  
MINUTES OF REGULAR MEETING  
APRIL 23, 2025**

The meeting was called to order at 6:06 p.m. President Bernstein.

**ROLL CALL**

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

**Absent:** None

**Staff Present:** Executive Director Romes; Director Smith; Director Voss; Director Peters;  
Director Gogola; Director Barid, Assistant Director Acevedo; Assistant Director  
Soto; Coordinator Hejnowski

**Guest Speakers:** None

**ADDITIONS TO THE AGENDA**

None.

**PUBLIC COMMENT FOR ITEMS ON THE AGENDA**

*Devereaux Johnson*

*6170 Joliet Rd, Countryside IL*

Devereaux Johnson, of the Indiana, Illinois, and Iowa Foundation for Fair Contracting, raised concerns about D and J Landscaping who was the recommended low bidder for the 2025 Rosewood Park Playground Renovation.

A motion was made by President Bernstein, seconded by Commissioner Labrador to remove Item E: Approval of the 2025 Rosewood Park Playground Renovation bid from the consent agenda.

**Roll Call:**

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

**Nay:** None

**Absent:** None

**Abstain:** None

**Motion Carried**

**APPROVAL OF THE 2025 ROSEWOOD PARK PLAYGROUND RENOVATION BID**

Director Smith reported that 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.

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.

There is \$374,000 available in capital funds. The Sourcewell Play Equipment Purchase is \$131,481 and the base bid from D and J Landscaping Inc. is \$232,418.50.

A motion was made by Commissioner Labrador, seconded by Commissioner Ruttenberg to approve the Base Bid from D and J Landscaping, Inc. for the 2025 Rosewood Park Playground Renovation and authorized the Executive Director to enter into an agreement in the amount of \$232,418.50.

**Roll Call:**

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

**Nay:** None

**Absent:** None

**Abstain:** None

**Motion Carried**

**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 Freeman, President Bernstein

**Nay:** None

**Absent:** None

**Abstain:** None

**Motion Carried**

The meeting adjourned into Closed Session at 6:18 p.m.

The meeting was reconvened into Open Session at 7:27 p.m.

Vice President Freeman did not reconvene into Open Session.

### **CONSENT AGENDA**

A motion was made by Commissioner Labrador, seconded by Commissioner Ruttenberg to approve the Minutes from March 12, 2025 Workshop Meeting, the Minutes from March 18, 2025 Finance Committee Meeting, the Minutes from March 19, 2025 Regular Meeting, 2025 Recreation Center of Highland Park Landscape Installation bid, 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, and Bills and Payroll in the amount of \$3,397,478.46.

### **Roll Call:**

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

**Nay:** None

**Absent:** Vice President Freeman

**Abstain:** None

### **Motion Carried**

### **UNFINISHED BUSINESS**

#### **A. 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 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.

There is \$135,000 budgeted for capital replacement funds. It would cost the Park District \$163,887 to purchase three 2025 Ford F150 Lightning 4WD Pick Up Trucks. The purchase is \$33,861 over budget.

A motion was made by Commissioner Labrador, seconded by Commissioner Ruttenberg to authorize the Executive Director to purchase three Ford F150 Lightning 4wd pickup trucks from Currie Motors in the amount of \$163,887.

**Roll Call:**

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

**Nay:** None

**Absent** Vice President Freeman

**Abstain:** None

**Motion Carried**

**B. Approval of Policies 1.00 - 1.04 and 2.00 - 2.08 to the Policy Manual**

Executive Director Romes reported that 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 have 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. A Policy Committee Meeting was scheduled for April 23, 2025 allowing the Park Board another opportunity to review and recommend changes. The Policy Committee determined no further changes were needed.

A motion was made by Commissioner Ruttenberg, seconded by Commissioner Grossberg to approve the changes made to policies 1.00 - 1.04 and 2.00 - 2.08 to the Policy Manual.

**Roll Call:**

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

**Nay:** None

**Absent** Vice President Freeman

**Abstain:** None

**Motion Carried**

Commissioner Grossberg left the meeting at 7:41 p.m.

**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**

Executive Director Romes reported that 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.

A draft ordinance was distributed to the Park Board prior to review at the April 09, 2025 Workshop Meeting. A Policy Committee Meeting was scheduled for April 23, 2025, allowing the Park Board another opportunity to review the ordinance. The Policy Committee recommends amending Section (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. If President and Vice President are subject to the Hearing than the longest tenured Board Member shall preside at the Hearing.”

A motion was made by Commissioner Ruttenberg, seconded by Commissioner Labrador to 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 with the proposed amendment.

**Roll Call:**

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

**Nay:** None

**Absent** Commissioner Grossberg, Vice President Freeman

**Abstain:** None

**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 March 31, 2025. She is pleased to report that Actual Revenues exceeded budgeted revenues by about \$772,000.

***Conclusion***

The following Park District programs and facilities are performing better than budget: interest income has a \$228,000 surplus. Visual Arts exceeded the budget by \$24,000; dance has exceeded the budget by \$29,000; skating school exceeded the budget by \$38,000; golf has exceeded the budget by \$47,000, and early childhood enrichment programs exceeded the budget by \$161,000.

## **NEW BUSINESS**

### **A. Parks Foundation**

Parks Foundation President, Josie Beck, reported that the Parks Foundation developed an auxiliary board.

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

At the April 02 Master Planning Committee Meeting staff reviewed the master plan scope and draft timeline for the new GreenPrint Master Plan. The updated master plan will involve robust community engagement, a fresh analysis of parks and recreation assets, and a clear roadmap for future investments—ensuring that Highland Park’s facilities, parks, and programs continue to serve residents for years to come.

At the April 03 Finance Committee Meeting staff compared budget vs actual expenses and revenues raised for Club Pickle and Padel. Staff reviewed cost saving options and recommend increasing the capital budget transfer to keep the project within budget. Staff reviewed the actual revenues and expenses for the 2024 cost centers.

At the April 15 Finance Committee Meeting staff reported that the 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. Approval to participate in the bidding process must take place prior to knowing the awarded supplier and associated rates. Staff reviewed the resolution authorizing the Executive Director to purchase natural gas for the District from Alternative Utility Service for a period of up to 36 months. Staff reviewed the bid results and provided contract recommendations for the 2025 Recreation Center of Highland Park Landscape Installation bid and the 2025 Rosewood park Playground Renovation bid.

At the April 23 Policy Committee Meeting staff reviewed the policy changes and ordinance 2025-05 that were approved by the Park Board this evening.

### **C. Athletics Annual Report**

Manager Divincenzo thanked the Park Board, the Parks Foundation, and the Fox Family for the donations to support the construction of Jeff Fox Field.

Supervisor Golmon compared actual vs. budgeted revenues and expenses from 2024 to 2025 for travel basketball. 2024 travel basketball performed at 11% over budgeted revenues.

Supervisor Hoffmann compared actual vs. budgeted revenues and expenses from 2024 to 2025 for house basketball. 2024 house basketball performed at 29% over budgeted revenues.

Manager Divincenzo compared actual vs. budgeted revenues and expenses from 2024 to 2025 for travel and house baseball. The Home Run Derby raised \$45,000 to help support the construction of Jeff Fox Field.

Regular Meeting Minutes  
April 23, 2025

Manager Divincenzo compared actual vs. budgeted revenues and expenses from 2024 to 2025 for private lessons and hitting league. 2024 Private lessons performed at 52% over budgeted revenues.

Supervisor Hoffmann compared actual vs. budgeted revenues and expenses from 2024 to 2025 for camps. 2024 Camps performed at 11% over budgeted revenues.

Supervisor Hoffmann compared actual vs. budgeted revenues and expenses from 2024 to 2025 for flag football. 2024 flag football performed at 12% over budgeted revenues.

Our new Athletic Supervisor, Taelor Schmit, will introduce a girls softball clinic, girl's promo events, and girls travel basketball in the fall.

**D. Directors Report**

Executive Director Romes shared upcoming special events, including the Family Dance, Midnight in Paris, on Saturday, April 26 from 5:30 – 7:30 p.m. Between dances, 320 participants will indulge in a selection of delectable Parisian-inspired treats and take part in fun activities fit for a true Parisian soirée; Mini Golf Wicked Theme Night on Friday May 2 from 7:00 – 9:00 p.m. at River's Edge Mini Golf; Screen-Free Week is Sunday May 4 through Friday May 9; Mother's Day Yoga and Mimosas on Sunday May 11 from 10 – 11:30 a.m. at Rosewood Beach, and the 2025 Ice Show is Friday May 16 through Saturday May 17 at Centennial Ice Arena. The performance begins at 7:00 p.m. on May 16 and 11:00 a.m. on May 17.

**E. Board Comments**

None.

**OTHER BUSINESS**

None.

**OPEN TO PUBLIC TO ADDRESS THE BOARD**

None.

**ADJOURNMENT**

A motion was made by Commissioner Labrador 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

**MINUTES OF A THE MASTER PLANNING COMMITTEE MEETING  
OF THE PARK DISTRICT OF HIGHLAND PARK  
HELD ON APRIL 24, 2025, 5:02 PM.**

**Present:** Commissioner Labrador, Commissioner Grossberg

**Absent:** None

**Also, Present:** Executive Director Romes; Director Peters, Director Smith; Manager Ochs, Manager Schwartz; Coordinator Hejnowski

**Guest Speaker:** The Lakota Group: Kevin Clark, Siraj Asfahani and Scott Freres,  
BerryDunn: Dannielle Wilson  
aQuity Research and Insights, Inc: Jeff Andreasen and Tessa Andreasen

**Additions to the Agenda**

None.

**Master Plan Update**

Mr. Andreasen from aQuity Research and Insights, Inc reviewed the 2025 Community Survey questionnaire page by page.

Mr. Freres from the Lakota Group reported there are six desired outcomes for the updated 10year master plan: create a visionary roadmap for the next ten years supported by actionable planning initiatives, refine the district's long range capital investment plan and associated funding strategies, conduct a statistically valid community-wide survey, evaluate existing facilities, parks, natural areas, and recreational services that are aligned with national and local best practices, engage with community key stakeholders, and build public trust through a transparent master planning process that reinforces the district's impact on community well-being.

Mr. Asfahani reminded the Committee of the project timeline, which is broken into four parts, engage, analyze, plan, and implement, and adopt and approve the updated Master Plan. We are currently in the engagement process, which is very robust. The community can learn about the process on the Park District website. The website also includes a community idea board, so community members can share their thoughts and ideas about the plan and what they would like to see prioritized. Lastly, representatives and park district staff will host three community open houses and attend three pop-up events.

**Other Business**

None.

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

None.

**Adjournment**

A motion was made by Commissioner Labrador and seconded by Commissioner Grossberg and approved by a unanimous vote. The Master Planning Committee Meeting adjourned at 6:24 p.m.

Master Planning Committee Meeting Minutes  
April 24, 2025

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: May 21, 2025

Subject: **Approval of the 2025 Larry Fink Park Batting Cage**

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## **Summary**

The Park District of Highland Park received one (1) sealed bid on Tuesday, May 6, 2025, for materials and labor to complete the 2025 Larry Fink Park Batting Cage. Work is scheduled to occur in August 2025.

## **Bid Results**

| Contractor              | Base Bid     | Alternate #1<br>Alternate Turf | Total        |
|-------------------------|--------------|--------------------------------|--------------|
| Midwest Field Solutions | \$ 74,000.00 | \$ 0.00                        | \$ 74,000.00 |

The low bidder is Midwest Field Solutions. This contractor has favorable references.

## **Budget Impact**

|   |                       |
|---|-----------------------|
| Total Budgeted Capital Funds            | \$ 25,000.00          |
| Donations                               | \$ 55,454.20          |
| <b>Midwest Field Solutions Base Bid</b> | <b>(\$ 74,000.00)</b> |
| <b>Total <u>Under</u> Budget</b>        | <b>\$ 6,454.20</b>    |

## **Recommendation**

Staff and the Finance Committee recommend approval from the Park Board of Commissioners for Base Bid from Midwest Field Solutions for the 2025 Larry Fink Park Batting Cage and authorize the Executive Director to enter into an agreement in the amount of \$74,000.



# Memorandum

**To:** Park Board of Commissioners

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

**Date:** May 21, 2025

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

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## **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<br/>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 |

On April 23, 2025, the Park Board of Commissioners awarded a contract to Autus Group, LLC dba Property First. This contractor has since informed the Park District they will not proceed with the project. Staff have confirmed the second lowest bidder, Langton Group, can preform the work. Langdon Group had favorable references and the Park District has worked with this contractor.

## **Budget Impact**

|                                 |                     |
|---------------------------------|---------------------|
| Total Budgeted Capital Funds    | \$ 80,000.00        |
| <b>Langton Group Base Bid</b>   | <b>\$ 42,517.00</b> |
| Plant Purchase Estimate         | \$ 42,000.00        |
| <b>Total <u>Over</u> Budget</b> | <b>\$ 4,517.00</b>  |

**Recommendation**

Staff and the Finance Committee recommend the Park Board of Commissioners declare Autus Group, LLC dba Property First a non-responsible bidder. Staff and the Finance Committee also recommend approval from the Park Board of Commissioners for Base Bid from Langton Group 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 \$42,517.00.



# Memorandum

**To:** Park Board of Commissioners

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

**Date:** May 21, 2025

**Subject:** **Approval of Ordinance 2025-07: Authorizing and Providing for the Conveyance or Sale of Surplus Personal Property**

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## **Summary**

Pursuant to 70 ILCS 1205/8-22 the Park District of Highland Park disposes of property it deems to be of no use to the Agency. With each item disposed of, the District will determine which method of disposal is in its best interests. As indicated in the ordinance, this could be through sale to the highest bidder, trade-in, or donation. Most of the property has some value, although in most cases it is minimal. If the property cannot be sold or donated, the District will dispose of it in the most economical method possible. Also, pursuant to 70 ILCS 1205/8-22 the District must pass the attached ordinance by approval of at least three-fifths of the Park Board.

## **Recommendation**

Staff recommend approval from the Park Board of Commissioners of Ordinance 2025-07: Authorizing and Providing for the Conveyance or Sale of Surplus Personal Property, so that the Park District of Highland Park can dispose of surplus property as indicated in Addendum 1 of the Ordinance.

**PARK DISTRICT OF HIGHLAND PARK  
ORDINANCE #2025-07**

**AN ORDINANCE AUTHORIZING AND PROVIDING FOR THE CONVEYANCE OR  
SALE OF SURPLUS PERSONAL PROPERTY OF THE PARK DISTRICT OF  
HIGHLAND PARK  
LAKE COUNTY, ILLINOIS**

**WHEREAS**, the Park District of Highland Park, Lake County, Illinois ("Park District") owns personal property as described in Addendum A. hereinafter known as the "Property," and

**WHEREAS**, pursuant to Section 8-22 of the Park District Code (70 ILCS 1205/8-22)("Code"), the Park District is authorized to sell, convey or donate any personal property that in the opinion of three-fifths of the members of the Board of Park Commissioners then holding office is no longer necessary, useful to, or for the best interests of the Park District; and

**WHEREAS**, the Board of Park Commissioners ("Board") has reviewed a staff report finding that the Property is no longer useful to the Park District and recommending its sale, donation or disposal and the Board concurs with that recommendation.

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

**Section 1.** The Board finds that all of the recitals contained in the preamble to this Ordinance are true and correct and does hereby incorporate them into this Ordinance by this reference.

**Section 2.** The Board finds that the Property is no longer necessary and useful to the Park District and declares it to be for the best interests of the Park District and its residents to dispose of the Property in the following manner:

Sell the Property to the highest bidder

or

Trade-In the Property

or

Donate the Property to such person or entity that will make use of the equipment.

or

Dispose of the Property if the District is unable to sell or donate identified equipment.

**Section 3.** The seller, Park District of Highland Park, hereby expressly disclaims all warranties, either expressed or implied, including any implied warranty of merchantability or fitness for a particular purpose. The Park District of Highland Park neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of said items.

The buyer agrees to purchase said items in an “**as is**” condition with all faults. The buyer understands that the seller does not expressly or implicitly warrant that the said items meet or comply with any applicable safety standards (examples: ASTM, OSHA, CPSC). The buyer is solely responsible for determining that the said items are appropriate for any and all particular uses.

The buyer further agrees to indemnify, hold harmless and defend the Park District of Highland Park and its officers, agents and employees from any and all claims resulting from injuries, damages and losses arising out of, connected with, or in any other way associated with the use of said items.

**Section 4.** The Board authorizes and directs the Executive Director take such action necessary to sell, donate or dispose of the Property as herein authorized.

**Section 5.** This ordinance shall be in full force and effect from and after its adoption as provided by law.

Adopted this 21<sup>st</sup> day of May 2025.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

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

ATTEST:

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

STATE OF ILLINOIS       )  
                                      )  
COUNTY OF LAKE       )       SS.

SECRETARY'S CERTIFICATE

I, Brian Romes, do hereby certify that I am Secretary of the Board of Park Commissioners of the Park District of Highland Park, Lake County, Illinois, and as such official 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:

AN ORDINANCE authorizing and providing for the conveyance or sale of surplus personal property of the Park District of Highland Park, Lake County, Illinois

adopted at a duly called Regular Meeting of the Board of Park Commissioners of the Park District, held by said District at 6:00 p.m. on the 21<sup>st</sup> day of May 2025.

**I 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, and with the provisions of the Park District Code of the State of Illinois, 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 hereunto affix my official signature and the seal of the Park District of Highland Park, Illinois this 21<sup>st</sup> day of May 2025.

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Brian Romes, Secretary  
Board of Park Commissioners  
Park District of Highland Park

(SEAL)

Park District of Highland Park  
Ordinance 2025-07  
Surplus Property Ordinance  
Addendum 1  
List of Surplus Property

[illegible]



# Memorandum

To: Park Board of Commissioners

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

Date: May 21, 2025

Subject: **Ratification of PCCO #8: Waterproofing/Drainage at Pits in Gymnasium, New Recreation Facility at West Ridge Park**

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## **Summary/Background**

Construction for the new recreation facility at West Ridge Park is underway. The foundations and piers for the building are nearly complete. During excavation, soil testing was completed, and it was recommended to install waterproofing and additional drainage to avoid pooling in the gymnastics foam pit. This change order is a result of unforeseen conditions. While soil testing was completed prior to the project to inform design, the sample cores taken at that time did not exhibit the conditions found during excavation. While requiring Park Board of Commissioners' approval, the work proceeded as otherwise would have impacted the project timeline.

## **Financial Impact**

The total change to the contract for this work is \$88,749. The Park District has \$509,713 budgeted for owner's contingency. This change order was presented to the Finance Committee on May 13, 2025.

|  |                  |
|--|------------------|
| <b>Change Order Under Evaluation</b>       | <b>\$88,749</b>  |
| <b>Total PDHP Construction Contingency</b> | <b>\$509,713</b> |
| <b>Total PDHP Contingency Encumbered</b>   | <b>\$0</b>       |
| <b>Total Remaining PDHP Contingency</b>    | <b>\$420,964</b> |

## **Recommendation**

The project team and the Finance Committee recommend approval from the Park Board of Commissioners for PCCO #8: Waterproofing/Drainage at Pits in Gymnasium, New Recreation Facility at West Ridge Park in the amount of \$88,849 and authorize the Executive Director to approve the change order.



## Memorandum

To: Board of Park Commissioners

From: Jennifer Voss - Part Time Accountant  
Mari-Lynn Peters - Finance Director  
Brian Romes - Executive Director

Date: May 21, 2025

Subject: Bills and Payroll Disbursements authorized by Finance Committee Member(s). Checks written April 28, 2025 through May 15, 2025 to be presented to the Board for approval on May 21, 2025.

### **BILLS**

#### **DATE**

#### **AMOUNT**

|                                |                        |
|--------------------------------|------------------------|
| April 28, 2025 Emergency Check | \$ 3,000.00            |
| May 01, 2025                   | \$ 104,424.67          |
| May 15, 2025                   | \$ 1,796,749.31        |
| Void Payments                  | \$ 2,480.80            |
| Bank Drafts                    | \$ 70,368.19           |
| P-Card                         | \$ 177,643.23          |
| <b>TOTAL</b>                   | <b>\$ 2,154,666.20</b> |

### **PAYROLL DISBURSEMENTS**

|                |                      |
|----------------|----------------------|
| March 05, 2025 | \$ 450,994.63        |
| <b>TOTAL</b>   | <b>\$ 450,994.63</b> |

|                    |                        |
|--------------------|------------------------|
| <b>GRAND TOTAL</b> | <b>\$ 2,605,660.83</b> |
|--------------------|------------------------|

#### To the Treasurer:

The payment of the above listed accounts is hereby approved by the below named Finance Committee member as of 05-21-25 and you are hereby authorized to release the checks from the appropriate funds.

\_\_\_\_\_  
Finance Committee Member

ATTEST: \_\_\_\_\_  
Secretary





Park District of Highland Park, IL

Packet: APPKT04591 - Bank Drafts 04/22/2025 ICMA 457 & Roth / HealthEquity DCFSA & HCFSA

# 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: PAYROLL-PAYROLL BANK   |                               |              |   |                 |                |            |
| 19658                             | HEALTHEQUITY INC              | 04/22/2025   | Bank Draft                                | 0.00            | 192.31         | DFT0005446 |
| <a href="#">INV7724570A</a>       | Invoice                       | 04/22/2025   | PMB Payments - DCFSA 2025                 | 0.00            | 192.31         |            |
| 19658                             | HEALTHEQUITY INC              | 04/22/2025   | Bank Draft                                | 0.00            | 228.49         | DFT0005447 |
| <a href="#">INV7724570B</a>       | Invoice                       | 04/22/2025   | Visa Card Payments - HCFSA 2025           | 0.00            | 228.49         |            |
| 11161                             | ICMA RETIREMENT TRUST #302037 | 04/22/2025   | Bank Draft                                | 0.00            | 7,314.84       | DFT0005445 |
| <a href="#">041825 ICMA 457</a>   | Invoice                       | 04/22/2025   | 04/18/25 ICMA 457 Deductions Plan #30...  | 0.00            | 7,314.84       |            |
| 12825                             | ICMA RETIREMENT TRUST #705568 | 04/22/2025   | Bank Draft                                | 0.00            | 1,237.00       | DFT0005444 |
| <a href="#">041825 ICMA Ro...</a> | Invoice                       | 04/22/2025   | 04/18/25 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    | 4             | 4             | 0.00     | 8,972.64 |
| EFT's          | 0             | 0             | 0.00     | 0.00     |
|                | 4             | 4             | 0.00     | 8,972.64 |

## Fund Summary

| Fund | Name             | Period | Amount   |
|------|------------------|--------|----------|
| 99   | POOLED CASH FUND | 4/2025 | 8,972.64 |
|      |                  |        | <hr/>    |
|      |                  |        | 8,972.64 |



Park District of Highland Park, IL

# Check Register

Packet: APPKT04594 - Bank Drafts 04/28/2025 HealthEquity  
DCFSA, HCFSA, & HCDCFSA / 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            | 04/28/2025   | Bank Draft                                | 0.00            | 624.84         | DFT0005450 |
| <a href="#">939766</a>          | Invoice          | 04/28/2025   | AFLAC Deductions Period Ending 4/30/20... | 0.00            | 624.84         |            |
| 19658                           | HEALTHEQUITY INC | 04/28/2025   | Bank Draft                                | 0.00            | 111.65         | DFT0005448 |
| <a href="#">INV7758352</a>      | Invoice          | 04/28/2025   | HC, DC, & HCDC FSA Admin Fees 2025        | 0.00            | 111.65         |            |
| 19658                           | HEALTHEQUITY INC | 04/28/2025   | Bank Draft                                | 0.00            | 305.05         | DFT0005449 |
| <a href="#">INV7745352</a>      | Invoice          | 04/28/2025   | Visa Card Payments - HCFSA 2025           | 0.00            | 305.05         |            |

| Bank Code PAYROLL Summary |               |               |          |          |
|---------------------------|---------------|---------------|----------|----------|
| Payment Type              | Payable Count | Payment Count | Discount | Payment  |
| Regular Checks            | 0             | 0             | 0.00     | 0.00     |
| Manual Checks             | 0             | 0             | 0.00     | 0.00     |
| Voided Checks             | 0             | 0             | 0.00     | 0.00     |
| Bank Drafts               | 3             | 3             | 0.00     | 1,041.54 |
| EFT's                     | 0             | 0             | 0.00     | 0.00     |
|                           | 3             | 3             | 0.00     | 1,041.54 |

## Fund Summary

| Fund | Name             | Period | Amount          |
|------|------------------|--------|-----------------|
| 99   | POOLED CASH FUND | 4/2025 | 1,041.54        |
|      |                  |        | <hr/>           |
|      |                  |        | <b>1,041.54</b> |



Park District of Highland Park, IL

# Check Register

Packet: APPKT04592 - 04/28/25 Studio E 16, LLC 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       |                  |              |                        |                 |                |        |
| 18411                       | STUDIO E 16, LLC | 04/28/2025   | Regular                | 0.00            | 3,000.00       | 192253 |
| <a href="#">PDHP_25TEST</a> | Invoice          | 04/22/2025   | PDHP Recruitment Video | 0.00            | 3,000.00       |        |

| Bank Code AP Summary |               |               |          |          |
|----------------------|---------------|---------------|----------|----------|
| Payment Type         | Payable Count | Payment Count | Discount | Payment  |
| Regular Checks       | 1             | 1             | 0.00     | 3,000.00 |
| Manual Checks        | 0             | 0             | 0.00     | 0.00     |
| Voided Checks        | 0             | 0             | 0.00     | 0.00     |
| Bank Drafts          | 0             | 0             | 0.00     | 0.00     |
| EFT's                | 0             | 0             | 0.00     | 0.00     |
|                      | 1             | 1             | 0.00     | 3,000.00 |

Fund Summary

| Fund | Name             | Period | Amount         |
|------|------------------|--------|----------------|
| 99   | POOLED CASH FUND | 4/2025 | 3,000.00       |
|      |                  |        | <hr/> 3,000.00 |



Park District of Highland Park, IL

# Check Register

Packet: APPKT04601 - 05/01/25 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        |                                |              |   |                 |                |        |
| 15147                        | ABC PRINTING COMPANY           | 05/01/2025   | Regular   | 0.00            | 491.76         | 192254 |
| <a href="#">293796</a>       | Invoice                        | 04/14/2025   | Business Cards Taelor Schmitz & Phelicia J...   | 0.00            | 131.76         |        |
| <a href="#">294039</a>       | Invoice                        | 04/24/2025   | Ice Show Yard Signs X Qty 20                    | 0.00            | 360.00         |        |
| 21225                        | ADELE NATHAN                   | 05/01/2025   | Regular   | 0.00            | 1,910.00       | 192255 |
| <a href="#">2796117</a>      | Invoice                        | 04/24/2025   | Refund  | 0.00            | 1,910.00       |        |
| 10055                        | AEREX PEST CONTROL             | 05/01/2025   | Regular   | 0.00            | 73.00          | 192256 |
| <a href="#">2615983</a>      | Invoice                        | 04/16/2025   | April 2025 - Pest Control for Heller Nature...  | 0.00            | 73.00          |        |
| 17720                        | ALAN SPECTOR                   | 05/01/2025   | Regular   | 0.00            | 160.00         | 192257 |
| <a href="#">04122025</a>     | Invoice                        | 04/12/2025   | House Baseball Game 04/19/2025 X Qty T...       | 0.00            | 160.00         |        |
| 10149                        | ANCEL, GLINK, DIAMOND, BUSH    | 05/01/2025   | Regular   | 0.00            | 13,992.12      | 192258 |
| <a href="#">110529</a>       | Invoice                        | 04/11/2025   | March 2025 Legal Services                       | 0.00            | 13,992.12      |        |
| 16949                        | ANDERSON LOCK                  | 05/01/2025   | Regular   | 0.00            | 5,130.00       | 192259 |
| <a href="#">1169059</a>      | Invoice                        | 04/07/2025   | Glossy White Smart Cards X Qty 1,000            | 0.00            | 5,130.00       |        |
| 21224                        | CINDY PETREY                   | 05/01/2025   | Regular   | 0.00            | 250.00         | 192260 |
| <a href="#">2801050</a>      | Invoice                        | 04/29/2025   | Refund  | 0.00            | 250.00         |        |
| 10502                        | CITY OF HIGHLAND PARK          | 05/01/2025   | Regular   | 0.00            | 2,480.80       | 192261 |
| <a href="#">INV-00011813</a> | Invoice                        | 02/21/2025   | BCOM-2024-00118, 636 Ridge Rd Permit            | 0.00            | 2,480.80       |        |
| 17203                        | CLAIRE WEILER                  | 05/01/2025   | Regular   | 0.00            | 250.00         | 192262 |
| <a href="#">2795953</a>      | Invoice                        | 04/24/2025   | Refund  | 0.00            | 250.00         |        |
| 10637                        | DAVID DILLON                   | 05/01/2025   | Regular   | 0.00            | 160.00         | 192263 |
| <a href="#">04252025</a>     | Invoice                        | 04/25/2025   | House Baseball Game 04/26/2025 X Qty T...       | 0.00            | 160.00         |        |
| 10764                        | DURABILT FENCE CO INC          | 05/01/2025   | Regular   | 0.00            | 9,395.00       | 192265 |
| <a href="#">16172</a>        | Invoice                        | 03/31/2025   | Park Ave Beach Installation 03/28/2025          | 0.00            | 9,395.00       |        |
| 16915                        | FALCONS HOCKEY ASSOCIATION     | 05/01/2025   | Regular   | 0.00            | 3,311.62       | 192266 |
| <a href="#">04222025</a>     | Invoice                        | 04/22/2025   | Little Falcons - Spring 2025 Session            | 0.00            | 3,311.62       |        |
| 10974                        | GEWALT HAMILTON ASSOCIATES INC | 05/01/2025   | Regular   | 0.00            | 2,082.00       | 192267 |
| <a href="#">6048.100-13</a>  | Invoice                        | 04/15/2025   | Dome Improvements - Prof Services 3/1/2...      | 0.00            | 2,082.00       |        |
| 11196                        | ILLINOIS STATE POLICE          | 05/01/2025   | Regular   | 0.00            | 400.00         | 192268 |
| <a href="#">20250300686</a>  | Invoice                        | 03/31/2025   | 3/1/25 - 3/31/25 Background Checks              | 0.00            | 400.00         |        |
| 19937                        | IMAGING ESSENTIALS, INC.       | 05/01/2025   | Regular   | 0.00            | 252.04         | 192269 |
| <a href="#">SINV108619</a>   | Invoice                        | 03/12/2025   | W/R 15 Mil Scrim Vinyl - 3" - 42" X 40' - 1 ... | 0.00            | 252.04         |        |
| 21146                        | IT1 CONSULTING, LLC            | 05/01/2025   | Regular   | 0.00            | 2,392.03       | 192270 |
| <a href="#">MS18920</a>      | Invoice                        | 04/22/2025   | Microsoft 365 Licenses 03/13/25 - 04/12/...     | 0.00            | 2,392.03       |        |
| 20426                        | IT1 SOURCE, LLC                | 05/01/2025   | Regular   | 0.00            | 318.88         | 192271 |
| <a href="#">01012284</a>     | Invoice                        | 04/25/2025   | Cunniff TV                                      | 0.00            | 318.88         |        |
| 16866                        | JEFF COHEN CREATIVE LTD        | 05/01/2025   | Regular   | 0.00            | 912.50         | 192272 |
| <a href="#">04302025</a>     | Invoice                        | 04/30/2025   | April 2025 Photography @ Rec, Midnight ...      | 0.00            | 912.50         |        |
| 13391                        | JIM STATZA                     | 05/01/2025   | Regular   | 0.00            | 450.00         | 192273 |
| <a href="#">04282025</a>     | Invoice                        | 04/28/2025   | Travel Baseball Umpire - Five Games April ...   | 0.00            | 450.00         |        |

