

NOTICE OF REGULAR MEETING
Wednesday, February 23, 2022
Immediately Following the 5:00 p.m.
Policy Committee Meeting

Park District of Highland Park
Board of Park Commissioners
636 Ridge Road, Highland Park, IL 60035

REGULAR MEETING AGENDA

Pursuant to Section 7(e) of the Open Meetings Act, the President of the Board of Park Commissioners has made a finding that it is not practical or prudent to hold in person Meetings because of the COVID-19 public health emergency. Neither the elected officials nor the public will be allowed to attend Regular or Committee Meetings in person but will participate virtually by the means described below.

Members of the public may view a live stream of the Meeting by clicking the
Wednesday, February 23, 2022 Regular Board Meeting Video link found at
<https://www.pdhp.org/government/board-of-park-commissioners-meetings/>

I. CALL TO ORDER

II. ROLL CALL

III. ADDITIONS TO THE AGENDA

IV. PUBLIC COMMENT FOR ITEMS ON AGENDA

For public comment, members of the public can attend the virtual meeting so they may have the opportunity to speak during the public comment period.

If you wish to speak during the virtual meeting you will need to register at the link below.
https://us02web.zoom.us/webinar/register/WN_PirkMlf1TqQQDzG2jYbl6Q

Registrants will receive an email with meeting access information from it@pdhp.org.

Anyone wishing to speak during the public comment period of the virtual meeting will need to use the "Raise Hand" function in Zoom to indicate that they would like to speak. The Board President or Board Secretary will call on registrants who have activated the "Raise Hand" feature in alphabetical order.

V. CONSENT AGENDA

A. Approval of the Minutes from the January 11, 2022 Workshop Meeting

B. Approval of the Minutes from the January 26, 2022 Regular Board Meeting

C. Approval of the Revised Full Time Staff Salary Schedule in the Compensation Plan

D. Approval to Authorize the Professional Services Agreement with Holabird and Root

E. Approval of Resolution 2022-01 Authorizing the Purchase of Electricity for Park District Facilities and Meters and Authorizing the Director to Approve a Contract with the Lowest Cost Electricity Provider For a Period up to 3 years

F. Approval of Resolution 2022-02 Authorizing a Sole Source Contract for Procurement of the Centennial Ice Arena Zamboni Replacement

G. Approval of Resolution 2022-03 Authorizing an Increase in the Budgeted Year-End Fund Transfer Amounts

H. Approval of Ordinance 2022-03 Authorizing and Providing for the Conveyance or Sale of Surplus Personal Property

I. Bills and Payroll in the amount of \$1,957,967.62.

NOTICE OF REGULAR MEETING
Wednesday, February 23, 2022
Immediately Following the 5:00 p.m.
Policy Committee Meeting

Park District of Highland Park
Board of Park Commissioners
636 Ridge Road, Highland Park, IL 60035

- VI. FINANCIAL FORECASTS TREASURER'S REPORT**
- VII. UNFINISHED BUSINESS**
 - A. 2022 Highland Park Strings Stipend Request**
- VIII. NEW BUSINESS**
 - A. Parks Foundation Update**
 - B. Director's Report**
 - C. Board Comments**
- IX. OPEN TO PUBLIC TO ADDRESS THE BOARD**
- X. 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)5 – the purchase or lease of real estate including discussion on whether a certain parcel of property should be acquired; Section 2(c)6 – the setting of a price for sale or lease of property owned by the District; Section 2(c)8 – security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property; Section 2(c) 11 – litigation against or on behalf of the District or where the District finds that an action is probable or imminent; Section 2(c) 21 – the discussion of minutes lawfully closed under the Act, whether for the purposes of approval of said minutes or for conducting the semi-annual review of the minutes as set forth in section 2.06 of the Act.; Section 2(c) 29 - for discussions between internal or external auditors and the Board. Possible action by the Board on items discussed in closed session.
- VII. ACTION FROM CLOSED SESSION IF ANY**
- VIII. ADJOURNMENT**

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

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF WORKSHOP MEETING
JANUARY 11, 2022**

Minutes of the Workshop Meeting of the Park District of Highland Park Held on January 11, 2022. Pursuant to Section 7(e) of the Open Meetings Act, The President of the Board of Park Commissioners has made a finding that it is not practical or prudent to hold in person meetings because of the COVID-19 public health emergency. Neither the elected officials nor the public will be allowed to attend Regular or Committee Meetings in person but will participate virtually. Links to the virtual meeting can be found on the Park District website <https://www.pdhp.org/park-board/meetings/>

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

ROLL CALL

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

Absent: None

Staff Present: Executive Director Romes; Director Smith; Director Voss; Director Peters; Director Gogola; Director Carr; Assistant Director Maliszewski; Assistant Director Murrin; General Manager/Superintendent of Golf Operations Ochs; Manager Johnson; Manager Grill

Guest Speakers: Larry Block, Highland Park Strings

ADDITIONS TO THE AGENDA

None.