## Check Register

Packet: APPKT04601-05/01/25 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 |        |
| 15821                      | JOHN ANDERSON                    | 05/01/2025   | Regular                                       | 0.00            | 170.00         | 192274 |
| <a href="#">04252025</a>   | Invoice                          | 04/25/2025   | House Baseball Game 04/26/2025                | 0.00            | 80.00          |        |
| <a href="#">04282025</a>   | Invoice                          | 04/28/2025   | 4/16 Glenview 9U White (5:30 pm) - Travel..   | 0.00            | 90.00          |        |
| 20672                      | JOHN H. FIX                      | 05/01/2025   | Regular                                       | 0.00            | 450.00         | 192275 |
| <a href="#">04282025</a>   | Invoice                          | 04/28/2025   | Travel Baseball Umpire - Five Games April ... | 0.00            | 450.00         |        |
| 19579                      | JOHN OTTO                        | 05/01/2025   | Regular                                       | 0.00            | 168.00         | 192276 |
| <a href="#">2794491</a>    | Invoice                          | 04/23/2025   | Refund  | 0.00            | 168.00         |        |
| 17106                      | KMNS KIDS MUSIC NORTSHORE LL     | 05/01/2025   | Regular                                       | 0.00            | 4,311.45       | 192277 |
| <a href="#">.HP07</a>      | Invoice                          | 04/16/2025   | Standard Enrollment X 36 & Prorated Enrol..   | 0.00            | 4,311.45       |        |
| 20702                      | L6 TECHNOLOGY, INC.              | 05/01/2025   | Regular                                       | 0.00            | 3,172.00       | 192278 |
| <a href="#">PDH042225</a>  | Invoice                          | 04/22/2025   | WS-C3850-12X48U-S (Refurbished) - Pickl...    | 0.00            | 500.00         |        |
| <a href="#">PDH052325V</a> | Invoice                          | 04/23/2025   | Monthly IP Collaboration 05/23/2025 - 06...   | 0.00            | 2,672.00       |        |
| 19928                      | LAKES AND RIVERS CONTRACTING, II | 05/01/2025   | Regular                                       | 0.00            | 9,850.00       | 192279 |
| <a href="#">24025-01</a>   | Invoice                          | 04/18/2025   | Fabricate & Install Weldment to Accept N...   | 0.00            | 9,850.00       |        |
| 11541                      | LANER MUCHIN, LTD                | 05/01/2025   | Regular                                       | 0.00            | 108.50         | 192280 |
| <a href="#">688105</a>     | Invoice                          | 04/01/2025   | Client No 6024.4, Audit Response Letter - ... | 0.00            | 108.50         |        |
| 20951                      | MASTER TRADE, INC.               | 05/01/2025   | Regular                                       | 0.00            | 3,783.00       | 192281 |
| <a href="#">3093</a>       | Invoice                          | 03/14/2025   | RIC Sewer Line Repair                         | 0.00            | 3,783.00       |        |
| 21226                      | MIHO JACOBS                      | 05/01/2025   | Regular                                       | 0.00            | 184.00         | 192282 |
| <a href="#">2788491</a>    | Invoice                          | 04/17/2025   | Refund  | 0.00            | 184.00         |        |
| 10006                      | NCPERS GROUP LIFE INSURANCE      | 05/01/2025   | Regular                                       | 0.00            | 48.00          | 192283 |
| <a href="#">3301052025</a> | Invoice                          | 04/01/2025   | NCPERS Group Life Insurance - May 2025 P..    | 0.00            | 48.00          |        |
| 12057                      | PHILLIP FOLINO                   | 05/01/2025   | Regular                                       | 0.00            | 340.00         | 192284 |
| <a href="#">04152025</a>   | Invoice                          | 04/15/2025   | House Baseball Game 04/15/2025                | 0.00            | 80.00          |        |
| <a href="#">04252025</a>   | Invoice                          | 04/25/2025   | House Baseball Game 04/24/2025                | 0.00            | 80.00          |        |
| <a href="#">04282025</a>   | Invoice                          | 04/28/2025   | Travel Baseball Umpire - Two Games April ...  | 0.00            | 180.00         |        |
| 19697                      | RAINES HONEY FARM                | 05/01/2025   | Regular                                       | 0.00            | 1,850.00       | 192285 |
| <a href="#">04172025</a>   | Invoice                          | 04/17/2025   | Five Frame Nucs X Qty 10                      | 0.00            | 1,850.00       |        |
| 12157                      | RAY AMIDEI                       | 05/01/2025   | Regular                                       | 0.00            | 385.00         | 192286 |
| <a href="#">04172025</a>   | Invoice                          | 04/17/2025   | CPR / AED - 04/17/2025 - 7 Participants       | 0.00            | 385.00         |        |
| 16459                      | SANTO SPORT STORE                | 05/01/2025   | Regular                                       | 0.00            | 850.00         | 192287 |
| <a href="#">713019</a>     | Invoice                          | 04/21/2025   | Adult Tanner Tess X Qty 10                    | 0.00            | 850.00         |        |
| 21227                      | TURFWERKS                        | 05/01/2025   | Regular                                       | 0.00            | 29,798.00      | 192264 |
| <a href="#">CE00049</a>    | Invoice                          | 04/16/2025   | 2025 ABI Force Z-23 ST Machine w/ Tweels      | 0.00            | 29,798.00      |        |
| 12777                      | WILLIAMS ARCHITECTS              | 05/01/2025   | Regular                                       | 0.00            | 4,544.97       | 192288 |
| <a href="#">0023291</a>    | Invoice                          | 04/15/2025   | Rec Center Locker Room 03/01/25 - 03/31...    | 0.00            | 4,544.97       |        |

## Bank Code AP Summary

| Payment Type   | Payable Count | Payment Count | Discount    | Payment           |
|----------------|---------------|---------------|-------------|-------------------|
| Regular Checks | 40            | 35            | 0.00        | 104,424.67        |
| 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>40</b>     | <b>35</b>     | <b>0.00</b> | <b>104,424.67</b> |

## Fund Summary

| Fund | Name             | Period | Amount           |
|------|------------------|--------|------------------|
| 99   | POOLED CASH FUND | 5/2025 | 104,424.67       |
|      |                  |        | <hr/> 104,424.67 |



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: PAYROLL-PAYROLL BANK   |                               |              |   |                 |                |            |
| 19658                             | HEALTHEQUITY INC              | 05/06/2025   | Bank Draft                                | 0.00            | 192.31         | DFT0005479 |
| <a href="#">INV7776588A</a>       | Invoice                       | 05/06/2025   | PMB Payments-DCFSA 2025                   | 0.00            | 192.31         |            |
| 19658                             | HEALTHEQUITY INC              | 05/06/2025   | Bank Draft                                | 0.00            | 626.99         | DFT0005480 |
| <a href="#">INV7776588B</a>       | Invoice                       | 05/06/2025   | VISA Card Payments-HCFSA 2025             | 0.00            | 626.99         |            |
| 11161                             | ICMA RETIREMENT TRUST #302037 | 05/06/2025   | Bank Draft                                | 0.00            | 7,495.66       | DFT0005478 |
| <a href="#">050225 ICMA 457</a>   | Invoice                       | 05/06/2025   | 05/06/25 ICMA 457 Deductions Plan #302... | 0.00            | 7,495.66       |            |
| 12825                             | ICMA RETIREMENT TRUST #705568 | 05/06/2025   | Bank Draft                                | 0.00            | 1,237.00       | DFT0005477 |
| <a href="#">050225 ICMA Ro...</a> | Invoice                       | 05/06/2025   | 05/02/25 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    | 4             | 4             | 0.00     | 9,551.96 |
| EFT's          | 0             | 0             | 0.00     | 0.00     |
|                | 4             | 4             | 0.00     | 9,551.96 |

Fund Summary

| Fund | Name             | Period | Amount         |
|------|------------------|--------|----------------|
| 99   | POOLED CASH FUND | 5/2025 | 9,551.96       |
|      |                  |        | <hr/> 9,551.96 |



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 | 05/07/2025   | Bank Draft          | 0.00            | 500.00         | DFT0005476 |
| <a href="#">05072025</a> | Invoice                   | 05/07/2025   | Postage             | 0.00            | 500.00         |            |

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     | 500.00  |
| EFT's          | 0             | 0             | 0.00     | 0.00    |
|                | 1             | 1             | 0.00     | 500.00  |

Fund Summary

| Fund | Name             | Period | Amount       |
|------|------------------|--------|--------------|
| 99   | POOLED CASH FUND | 5/2025 | 500.00       |
|      |                  |        | <hr/> 500.00 |



Park District of Highland Park, IL

# Check Register

Packet: APPKT04605 - Bank Draft 05/13/25 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 | 05/09/2025   | Bank Draft                    | 0.00            | 49,858.65      | DFT0005481 |
| <a href="#">2819066-N4Z0 &amp;...</a> | Invoice                       | 05/09/2025   | April 2025 IMRF Contributions | 0.00            | 49,858.65      |            |

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     | 49,858.65 |
| EFT's          | 0             | 0             | 0.00     | 0.00      |
|                | 1             | 1             | 0.00     | 49,858.65 |

## Fund Summary

| Fund | Name             | Period | Amount          |
|------|------------------|--------|-----------------|
| 99   | POOLED CASH FUND | 5/2025 | 49,858.65       |
|      |                  |        | <hr/> 49,858.65 |



Park District of Highland Park, IL

# Check Register

Packet: APPKT04607 - Bank Draft 05/14/25 Health Equity HCFSA

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 | 05/14/2025   | Bank Draft                      | 0.00            | 443.40         | DFT0005482 |
| <a href="#">INV7795159</a>      | Invoice          | 05/14/2025   | VISA Card Payments - HCFSA 2025 | 0.00            | 443.40         |            |

| 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     | 443.40  |
| EFT's                     | 0             | 0             | 0.00     | 0.00    |
|                           | 1             | 1             | 0.00     | 443.40  |

Fund Summary

| Fund | Name             | Period | Amount       |
|------|------------------|--------|--------------|
| 99   | POOLED CASH FUND | 5/2025 | 443.40       |
|      |                  |        | <hr/> 443.40 |



Park District of Highland Park, IL

# Check Register

Packet: APPKT04609 - 05/15/25 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**                       | 05/15/2025   | Regular                                    | 0.00            | 0.00           | 192304 |
| 15147                             | ABC PRINTING COMPANY           | 05/15/2025   | Regular                                    | 0.00            | 1,010.00       | 192289 |
| <a href="#">294399</a>            | Invoice                        | 05/05/2025   | 19 Bike Ride yard signs 24x18              | 0.00            | 380.00         |        |
| <a href="#">294400</a>            | Invoice                        | 05/05/2025   | 13 Kentucky Derby yard signs 24x18         | 0.00            | 234.00         |        |
| <a href="#">294401</a>            | Invoice                        | 05/05/2025   | 22 Empire Bike yard signs 24x18            | 0.00            | 396.00         |        |
| 10034                             | ABSOLUTE HOME IMPROVEMENTS &   | 05/15/2025   | Regular                                    | 0.00            | 850.00         | 192290 |
| <a href="#">Inv#3-SVGC</a>        | Invoice                        | 05/01/2025   | Glass repair Clubhouse Window              | 0.00            | 850.00         |        |
| 21225                             | ADELE NATHAN                   | 05/15/2025   | Regular                                    | 0.00            | 20.00          | 192291 |
| <a href="#">2812047</a>           | Invoice                        | 05/07/2025   | Refund                                     | 0.00            | 20.00          |        |
| 19064                             | ALFINIO CASTILLION             | 05/15/2025   | Regular                                    | 0.00            | 90.00          | 192292 |
| <a href="#">05052025</a>          | Invoice                        | 05/05/2025   | Travel Baseball 11U 4/29 1 game            | 0.00            | 90.00          |        |
| 16949                             | ANDERSON LOCK                  | 05/15/2025   | Regular                                    | 0.00            | 572.58         | 192294 |
| <a href="#">1171388</a>           | Invoice                        | 05/09/2025   | New Locks & Keys                           | 0.00            | 572.58         |        |
| 18657                             | ANITA HERGOTT                  | 05/15/2025   | Regular                                    | 0.00            | 31.00          | 192295 |
| <a href="#">2802810</a>           | Invoice                        | 04/30/2025   | Refund                                     | 0.00            | 31.00          |        |
| 20071                             | AVALON PETROLEUM COMPANY       | 05/15/2025   | Regular                                    | 0.00            | 7,092.80       | 192296 |
| <a href="#">010009</a>            | Invoice                        | 04/15/2025   | Unleaded Fuel 4/15                         | 0.00            | 914.81         |        |
| <a href="#">010098</a>            | Invoice                        | 04/10/2025   | Unleaded Fuel 4/10                         | 0.00            | 1,316.20       |        |
| <a href="#">010107</a>            | Invoice                        | 04/17/2025   | Unleaded Fuel 4/17                         | 0.00            | 850.51         |        |
| <a href="#">010117</a>            | Invoice                        | 04/23/2025   | Unleaded Fuel 4/23                         | 0.00            | 1,526.74       |        |
| <a href="#">010137</a>            | Invoice                        | 04/29/2025   | Unleaded Fuel 4/29                         | 0.00            | 1,186.39       |        |
| <a href="#">041052</a>            | Invoice                        | 04/23/2025   | Diesel Fuel 4/23                           | 0.00            | 573.95         |        |
| <a href="#">041127</a>            | Invoice                        | 04/10/2025   | Diesel Fuel 4/10                           | 0.00            | 724.20         |        |
| 21238                             | BASSETT ELECTRICAL CONTRACTING | 05/15/2025   | Regular                                    | 0.00            | 12,456.00      | 192297 |
| <a href="#">Inv #1 Yacht Club</a> | Invoice                        | 02/28/2025   | Highland Park Yacht Club Project           | 0.00            | 12,456.00      |        |
| 20588                             | BERRYDUNN                      | 05/15/2025   | Regular                                    | 0.00            | 1,512.00       | 192298 |
| <a href="#">460908</a>            | Invoice                        | 04/16/2025   | Recreation Assessment Progress thru Mar... | 0.00            | 1,512.00       |        |
| 21236                             | BRAVO SERVICES INC             | 05/15/2025   | Regular                                    | 0.00            | 2,250.00       | 192299 |
| <a href="#">0000420</a>           | Invoice                        | 04/29/2025   | April 2025 Janitorial Services             | 0.00            | 2,250.00       |        |
| 10387                             | CAREY DOWDLE                   | 05/15/2025   | Regular                                    | 0.00            | 180.00         | 192300 |
| <a href="#">05052025</a>          | Invoice                        | 05/05/2025   | Travel Baseball 9U 4/28 and 11U 5/1        | 0.00            | 180.00         |        |
| 20755                             | CHEN SITE DESIGN STUDIO LLC    | 05/15/2025   | Regular                                    | 0.00            | 400.00         | 192302 |
| <a href="#">#1</a>                | Invoice                        | 04/22/2025   | Lincoln Park Improvement Project-Render... | 0.00            | 400.00         |        |

## Check Register

Packet: APPKT04609-05/15/25 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     | 05/15/2025   | Regular                                       | 0.00            | 39,904.26      | 192303 |
| <a href="#">041825 6031140...</a> | Invoice                        | 04/18/2025   | 1390 Sunset Rd 03/19/25-04/18/25              | 0.00            | 1,585.18       |        |
| <a href="#">042125 1877841...</a> | Invoice                        | 04/21/2025   | 3100 Trail Way Dr(Centennial) 3/19/25-4/...   | 0.00            | 12,376.69      |        |
| <a href="#">042125 3788841...</a> | Invoice                        | 04/21/2025   | 2205 Skokie Rd(Golf Learning) 3/19/25-4/...   | 0.00            | 678.00         |        |
| <a href="#">042825 1911011...</a> | Invoice                        | 04/28/2025   | 3 E. Egandale 1 N. Park(lights 3/26/25-4/2... | 0.00            | 73.18          |        |
| <a href="#">042825 7517621...</a> | Invoice                        | 04/28/2025   | 636 Ridge Rd(West Ridge) 3/26/25-4/28/25      | 0.00            | 3,027.68       |        |
| <a href="#">042925 2471321...</a> | Invoice                        | 04/29/2025   | 636 Ridge Rd(West Ridge Ballfield) 3/26/2...  | 0.00            | 132.37         |        |
| <a href="#">043025 0348721...</a> | Invoice                        | 04/30/2025   | 1377 Deer Creek Pkwy/Fink Ballfield3/27/...   | 0.00            | 1,002.42       |        |
| <a href="#">043025 0858167...</a> | Invoice                        | 04/30/2025   | 1240 Fredrickson Pl(POGO) 3/27/25-4/30/...    | 0.00            | 1,191.78       |        |
| <a href="#">043025 1488652...</a> | Invoice                        | 04/30/2025   | 2501 Sheridan Rd 3/27/25-4/29/25              | 0.00            | 36.45          |        |
| <a href="#">043025 1694872...</a> | Invoice                        | 04/30/2025   | 1220 Fredrickson Hidden Crk Aqua 3/27/2...    | 0.00            | 1,205.08       |        |
| <a href="#">043025 1854442...</a> | Invoice                        | 04/30/2025   | 45 Roger Williams 1 E Sheridan Rosewd 3/...   | 0.00            | 1,439.38       |        |
| <a href="#">043025 2306711...</a> | Invoice                        | 04/30/2025   | 1 Central Ave Yacht Club Boat Ramp 3/27/...   | 0.00            | 532.68         |        |
| <a href="#">043025 3986862...</a> | Invoice                        | 04/30/2025   | 1201 Park Ave (Rec) 3/27/25-4/29/25           | 0.00            | 12,051.03      |        |
| <a href="#">043025 6409801...</a> | Invoice                        | 04/30/2025   | 0 N. CLavey 1E Rt 41 Fink Pk <aint 3/27/25... | 0.00            | 2,223.73       |        |
| <a href="#">043025 6889221...</a> | Invoice                        | 04/30/2025   | 1 Central Ave(street lights) 3/27/25-4/29/... | 0.00            | 33.82          |        |
| <a href="#">050125 0150341...</a> | Invoice                        | 05/01/2025   | 0 W Linden Ave 1 S Laurel Bndstnd 3/27/2...   | 0.00            | 27.00          |        |
| <a href="#">050125 0740352...</a> | Invoice                        | 05/01/2025   | 2821 Ridge Rd 3/26/25-4/28/25                 | 0.00            | 1,495.68       |        |
| <a href="#">050125 6178872...</a> | Invoice                        | 05/01/2025   | 1801 Sunset Rd(Sunset Woods) 3/27/25-4...     | 0.00            | 761.16         |        |
| <a href="#">073025 7018392...</a> | Invoice                        | 04/30/2025   | St Johns/Rgr Will. Jensen Park 3/27/25-4/...  | 0.00            | 30.95          |        |
| 17719                             | CONSTELLATION NEWENERGY - GAS  | 05/15/2025   | Regular                                       | 0.00            | 3,223.00       | 192309 |
| <a href="#">4289084</a>           | Invoice                        | 04/16/2025   | 1201 Park Ave W. March 2025                   | 0.00            | 3,223.00       |        |
| 10624                             | DANIEL CREANEY COMPANY         | 05/15/2025   | Regular                                       | 0.00            | 5,210.00       | 192305 |
| <a href="#">47168</a>             | Invoice                        | 02/21/2025   | Topography Survey-The Preserve/Augusta...     | 0.00            | 4,250.00       |        |
| <a href="#">47311</a>             | Invoice                        | 04/23/2025   | Fink Park Project-March 2025 Billing          | 0.00            | 960.00         |        |
| 21198                             | DANIEL CROCE                   | 05/15/2025   | Regular                                       | 0.00            | 20.00          | 192306 |
| <a href="#">2812009</a>           | Invoice                        | 05/06/2025   | Refund  | 0.00            | 20.00          |        |
| 20408                             | DAVID MUNIZ                    | 05/15/2025   | Regular                                       | 0.00            | 250.00         | 192307 |
| <a href="#">2810986</a>           | Invoice                        | 05/06/2025   | Refund  | 0.00            | 250.00         |        |
| 19618                             | EUGENE O'MALLEY                | 05/15/2025   | Regular                                       | 0.00            | 545.00         | 192308 |
| <a href="#">050225</a>            | Invoice                        | 05/02/2025   | House Baseball games 1 on 5/1 and 2 on 5...   | 0.00            | 240.00         |        |
| <a href="#">05102025</a>          | Invoice                        | 05/10/2025   | 4 House baseball games                        | 0.00            | 305.00         |        |
| 10880                             | FIORE NURSEY & LANDSCAPE SUPPL | 05/15/2025   | Regular                                       | 0.00            | 8,918.00       | 192301 |
| <a href="#">295549</a>            | Invoice                        | 05/07/2025   | RCHP 26 Trees Cedar/Spruce/Serviceberry       | 0.00            | 8,918.00       |        |
| 20316                             | FLECK'S LANDSCAPING            | 05/15/2025   | Regular                                       | 0.00            | 11,502.00      | 192310 |
| <a href="#">2504543</a>           | Invoice                        | 04/29/2025   | April 2025 Landscape Maintenance & We...      | 0.00            | 11,502.00      |        |
| 10974                             | GEWALT HAMILTON ASSOCIATES INC | 05/15/2025   | Regular                                       | 0.00            | 2,257.50       | 192311 |
| <a href="#">5121.710-3</a>        | Invoice                        | 02/20/2025   | SVGC Drawdown Pump System Pro. Servic...      | 0.00            | 2,257.50       |        |
| 11004                             | GOODMARK NURSERIES,LLC         | 05/15/2025   | Regular                                       | 0.00            | 10,002.42      | 192312 |
| <a href="#">ARINV-009499</a>      | Invoice                        | 05/06/2025   | Trees & Native plants                         | 0.00            | 10,002.42      |        |
| 11044                             | GROWING SOLUTIONS, INC.        | 05/15/2025   | Regular                                       | 0.00            | 4,705.00       | 192313 |
| <a href="#">14306</a>             | Invoice                        | 04/24/2025   | Irrigation Premix tank- Golf Maint.           | 0.00            | 4,705.00       |        |
| 21207                             | INTERIOR TRANSFORMATION        | 05/15/2025   | Regular                                       | 0.00            | 2,153.80       | 192327 |
| <a href="#">3821</a>              | Invoice                        | 05/03/2025   | Pickle & Padel Club Design Services           | 0.00            | 2,153.80       |        |
| 18561                             | J MILLER MARKETING INC         | 05/15/2025   | Regular                                       | 0.00            | 3,430.00       | 192314 |
| <a href="#">32215</a>             | Invoice                        | 05/08/2025   | May 2025 Online Managment                     | 0.00            | 3,430.00       |        |
| 11276                             | JAY ZIMMERMAN                  | 05/15/2025   | Regular                                       | 0.00            | 545.00         | 192315 |
| <a href="#">05102025</a>          | Invoice                        | 05/10/2025   | House Baseball 109 assign fees Spring/Su...   | 0.00            | 545.00         |        |
| 11338                             | JOE FIDDLER                    | 05/15/2025   | Regular                                       | 0.00            | 80.00          | 192316 |
| <a href="#">050225</a>            | Invoice                        | 05/02/2025   | House Baseball 1 game on 4/29/25              | 0.00            | 80.00          |        |

## Check Register

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| 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 |        |
| 15821                       | JOHN ANDERSON              | 05/15/2025   | Regular                                     | 0.00            | 80.00          | 192317 |
| <a href="#">05102025</a>    | Invoice                    | 05/10/2025   | House Baseball 1 game 5/6/25                | 0.00            | 80.00          |        |
| 20672                       | JOHN H. FIX                | 05/15/2025   | Regular                                     | 0.00            | 160.00         | 192318 |
| <a href="#">050225</a>      | Invoice                    | 05/02/2025   | House Baseball 1 game on 5/2/25             | 0.00            | 80.00          |        |
| <a href="#">05102025</a>    | Invoice                    | 05/10/2025   | House baseball 1 game 5/8/25                | 0.00            | 80.00          |        |
| 21235                       | KAREN MIZIALKO             | 05/15/2025   | Regular                                     | 0.00            | 20.00          | 192319 |
| <a href="#">2818300</a>     | Invoice                    | 05/13/2025   | Refund                                      | 0.00            | 20.00          |        |
| 21234                       | KATE KATZ                  | 05/15/2025   | Regular                                     | 0.00            | 20.00          | 192320 |
| <a href="#">2818188</a>     | Invoice                    | 05/13/2025   | Refund                                      | 0.00            | 20.00          |        |
| 21228                       | KATIE SEXTON               | 05/15/2025   | Regular                                     | 0.00            | 69.00          | 192321 |
| <a href="#">2802764</a>     | Invoice                    | 04/30/2025   | Refund                                      | 0.00            | 69.00          |        |
| 16981                       | KONE                       | 05/15/2025   | Regular                                     | 0.00            | 814.00         | 192322 |
| <a href="#">1158884007</a>  | Invoice                    | 02/26/2025   | Elevator Annual Testing HPCC                | 0.00            | 814.00         |        |
| 20702                       | L6 TECHNOLOGY, INC.        | 05/15/2025   | Regular                                     | 0.00            | 57,107.00      | 192323 |
| <a href="#">PDH051325</a>   | Invoice                    | 05/13/2025   | Ruckus Outdoor Access pts/Analytics Subs... | 0.00            | 50,107.00      |        |
| <a href="#">PDH060125S</a>  | Invoice                    | 05/01/2025   | Monthly IT Support Service-June 2025        | 0.00            | 7,000.00       |        |
| 11506                       | LAKE COUNTY COLLECTOR      | 05/15/2025   | Regular                                     | 0.00            | 19,800.61      | 192324 |
| <a href="#">TAXYEAR2024</a> | Invoice                    | 05/09/2025   | Drainage/County Tax - Tax Year 2024         | 0.00            | 19,800.61      |        |
| 21029                       | LANDSCAPE STRUCTURES, INC. | 05/15/2025   | Regular                                     | 0.00            | 84,270.00      | 192325 |
| <a href="#">INV-159662</a>  | Invoice                    | 03/11/2025   | Playground Equipment-Larry Fink Memoria..   | 0.00            | 84,270.00      |        |
| 20272                       | LANGTON GROUP              | 05/15/2025   | Regular                                     | 0.00            | 19,126.50      | 192326 |
| <a href="#">63263</a>       | Invoice                    | 04/14/2025   | North Route Service Week 4/14/25            | 0.00            | 3,057.00       |        |
| <a href="#">63264</a>       | Invoice                    | 04/14/2025   | South Route Service Week 4/14/25            | 0.00            | 3,318.50       |        |
| <a href="#">63265</a>       | Invoice                    | 04/21/2025   | North Route Service Week 4/21/25            | 0.00            | 3,057.00       |        |
| <a href="#">63266</a>       | Invoice                    | 04/21/2025   | South Route Service Week 4/21/25            | 0.00            | 3,318.50       |        |
| <a href="#">63299</a>       | Invoice                    | 04/30/2025   | North Route Service Week 4/28/25            | 0.00            | 3,057.00       |        |
| <a href="#">63300</a>       | Invoice                    | 04/30/2025   | South Route Service Week 4/28/25            | 0.00            | 3,318.50       |        |
| 18474                       | LRS , LLC                  | 05/15/2025   | Regular                                     | 0.00            | 153.73         | 192328 |
| <a href="#">LR6203591</a>   | Invoice                    | 04/25/2025   | 1390 Sunset Rd 4/1/25-4/30/25               | 0.00            | 153.73         |        |
| 18474                       | LRS , LLC                  | 05/15/2025   | Regular                                     | 0.00            | 442.08         | 192329 |
| <a href="#">LR6203592</a>   | Invoice                    | 04/25/2025   | 1240 Fredrickson (POGO) 4/1/25-4/30/25      | 0.00            | 442.08         |        |
| 18474                       | LRS , LLC                  | 05/15/2025   | Regular                                     | 0.00            | 138.00         | 192330 |
| <a href="#">LR6203593</a>   | Invoice                    | 04/25/2025   | Garbage & Recycling @ Sunset Park 4/1/2...  | 0.00            | 138.00         |        |
| 20761                       | MATT HARTNETT - PETTY CASH | 05/15/2025   | Regular                                     | 0.00            | 1,850.00       | 192331 |
| <a href="#">05122025</a>    | Invoice                    | 05/12/2025   | Hidden Creek Admissions Petty Cash          | 0.00            | 1,850.00       |        |
| 21232                       | MELISSA LITWIN             | 05/15/2025   | Regular                                     | 0.00            | 620.00         | 192332 |
| <a href="#">2805080</a>     | Invoice                    | 05/02/2025   | Refund                                      | 0.00            | 620.00         |        |
| 21233                       | MSM Promotions, Inc.       | 05/15/2025   | Regular                                     | 0.00            | 325.00         | 192333 |
| <a href="#">BP99012406A</a> | Invoice                    | 04/12/2025   | T-Shirts- I Survived the plunge             | 0.00            | 325.00         |        |
| 20804                       | NORTH SHORE CHEER, LLC     | 05/15/2025   | Regular                                     | 0.00            | 824.20         | 192293 |
| <a href="#">05052025</a>    | Invoice                    | 05/05/2025   | Sideline Cheer pre-season clinic 5/2/25     | 0.00            | 824.20         |        |

## Check Register

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| 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               | 05/15/2025   | Regular                                      | 0.00            | 7,222.92       | 192334 |
| <a href="#">041125 0616175...</a>   | Invoice                       | 04/11/2025   | 2205 Skokie Valley Rd 2/13/25-4/11/25        | 0.00            | 465.07         |        |
| <a href="#">041725 0060114...</a>   | Invoice                       | 04/17/2025   | RCHP 3/17/25-4/15/25                         | 0.00            | 1,792.41       |        |
| <a href="#">041725 0601145...</a>   | Invoice                       | 04/17/2025   | Deer Creek 3/17/25-4/15/25                   | 0.00            | 2,015.44       |        |
| <a href="#">041725 0601145...</a>   | Invoice                       | 04/17/2025   | 12240 Fredrickson Pl 3/17/25-4/15/25         | 0.00            | 1,454.60       |        |
| <a href="#">041725 0602225...</a>   | Invoice                       | 04/17/2025   | 1390 Sunset 3/17/25-4/15/25                  | 0.00            | 306.72         |        |
| <a href="#">041725 0602405...</a>   | Invoice                       | 04/17/2025   | 2900 Trailway, Cunnif Park Shelter 3/17/2... | 0.00            | 187.02         |        |
| <a href="#">041725 0602405...</a>   | Invoice                       | 04/17/2025   | 1377 Clavey Rd 3/17/25-4/15/25               | 0.00            | 241.99         |        |
| <a href="#">041725 0602405...</a>   | Invoice                       | 04/17/2025   | 3100 Trail Way 3/17/25-4/15/25               | 0.00            | 169.36         |        |
| <a href="#">041725 0602405...</a>   | Invoice                       | 04/17/2025   | Aquatic Park 3/17/25-4/15/25                 | 0.00            | 221.05         |        |
| <a href="#">041725 0608197...</a>   | Invoice                       | 04/17/2025   | 1801 Sunset Rd. 3/17/25-4/15/25              | 0.00            | 369.26         |        |
| 20075                               | NRG BUSINESS MARKETING        | 05/15/2025   | Regular                                      | 0.00            | 8,046.20       | 192335 |
| <a href="#">HS54799644</a>          | Invoice                       | 04/14/2025   | 636 Ridge Rd 3/1/25-3/31/25                  | 0.00            | 2,471.27       |        |
| <a href="#">HS54799645</a>          | Invoice                       | 04/14/2025   | 1240 Fredrickson (Hidden Creek) 3/1/25-3...  | 0.00            | 166.72         |        |
| <a href="#">HS54836941</a>          | Invoice                       | 05/07/2025   | 636 Ridge Rd 4/1/25-4/30/25                  | 0.00            | 1,825.77       |        |
| <a href="#">HS54836942</a>          | Invoice                       | 05/07/2025   | 1240 Fredrickson (Hidden Creek) 4/1/25-4...  | 0.00            | 116.42         |        |
| <a href="#">HS54836943</a>          | Invoice                       | 05/07/2025   | 3100 TrailWay (Centennial Ice) 4/1/25-4/3... | 0.00            | 3,466.02       |        |
| 11998                               | PARK DISTRICT RISK MGMT AGCY  | 05/15/2025   | Regular                                      | 0.00            | 228,017.85     | 192336 |
| <a href="#">0425133H</a>            | Invoice                       | 04/30/2025   | April 2025 Employee Health Insurance         | 0.00            | 228,017.85     |        |
| 11998                               | PARK DISTRICT RISK MGMT AGCY  | 05/15/2025   | Regular                                      | 0.00            | 35,214.50      | 192337 |
| <a href="#">0425133</a>             | Invoice                       | 04/30/2025   | April 2025 Property & Liability Insurance    | 0.00            | 35,214.50      |        |
| 16344                               | PARKS FOUNDATION OF HIGHLAND  | 05/15/2025   | Regular                                      | 0.00            | 239.88         | 192338 |
| <a href="#">05142025</a>            | Invoice                       | 05/14/2025   | Foundation funds collected thru PDHP 4/1...  | 0.00            | 239.88         |        |
| 16698                               | PAUL FOLINO                   | 05/15/2025   | Regular                                      | 0.00            | 200.00         | 192339 |
| <a href="#">05122025</a>            | Invoice                       | 05/12/2025   | House Basketball 5 games 2/1/25              | 0.00            | 200.00         |        |
| 12057                               | PHILLIP FOLINO                | 05/15/2025   | Regular                                      | 0.00            | 225.00         | 192340 |
| <a href="#">05102025</a>            | Invoice                       | 05/10/2025   | House Baseball games 5/6 5/8 & 5/10          | 0.00            | 225.00         |        |
| 19484                               | PLANSOURCE                    | 05/15/2025   | Regular                                      | 0.00            | 2,346.19       | 192342 |
| <a href="#">05022025</a>            | Invoice                       | 05/02/2025   | IMFR Retiree Insurance May 2025 Premiu...    | 0.00            | 2,346.19       |        |
| 12184                               | REINDERS, INC.                | 05/15/2025   | Regular                                      | 0.00            | 114,183.54     | 192344 |
| <a href="#">4076894-00</a>          | Invoice                       | 04/17/2025   | SVCG Toro GPS Sprayer                        | 0.00            | 114,183.54     |        |
| 20069                               | RES ENVIRONMENTAL OPERATING C | 05/15/2025   | Regular                                      | 0.00            | 3,500.00       | 192343 |
| <a href="#">IN53982</a>             | Invoice                       | 04/30/2025   | Ecological Restoration at Heller             | 0.00            | 3,500.00       |        |
| 12211                               | RICOH USA, INC                | 05/15/2025   | Regular                                      | 0.00            | 1,321.99       | 192345 |
| <a href="#">5071272987</a>          | Invoice                       | 04/17/2025   | Copies 3/17/25-4/16/25                       | 0.00            | 1,321.99       |        |
| 12264                               | ROTARY CLUB OF HIGHLAND PARK  | 05/15/2025   | Regular                                      | 0.00            | 226.00         | 192346 |
| <a href="#">573</a>                 | Invoice                       | 04/19/2025   | Membership Dues-Brian Romes                  | 0.00            | 226.00         |        |
| 16459                               | SANTO SPORT STORE             | 05/15/2025   | Regular                                      | 0.00            | 6,790.75       | 192347 |
| <a href="#">712133</a>              | Invoice                       | 04/29/2025   | Nike & Cooperstown Jerseys                   | 0.00            | 1,700.00       |        |
| <a href="#">712134</a>              | Invoice                       | 04/29/2025   | Baseball hats, socks, belts & pants          | 0.00            | 1,643.75       |        |
| <a href="#">712135</a>              | Invoice                       | 04/29/2025   | NikeYouth & Adult Jerseys                    | 0.00            | 1,700.00       |        |
| <a href="#">712136</a>              | Invoice                       | 04/29/2025   | MLB hats, socks, belts & pants               | 0.00            | 1,643.75       |        |
| <a href="#">712969</a>              | Invoice                       | 04/24/2025   | adult jersey, hat & baseball socks           | 0.00            | 45.25          |        |
| <a href="#">713041</a>              | Invoice                       | 04/29/2025   | Baseball bat                                 | 0.00            | 58.00          |        |
| 12321                               | SCHAEFGES BROTHERS, INC       | 05/15/2025   | Regular                                      | 0.00            | 256,310.00     | 192348 |
| <a href="#">Application No 7...</a> | Invoice                       | 04/30/2025   | Sunset Woods Park Improvements 04/30/...     | 0.00            | 256,310.00     |        |
| 20759                               | SINGLEWIRE SOFTWARE, LLC      | 05/15/2025   | Regular                                      | 0.00            | 4,563.00       | 192349 |
| <a href="#">65790</a>               | Invoice                       | 04/29/2025   | InformaCast Fusion User-1 year-Tier 2        | 0.00            | 4,563.00       |        |

## Check Register

Packet: APPKT04609-05/15/25 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 |        |
| 18900                            | STUCKEY CONSTRUCTION COMPANY   | 05/15/2025   | Regular                                       | 0.00            | 282,855.97     | 192350 |
| <a href="#">Application #1</a>   | Invoice                        | 04/30/2025   | RCHP Pool Filter poroject application #1      | 0.00            | 3,639.97       |        |
| <a href="#">Application No 7</a> | Invoice                        | 04/30/2025   | PDHP Pickle and Padel Club 04/30/2025         | 0.00            | 279,216.00     |        |
| 21237                            | T2 SITE AMENITIES              | 05/15/2025   | Regular                                       | 0.00            | 23,188.65      | 192341 |
| <a href="#">3694</a>             | Invoice                        | 04/25/2025   | Aruba Dual Receptacles & Frt PPD              | 0.00            | 23,188.65      |        |
| 20140                            | TESTING SERVICE CORPORATION    | 05/15/2025   | Regular                                       | 0.00            | 10,556.00      | 192351 |
| <a href="#">IN133886</a>         | Invoice                        | 04/30/2025   | Eng Services & Materials Testing              | 0.00            | 10,556.00      |        |
| 12591                            | THELEN MATERIALS, LLC          | 05/15/2025   | Regular                                       | 0.00            | 3,444.67       | 192353 |
| <a href="#">444918</a>           | Invoice                        | 04/19/2025   | Topdressing Sand                              | 0.00            | 1,585.99       |        |
| <a href="#">445414</a>           | Invoice                        | 04/30/2025   | Turf Materials for SVGC                       | 0.00            | 1,858.68       |        |
| 12607                            | TIM GIBSON                     | 05/15/2025   | Regular                                       | 0.00            | 80.00          | 192354 |
| <a href="#">050225</a>           | Invoice                        | 05/02/2025   | House Baseball 1 game on 4/29/25              | 0.00            | 80.00          |        |
| 20764                            | TOTAL RENOVATIONS INC          | 05/15/2025   | Regular                                       | 0.00            | 166,509.28     | 192355 |
| <a href="#">1206</a>             | Invoice                        | 04/29/2025   | Old Elm & Port Clinton Playground replac...   | 0.00            | 166,509.28     |        |
| 12732                            | W.B. OLSON, INC.               | 05/15/2025   | Regular                                       | 0.00            | 330,109.00     | 192356 |
| <a href="#">744 4</a>            | Invoice                        | 04/30/2025   | West Ridge Community Center Project           | 0.00            | 330,109.00     |        |
| 20063                            | WILLIE ROUNSAVILLE             | 05/15/2025   | Regular                                       | 0.00            | 90.00          | 192357 |
| <a href="#">05052025</a>         | Invoice                        | 05/05/2025   | Travel Baseball 10U Blue 4/30 1 game          | 0.00            | 90.00          |        |
| 12781                            | WILSON SPORTING GOODS          | 05/15/2025   | Regular                                       | 0.00            | 4,884.00       | 192358 |
| <a href="#">4550631737</a>       | Invoice                        | 05/01/2025   | premium range white balls                     | 0.00            | 4,884.00       |        |
| 17189                            | W-T STRUCTURAL ENGINEERING LLC | 05/15/2025   | Regular                                       | 0.00            | 1,593.44       | 192352 |
| <a href="#">00000069071</a>      | Invoice                        | 04/30/2025   | AA/TP Park District of Highland Park-Highl... | 0.00            | 1,593.44       |        |

## Bank Code AP Summary

| Payment Type   | Payable Count | Payment Count | Discount    | Payment             |
|----------------|---------------|---------------|-------------|---------------------|
| Regular Checks | 124           | 69            | 0.00        | 1,796,749.31        |
| 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>124</b>    | <b>70</b>     | <b>0.00</b> | <b>1,796,749.31</b> |

## Fund Summary

| Fund | Name             | Period | Amount             |
|------|------------------|--------|--------------------|
| 99   | POOLED CASH FUND | 5/2025 | 1,796,749.31       |
|      |                  |        | <hr/> 1,796,749.31 |



Park District of Highland Park, IL

# Check Register

Packet: APPKT04595 - P-Card Statement 3/8/25 - 4/7/25 Payment

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 | 04/07/2025   | Bank Draft          | 0.00            | 177,643.23     | DFT0005451 |
| <a href="#">040725</a> | Invoice               | 04/07/2025   | P-Card with PA      | 0.00            | 177,643.23     |            |

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     | 177,643.23 |
| EFT's          | 0             | 0             | 0.00     | 0.00       |
|                | 1             | 1             | 0.00     | 177,643.23 |

Fund Summary

| Fund | Name             | Period | Amount            |
|------|------------------|--------|-------------------|
| 99   | POOLED CASH FUND | 4/2025 | 177,643.23        |
|      |                  |        | <u>177,643.23</u> |



Park District of Highland Park, IL

# Payment Reversal Register

APPKT04608 - 05/15/25 City of Highland Park Void Check  
"100000"

Canceled Payables

Vendor Set: 01 - Vendor Set 01

Bank: AP - AP BANK

| Vendor Number                | Vendor Name            |                                      |               |             | Total Vendor Amount |
|------------------------------|------------------------|--------------------------------------|---------------|-------------|---------------------|
| <a href="#">10502</a>        | CITY OF HIGHLAND PARK  |                                      |               |             | -2,480.80           |
| Payment Type                 | Payment Number         | Original Payment Date                | Reversal Date | Cancel Date | Payment Amount      |
| Check                        | <a href="#">192261</a> | 05/01/2025                           | 05/15/2025    | 05/15/2025  | -2,480.80           |
| Payable Number:              |                        | Description                          | Payable Date  | Due Date    | Payable Amount      |
| <a href="#">INV-00011813</a> |                        | BCOM-2024-00118, 636 Ridge Rd Permit | 02/21/2025    | 05/01/2025  | 2,480.80            |

Bank Code Summary

| Bank Code     | Canceled Payables | Payables Left To Pay Again | Total     |
|---------------|-------------------|----------------------------|-----------|
| AP            | -2,480.80         | 0.00                       | -2,480.80 |
| Report Total: | -2,480.80         | 0.00                       | -2,480.80 |



Park District of Highland Park, IL

## DISTRICT WIDE

# Income Statement

Current Period Ending 04/30/2025

| Type                                      | Month         |               | Year To Date  |               |                                  | Prior Year     |               |               |
|---|---------------|---------------|---------------|---------------|----------------------------------|----------------|---------------|---------------|
|   | Actual        | Budget        | Actual        | Budget        | Variance Favorable (Unfavorable) | Annual Budget  | Month         | YTD           |
| Revenue                                   |               |               |               |               |                                  |                |               |               |
| 100 - PROGRAMS                            | 282,412.79    | 303,589.54    | 2,197,505.76  | 1,870,340.54  | 327,165.22                       | 4,287,673.75   | 334,231.63    | 2,148,335.11  |
| 110 - CAMPS                               | 839.00        | 291.27        | 3,373.00      | 14,836.03     | -11,463.03                       | 2,025,231.00   | 1,077.00      | 25,640.05     |
| 120 - LESSONS                             | 52,687.85     | 48,917.83     | 183,917.86    | 187,129.29    | -3,211.43                        | 528,486.50     | 52,978.21     | 203,087.16    |
| 130 - SPECIAL EVENTS                      | 44,892.30     | 46,097.00     | 56,416.30     | 51,277.00     | 5,139.30                         | 111,550.00     | 47,578.00     | 54,959.50     |
| 410 - TAX                                 | 13,092.34     | 15,540.00     | 59,996.30     | 62,524.00     | -2,527.70                        | 15,893,873.64  | 24,263.73     | 97,552.18     |
| 420 - FEES & CHARGES                      | 246,471.33    | 198,147.53    | 515,202.48    | 378,690.79    | 136,511.69                       | 2,996,492.75   | 242,480.73    | 513,247.33    |
| 440 - MEMBERSHIPS                         | 128,897.33    | 114,205.32    | 484,356.49    | 446,060.13    | 38,296.36                        | 1,722,428.47   | 112,508.04    | 434,094.83    |
| 450 - RENTALS                             | 169,484.11    | 158,390.71    | 493,096.36    | 421,498.17    | 71,598.19                        | 1,705,394.22   | 214,455.78    | 546,261.35    |
| 460 - MERCHANDISING                       | 25,417.12     | 12,046.95     | 35,833.71     | 31,098.54     | 4,735.17                         | 183,169.50     | 15,703.08     | 27,630.24     |
| 470 - INTEREST INCOME                     | 173,235.65    | 17,914.50     | 454,743.28    | 71,658.00     | 383,085.28                       | 215,000.00     | 91,074.68     | 364,975.11    |
| 480 - MISCELLANEOUS INCOME                | 68,072.86     | 156,797.17    | 182,697.46    | 1,042,190.94  | -859,493.48                      | 2,518,983.00   | 15,077.33     | 75,342.22     |
| 510 - OTHER INCOME                        | 188,783.20    | 100,000.00    | 188,783.20    | 225,000.00    | -36,216.80                       | 543,923.18     | 0.00          | 0.00          |
| Total Revenue:                            | 1,394,285.88  | 1,171,937.82  | 4,855,922.20  | 4,802,303.43  | 53,618.77                        | 32,732,206.01  | 1,151,428.21  | 4,491,125.08  |
| Expense                                   |               |               |               |               |                                  |                |               |               |
| 100 - PROGRAMS                            | 166,507.77    | 144,747.68    | 674,085.84    | 741,981.86    | 67,896.02                        | 2,144,699.17   | 165,480.50    | 668,200.91    |
| 110 - CAMPS                               | 10,026.42     | 4,722.75      | 27,361.87     | 20,316.81     | -7,045.06                        | 1,124,996.89   | 4,380.05      | 20,510.80     |
| 120 - LESSONS                             | 18,709.07     | 21,322.16     | 66,073.77     | 84,216.44     | 18,142.67                        | 271,178.51     | 20,384.40     | 85,510.64     |
| 130 - SPECIAL EVENTS                      | 25,622.40     | 18,394.11     | 46,760.16     | 49,042.32     | 2,282.16                         | 166,605.99     | 24,142.99     | 46,913.71     |
| 440 - MEMBERSHIPS                         | 11,597.25     | 16,526.85     | 41,864.44     | 64,437.79     | 22,573.35                        | 201,927.12     | 10,487.91     | 41,012.14     |
| 610 - SALARIES & WAGES                    | 733,389.20    | 790,475.29    | 2,674,254.36  | 2,861,426.23  | 187,171.87                       | 10,958,818.90  | 676,933.94    | 2,524,700.52  |
| 620 - CONTRACTUAL SERVICES                | 219,695.82    | 231,655.19    | 692,173.94    | 979,608.45    | 287,434.51                       | 3,535,798.23   | 219,594.30    | 663,624.68    |
| 630 - INSURANCE                           | 232,452.52    | 252,346.84    | 679,293.29    | 766,797.95    | 87,504.66                        | 2,993,912.99   | 201,910.16    | 585,772.71    |
| 640 - MATERIALS & SUPPLIES                | 67,730.26     | 75,528.91     | 145,861.15    | 200,272.10    | 54,410.95                        | 751,619.10     | 50,195.42     | 123,583.20    |
| 650 - MAINTENANCE & LANDSCAPING CONTRACTS | 65,903.69     | 52,616.18     | 127,349.55    | 154,797.58    | 27,448.03                        | 604,221.10     | 42,663.83     | 97,413.02     |
| 660 - UTILITIES                           | 110,945.29    | 92,675.33     | 246,604.69    | 300,120.30    | 53,515.61                        | 1,034,246.33   | 82,864.36     | 241,263.21    |
| 670 - PENSION CONTRIBUTIONS               | 59,712.87     | 68,154.99     | 223,532.29    | 249,188.29    | 25,656.00                        | 942,827.98     | 54,797.94     | 209,999.79    |
| 680 - COST OF GOODS SOLD                  | 13,876.69     | 21,133.83     | 15,309.38     | 37,060.32     | 21,750.94                        | 111,325.00     | 17,157.17     | 21,445.09     |
| 710 - DEBT RETIREMENT                     | 0.00          | 0.00          | 950.00        | 1,000.00      | 50.00                            | 3,583,485.38   | 0.00          | 950.00        |
| 720 - CAPITAL OUTLAY                      | 1,161,471.93  | 1,301,093.78  | 2,432,981.49  | 4,038,166.16  | 1,605,184.67                     | 18,332,598.98  | 1,230,962.32  | 1,464,977.20  |
| Total Expense:                            | 2,897,641.18  | 3,091,393.89  | 8,094,456.22  | 10,548,432.60 | 2,453,976.38                     | 46,758,261.67  | 2,801,955.29  | 6,795,877.62  |
| Report Total:                             | -1,503,355.30 | -1,919,456.07 | -3,238,534.02 | -5,746,129.17 | 2,507,595.15                     | -14,026,055.66 | -1,650,527.08 | -2,304,752.54 |

## Fund Summary

| Fund                    | Month                |                      | Year To Date         |                      |                                  | Annual Budget         | Prior Year           |                      |
|-------------------------|----------------------|----------------------|----------------------|----------------------|----------------------------------|-----------------------|----------------------|----------------------|
|                         | Actual               | Budget               | Actual               | Budget               | Variance Favorable (Unfavorable) |                       | Month                | YTD                  |
| 01 - GENERAL CORPORATE  | -479,636.80          | -519,301.20          | -1,491,546.55        | -1,814,759.75        | 323,213.20                       | -389,950.57           | -425,287.87          | -1,407,435.87        |
| 25 - SPECIAL RECREATION | 7.06                 | 0.00                 | -52.94               | 0.00                 | -52.94                           | 576,542.98            | 1.01                 | -6,769.99            |
| 29 - RECREATION         | -70,292.39           | -333,496.09          | 449,940.31           | -1,052,703.26        | 1,502,643.57                     | 3,059,167.36          | 67,149.40            | 624,639.84           |
| 60 - DEBT SERVICE       | 11.49                | 0.00                 | -938.51              | -1,000.00            | 61.49                            | -1,714,312.38         | 1.73                 | -948.27              |
| 70 - CAPITAL PROJECTS   | -953,444.66          | -1,066,658.78        | -2,195,936.33        | -2,877,666.16        | 681,729.83                       | -15,557,503.05        | -1,292,391.35        | -1,514,238.25        |
| <b>Report Total:</b>    | <b>-1,503,355.30</b> | <b>-1,919,456.07</b> | <b>-3,238,534.02</b> | <b>-5,746,129.17</b> | <b>2,507,595.15</b>              | <b>-14,026,055.66</b> | <b>-1,650,527.08</b> | <b>-2,304,752.54</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 Fund - Programs are doing better than budget at the end of April. Adult and youth tennis are contributing to this and it is a timing difference, except for about \$30,000. Visual arts revenue is greater than budget by \$22,000 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 \$182,000. Dance also has a permanent surplus due to increased enrollment and addition of new classes of \$27,000. 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 \$29,000 by having more participants than budgeted for. This is a permanent difference. The bulk of the variance in fees and charges is due to the golf course. It is due to greens fees of \$84,000 and permanent tee time sales of \$10,000. It is a permanent difference. Park Ave is above budget for parking fees at \$29,000 and skating with skates is also above budget by \$11,000. Rentals have a revenue surplus mostly at Park Ave for \$62,000. This is a timing difference. Prime tennis has a surplus of \$19,000 due to high demand and is a permanent difference. Finally, building rentals at Park Fitness have exceeded budget by \$11,000 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 \$324,000. Miscellaneous income is over budget due to several sponsorships district wide that were not budgeted for. This is a permanent difference. Lessons expenses are under budget, largely due to private tennis wages at \$6,000, private athletic lessons at \$3,600, 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 \$18,000. This is a permanent difference. Contractual services is under budget largely due to computer expense, promotions, maintenance contracts, education and training, and advertising and promotions. This is a timing difference. Materials and supplies is under budget largely due to gasoline, uniforms, and greens supplies. This is a timing difference. Maintenance and landscaping contracts is under budget due to equipment repairs, building repairs, and miscellaneous 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. Pension contributions are less than budgeted due to open positions in recreation. Cost of goods sold is largely under budget in golf for accessories and balls by \$22,000. Capital outlay is under budget due to less equipment purchases than budgeted.

General Corporate - Interest income is above budget due to interest rates not coming down as much as anticipated. This \$59,000 is a permanent difference. Miscellaneous income is over budget largely 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, maintenance contracts, tree care services, 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. Maintenance and landscape contracts are under budget due to equipment repairs, pickup maintenance, dump truck maintenance and natural areas landscape not coming to fruition. This is a temporary difference. Utility bills are coming in more slowly than expected. This is a timing difference.



Park District of Highland Park, IL

## 01 - GENERAL FUND

# Income Statement

Current Period Ending 04/30/2025

| Type                                      | Month       |             | Year To Date  |               |                                  | Annual Budget | Prior Year  |               |
|---|-------------|-------------|---------------|---------------|----------------------------------|---------------|-------------|---------------|
|   | Actual      | Budget      | Actual        | Budget        | Variance Favorable (Unfavorable) |               | Month       | YTD           |
| Revenue                                   |             |             |               |               |                                  |               |             |               |
| 410 - TAX                                 | 13,031.82   | 15,540.00   | 59,935.78     | 62,524.00     | -2,588.22                        | 6,723,154.06  | 24,254.91   | 97,543.36     |
| 420 - FEES & CHARGES                      | 3,302.87    | 2,108.29    | 10,964.26     | 7,287.23      | 3,677.03                         | 45,696.00     | 3,319.98    | 11,010.99     |
| 450 - RENTALS                             | -101.75     | 0.00        | 11,698.25     | 11,800.00     | -101.75                          | 11,800.00     | -251.29     | 11,548.71     |
| 460 - MERCHANDISING                       | 0.00        | 8.54        | 0.00          | 71.03         | -71.03                           | 304.00        | 0.00        | 0.00          |
| 470 - INTEREST INCOME                     | 22,167.23   | 5,414.50    | 80,673.04     | 21,658.00     | 59,015.04                        | 65,000.00     | 16,080.03   | 78,774.19     |
| 480 - MISCELLANEOUS INCOME                | 9,106.57    | 930.60      | 35,655.38     | 9,624.66      | 26,030.72                        | 54,701.00     | 4,814.52    | 20,827.50     |
| Total Revenue:                            | 47,506.74   | 24,001.93   | 198,926.71    | 112,964.92    | 85,961.79                        | 6,900,655.06  | 48,218.15   | 219,704.75    |
| Expense                                   |             |             |               |               |                                  |               |             |               |
| 610 - SALARIES & WAGES                    | 269,382.47  | 274,884.92  | 975,133.77    | 1,004,412.17  | 29,278.40                        | 3,681,441.87  | 245,221.25  | 922,414.01    |
| 620 - CONTRACTUAL SERVICES                | 78,087.23   | 88,246.69   | 201,526.05    | 335,090.50    | 133,564.45                       | 1,382,992.57  | 61,525.63   | 207,545.16    |
| 630 - INSURANCE                           | 108,629.46  | 114,021.78  | 315,376.33    | 366,996.86    | 51,620.53                        | 1,355,462.63  | 92,879.26   | 283,556.57    |
| 640 - MATERIALS & SUPPLIES                | 27,334.30   | 17,597.83   | 65,007.90     | 61,771.66     | -3,236.24                        | 299,553.50    | 23,980.33   | 64,143.96     |
| 650 - MAINTENANCE & LANDSCAPING CONTRACTS | 5,759.44    | 8,158.15    | 18,573.06     | 30,189.96     | 11,616.90                        | 119,849.10    | 12,799.99   | 34,278.53     |
| 660 - UTILITIES                           | 15,608.82   | 16,766.96   | 31,443.11     | 42,940.76     | 11,497.65                        | 128,958.32    | 17,043.84   | 37,664.69     |
| 670 - PENSION CONTRIBUTIONS               | 22,341.82   | 23,626.80   | 83,413.04     | 86,322.76     | 2,909.72                         | 322,347.64    | 20,055.72   | 77,537.70     |
| Total Expense:                            | 527,143.54  | 543,303.13  | 1,690,473.26  | 1,927,724.67  | 237,251.41                       | 7,290,605.63  | 473,506.02  | 1,627,140.62  |
| Report Total:                             | -479,636.80 | -519,301.20 | -1,491,546.55 | -1,814,759.75 | 323,213.20                       | -389,950.57   | -425,287.87 | -1,407,435.87 |

Interest income is above budget due to interest rates not coming down as much as anticipated. This \$59,000 is a permanent difference.

Miscellaneous income is over budget largely 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, maintenance contracts, tree care services, 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.

Maintenance and landscape contracts are under budget due to equipment repairs,. pickup maintenance, dump truck maintenance and natural areas landscape not coming to fruition. This is a temporary 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 04/30/2025

## 25 - SPECIAL RECREATION

| Type                       | Month  |        | Year To Date |        | Variance<br>Favorable<br>(Unfavorable) | Annual<br>Budget | Prior Year |           |
|----------------------------|--------|--------|--------------|--------|--|------------------|------------|-----------|
|                            | Actual | Budget | Actual       | Budget |  |                  | Month      | YTD       |
| Revenue                    |        |        |              |        |  |                  |            |           |
| 410 - TAX                  | 7.06   | 0.00   | 7.06         | 0.00   | 7.06                                   | 1,023,764.12     | 1.01       | 1.01      |
| Total Revenue:             | 7.06   | 0.00   | 7.06         | 0.00   | 7.06                                   | 1,023,764.12     | 1.01       | 1.01      |
| 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:              | 7.06   | 0.00   | -52.94       | 0.00   | -52.94                                 | 576,542.98       | 1.01       | -6,769.99 |

This fund is tracking as expected.