PUBLIC COMMENT

Peter Mordini

1853 Sheahen Court, Highland Park

Reported that it would be devastating if the boat ramp was closed another summer. He recommended not staffing the site to cut costs so that the temporary repair is approved.

2022 HIGHLAND PARK STRINGS SPONSORED ORGANIZATION AGREEMENT

At the December 16, 2021 Park Board Regular Meeting the Board of Commissioners approved an Agreement with The Highland Park Strings per the District's Affiliate and Sponsored Group Policy, with the exception of the financial stipend that was requested by the Strings.

At the request of the Park Board, the Founder and General Manager of the Highland Park Strings, Larry Block, is here this evening to provide a short presentation regarding the organization's history, impact on the community, and request for a financial stipend from the Park District in support of providing services to the community. Staff are not requesting approval at this time, just for the Highland Park Strings to provide an update.

Mr. Block reported that the Strings have presented over 200 concerts, which are played regularly at the Highland Park High School. Due to the pandemic, those concerts were put on hold until October of 2021. Typically, there are 900 attendees, however, there were only 400 this past October. For the past 43 years, the Park District has provided a financial stipend to the Strings, however, the amount has varied over the years. As of today, things are difficult for musicians and all of the arts, furthermore, their audience is composed primarily of seniors. Instead of traveling to downtown Chicago and paying over \$200 per ticket, families and individuals can come to the local high school and enjoy a free concert. Mr. Block reported that the Strings are asking for a fairly modest contribution from the Park District to help pay the musicians, rehearsal space at Trinity Church, and concerts they offer at the Ravinia Hall. He reported that the Strings are grateful to the Park District for their support and an annual stipend of \$15,000 and they would appreciate any financial support in 2022.

President Ruttenberg thanked Mr. Block for his presentation and indicated that the request for a financial stipend from the Park District will not be addressed this evening.

Commissioner Bernstein thanked Mr. Block for his presentation and appreciates everything they provide to the community.

Vice President Grossberg echoed Commissioner Bernstein's sentiments.

Commissioner Kaplan thanked Mr. Block. Additionally, he has attended several shows.

Vice President Grossberg would like to know how many members are from Highland Park.

Mr. Block reported that there are 10 members from Highland Park.

SUNSET WOODS PARK PLAYGROUND RENOVATION PROJECT UPDATE

Manager Schwartz provided a brief update of progress at Sunset Woods Playground, reporting that site prep work, demolition, removals, grading, drainage, concrete work, and playground equipment were installed in 2021. Construction will slow down due to the cold weather; however, staff expects construction to resume in March. In the 2-5 play area the primary play structure, swings, and curbs have been installed. In the 5-12 play area spinners.

WEST RIDGE PARK SITE AND BUILDING UPDATE

Manager Schwartz reported that the Park Board interviewed the top two architectural firms on December 15, 2021, and staff and the Park Board selected Holabird & Root. Staff plan to present a cost proposal to the Finance Committee on January 20, and will present a draft contract to the Park Board at the February 9 Workshop Meeting and hopes to award the contract at the February 23 Regular Board Meeting.

As a reminder, Manager Schwartz reported that the Professional Services Tasks Proposal include:

Task 1: Visioning & Strategic Planning Services, which will re-establish the vision and align it with the GreenPrint Master Plan Update. This redefines why this project is a priority and what community needs will be addressed. It will also briefly re-explore partnership opportunities.

Task 2: Site Selection Services analyzes and aligns a potential location with the preliminary scope.

Task 3: Financial Strategy Services analyzes and aligns the preliminary scope with cost modeling. Staff will create a proforma that justifies spatial needs based on cost services, cost recovery and meeting a mission-critical community need.

Task 4: Programming, Planning, and Preliminary Design Services develop project programs, preliminary designs through Key Stakeholder Engagement. The team will develop renderings and 3D animations.

Task 5: Design, Documentation & Administration which includes schematic design, design development, construction documents, permit, and bid coordination, construction administration, and project closeout.

At the January 20 Finance Committee meeting staff will have costs and timeline associated with the above five Tasks.

Manager Schwartz reported that staff are working to get a construction management firm on board for pre-construction services. The goal of the contract is to create a structure of checks and balances from the first day of the project. The pre-construction scope tasks the construction manager, to provide an accurate cost estimate through the design process and to guide the project towards more efficient cost-effective building methods and materials. The contract will be based on hourly rates and staff estimates the District's expenses will range from \$5,000 - \$25,000. Staff are targeting to issue the RFP tomorrow, proposals will need to be returned later this month, and staff will review those submissions and create a shortlist to interview finalists on February 7 and 8, and target to award on February 22.