Park District of Highland Park, IL

# Income Statement

Current Period Ending 04/30/2025

## 29 - RECREATION FUND

| Type                                      | Month        |              | Year To Date |               |                                  | Prior Year    |              |              |
|---|--------------|--------------|--------------|---------------|----------------------------------|---------------|--------------|--------------|
|   | Actual       | Budget       | Actual       | Budget        | Variance Favorable (Unfavorable) | Annual Budget | Month        | YTD          |
| Revenue                                   |              |              |              |               |                                  |               |              |              |
| 100 - PROGRAMS                            | 282,412.79   | 303,589.54   | 2,197,505.76 | 1,870,340.54  | 327,165.22                       | 4,287,673.75  | 334,231.63   | 2,148,335.11 |
| 110 - CAMPS                               | 839.00       | 291.27       | 3,373.00     | 14,836.03     | -11,463.03                       | 2,025,231.00  | 1,077.00     | 25,640.05    |
| 120 - LESSONS                             | 52,687.85    | 48,917.83    | 183,917.86   | 187,129.29    | -3,211.43                        | 528,486.50    | 52,978.21    | 203,087.16   |
| 130 - SPECIAL EVENTS                      | 44,892.30    | 46,097.00    | 56,416.30    | 51,277.00     | 5,139.30                         | 111,550.00    | 47,578.00    | 54,959.50    |
| 410 - TAX                                 | 41.97        | 0.00         | 41.97        | 0.00          | 41.97                            | 6,277,782.46  | 6.08         | 6.08         |
| 420 - FEES & CHARGES                      | 256,949.46   | 196,039.24   | 518,019.22   | 371,403.56    | 146,615.66                       | 2,950,796.75  | 239,160.75   | 502,236.34   |
| 440 - MEMBERSHIPS                         | 128,897.33   | 114,205.32   | 484,356.49   | 446,060.13    | 38,296.36                        | 1,722,428.47  | 112,508.04   | 434,094.83   |
| 450 - RENTALS                             | 169,585.86   | 158,390.71   | 481,398.11   | 409,698.17    | 71,699.94                        | 1,693,594.22  | 214,707.07   | 534,712.64   |
| 460 - MERCHANDISING                       | 11,636.12    | 12,038.41    | 22,052.71    | 31,027.51     | -8,974.80                        | 182,865.50    | 15,703.08    | 27,630.24    |
| 470 - INTEREST INCOME                     | 151,068.42   | 12,500.00    | 374,070.10   | 50,000.00     | 324,070.10                       | 150,000.00    | 73,891.97    | 274,121.20   |
| 480 - MISCELLANEOUS INCOME                | 1,772.60     | 5,866.57     | 31,572.58    | 7,566.28      | 24,006.30                        | 60,875.00     | 7,357.81     | 30,509.72    |
| 510 - OTHER INCOME                        | 0.00         | 0.00         | 0.00         | 0.00          | 0.00                             | 65,534.25     | 0.00         | 0.00         |
| Total Revenue:                            | 1,100,783.70 | 897,935.89   | 4,352,724.10 | 3,439,338.51  | 913,385.59                       | 20,056,817.90 | 1,099,199.64 | 4,235,332.87 |
| Expense                                   |              |              |              |               |                                  |               |              |              |
| 100 - PROGRAMS                            | 166,507.77   | 144,747.68   | 674,085.84   | 741,981.86    | 67,896.02                        | 2,144,699.17  | 165,480.50   | 668,200.91   |
| 110 - CAMPS                               | 10,026.42    | 4,722.75     | 27,361.87    | 20,316.81     | -7,045.06                        | 1,124,996.89  | 4,380.05     | 20,510.80    |
| 120 - LESSONS                             | 18,709.07    | 21,322.16    | 66,073.77    | 84,216.44     | 18,142.67                        | 271,178.51    | 20,384.40    | 85,510.64    |
| 130 - SPECIAL EVENTS                      | 25,622.40    | 18,394.11    | 46,760.16    | 49,042.32     | 2,282.16                         | 166,605.99    | 24,142.99    | 46,913.71    |
| 440 - MEMBERSHIPS                         | 11,597.25    | 16,526.85    | 41,864.44    | 64,437.79     | 22,573.35                        | 201,927.12    | 10,487.91    | 41,012.14    |
| 610 - SALARIES & WAGES                    | 464,006.73   | 515,590.37   | 1,699,120.59 | 1,857,014.06  | 157,893.47                       | 7,277,377.03  | 431,712.69   | 1,602,286.51 |
| 620 - CONTRACTUAL SERVICES                | 102,511.84   | 111,408.50   | 414,918.36   | 532,517.95    | 117,599.59                       | 1,515,584.52  | 78,132.80    | 347,725.24   |
| 630 - INSURANCE                           | 123,823.06   | 138,325.06   | 363,916.96   | 399,801.09    | 35,884.13                        | 1,638,450.36  | 109,030.90   | 302,216.14   |
| 640 - MATERIALS & SUPPLIES                | 40,395.96    | 57,931.08    | 80,853.25    | 138,500.44    | 57,647.19                        | 452,065.60    | 26,215.09    | 59,439.24    |
| 650 - MAINTENANCE & LANDSCAPING CONTRACTS | 60,144.25    | 44,458.03    | 108,776.49   | 124,607.62    | 15,831.13                        | 484,372.00    | 29,863.84    | 63,134.49    |
| 660 - UTILITIES                           | 95,336.47    | 75,908.37    | 215,161.58   | 257,179.54    | 42,017.96                        | 905,288.01    | 65,820.52    | 203,598.52   |
| 670 - PENSION CONTRIBUTIONS               | 37,371.05    | 44,528.19    | 140,119.25   | 162,865.53    | 22,746.28                        | 620,480.34    | 34,742.22    | 132,462.09   |
| 680 - COST OF GOODS SOLD                  | 13,876.69    | 21,133.83    | 15,309.38    | 37,060.32     | 21,750.94                        | 111,325.00    | 17,157.17    | 21,445.09    |
| 720 - CAPITAL OUTLAY                      | 1,147.13     | 16,435.00    | 8,461.85     | 22,500.00     | 14,038.15                        | 83,300.00     | 14,499.16    | 16,237.51    |
| Total Expense:                            | 1,171,076.09 | 1,231,431.98 | 3,902,783.79 | 4,492,041.77  | 589,257.98                       | 16,997,650.54 | 1,032,050.24 | 3,610,693.03 |
| Report Total:                             | -70,292.39   | -333,496.09  | 449,940.31   | -1,052,703.26 | 1,502,643.57                     | 3,059,167.36  | 67,149.40    | 624,639.84   |

Fund Summary

| Fund            | Month      |             | Year To Date |               | Variance<br>Favorable<br>(Unfavorable) | Annual<br>Budget | Prior Year |            |
|-----------------|------------|-------------|--------------|---------------|--|------------------|------------|------------|
|                 | Actual     | Budget      | Actual       | Budget        |  |                  | Month      | YTD        |
| 29 - RECREATION | -70,292.39 | -333,496.09 | 449,940.31   | -1,052,703.26 | 1,502,643.57                           | 3,059,167.36     | 67,149.40  | 624,639.84 |
| Report Total:   | -70,292.39 | -333,496.09 | 449,940.31   | -1,052,703.26 | 1,502,643.57                           | 3,059,167.36     | 67,149.40  | 624,639.84 |

Programs are doing better than budget at the end of April. Adult and youth tennis are contributing to this and it is a timing difference, except for about \$30,000. Visual arts revenue is greater than budget by \$22,000 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 \$182,000. Dance also has a permanent surplus due to increased enrollment and addition of new classes of \$27,000. 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 \$29,000 by having more participants than budgeted for. This is a permanent difference.

The negative variance in camps is due to 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. Youth tennis camp was miscoded and will be corrected in May. 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 \$84,000 and permanent tee time sales of \$10,000. It is a permanent difference. Park Ave is above budget for parking fees at \$29,000 and skating with skates is also above budget by \$11,000.

Rentals have a revenue surplus mostly at Park Ave for \$62,000. This is a timing difference. Prime tennis has a surplus of \$19,000 due to high demand and is a permanent difference. Finally, building rentals at Park Fitness have exceeded budget by \$11,000 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 \$324,000.

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

Lessons expenses are under budget, largely due to private tennis wages at \$6,000, private athletic lessons at \$3,600, 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 \$18,000. This is a permanent difference.

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

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

Maintenance and landscaping contracts is under budget due to equipment repairs, building repairs, and miscellaneous 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.

Pension contributions are less than budgeted due to open positions in recreation.

Cost of goods sold is largely under budget in golf for accessories and balls by \$22,000.

Capital outlay is under budget due to less equipment purchases than budgeted.



Park District of Highland Park, IL

60 - DEBT SERVICE

Income Statement

Current Period Ending 04/30/2025

| Type                  | Month  |        | Year To Date |           | Variance<br>Favorable<br>(Unfavorable) | Annual<br>Budget | Prior Year |         |
|-----------------------|--------|--------|--------------|-----------|--|------------------|------------|---------|
|                       | Actual | Budget | Actual       | Budget    |  |                  | Month      | YTD     |
| Revenue               |        |        |              |           |  |                  |            |         |
| 410 - TAX             | 11.49  | 0.00   | 11.49        | 0.00      | 11.49                                  | 1,869,173.00     | 1.73       | 1.73    |
| Total Revenue:        | 11.49  | 0.00   | 11.49        | 0.00      | 11.49                                  | 1,869,173.00     | 1.73       | 1.73    |
| Expense               |        |        |              |           |  |                  |            |         |
| 710 - DEBT RETIREMENT | 0.00   | 0.00   | 950.00       | 1,000.00  | 50.00                                  | 3,583,485.38     | 0.00       | 950.00  |
| Total Expense:        | 0.00   | 0.00   | 950.00       | 1,000.00  | 50.00                                  | 3,583,485.38     | 0.00       | 950.00  |
| Report Total:         | 11.49  | 0.00   | -938.51      | -1,000.00 | 61.49                                  | -1,714,312.38    | 1.73       | -948.27 |

This fund is tracking as expected.



Park District of Highland Park, IL

# Income Statement

Current Period Ending 04/30/2025

## 70 - CAPITAL FUND

| 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           | 1,102.68      | 12,079.72     |
| 480 - MISCELLANEOUS INCOME | 57,193.69    | 150,000.00    | 115,469.50    | 1,025,000.00  | -909,530.50                      | 2,403,407.00   | 2,905.00      | 24,005.00     |
| 510 - OTHER INCOME         | 188,783.20   | 100,000.00    | 188,783.20    | 225,000.00    | -36,216.80                       | 478,388.93     | 0.00          | 0.00          |
| Total Revenue:             | 245,976.89   | 250,000.00    | 304,252.84    | 1,250,000.00  | -945,747.16                      | 2,881,795.93   | 4,007.68      | 36,084.72     |
| Expense                    |              |               |               |               |                                  |                |               |               |
| 620 - CONTRACTUAL SERVICES | 39,096.75    | 32,000.00     | 75,669.53     | 112,000.00    | 36,330.47                        | 190,000.00     | 79,935.87     | 108,354.28    |
| 720 - CAPITAL OUTLAY       | 1,160,324.80 | 1,284,658.78  | 2,424,519.64  | 4,015,666.16  | 1,591,146.52                     | 18,249,298.98  | 1,216,463.16  | 1,441,968.69  |
| Total Expense:             | 1,199,421.55 | 1,316,658.78  | 2,500,189.17  | 4,127,666.16  | 1,627,476.99                     | 18,439,298.98  | 1,296,399.03  | 1,550,322.97  |
| Report Total:              | -953,444.66  | -1,066,658.78 | -2,195,936.33 | -2,877,666.16 | 681,729.83                       | -15,557,503.05 | -1,292,391.35 | -1,514,238.25 |

Miscellaneous income is falling short due to minimal donations coming in for the Dome and Park Ave and WRC 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 winter/spring weather. This is a timing difference.



# RECREATION BY CENTER

Park District of Highland Park, IL

|   | 2024              | 2024            | 2025            | 2025            |
|---|-------------------|-----------------|-----------------|-----------------|
|   | Total Budget      | YTD Activity    | Total Budget    | YTD Activity    |
| Acco  |                   |                 |                 |                 |
| Fund: 29 - RECREATION                                 |                   |                 |                 |                 |
| Center: 11 - ADMINISTRATIVE                           |                   |                 |                 |                 |
| Revenue   | \$ 6,249,619.67   | \$ 280,670.48   | \$ 6,491,282.46 | \$ 381,497.22   |
| Expense   | \$ 7,501,952.75   | \$ 948,701.97   | \$ 6,758,753.72 | \$ 1,020,737.10 |
| Center: 11 - ADMINISTRATIVE Surplus (Deficit):        | \$ (1,252,333.08) | \$ (668,031.49) | \$ (267,471.26) | \$ (639,239.88) |
| Net Revenue:  | -20.04%           | -238.01%        | -4.12%          | -167.56%        |
| Center: 24 - WEST RIDGE CENTER                        |                   |                 |                 |                 |
| Revenue   | \$ 801,668.00     | \$ 515,104.77   | \$ 883,501.00   | \$ 575,637.75   |
| Expense   | \$ 1,022,929.28   | \$ 312,396.20   | \$ 1,078,122.45 | \$ 324,712.72   |
| Center: 24 - WEST RIDGE CENTER Surplus (Deficit):     | \$ (221,261.28)   | \$ 202,708.57   | \$ (194,621.45) | \$ 250,925.03   |
| Net Revenue:  | -27.60%           | 39.35%          | -22.03%         | 43.59%          |
| Center: 26 - ATHLETICS                                |                   |                 |                 |                 |
| Revenue   | \$ 1,130,926.00   | \$ 573,543.89   | \$ 1,237,581.50 | \$ 526,401.89   |
| Expense   | \$ 1,101,606.60   | \$ 364,455.76   | \$ 1,268,715.38 | \$ 337,979.49   |
| Center: 26 - ATHLETICS Surplus (Deficit):             | \$ 29,319.40      | \$ 209,088.13   | \$ (31,133.88)  | \$ 188,422.40   |
| Net Revenue:  | 2.59%             | 36.46%          | -2.52%          | 35.79%          |
| Center: 28 - CAMPS                                    |                   |                 |                 |                 |
| Revenue   | \$ 1,136,585.00   | \$ 4,306.00     | \$ 1,216,775.00 | \$ 3,373.00     |
| Expense   | \$ 619,430.69     | \$ 27,752.76    | \$ 816,133.48   | \$ 61,217.55    |
| Center: 28 - CAMPS Surplus (Deficit):                 | \$ 517,154.31     | \$ (23,446.76)  | \$ 400,641.52   | \$ (57,844.55)  |
| Net Revenue:  | 45.50%            | -544.51%        | 32.93%          | -1714.93%       |
| Center: 29 - SPECIAL EVENTS                           |                   |                 |                 |                 |
| Revenue   | \$ 62,475.00      | \$ 19,960.00    | \$ 40,510.00    | \$ 21,132.30    |
| Expense   | \$ 185,652.12     | \$ 47,985.73    | \$ 166,162.88   | \$ 46,959.70    |
| Center: 29 - SPECIAL EVENTS Surplus (Deficit):        | \$ (123,177.12)   | \$ (28,025.73)  | \$ (125,652.88) | \$ (25,827.40)  |
| Net Revenue:  | -197.16%          | -140.41%        | -310.18%        | -122.22%        |
| Center: 31 - HIDDEN CREEK AQUAPARK                    |                   |                 |                 |                 |
| Revenue   | \$ 460,883.50     | \$ 576.12       | \$ 522,450.00   | \$ 7.00         |
| Expense   | \$ 647,338.54     | \$ 45,859.89    | \$ 714,744.57   | \$ 61,188.21    |
| Center: 31 - HIDDEN CREEK AQUAPARK Surplus (Deficit): | \$ (186,455.04)   | \$ (45,283.77)  | \$ (192,294.57) | \$ (61,181.21)  |
| Net Revenue:  | -40.46%           | -7,860.13%      | -36.81%         | -874017.29%     |

|   | 2024<br>Total Budget   | 2024<br>YTD Activity   | 2025<br>Total Budget   | 2025<br>YTD Activity   |
|---|------------------------|------------------------|------------------------|------------------------|
| <b>Center: 32 - ROSEWOOD INTERPRETIVE CENTER</b>                    |                        |                        |                        |                        |
| Revenue   | \$ 129,676.00          | \$ 13,767.75           | \$ 143,426.25          | \$ 17,477.70           |
| Expense   | \$ 119,521.49          | \$ 16,346.49           | \$ 147,068.05          | \$ 34,265.80           |
| <b>Center: 32 - ROSEWOOD INTERPRETIVE CENTER Surplus (Deficit):</b> | <b>\$ 10,154.51</b>    | <b>\$ (2,578.74)</b>   | <b>\$ (3,641.80)</b>   | <b>\$ (16,788.10)</b>  |
| <b>Net Revenue:</b>   | <b>7.83%</b>           | <b>-18.73%</b>         | <b>-2.54%</b>          | <b>-96.05%</b>         |
| <b>Center: 33 - ROSEWOOD BEACH</b>                                  |                        |                        |                        |                        |
| Revenue   | \$ 177,975.00          | \$ 16,145.90           | \$ 213,425.00          | \$ 18,070.30           |
| Expense   | \$ 287,704.11          | \$ 20,057.88           | \$ 296,420.21          | \$ 36,825.47           |
| <b>Center: 33 - ROSEWOOD BEACH Surplus (Deficit):</b>               | <b>\$ (109,729.11)</b> | <b>\$ (3,911.98)</b>   | <b>\$ (82,995.21)</b>  | <b>\$ (18,755.17)</b>  |
| <b>Net Revenue:</b>   | <b>-61.65%</b>         | <b>-24.23%</b>         | <b>-38.89%</b>         | <b>-103.79%</b>        |
| <b>Center: 34 - PARK AVENUE</b>                                     |                        |                        |                        |                        |
| Revenue   | \$ 278,077.91          | \$ 157,982.57          | \$ 271,120.00          | \$ 165,142.61          |
| Expense   | \$ 293,032.13          | \$ 23,565.76           | \$ 298,080.38          | \$ 27,614.23           |
| <b>Center: 34 - PARK AVENUE Surplus (Deficit):</b>                  | <b>\$ (14,954.22)</b>  | <b>\$ 134,416.81</b>   | <b>\$ (26,960.38)</b>  | <b>\$ 137,528.38</b>   |
| <b>Net Revenue:</b>   | <b>-5.38%</b>          | <b>85.08%</b>          | <b>-9.94%</b>          | <b>83.28%</b>          |
| <b>Center: 38 - ICE ARENA</b>                                       |                        |                        |                        |                        |
| Revenue   | \$ 1,210,865.50        | \$ 585,142.60          | \$ 1,373,866.22        | \$ 589,874.41          |
| Expense   | \$ 1,146,698.89        | \$ 306,367.55          | \$ 1,338,458.58        | \$ 347,844.96          |
| <b>Center: 38 - ICE ARENA Surplus (Deficit):</b>                    | <b>\$ 64,166.61</b>    | <b>\$ 278,775.05</b>   | <b>\$ 35,407.64</b>    | <b>\$ 242,029.45</b>   |
| <b>Net Revenue:</b>   | <b>5.30%</b>           | <b>47.64%</b>          | <b>2.58%</b>           | <b>41.03%</b>          |
| <b>Center: 41 - MAINTENANCE</b>                                     |                        |                        |                        |                        |
| Expense   | \$ 1,009,351.08        | \$ 188,275.21          | \$ -                   | \$ -                   |
| <b>Center: 41 - MAINTENANCE Total:</b>                              | <b>\$ 1,009,351.08</b> | <b>\$ 188,275.21</b>   | <b>0.00%</b>           | <b>0.00%</b>           |
| <b>Net Revenue:</b>   |                        |                        |                        |                        |
| <b>Center: 42 - SUNSET VALLEY GOLF CLUB</b>                         |                        |                        |                        |                        |
| Revenue   | \$ 2,141,345.00        | \$ 366,800.76          | \$ 2,339,845.00        | \$ 337,277.45          |
| Expense   | \$ 774,879.40          | \$ 154,060.89          | \$ 1,960,676.61        | \$ 381,204.06          |
| <b>Center: 42 - SUNSET VALLEY GOLF CLUB Surplus (Deficit):</b>      | <b>\$ 1,366,465.60</b> | <b>\$ 212,739.87</b>   | <b>\$ 379,168.39</b>   | <b>\$ (43,926.61)</b>  |
| <b>Net Revenue:</b>   | <b>63.81%</b>          | <b>58.00%</b>          | <b>16.20%</b>          | <b>-13.02%</b>         |
| <b>Center: 49 - RECREATION CENTER ADMIN</b>                         |                        |                        |                        |                        |
| Revenue   | \$ 95,901.00           | \$ 55,463.74           | \$ 98,586.00           | \$ 48,750.48           |
| Expense   | \$ 722,300.97          | \$ 192,918.85          | \$ 753,959.37          | \$ 206,966.42          |
| <b>Center: 49 - RECREATION CENTER ADMIN Surplus (Deficit):</b>      | <b>\$ (626,399.97)</b> | <b>\$ (137,455.11)</b> | <b>\$ (655,373.37)</b> | <b>\$ (158,215.94)</b> |
| <b>Net Revenue:</b>   | <b>-653.17%</b>        | <b>-247.83%</b>        | <b>-664.77%</b>        | <b>-324.54%</b>        |
| <b>Center: 51 - RECREATION CENTER FITNESS</b>                       |                        |                        |                        |                        |
| Revenue   | \$ 1,415,092.39        | \$ 526,124.70          | \$ 1,737,507.05        | \$ 581,994.56          |
| Expense   | \$ 871,759.71          | \$ 223,827.35          | \$ 984,984.77          | \$ 247,236.15          |
| <b>Center: 51 - RECREATION CENTER FITNESS Surplus (Deficit):</b>    | <b>\$ 543,332.68</b>   | <b>\$ 302,297.35</b>   | <b>\$ 752,522.28</b>   | <b>\$ 334,758.41</b>   |
| <b>Net Revenue:</b>   | <b>38.40%</b>          | <b>57.46%</b>          | <b>43.31%</b>          | <b>57.52%</b>          |
| <b>Center: 53 - RECREATION CENTER AQUATICS</b>                      |                        |                        |                        |                        |
| Revenue   | \$ 286,927.80          | \$ 115,901.39          | \$ 284,727.75          | \$ 91,923.56           |
| Expense   | \$ 386,128.26          | \$ 108,716.37          | \$ 377,343.03          | \$ 97,613.39           |
| <b>Center: 53 - RECREATION CENTER AQUATICS Surplus (Deficit):</b>   | <b>\$ (99,200.46)</b>  | <b>\$ 7,185.02</b>     | <b>\$ (92,615.28)</b>  | <b>\$ (5,689.83)</b>   |
| <b>Net Revenue:</b>   | <b>-34.57%</b>         | <b>6.20%</b>           | <b>-32.53%</b>         | <b>-6.19%</b>          |

|   | 2024                     | 2024                   | 2025                   | 2025                  |
|---|--------------------------|------------------------|------------------------|-----------------------|
|   | Total Budget             | YTD Activity           | Total Budget           | YTD Activity          |
| <b>Center: 54 - DOME</b>                                    |                          |                        |                        |                       |
| Revenue   | \$ -                     | \$ -                   | \$ 557,834.67          | \$ 10,695.00          |
| Expense   | \$ -                     | \$ -                   | \$ 643,332.62          | \$ 33,524.54          |
| <b>Center: 54 - DOME Surplus (Deficit):</b>                 | <b>\$ -</b>              | <b>\$ -</b>            | <b>\$ (85,497.95)</b>  | <b>\$ (22,829.54)</b> |
| <b>Net Revenue:</b>   | <b>0.00%</b>             | <b>0.00%</b>           | <b>-15.33%</b>         | <b>-213.46%</b>       |
| <b>Center: 55 - TENNIS</b>                                  |                          |                        |                        |                       |
| Revenue   | \$ 1,955,046.00          | \$ 939,100.11          | \$ 1,922,374.50        | \$ 936,767.94         |
| Expense   | \$ 1,522,057.88          | \$ 400,192.92          | \$ 1,477,778.46        | \$ 432,884.01         |
| <b>Center: 55 - TENNIS Surplus (Deficit):</b>               | <b>\$ 432,988.12</b>     | <b>\$ 538,907.19</b>   | <b>\$ 444,596.04</b>   | <b>\$ 503,883.93</b>  |
| <b>Net Revenue:</b>   | <b>22.15%</b>            | <b>57.39%</b>          | <b>23.13%</b>          | <b>53.79%</b>         |
| <b>Center: 61 - HELLER NATURE CENTER</b>                    |                          |                        |                        |                       |
| Revenue   | \$ 241,897.50            | \$ 16,800.75           | \$ 242,246.50          | \$ 21,553.64          |
| Expense   | \$ 665,650.99            | \$ 121,984.98          | \$ 480,567.19          | \$ 97,083.76          |
| <b>Center: 61 - HELLER NATURE CENTER Surplus (Deficit):</b> | <b>\$ (423,753.49)</b>   | <b>\$ (105,184.23)</b> | <b>\$ (238,320.69)</b> | <b>\$ (75,530.12)</b> |
| <b>Net Revenue:</b>   | <b>-175.18%</b>          | <b>-626.07%</b>        | <b>-98.38%</b>         | <b>-350.43%</b>       |
| <b>Center: 74 - HPCC LEARNING CENTER</b>                    |                          |                        |                        |                       |
| Revenue   | \$ 481,664.00            | \$ 47,941.34           | \$ 434,224.75          | \$ 25,147.29          |
| Expense   | \$ 464,539.78            | \$ 100,609.77          | \$ 432,564.54          | \$ 87,429.65          |
| <b>Center: 74 - HPCC LEARNING CENTER Surplus (Deficit):</b> | <b>\$ 17,124.22</b>      | <b>\$ (52,668.43)</b>  | <b>\$ 1,660.21</b>     | <b>\$ (62,282.36)</b> |
| <b>Net Revenue:</b>   | <b>3.56%</b>             | <b>-109.86%</b>        | <b>0.38%</b>           | <b>-247.67%</b>       |
| <b>Center: 76 - HPCC BUILDING</b>                           |                          |                        |                        |                       |
| Revenue   | \$ 35,916.55             | \$ -                   | \$ 45,534.25           | \$ -                  |
| Expense   | \$ 36,048.55             | \$ 6,616.70            | \$ 56,914.25           | \$ 19,496.58          |
| <b>Center: 76 - HPCC BUILDING Surplus (Deficit):</b>        | <b>\$ (132.00)</b>       | <b>\$ (6,616.70)</b>   | <b>\$ (11,380.00)</b>  | <b>\$ (19,496.58)</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>\$ 624,639.84</b>   | <b>\$ 6,037.36</b>     | <b>\$ 449,940.31</b>  |
| <b>Net Revenue:</b>   | <b>-5.94%</b>            | <b>14.75%</b>          | <b>0.03%</b>           | <b>10.34%</b>         |
| <b>Report Surplus (Deficit):</b>                            | <b>\$ (1,086,041.40)</b> | <b>\$ 624,639.84</b>   | <b>\$ 6,037.36</b>     | <b>\$ 449,940.31</b>  |
| <b>Net Revenue:</b>   | <b>-5.94%</b>            | <b>14.75%</b>          | <b>0.03%</b>           | <b>10.34%</b>         |



Sunset Valley Golf Course

|                           | 2024<br>Budget  | 2024<br>YTD Activity | 2025<br>Budget  | 2025<br>YTD Activity |
|---------------------------|-----------------|----------------------|-----------------|----------------------|
| Revenue                   | \$ 2,141,345.00 | \$ 366,800.76        | \$ 2,339,845.00 | \$ 337,277.45        |
| Expense                   | \$ 1,784,230.48 | \$ 342,336.10        | \$ 1,960,676.61 | \$ 381,204.06        |
| Report Surplus (Deficit): | \$ 357,114.52   | \$ 24,464.66         | \$ 379,168.39   | \$ (43,926.61)       |

Recreation Center of HP

|                           | 2024<br>Budget  | 2024<br>YTD Activity | 2025<br>Budget  | 2025<br>YTD Activity |
|---------------------------|-----------------|----------------------|-----------------|----------------------|
| Revenue                   | \$ 1,797,921.19 | \$ 697,489.83        | \$ 2,120,820.80 | \$ 722,668.60        |
| Expense                   | \$ 1,980,188.94 | \$ 525,462.57        | \$ 2,116,287.17 | \$ 551,815.96        |
| Report Surplus (Deficit): | \$ (182,267.75) | \$ 172,027.26        | \$ 4,533.63     | \$ 170,852.64        |

Deer Creek Raquet Club

|                           | 2024<br>Budget  | 2024<br>YTD Activity | 2025<br>Budget  | 2025<br>YTD Activity |
|---------------------------|-----------------|----------------------|-----------------|----------------------|
| Revenue                   | \$ 1,955,046.00 | \$ 939,100.11        | \$ 1,922,374.50 | \$ 936,767.94        |
| Expense                   | \$ 1,522,057.88 | \$ 400,192.92        | \$ 1,477,778.46 | \$ 432,884.01        |
| Report Surplus (Deficit): | \$ 432,988.12   | \$ 538,907.19        | \$ 444,596.04   | \$ 503,883.93        |

Park District of Highland Park  
Investment Schedule  
April 30, 2025

4/30/2025

| Bank                        | Type |               | Purchase Date | Maturity Date | Interest Rate | Purchase Price | Monthly Interest | Expected Interest |
|-----------------------------|------|---------------|---------------|---------------|---------------|----------------|------------------|-------------------|
| 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        |
| PMA                         | TS   | 2,000,000.00  | 4/4/2025      | 4/2/2026      | 4.10%         | 2,000,000.00   | 6,795.89         | 81,550.68         |
| 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         |
|                             |      | 20,121,963.16 |               |               |               | 20,121,963.16  | 75,668.68        | 887,467.60        |



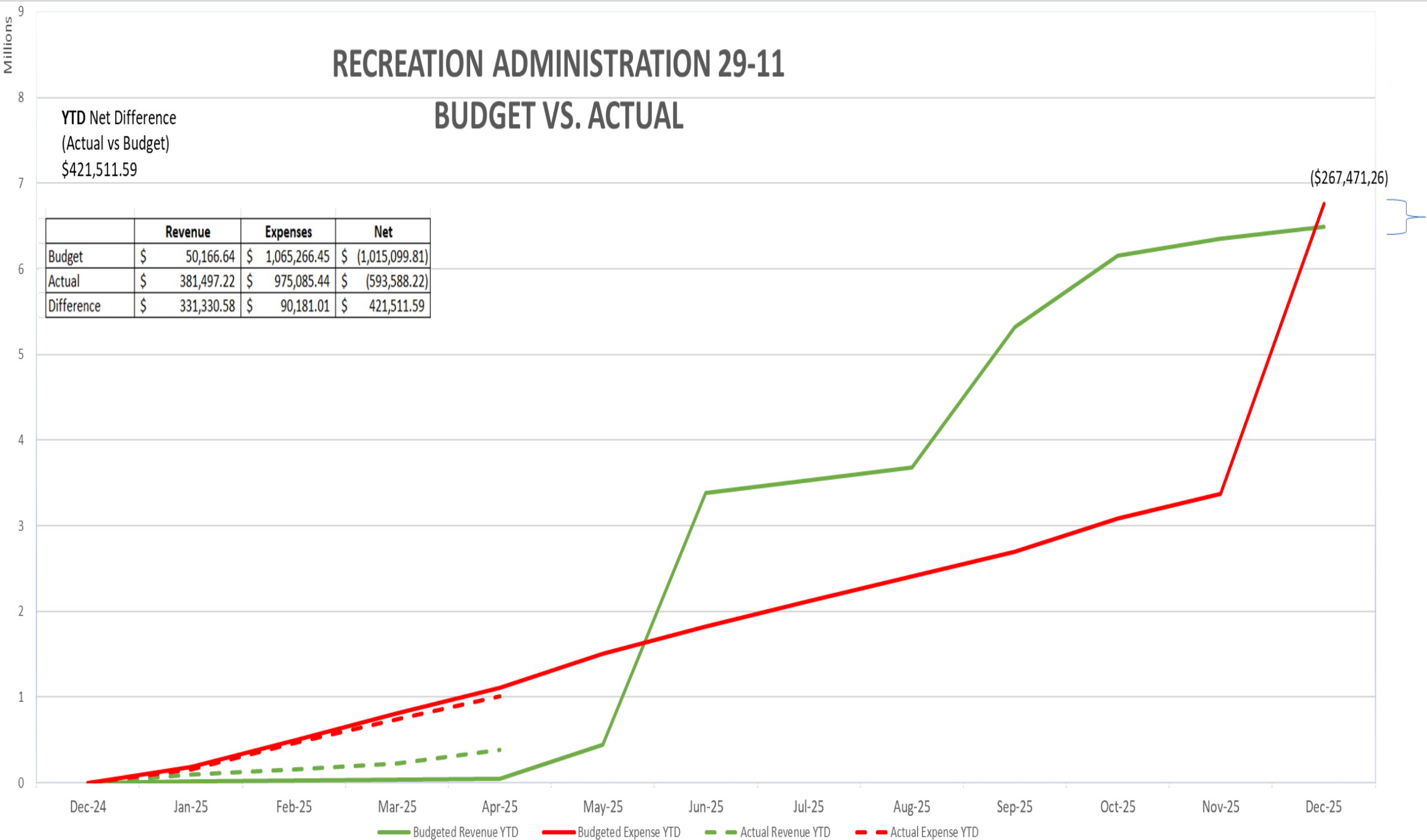
# Revenue and Expense Charts by Center – April 2025

# RECREATION ADMINISTRATION 29-11

## BUDGET VS. ACTUAL

YTD Net Difference  
(Actual vs Budget)  
\$421,511.59

|            | Revenue       | Expenses        | Net               |
|------------|---------------|-----------------|-------------------|
| Budget     | \$ 50,166.64  | \$ 1,065,266.45 | \$ (1,015,099.81) |
| Actual     | \$ 381,497.22 | \$ 975,085.44   | \$ (593,588.22)   |
| Difference | \$ 331,330.58 | \$ 90,181.01    | \$ 421,511.59     |



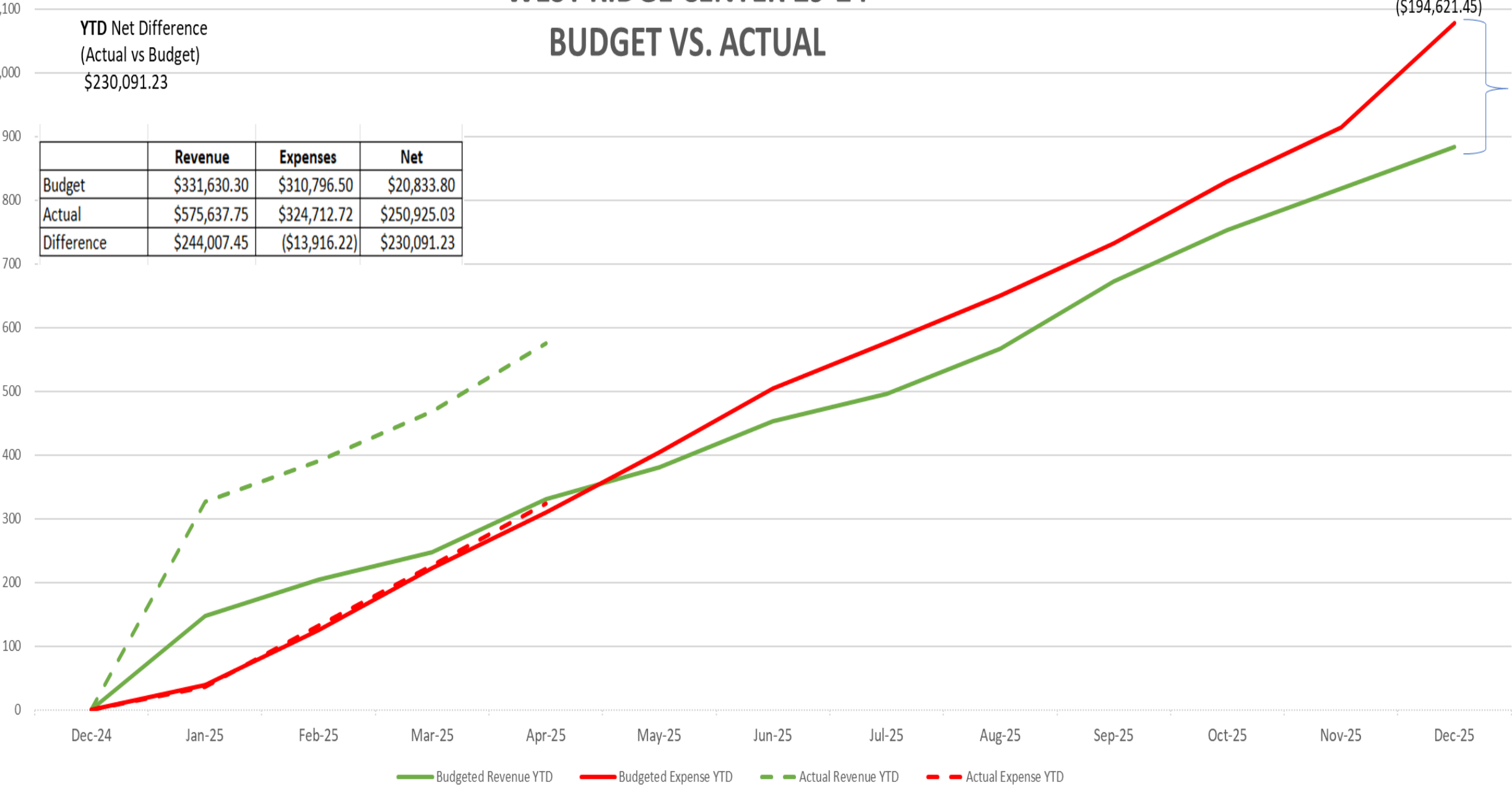
# WEST RIDGE CENTER 29-24

## BUDGET VS. ACTUAL

Thousands

YTD Net Difference  
(Actual vs Budget)  
\$230,091.23

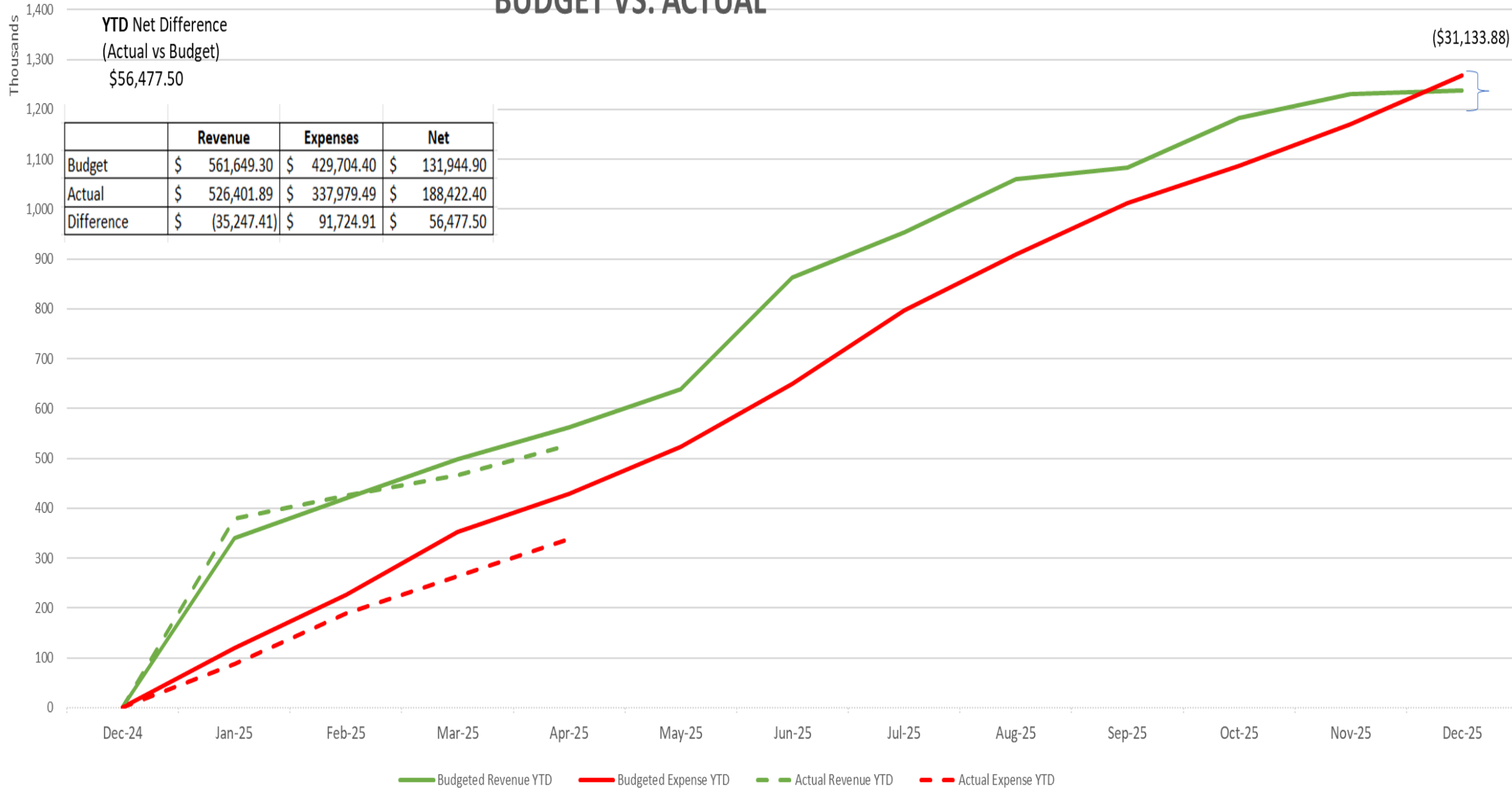
|            | Revenue      | Expenses      | Net          |
|------------|--------------|---------------|--------------|
| Budget     | \$331,630.30 | \$310,796.50  | \$20,833.80  |
| Actual     | \$575,637.75 | \$324,712.72  | \$250,925.03 |
| Difference | \$244,007.45 | (\$13,916.22) | \$230,091.23 |



(\$194,621.45)

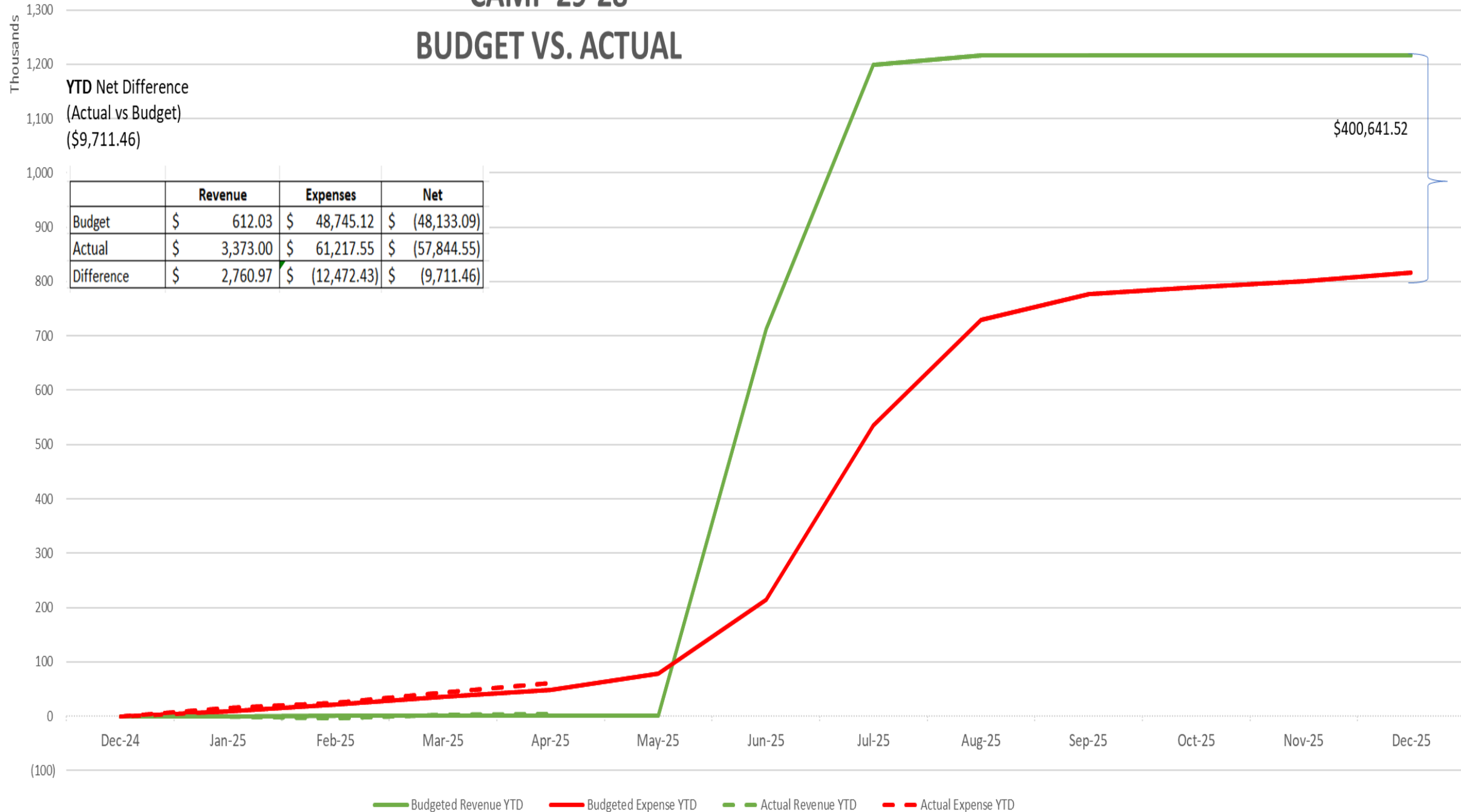
# ATHLETICS 29-26

## BUDGET VS. ACTUAL



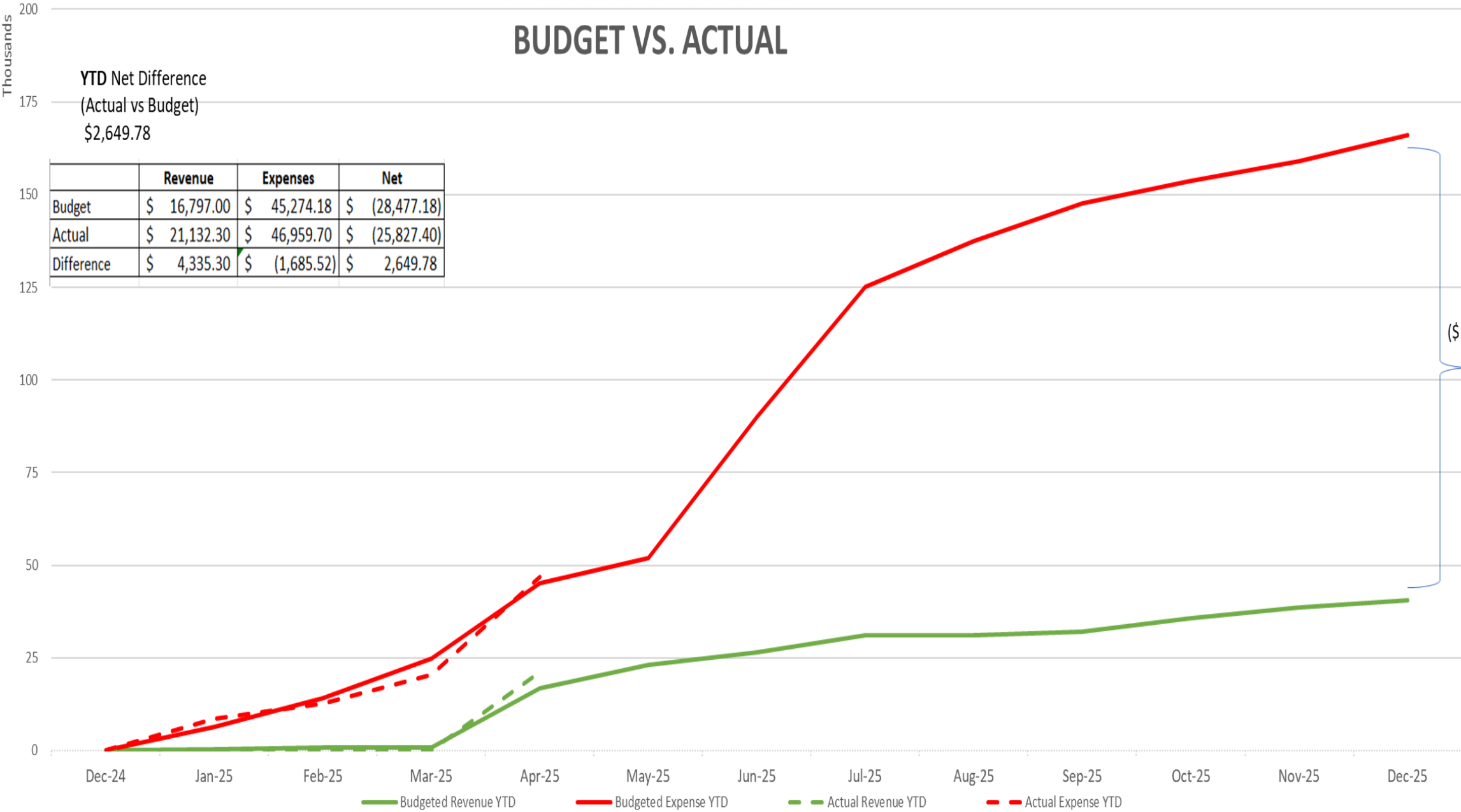
# CAMP 29-28

## BUDGET VS. ACTUAL



# SPECIAL EVENTS 29-29

## BUDGET VS. ACTUAL



YTD Net Difference  
(Actual vs Budget)  
\$2,649.78

|            | Revenue      | Expenses      | Net            |
|------------|--------------|---------------|----------------|
| Budget     | \$ 16,797.00 | \$ 45,274.18  | \$ (28,477.18) |
| Actual     | \$ 21,132.30 | \$ 46,959.70  | \$ (25,827.40) |
| Difference | \$ 4,335.30  | \$ (1,685.52) | \$ 2,649.78    |

(\$125,652.88)

# HIDDEN CREEK AQUA PARK 29-31

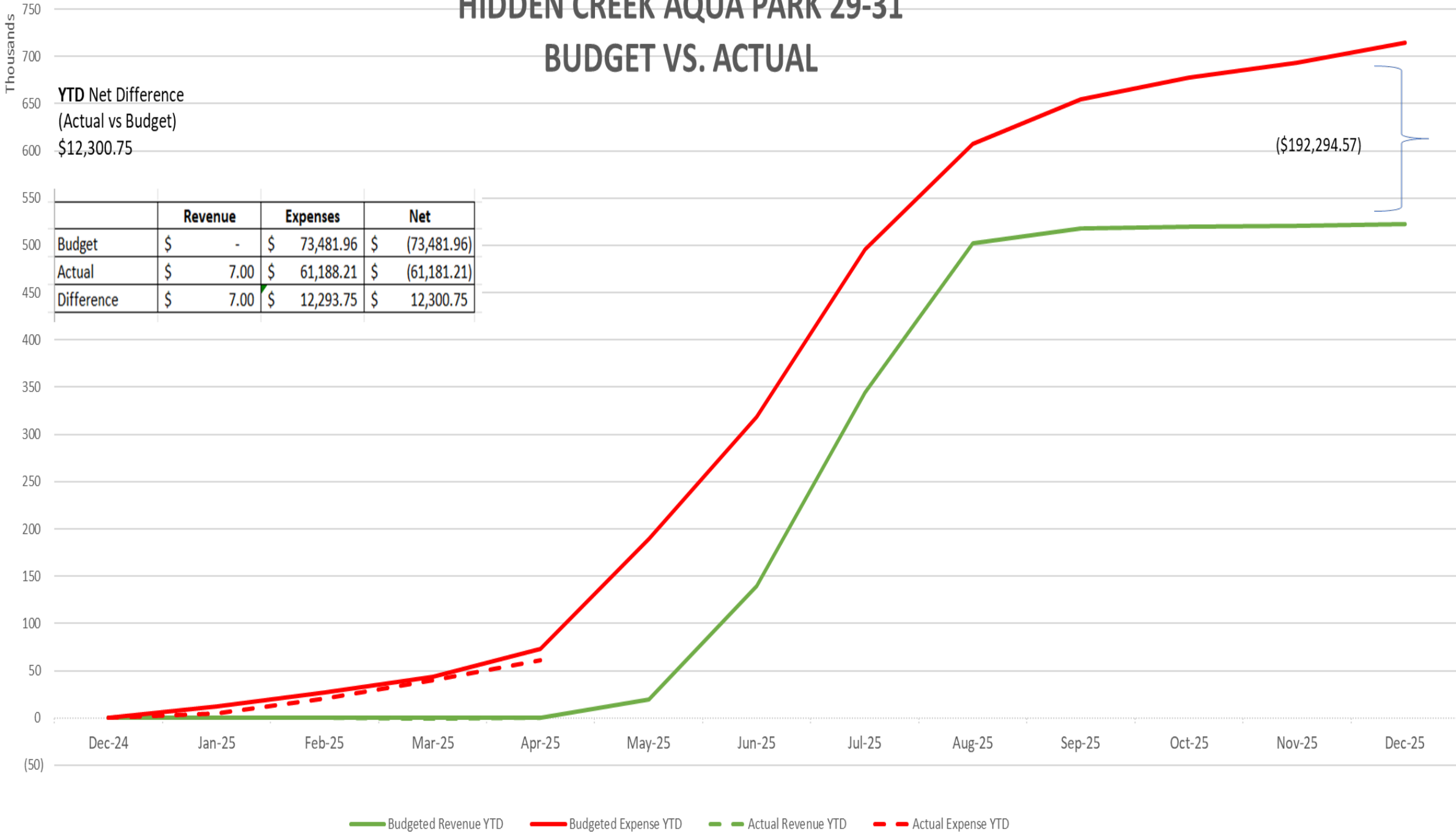
## BUDGET VS. ACTUAL

YTD Net Difference

(Actual vs Budget)

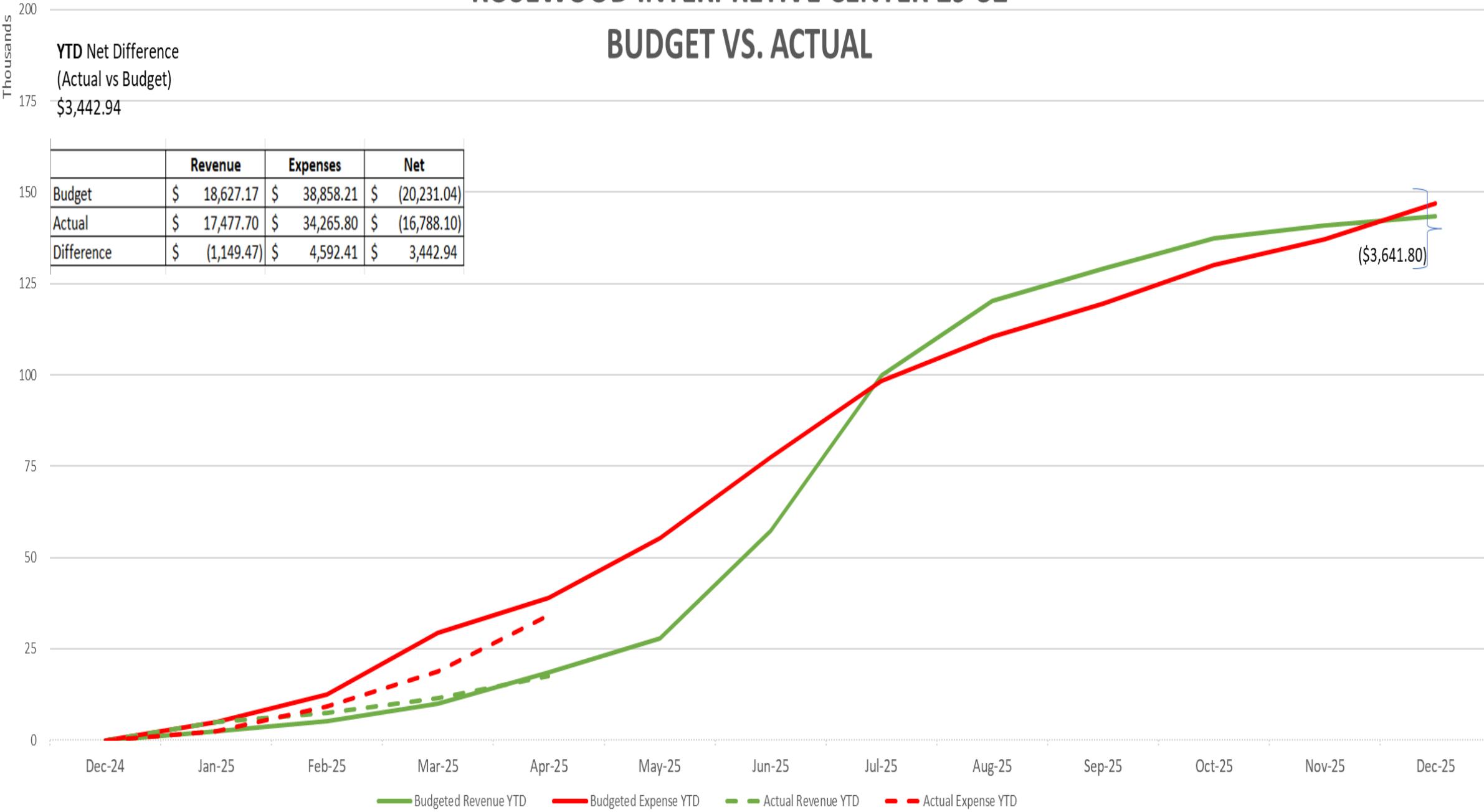
\$12,300.75

|            | Revenue | Expenses     | Net            |
|------------|---------|--------------|----------------|
| Budget     | \$ -    | \$ 73,481.96 | \$ (73,481.96) |
| Actual     | \$ 7.00 | \$ 61,188.21 | \$ (61,181.21) |
| Difference | \$ 7.00 | \$ 12,293.75 | \$ 12,300.75   |