President Ruttenberg would like to know when the Park Board will be involved.

Executive Director Romes reported that an update will be shared at the January 20 Finance Committee Meeting.

President Ruttenberg would like to know if staff are communicating with construction firms that the District has used in the past.

Manager Schwartz reported that staff are in communication with construction firms who have done work at PDHP in the past and are in communication with neighboring park districts to compile a list of recommended firms.

APPROVAL OF THE 2022 AMENDED BOARD MEETING CALENDAR

Executive Director Romes reported that the Park Board of Commissioner approved the 2022 Board meeting Calendar at the November 16 Regular Board Meeting, however, the Park Board requested that the Board Meetings move from Tuesday to Wednesday evenings at the December 16 Regular Board Meeting, so staff amended the 2022 Board Meeting Calendar to reflect those changes and are requesting approval of those changes. If approved, the District would begin meeting on Wednesday evenings on January 26, 2022.

A motion was made by Commissioner Kaplan and seconded by Commissioner Freeman to approve the 2022 Amended Board Meeting Calendar.

Roll Call:

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

Nay: None

Absent: None

Abstain: None

Motion Carried

APPROVAL OF CHANGES TO POLICY #2.06 “MEETINGS”

Executive Director Romes reported that the District’s current Policy states that Board Meetings will take place on the second and fourth Tuesday of each month, so the policy has been changed, at the request of the Park Board. As a result, the Park Board will need to approve the changes to Policy #2.06, indicating that Board Meetings will take place on the second and fourth Wednesday of each month. As always, if the day of any meeting falls on a legal holiday, the meeting shall be held when designated by the Board.

A motion was made by Commissioner Kaplan and seconded by Commissioner Bernstein to approve the recommended updates to Park District Policy 2.06 regarding the Annual Meeting and Regular Meetings.

Roll Call:

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

Nay: None

Absent: None

Abstain: None

Motion Carried

REVIEW OF VOUCHERS

Director Peters reported that staff were asked to refrain from spending in most of December so the packet was small. The largest expenditure was the monthly insurance payment to PDRMA for about \$157,000.

OTHER BUSINESS

Executive Director Romes reported that the 13th Annual Dr. Martin Luther King Jr. Day of Service on January 17, 2022 will be held virtually due to the COVID pandemic. The Zoom link can be found on the City’s website at www.cityhpil.com/mlk.

The federal holiday declaring the third Monday of every January as Martin Luther King Jr. Day was signed into law by President Ronald Reagan in 1983. Intended as a day of service, Highland Park's virtual event

will honor the civil rights icon with virtual keynote presentations from City Mayor Nancy Roterling, Vice President Terry Grossberg, Teri Steinberg, and Patrick Dankwa John. Patrick will be discussing how Dr. King's radical message urging a redistribution of political and economic power has been diluted and sanitized over time. He will reflect on some ways that we can revive Dr. King's dream of a world free of hatred and exploitation. Lastly, there will also be a performance by the Highland Park High School Band members.

OPEN TO THE PUBLIC TO ADDRESS THE BOARD

Councilwoman Lidawer
1707 St. Johns Avenue, Highland Park

Councilwoman Lidawer reported that the City of Highland Park could not have put together the MLK Day of Service event without the help of Vice President Grossberg.

CLOSED SESSION

A motion was made by Commissioner Kaplan, seconded by Commissioner Bernstein to adjourn into Closed Session for discussion of Section 2(c)1: The employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body.

Roll Call:

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

Nay: None

Absent: None

Abstain: None

Motion Carried

The meeting adjourned into Closed Session at 6:43 p.m.

The meeting reconvened into Open Session at 6:56 p.m.

ACTION FROM CLOSED SESSION IF ANY

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

No action was taken.

Workshop Meeting Minutes
January 11, 2022

ADJOURNMENT

A motion was made by Commissioner Kaplan and seconded by Commissioner Bernstein and approved by a unanimous vote. The Board Meeting adjourned at 6:57 p.m.

Respectfully submitted,

Roxanne Hejnowski, Assistant Secretary

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF REGULAR MEETING
JANUARY 26, 2022**

Minutes of the Regular Board Meeting of the Park District of Highland Park held on January 26, 2022. Pursuant to Section 7(e) of the Open Meetings Act, The President of the Board of Park Commissioners has made a finding that it is not practical or prudent to hold in person meetings because of the COVID-19 public health emergency. Neither the elected officials nor the public will be allowed to attend Regular or Committee Meetings in person but will participate virtually. Links to the virtual meeting can be found on the Park District website <https://www.pdhp.org/park-board/meetings/>

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

ROLL CALL

Present: Commissioner Kaplan, Commissioner Freeman, Vice President Grossberg, President Ruttenberg

Absent: Commissioner Bernstein

Staff Present: Executive Director Romes; Director Smith; Director Voss; Director Peters; Director Gogola; Director Carr; Assistant Director Maliszewski; Assistant Director Murrin; General Manager/Superintendent of Golf Operations Ochs; Manager Johnson; Coordinator Hejnowski

Guest Speakers: Rafael Labrador, Parks Foundation President

ADDITIONS TO THE AGENDA

None.