# ROSEWOOD INTERPRETIVE CENTER 29-32

## BUDGET VS. ACTUAL

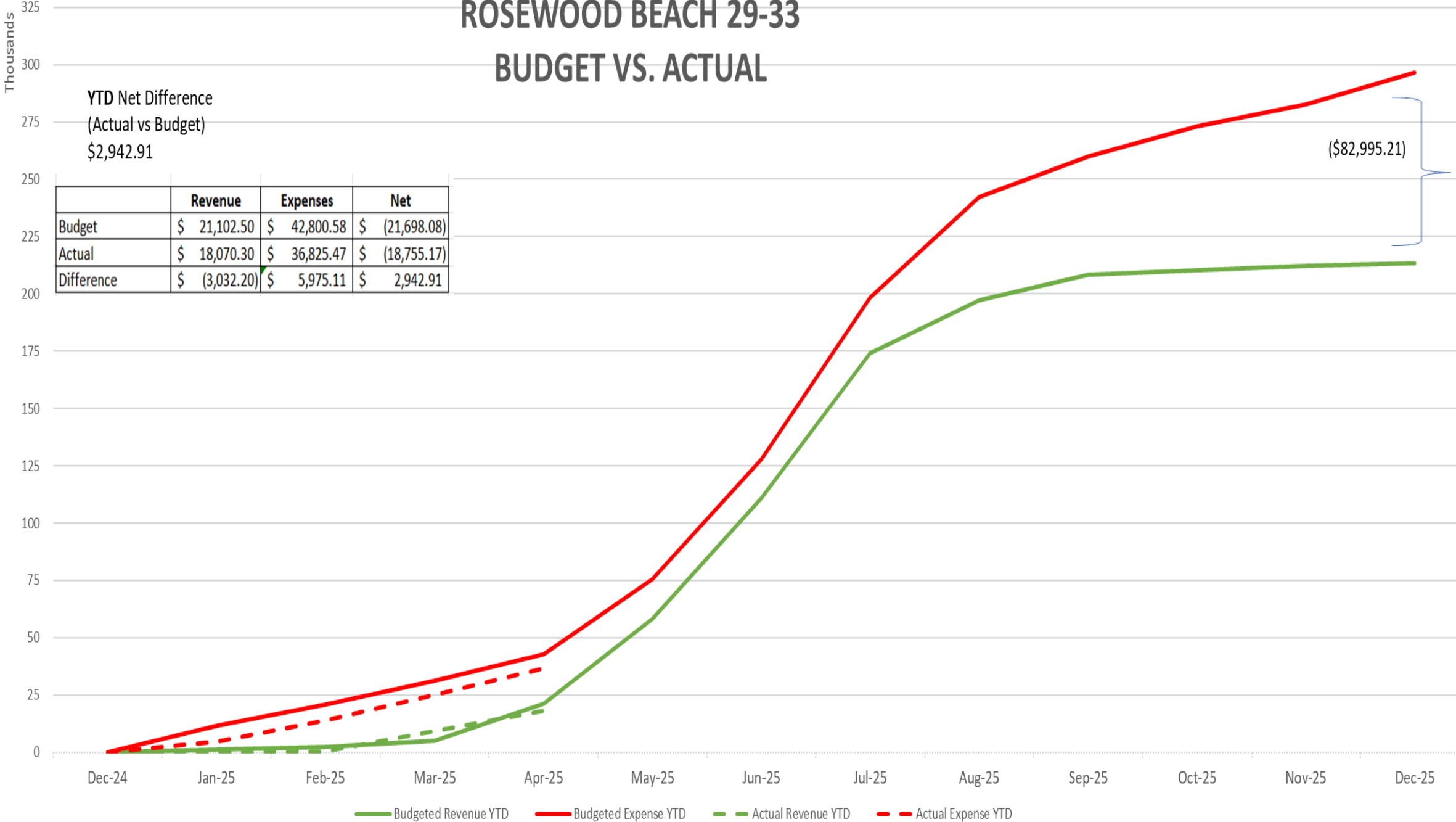


# ROSEWOOD BEACH 29-33

## BUDGET VS. ACTUAL

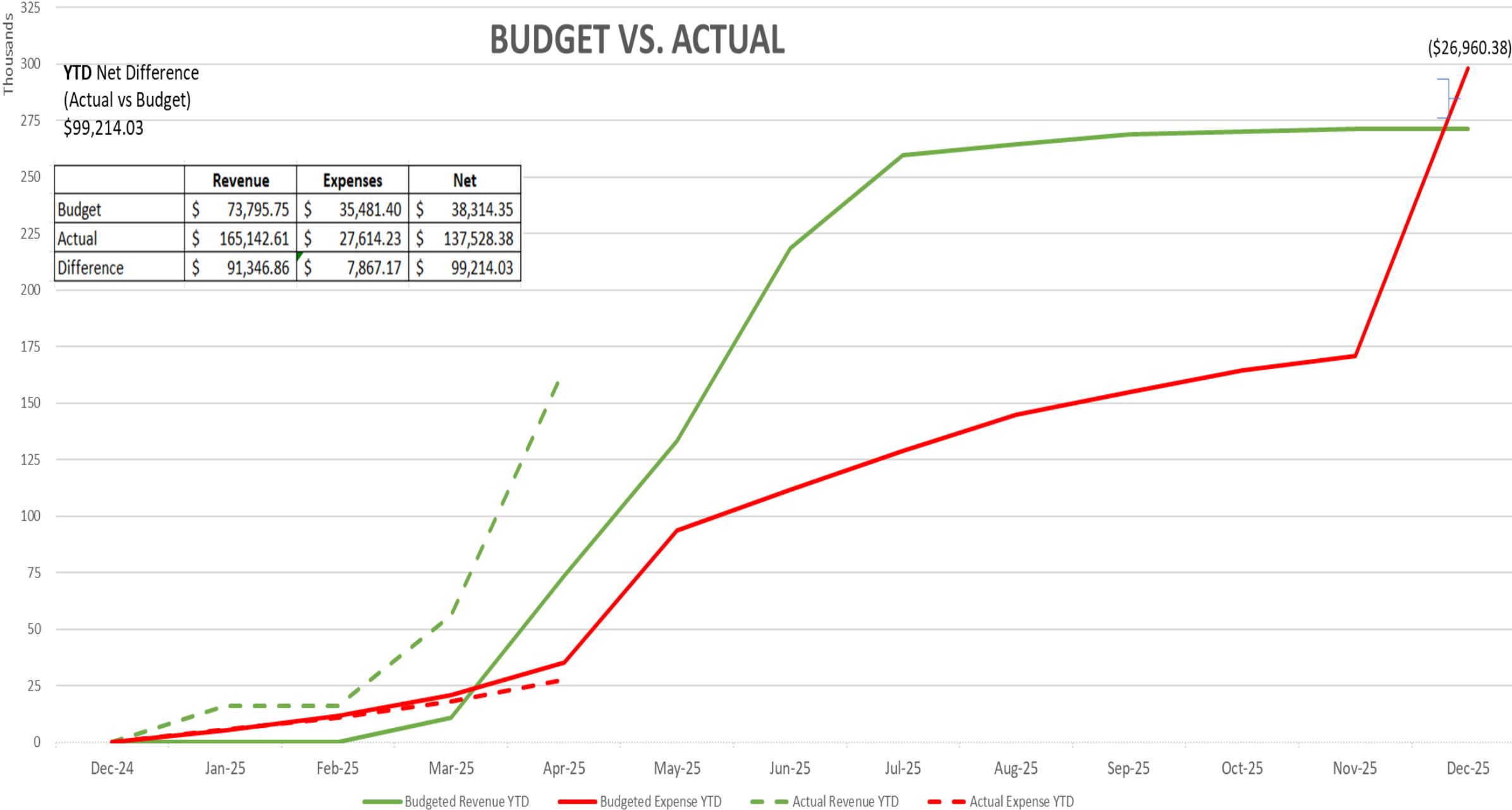
YTD Net Difference  
(Actual vs Budget)  
\$2,942.91

|            | Revenue       | Expenses     | Net            |
|------------|---------------|--------------|----------------|
| Budget     | \$ 21,102.50  | \$ 42,800.58 | \$ (21,698.08) |
| Actual     | \$ 18,070.30  | \$ 36,825.47 | \$ (18,755.17) |
| Difference | \$ (3,032.20) | \$ 5,975.11  | \$ 2,942.91    |



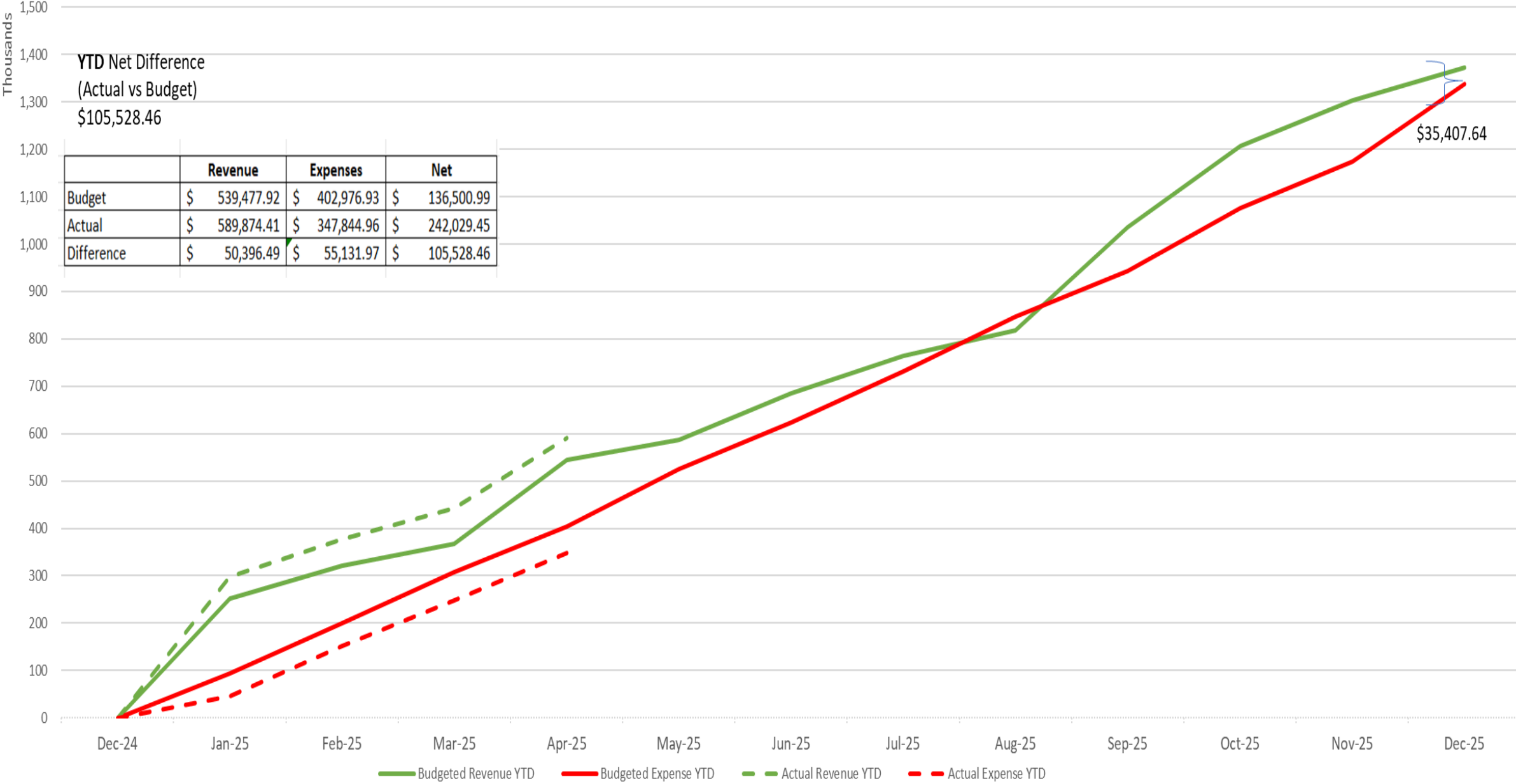
# PARK AVENUE 29-34

## BUDGET VS. ACTUAL



# CENTENNIAL 29-38

## BUDGET VS. ACTUAL



# SUNSET VALLEY 29-42

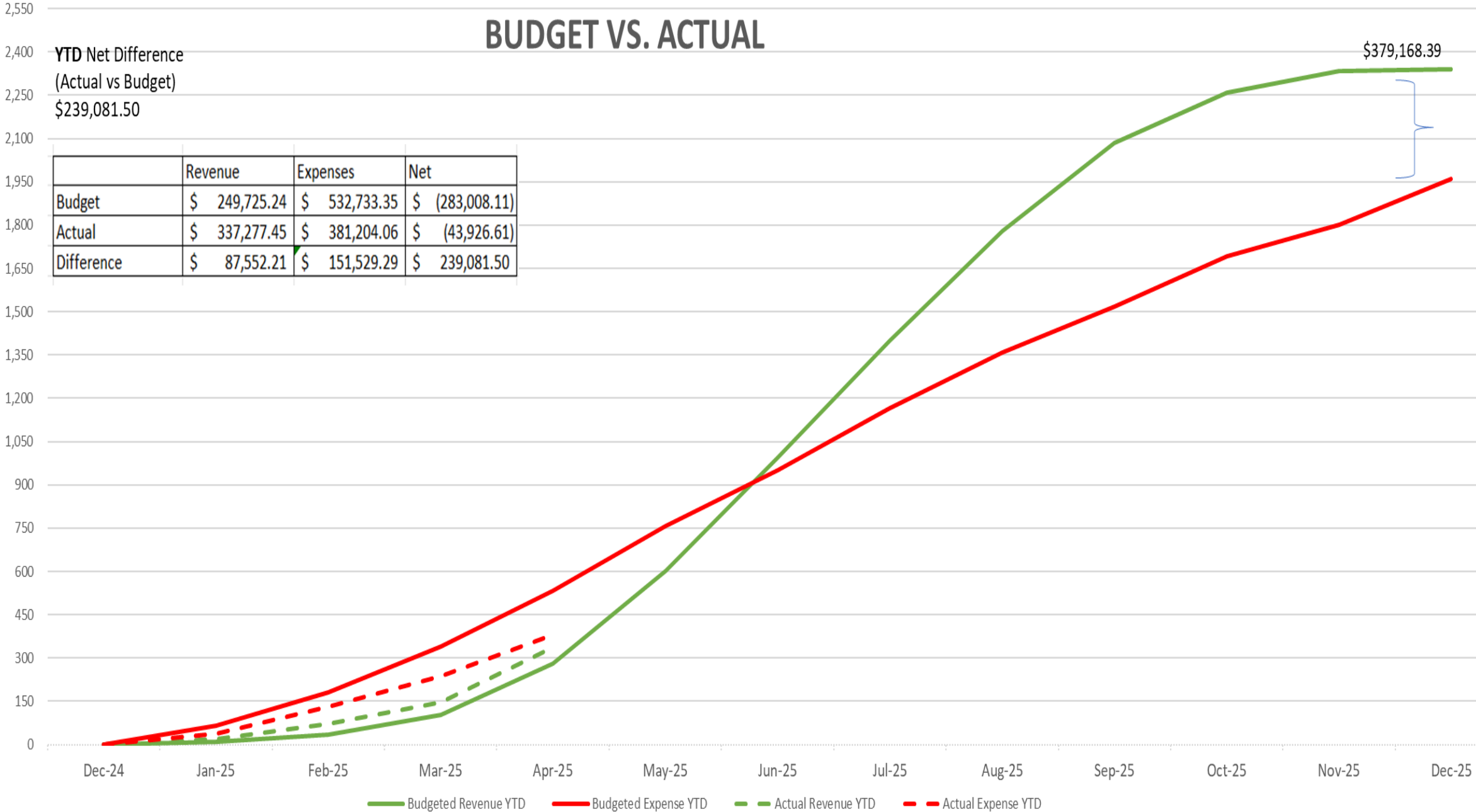
## BUDGET VS. ACTUAL

Thousands

YTD Net Difference  
(Actual vs Budget)  
\$239,081.50

|            | Revenue       | Expenses      | Net             |
|------------|---------------|---------------|-----------------|
| Budget     | \$ 249,725.24 | \$ 532,733.35 | \$ (283,008.11) |
| Actual     | \$ 337,277.45 | \$ 381,204.06 | \$ (43,926.61)  |
| Difference | \$ 87,552.21  | \$ 151,529.29 | \$ 239,081.50   |

\$379,168.39



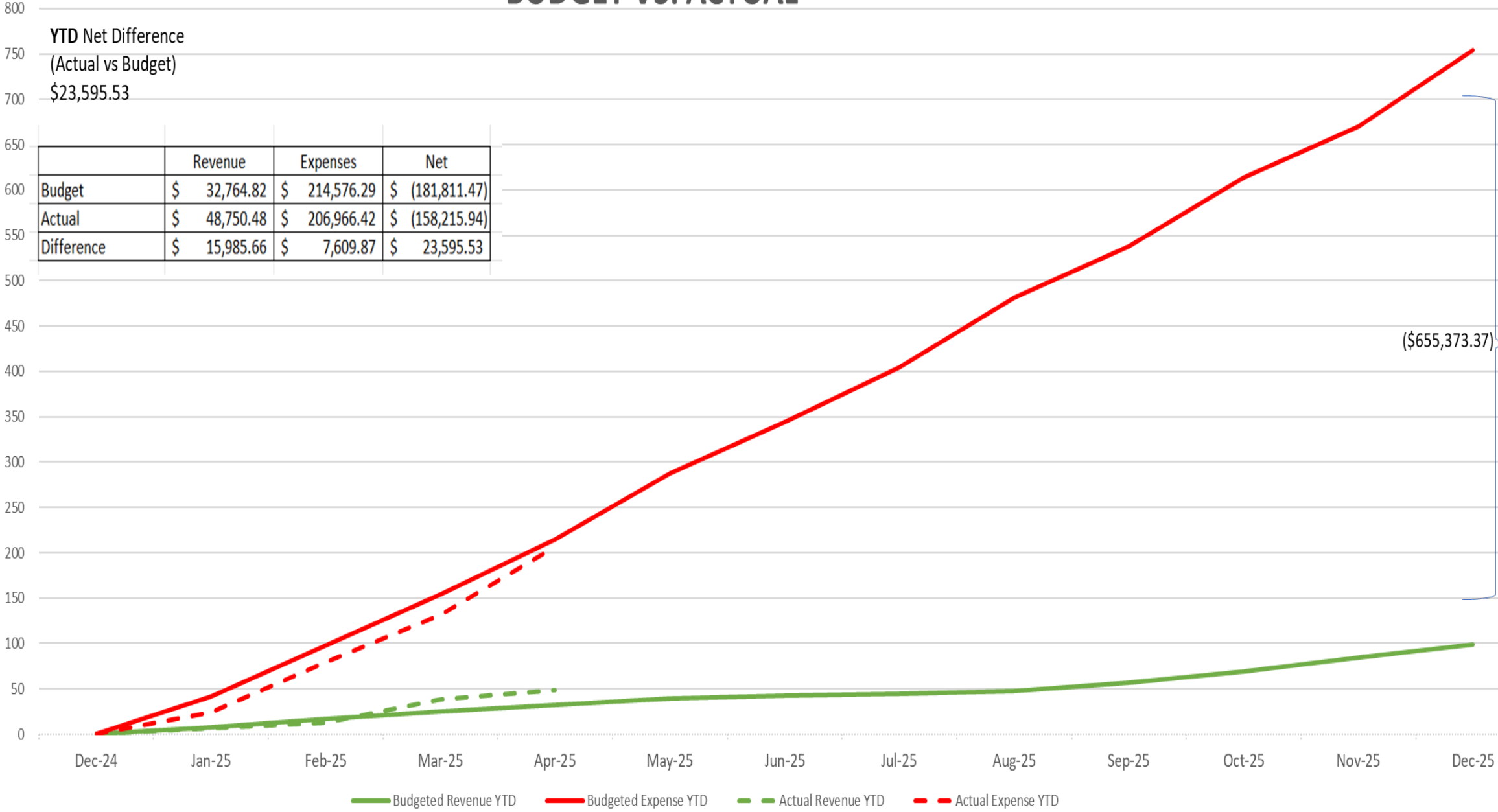
# REC CENTER ADMIN 29-49

## BUDGET VS. ACTUAL

Thousands

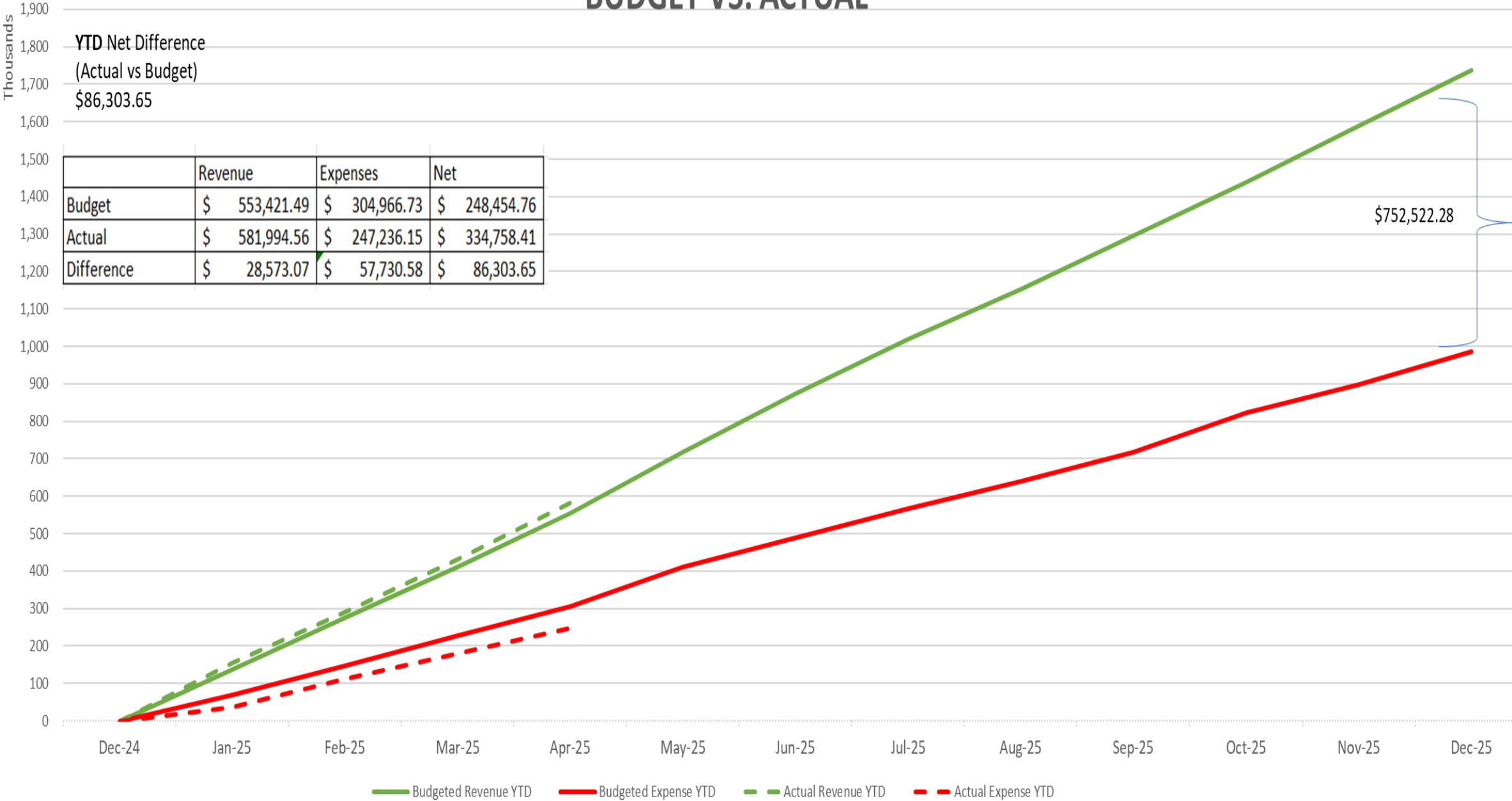
YTD Net Difference  
(Actual vs Budget)  
\$23,595.53

|            | Revenue      | Expenses      | Net             |
|------------|--------------|---------------|-----------------|
| Budget     | \$ 32,764.82 | \$ 214,576.29 | \$ (181,811.47) |
| Actual     | \$ 48,750.48 | \$ 206,966.42 | \$ (158,215.94) |
| Difference | \$ 15,985.66 | \$ 7,609.87   | \$ 23,595.53    |



# RECREATION CENTER FITNESS 29-51

## BUDGET VS. ACTUAL



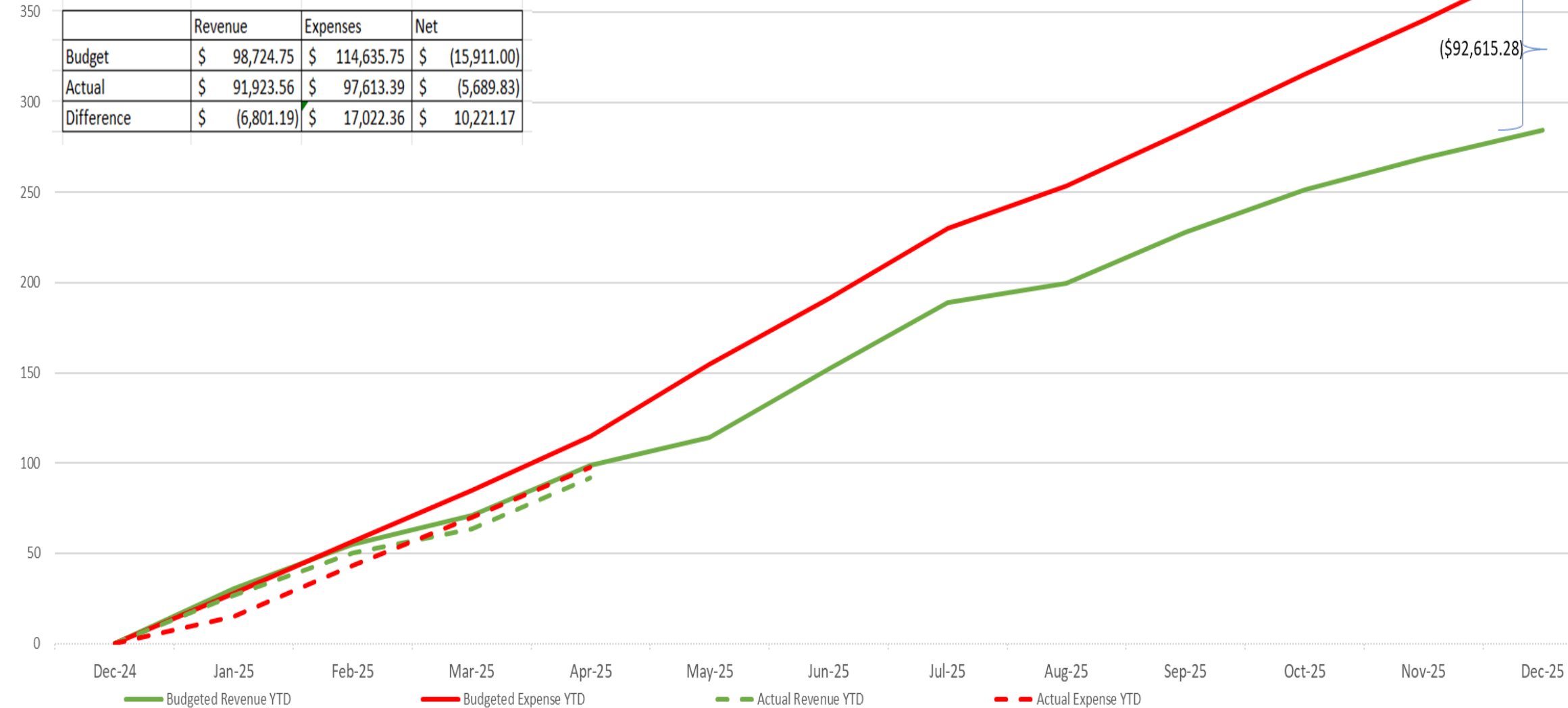
# RECREATION CENTER AQUATICS 29-53

## BUDGET VS. ACTUAL

Thousands

YTD Net Difference  
(Actual vs Budget)  
\$10,221.17

|            | Revenue       | Expenses      | Net            |
|------------|---------------|---------------|----------------|
| Budget     | \$ 98,724.75  | \$ 114,635.75 | \$ (15,911.00) |
| Actual     | \$ 91,923.56  | \$ 97,613.39  | \$ (5,689.83)  |
| Difference | \$ (6,801.19) | \$ 17,022.36  | \$ 10,221.17   |

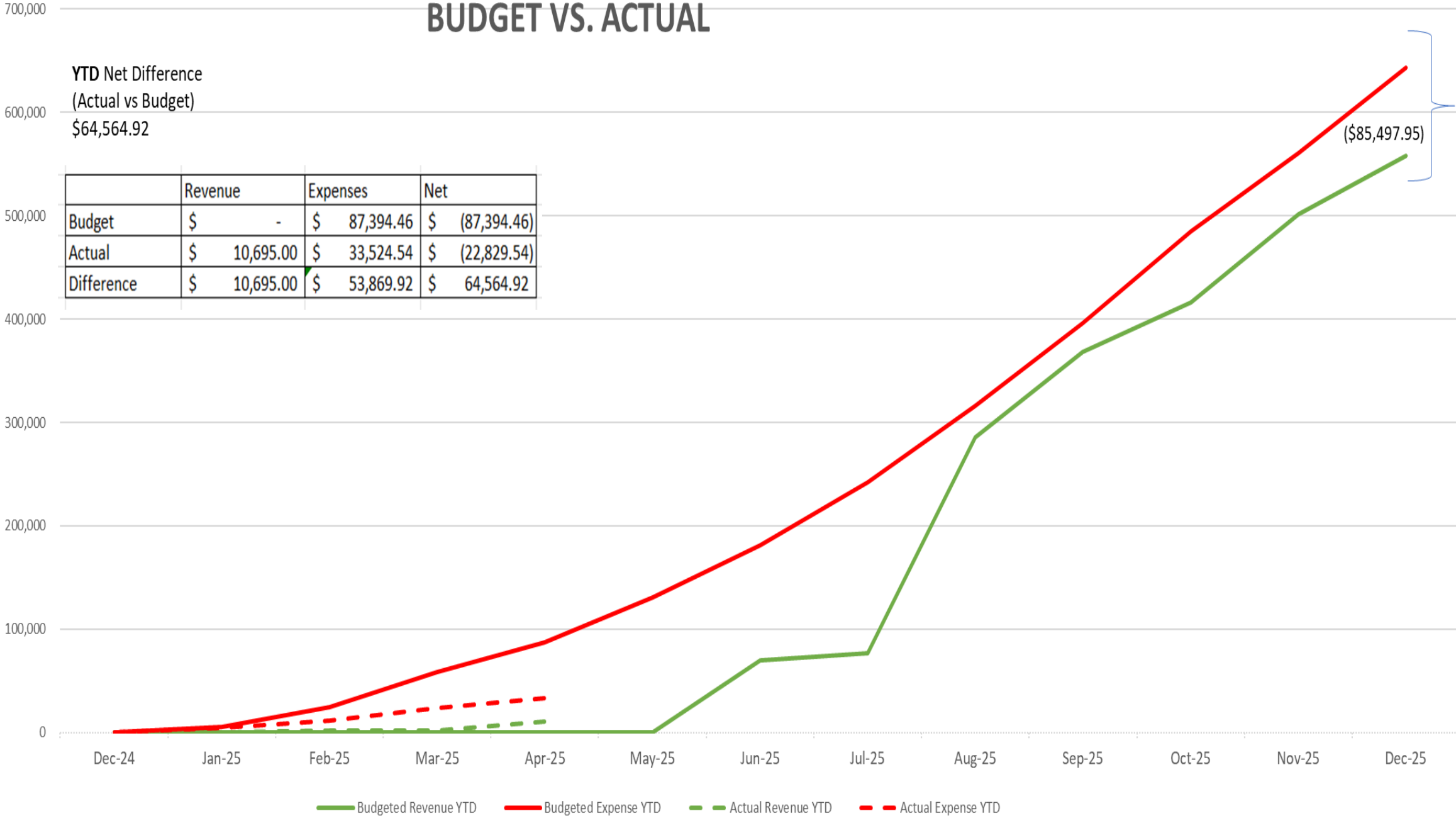


# THE DOME 29-54

## BUDGET VS. ACTUAL

YTD Net Difference  
(Actual vs Budget)  
\$64,564.92

|            | Revenue      | Expenses     | Net            |
|------------|--------------|--------------|----------------|
| Budget     | \$ -         | \$ 87,394.46 | \$ (87,394.46) |
| Actual     | \$ 10,695.00 | \$ 33,524.54 | \$ (22,829.54) |
| Difference | \$ 10,695.00 | \$ 53,869.92 | \$ 64,564.92   |

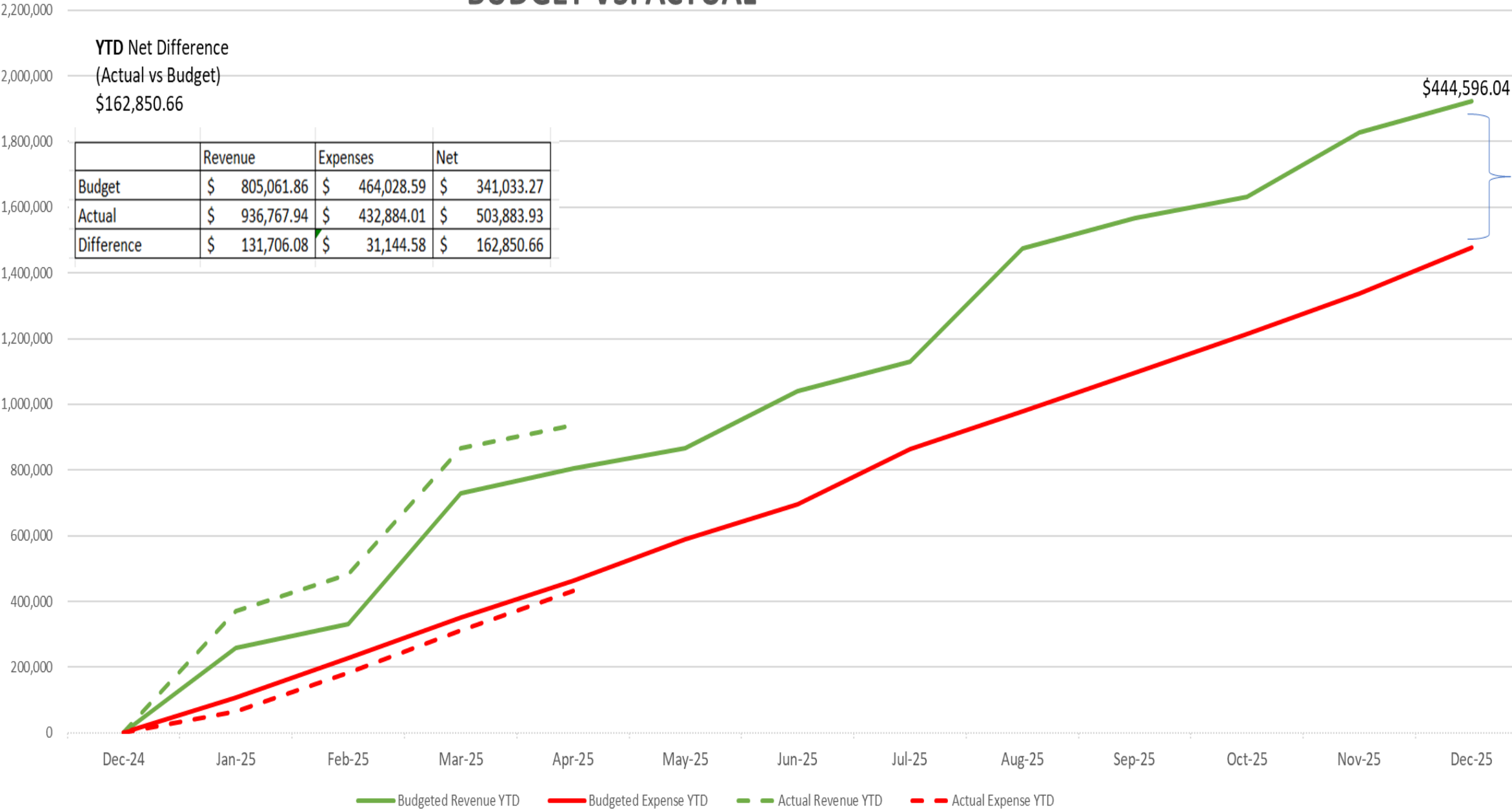


# TENNIS 29-55

## BUDGET VS. ACTUAL

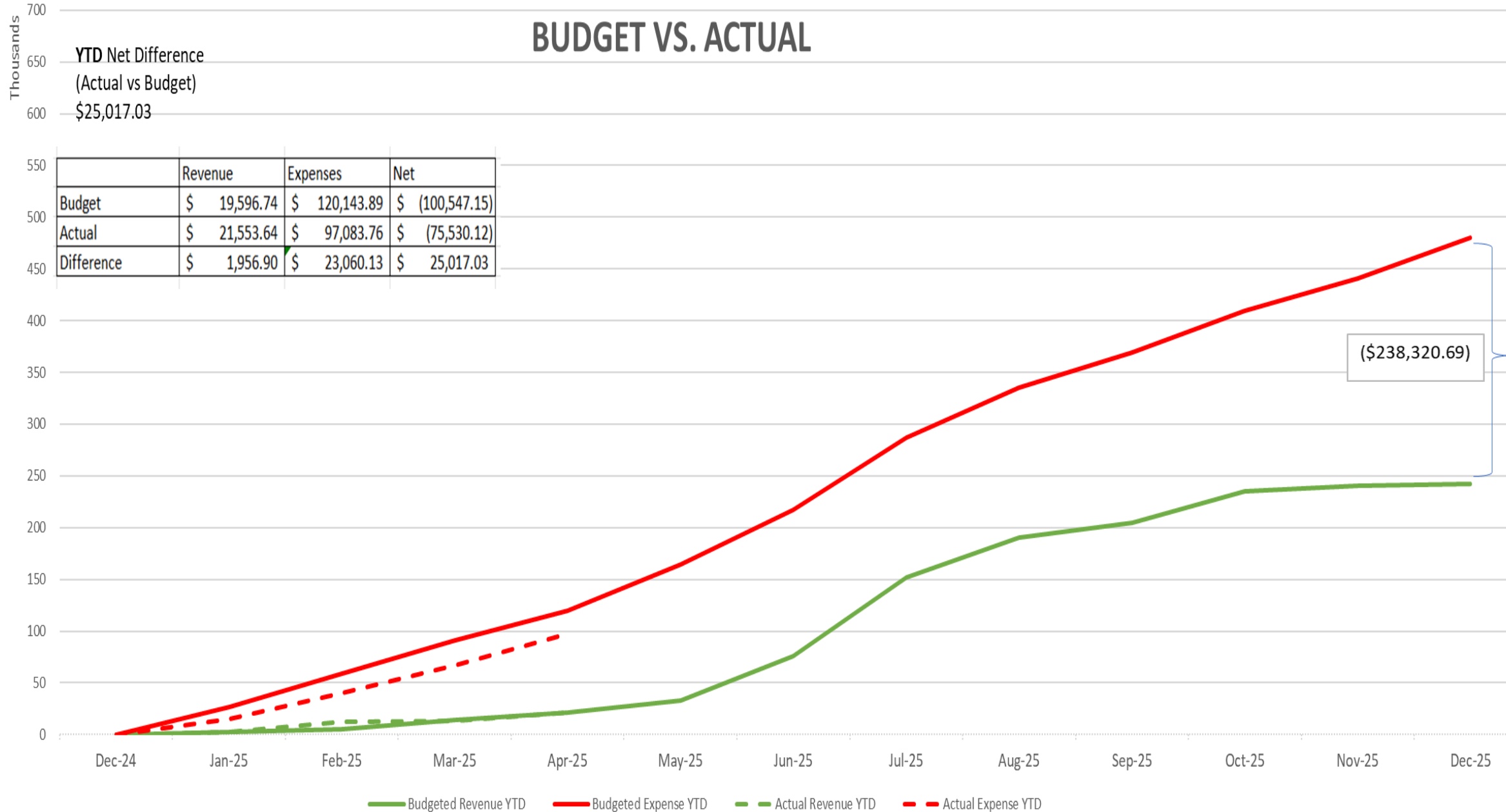
YTD Net Difference  
(Actual vs Budget)  
\$162,850.66

|            | Revenue       | Expenses      | Net           |
|------------|---------------|---------------|---------------|
| Budget     | \$ 805,061.86 | \$ 464,028.59 | \$ 341,033.27 |
| Actual     | \$ 936,767.94 | \$ 432,884.01 | \$ 503,883.93 |
| Difference | \$ 131,706.08 | \$ 31,144.58  | \$ 162,850.66 |



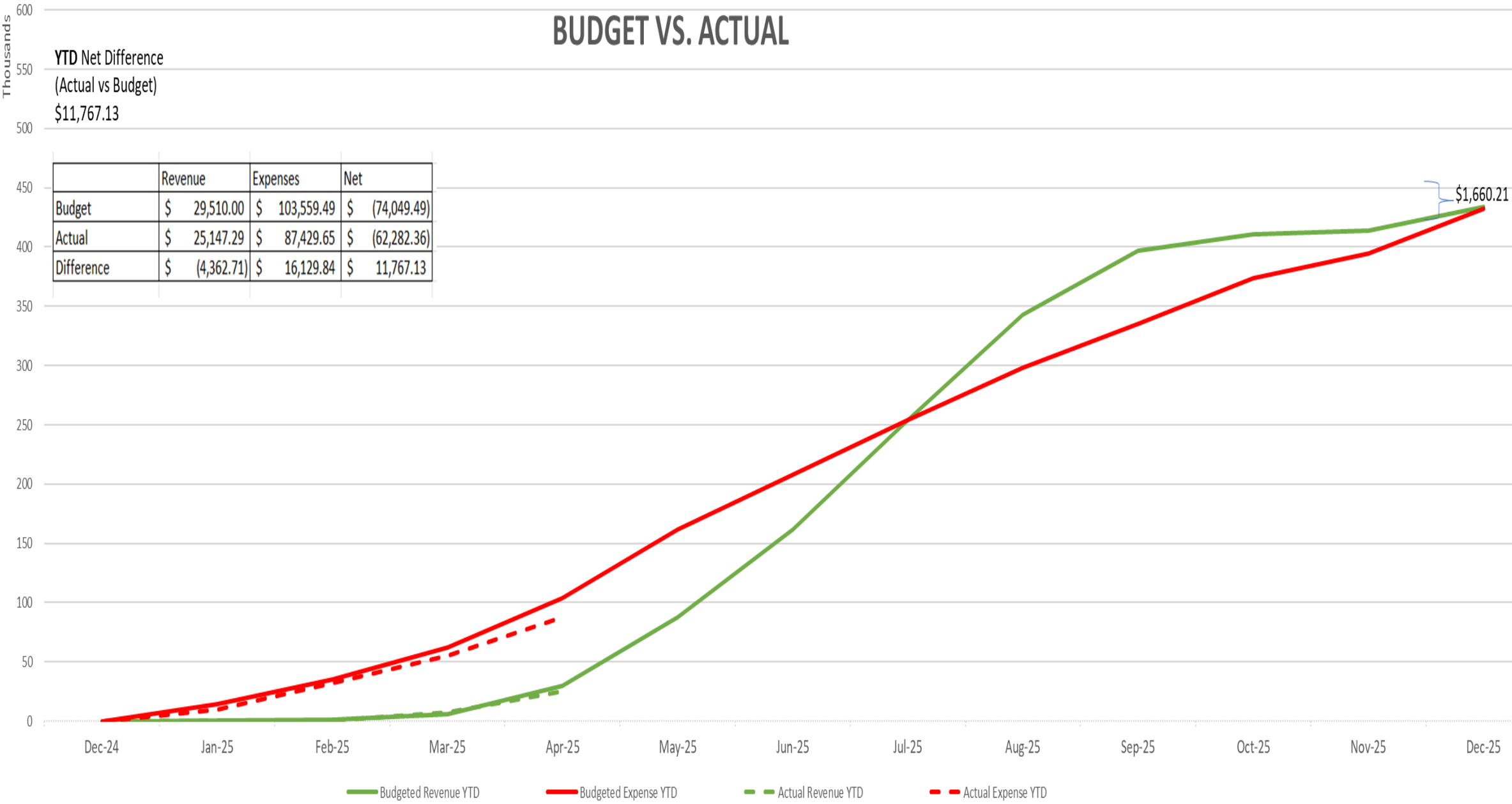
# HELLER NATURE CENTER 29-61

## BUDGET VS. ACTUAL



# HPCC LEARNING CENTER 29-74

## BUDGET VS. ACTUAL

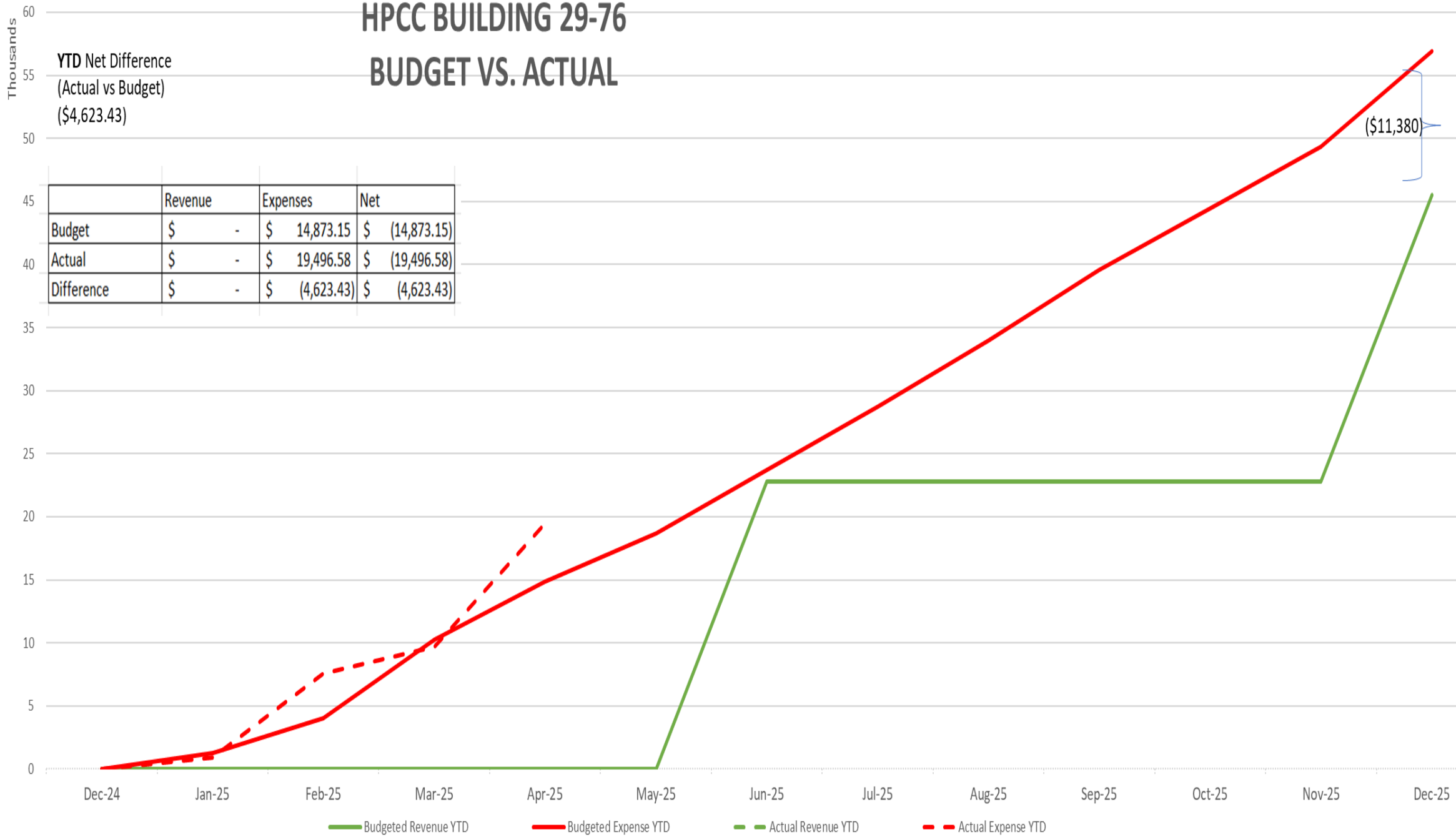


# HPCC BUILDING 29-76

## BUDGET VS. ACTUAL

YTD Net Difference  
(Actual vs Budget)  
(\$4,623.43)

|            | Revenue | Expenses      | Net            |
|------------|---------|---------------|----------------|
| Budget     | \$ -    | \$ 14,873.15  | \$ (14,873.15) |
| Actual     | \$ -    | \$ 19,496.58  | \$ (19,496.58) |
| Difference | \$ -    | \$ (4,623.43) | \$ (4,623.43)  |

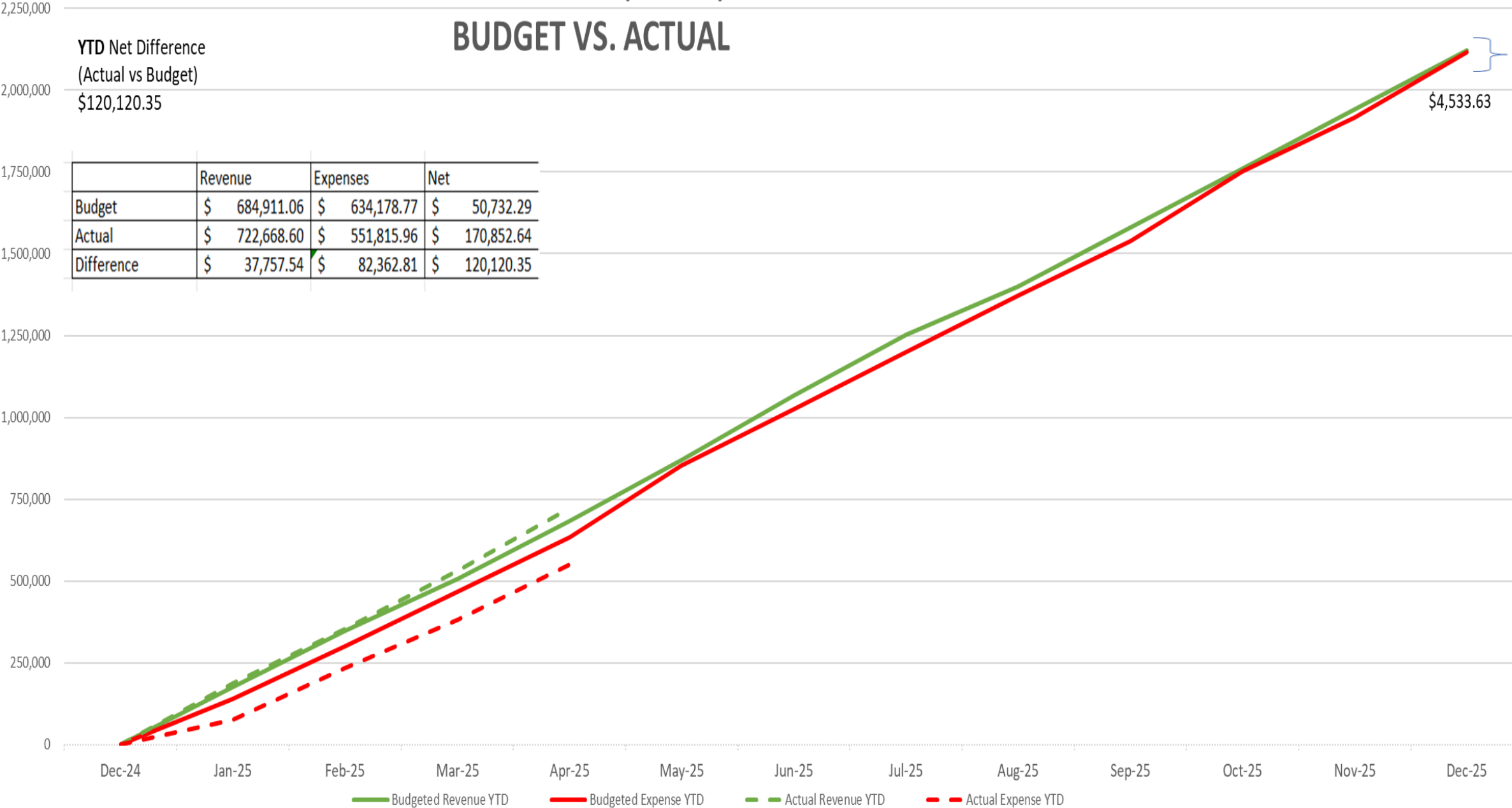


# RECREATION 29-49, 29-51, 29-53

## BUDGET VS. ACTUAL

YTD Net Difference  
(Actual vs Budget)  
\$120,120.35

|            | Revenue       | Expenses      | Net           |
|------------|---------------|---------------|---------------|
| Budget     | \$ 684,911.06 | \$ 634,178.77 | \$ 50,732.29  |
| Actual     | \$ 722,668.60 | \$ 551,815.96 | \$ 170,852.64 |
| Difference | \$ 37,757.54  | \$ 82,362.81  | \$ 120,120.35 |





**2024**

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

**4/30/25**

Actuals 4/30/25

## OPERATIONS (GENERAL AND RECREATION FUNDS)

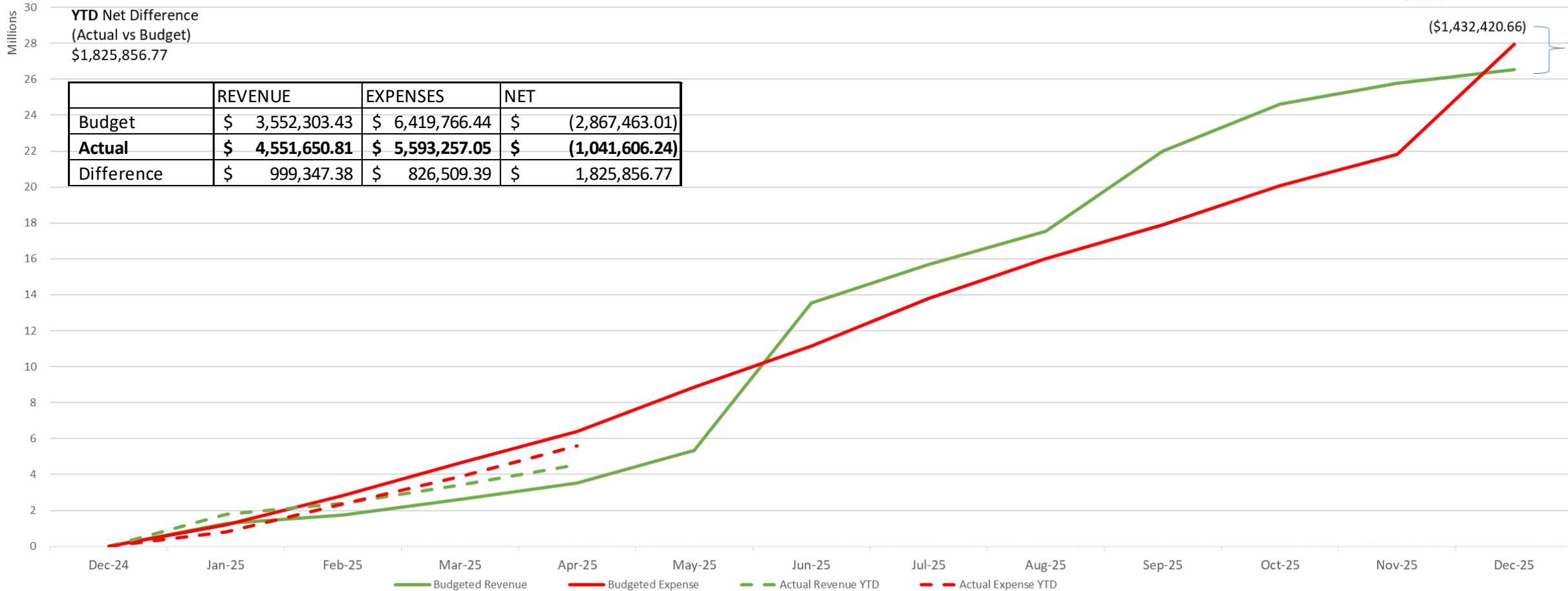
### BUDGET VS. ACTUAL

Net Budgeted -  
Deficit

(\$1,432,420.66) —

**YTD Net Difference**  
(Actual vs Budget)  
\$1,825,856.77

|               | REVENUE                | EXPENSES               | NET                      |
|---------------|------------------------|------------------------|--------------------------|
| Budget        | \$ 3,552,303.43        | \$ 6,419,766.44        | \$ (2,867,463.01)        |
| <b>Actual</b> | <b>\$ 4,551,650.81</b> | <b>\$ 5,593,257.05</b> | <b>\$ (1,041,606.24)</b> |
| Difference    | \$ 999,347.38          | \$ 826,509.39          | \$ 1,825,856.77          |

[illegible]

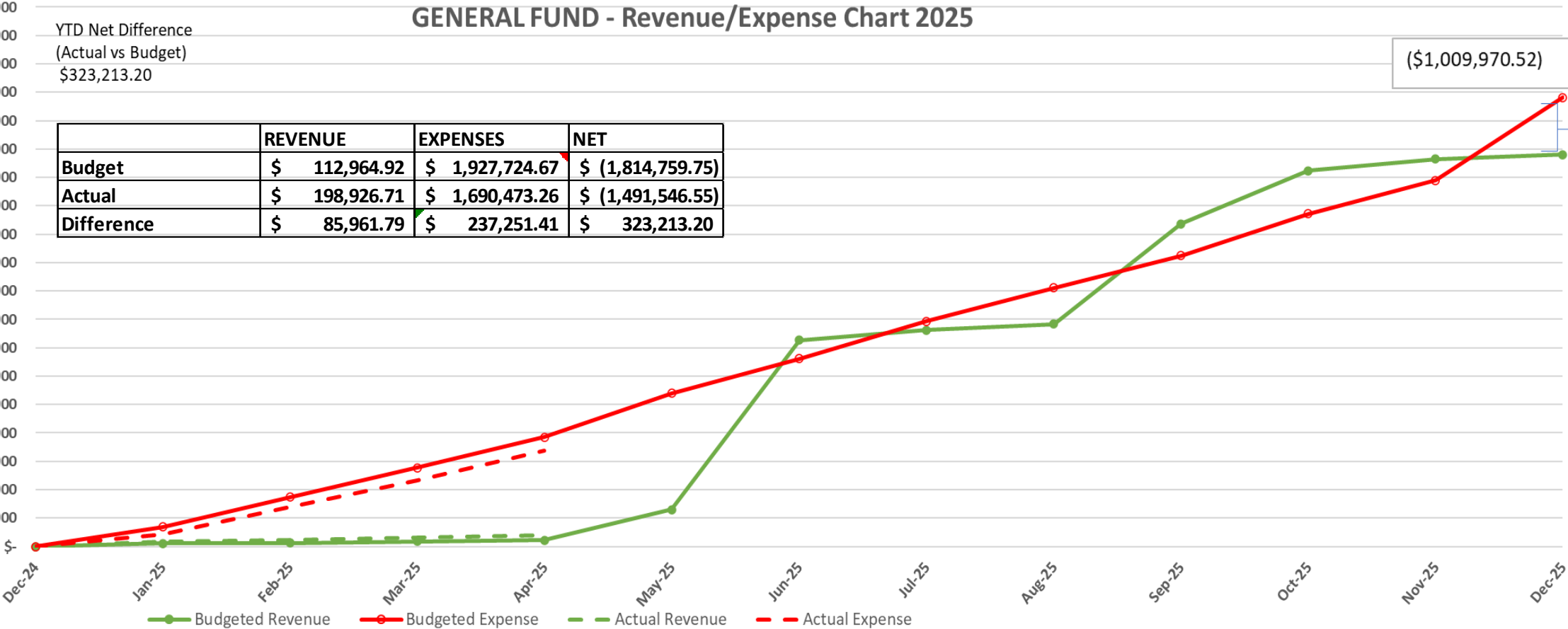
# Actuals 4/30/25

GENERAL FUND - Revenue/Expense Chart 2025

YTD Net Difference  
(Actual vs Budget)  
\$323,213.20

|            | REVENUE       | EXPENSES        | NET               |
|------------|---------------|-----------------|-------------------|
| Budget     | \$ 112,964.92 | \$ 1,927,724.67 | \$ (1,814,759.75) |
| Actual     | \$ 198,926.71 | \$ 1,690,473.26 | \$ (1,491,546.55) |
| Difference | \$ 85,961.79  | \$ 237,251.41   | \$ 323,213.20     |

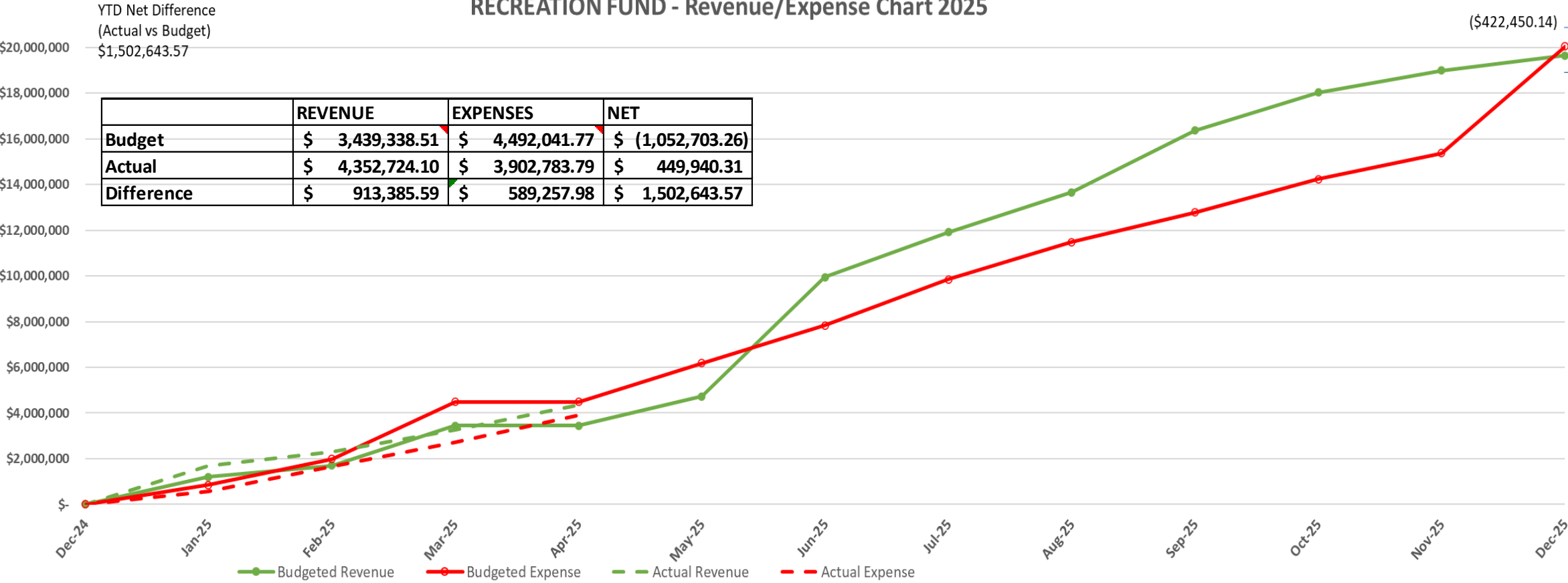
(\$1,009,970.52)



|                  |   |            |            |              |              |              |              |              |              |              |              |              |              |
|------------------|---|------------|------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Budgeted Revenue | - | 57,387.42  | 64,400.04  | 88,962.99    | 112,964.92   | 646,965.23   | 3,631,520.68 | 3,808,676.25 | 3,918,086.37 | 5,685,508.42 | 6,619,820.98 | 6,826,285.92 | 6,900,655.06 |
| Budgeted Expense | - | 342,445.18 | 869,227.93 | 1,384,418.08 | 1,927,724.67 | 2,700,397.97 | 3,309,696.85 | 3,969,736.18 | 4,552,940.75 | 5,122,474.66 | 5,858,047.97 | 6,447,059.79 | 7,911,003.89 |
| Actual Revenue   | - | 79,401.99  | 120,916.84 | 151,419.97   | 198,926.71   | -            | -            | -            | -            | -            | -            | -            | -            |
| Actual Expense   | - | 211,590.01 | 693,188.70 | 1,163,329.72 | 1,690,473.26 | -            | -            | -            | -            | -            | -            | -            | -            |

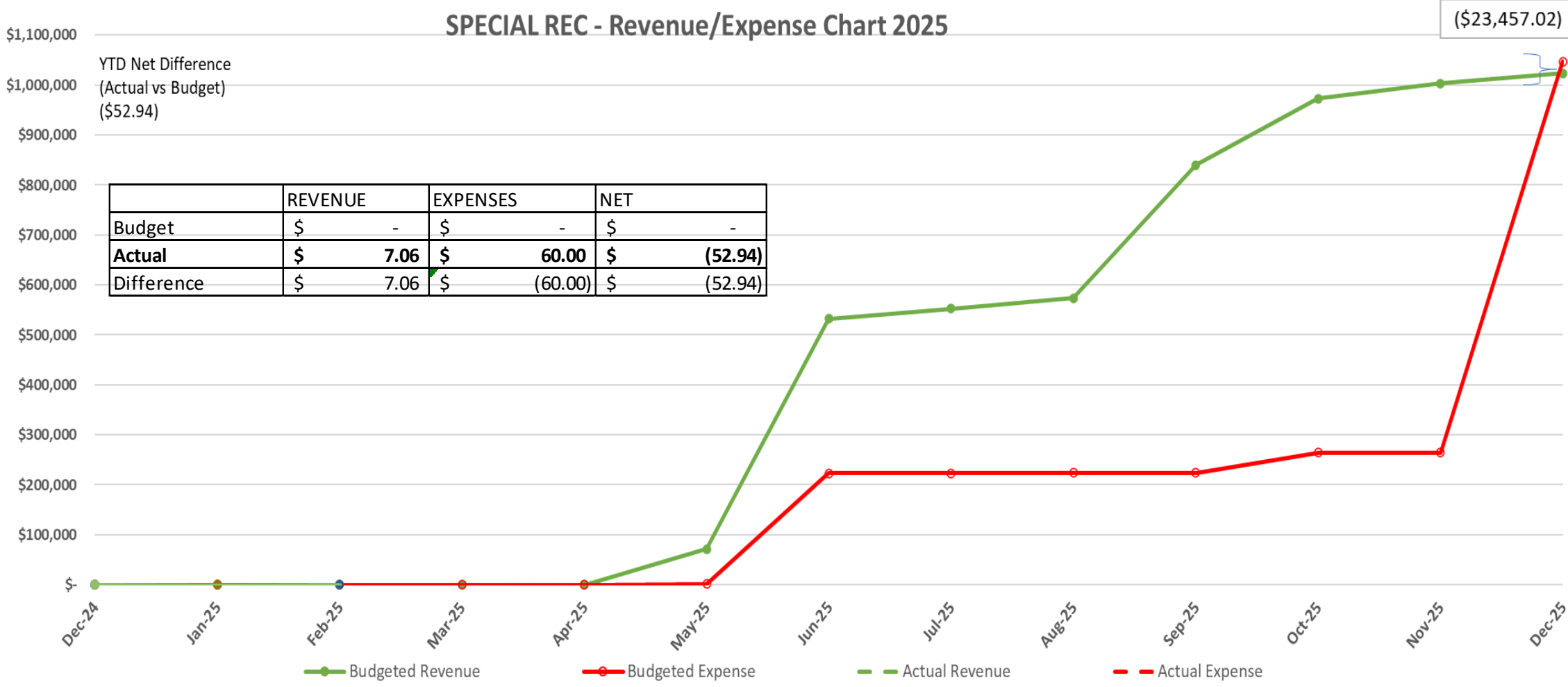
# Actuals 4/30/25

RECREATION FUND - Revenue/Expense Chart 2025



|                  |   |              |              |              |              |              |              |               |               |               |               |               |               |
|------------------|---|--------------|--------------|--------------|--------------|--------------|--------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Budgeted Revenue | - | 1,206,317.63 | 1,694,682.96 | 3,439,338.51 | 3,439,338.51 | 4,719,751.02 | 9,946,158.64 | 11,919,685.01 | 13,656,499.01 | 16,359,161.58 | 18,035,429.00 | 18,988,934.49 | 19,652,717.90 |
| Budgeted Expense | - | 844,957.03   | 1,984,338.24 | 4,492,041.77 | 4,492,041.77 | 6,178,852.16 | 7,838,134.15 | 9,850,521.21  | 11,481,142.95 | 12,786,939.47 | 14,238,725.82 | 15,378,758.49 | 20,050,405.54 |
| Actual Revenue   | - | 1,704,790.33 | 2,292,729.51 | 3,251,940.40 | 4,352,724.10 | -            | -            | -             | -             | -             | -             | -             | -             |
| Actual Expense   | - | 578,555.19   | 1,670,463.21 | 2,731,707.70 | 3,902,783.79 | -            | -            | -             | -             | -             | -             | -             | -             |

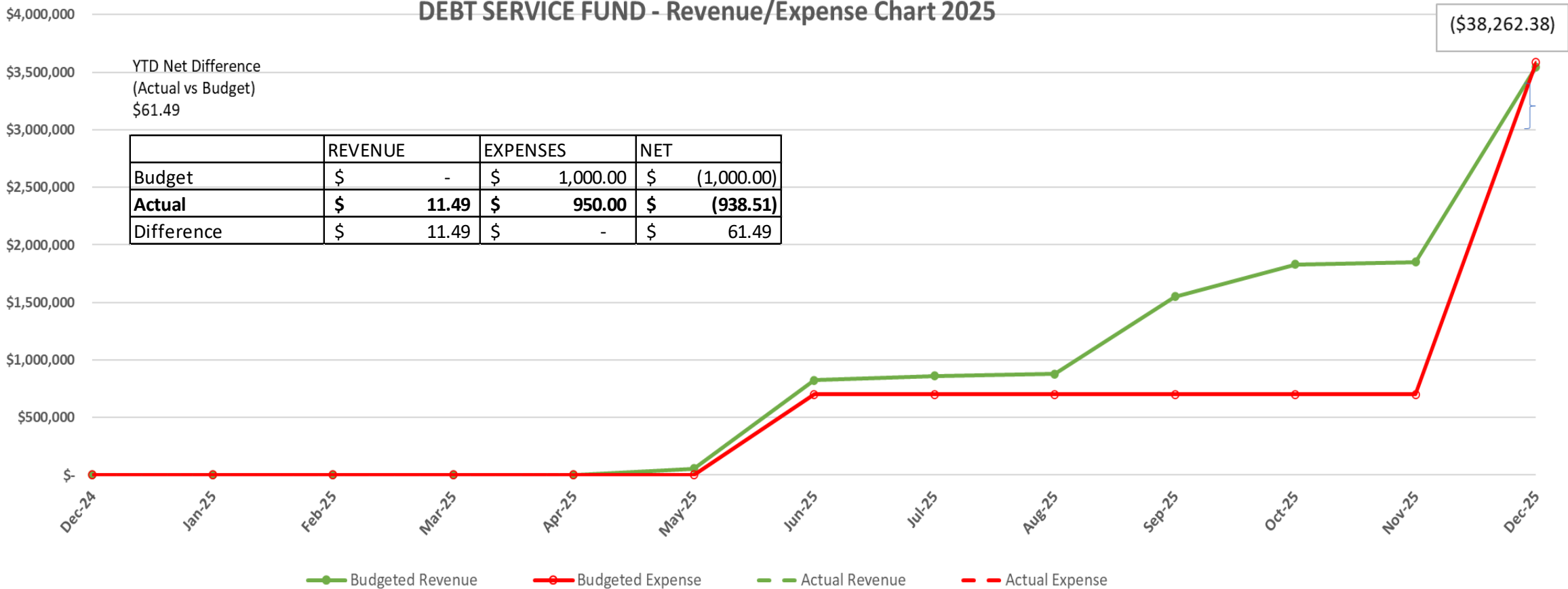
# Actuals 4/30/25



|                  |   |       |       |       |       |           |            |            |            |            |            |              |              |
|------------------|---|-------|-------|-------|-------|-----------|------------|------------|------------|------------|------------|--------------|--------------|
| 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   | - | -     | -     | -     | 7.06  | -         | -          | -          | -          | -          | -          | -            | -            |
| Actual Expense   | - | 60.00 | 60.00 | 60.00 | 60.00 | -         | -          | -          | -          | -          | -          | -            | -            |

# Actuals 4/30/25

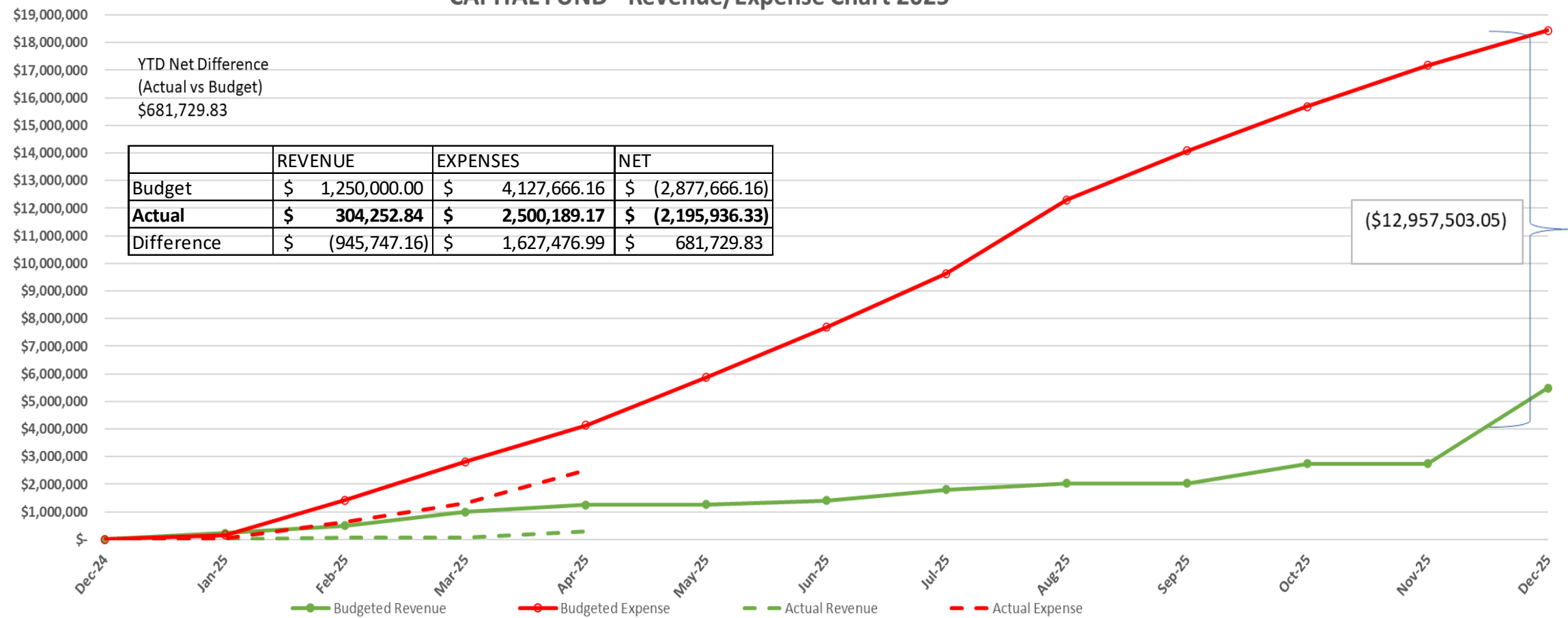
DEBT SERVICE FUND - Revenue/Expense Chart 2025



|                  |   |   |        |          |          |           |            |            |            |              |              |              |              |
|------------------|---|---|--------|----------|----------|-----------|------------|------------|------------|--------------|--------------|--------------|--------------|
| Budgeted Revenue | - | - | -      | -        | -        | 56,075.19 | 822,436.12 | 859,819.58 | 878,511.31 | 1,551,413.59 | 1,831,789.54 | 1,850,481.27 | 3,545,223.00 |
| Budgeted Expense | - | - | 500.00 | 1,000.00 | 1,000.00 | 1,000.00  | 701,992.69 | 701,992.69 | 701,992.69 | 701,992.69   | 701,992.69   | 702,492.69   | 3,583,485.38 |
| Actual Revenue   | - | - | -      | -        | 11.49    | -         | -          | -          | -          | -            | -            | -            | -            |
| Actual Expense   | - | - | 475.00 | 950.00   | 950.00   | -         | -          | -          | -          | -            | -            | -            | -            |

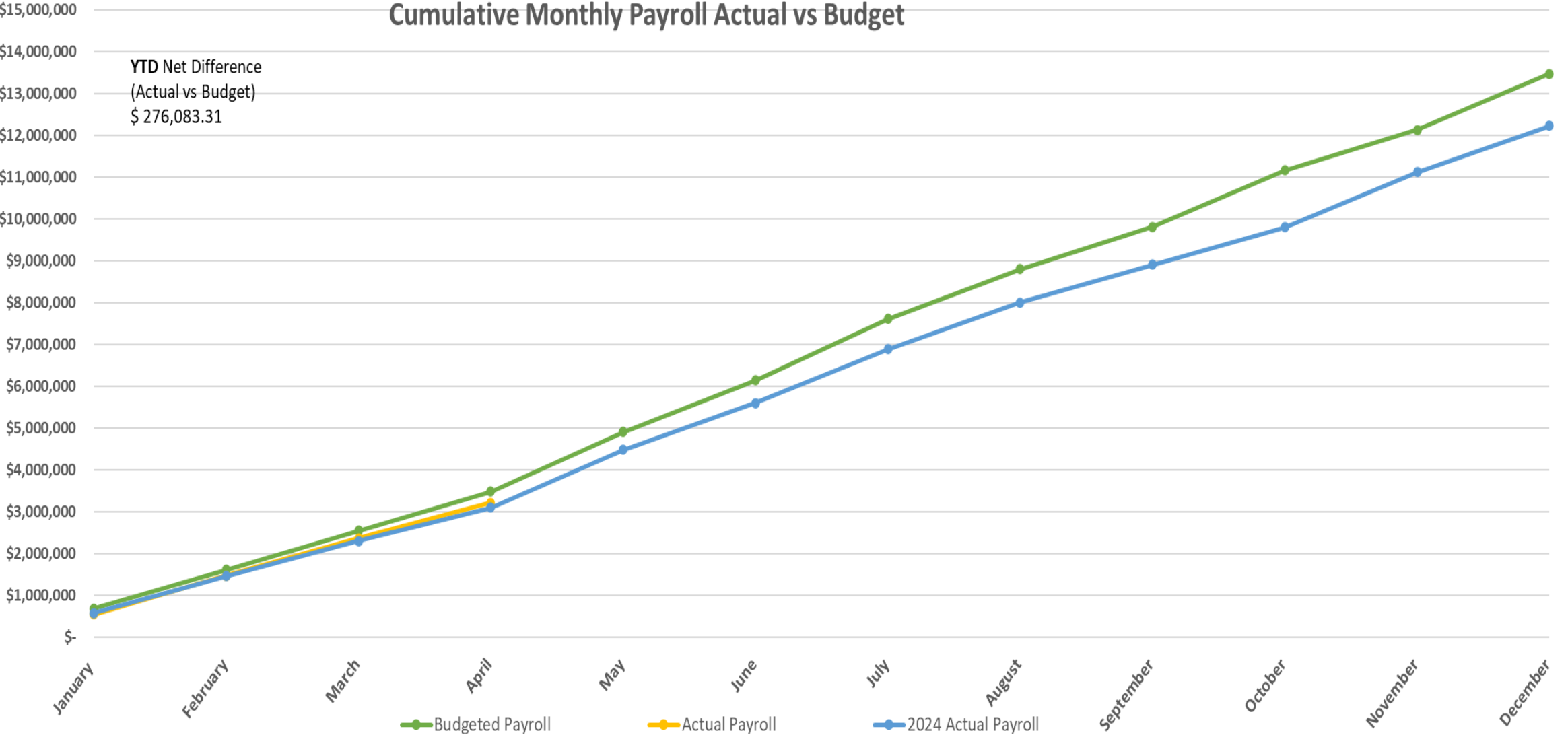
# Actuals 4/30/25

CAPITAL FUND - Revenue/Expense Chart 2025



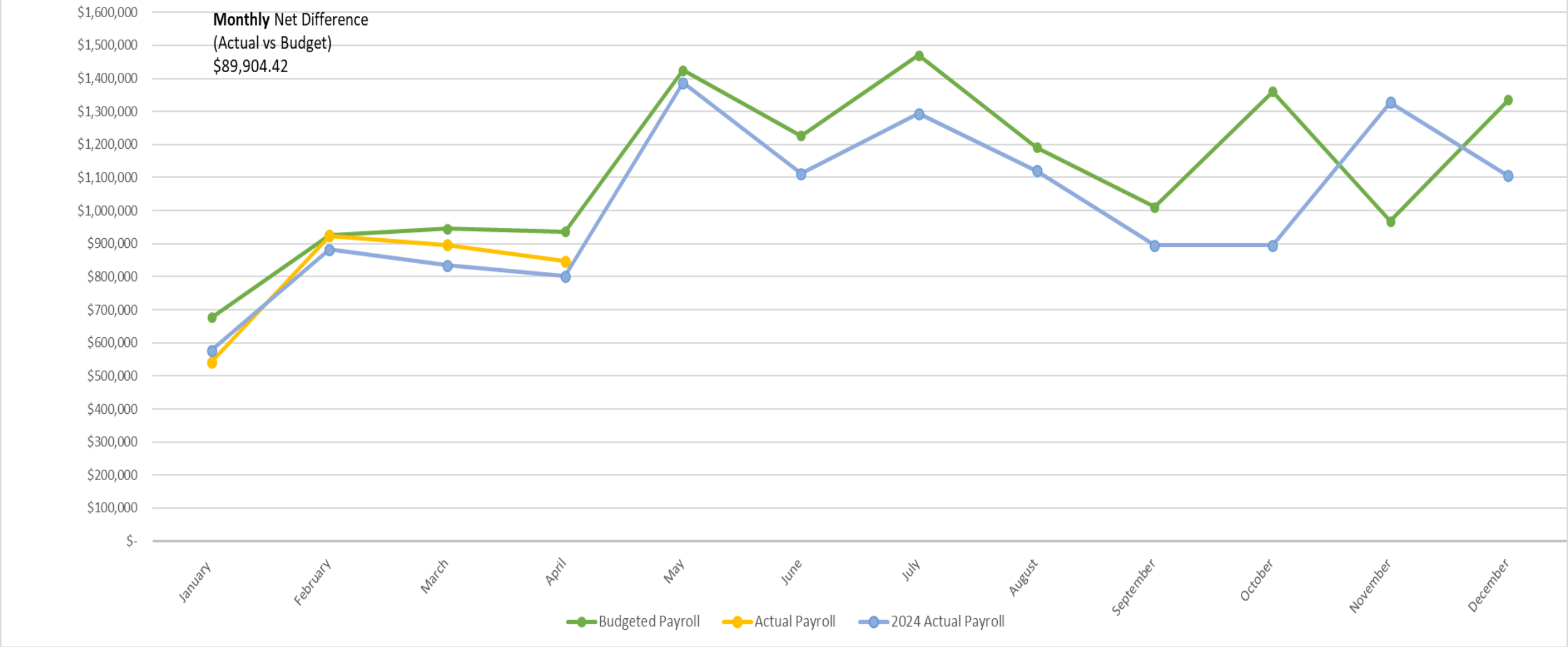
|                  |   |            |              |              |              |              |              |              |               |               |               |               |               |
|------------------|---|------------|--------------|--------------|--------------|--------------|--------------|--------------|---------------|---------------|---------------|---------------|---------------|
| Budgeted Revenue | - | 225,000.00 | 500,000.00   | 1,000,000.00 | 1,250,000.00 | 1,266,921.00 | 1,402,309.93 | 1,802,309.93 | 2,028,309.93  | 2,032,309.93  | 2,734,795.93  | 2,734,795.93  | 5,481,795.93  |
| Budgeted Expense | - | 156,767.78 | 1,419,239.60 | 2,811,007.38 | 4,127,666.16 | 5,871,133.94 | 7,691,901.72 | 9,631,669.50 | 12,308,437.28 | 14,078,205.06 | 15,686,972.84 | 17,173,785.06 | 18,439,298.98 |
| Actual Revenue   | - | 0.14       | 57,700.95    | 58,275.95    | 304,252.84   | -            | -            | -            | -             | -             | -             | -             | -             |
| Actual Expense   | - | 38,637.00  | 629,492.25   | 1,300,767.62 | 2,500,189.17 | -            | -            | -            | -             | -             | -             | -             | -             |

# Cumulative Monthly Payroll Actual vs Budget



|                             |            |              |              |              |              |              |              |              |              |               |               |               |
|-----------------------------|------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|---------------|---------------|---------------|
| Total Payroll (Budget)      | 676,279.79 | 1,603,313.05 | 2,548,732.33 | 3,485,525.03 | 4,910,417.54 | 6,136,982.58 | 7,607,097.34 | 8,798,934.68 | 9,810,115.19 | 11,170,883.69 | 12,138,872.54 | 13,474,002.92 |
| Payroll 1                   | 33,609.52  | 473,238.01   | 450,176.73   | 414,138.67   |              |              |              |              |              |               |               |               |
| Payroll 2                   | 508,691.37 | 450,954.06   | 445,883.75   | 432,749.61   |              |              |              |              |              |               |               |               |
| Payroll 3                   |            |              |              |              |              |              |              |              |              |               |               |               |
| Total Payroll (Actual)      | 542,300.89 | 1,466,492.96 | 2,362,553.44 | 3,209,441.72 |              |              |              |              |              |               |               |               |
| 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    |               |
| 2024 Total Payroll (Actual) | 577,127.67 | 1,459,547.32 | 2,294,527.52 | 3,095,578.62 | 4,482,531.53 | 5,594,300.89 | 6,887,316.82 | 8,008,636.59 | 8,904,070.53 | 9,798,499.11  | 11,126,717.96 | 12,232,408.26 |

NON-CUMULATIVE MONTHLY PAYROLL ACTUAL VS BUDGET



|                        |            |            |            |            |              |              |              |              |              |              |              |              |
|------------------------|------------|------------|------------|------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Payroll 1              | 33,609.52  | 473,238.01 | 450,176.73 | 414,138.67 |              |              |              |              |              |              |              |              |
| Payroll 2              | 508,691.37 | 450,954.06 | 445,883.75 | 432,749.61 |              |              |              |              |              |              |              |              |
| Payroll 3              |            |            |            |            |              |              |              |              |              |              |              |              |
| Total Payroll (Actual) | 542,300.89 | 924,192.07 | 896,060.48 | 846,888.28 |              |              |              |              |              |              |              |              |
| 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: Brian Romes, Executive Director

Date: May 21, 2025

Subject: **Master Plan Update**

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## **Summary**

Staff and the Park Board Master Planning Project liaisons met on April 24, 2025, to review the Community Survey questionnaire, upcoming public engagement opportunities, and the desired outcomes from the updated ten-year Master Plan. Staff will provide a progress update on the Master Plan progress.



# Memorandum

**To:** Park Board of Commissioners

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

**Date:** May 21, 2025

**Subject:** **Construction Project Updates**

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## Summary

Staff will provide updates for the following capital purchases and construction projects:

- New Facility and Site Improvements at West Ridge Park
- Club Pickle and Padel Facility project
- Park Avenue South Boat Storage Restoration project
- Sunset Woods Park Improvements project
- Old Elm and Port Clinton Playground Renovation projects
- Larry Fink Park Tot Lot Renovation project



# Memorandum

To: Park Board of Commissioners

From: Ryan Ochs, Director of Golf, Sunset Valley Golf Club; Brian Romes, Executive Director

Date: May 21, 2025

Subject: **Consideration to Approve the Sunset Valley Golf Club Restaurant Concessionaire License Agreement**

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## **Summary**

The Park District of Highland Park has terminated the restaurant license agreement with Madden Restaurant Concepts, LLC, effective at the close of business on May 21, 2025, at Sunset Valley Golf Club. The Park District now seeks to partner with Catering with Relish, Inc, doing business as (DBA) Relish Catering Kitchen—a catering group that aligns with the Park District’s core values of being welcoming, caring, and extraordinary.

Relish Catering Kitchen brings relevant experience in golf course food and beverage operations, currently managing services at Palatine Hills Golf Course and serving as the exclusive caterer at Independence Grove in Libertyville, IL. The Park District has previously worked with Relish Catering Kitchen, most recently during the Park Pursuit event.

## **Financial Impact**

Park District staff has negotiated an annual license fee of \$25,000 with Relish Catering Kitchen for the remainder of 2025. The fee will be paid monthly, beginning at the end of June and continuing over the next seven months, as outlined in the agreement. In the fall, staff will collaborate with Relish Catering Kitchen to negotiate a long-term Restaurant License Agreement, which will be presented to the Park Board at the end of the season.

## **Recommendation**

Staff recommends that the Park Board of Commissioners approve authorizing the Executive Director to enter into an agreement with Catering with Relish, Inc, DBA Relish Catering Kitchen, effective May 22, 2025, through December 31, 2025.



# Memorandum

To: Park Board of Commissioners

From: Brian Romes, Executive Director

Date: May 21, 2025

Subject: **Board Committee Updates**

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## **Summary**

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



# Memorandum

**To:** Park Board of Commissioners

**From:** Lauren Marchetto, Recreation Supervisor of Arts and Youth Enrichment, Amanda Geoffrion, Recreation Supervisor of Early Childhood Enrichment, Julie Nichols, Recreation Program Manager, Jessica Reyes, Assistant Director of Recreation; Nick Baird, Director of Recreation; Brian Romes, Executive Director

**Date:** May 21, 2025

**Subject:** **Recreation Programming Annual Report**

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## **Summary**

Staff will present the Annual Report on Recreation Programming.