PUBLIC HEARING FOR THE 2022 BUDGET

A motion was made by Commissioner Kaplan and seconded by Vice President Grossberg to convene the proposed Budget and Appropriation Ordinance for the Fiscal Year beginning January 1, 2022, and ending December 31, 2022, for the Park District of Highland Park.

Roll Call:

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

Nay: None

Absent: Commissioner Bernstein

Abstain: None

Motion Carried

President Ruttenberg reported that the public hearing for the proposed Budget and Appropriation Ordinance for the Fiscal Year beginning January 1, 2022, and ending December 31, 2022, for the Park District of Highland Park is now in session.

As required by law, the budget was, with the Board's consensus, laid down for a period of 30 days. The document was available to be reviewed at Recreation Center of Highland Park, the Highland Park Library, and the district's website. Also, in accordance with the law, notification of tonight's hearing was posted in the Lake County News-Sun on Tuesday, January 18, 2022.

Anyone wishing to speak on the Public Hearing will need to use the "Raise Hand" function in Zoom to indicate that they would like to speak. The Board Secretary will call on registrants who have activated the "Raise Hand" feature in alphabetical order.

President Ruttenberg reported that let the record show that there were no members of the community or Board of Commissioners who have chosen to speak to this issue and Executive Director Romes did not receive any written communications relative to the proposed Budget and Appropriation Ordinance for the Fiscal Year beginning January 1, 2022, and ending December 31, 2022, for the Park District of Highland Park.

A motion was made by Commissioner Kaplan and seconded by Commissioner Freeman to close the public hearing.

Roll Call:

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

Nay: None

Absent: Commissioner Bernstein

Abstain: None

Motion Carried

President Ruttenberg requested if there are no objections from the Board of Commissioners, he requested moving Item A from New Business regarding an update from the Parks Foundation of Highland Park before Public Comment and moving Items B and C from Unfinished Business after Public Comment.

There were no objections from the Park Board of Commissioner's.

PARKS FOUNDATION UPDATE

The President of the Parks Foundation, Rafael Labrador, reported that one of the challenges of the Foundation was to help the community raise \$300,000 to help fund the construction of a new breakwater and boat ramp at the Park Avenue Boating Facility. As a result, power boaters and members of the North Shore Yacht Club worked with the Park Foundation and the Park District to help reach their target goal.

Mr. Labrador reported that the Foundation received overwhelming support for this project and has fully met the \$300,000 fundraising commitment as of a couple of days ago. Ultimately have raised over \$329,000 to date and there is another \$40,000 that is pledged. That was led by a generous \$150,000 donation from a single anonymous individual as a matching grant to inspire the community. 326 households have made individual donations and another 350 banded together to make a group donation, for a total of almost 600 households in Highland Park that showed support for this project. Most notable is that more than half of the funds come from families that are not boaters, do not own boats, or engage in boating-related activities. It's a lakefront issue and not just a boater issue. The citizens of Highland Park have spoken clearly that they see it as a broader interest than just the boating community.

From the standpoint of the Foundation specifically, one thing we're excited about is the demonstration this shows the ability for us to partner with members of the community and the Park District to advance important projects. This is a model that we hope to grow. This is an important and highly visible demonstration project which we think can bring a lot of benefit to the community and a broad range of other initiatives. One of the important parts is making sure that we follow through with our commitment. For one example, the Foundation was very careful to communicate to prospective donors that money would be earmarked for this purpose specifically and reserved only for that purpose if it was donated specifically to the breakwater project which is important for people to know. On behalf of the Foundation, we really appreciate the opportunity to work with the Park District on this and are very excited about the progress that the community has made and are looking forward to celebrating the opening of this facility in 2023 should it see through all the milestones that we have to still get through to get to that point.

Lastly, Mr. Labrador reported he would like to schedule a date to present the Foundations Strategic Plan to the Park Board of Commissioners at a future public meeting.

President Ruttenberg requested that Director Gogola and Executive Director Romes work with the Foundation to schedule a date for Mr. Labrador to present the Foundations Strategic Plan at a future public meeting.

Commissioner Freeman is excited that there is a vehicle, path, and methodology to fill gaps wherever found.

PUBLIC COMMENT FOR ITEMS ON THE AGENDA

Carol Amendola D'Anca
935 Evergreen Wy, Highland Park

Her questions pertained to the Park Avenue Master Plan, so she was asked by President Ruttenberg to share her questions via email with Executive Director Romes, since the Park Avenue Master Plan is not on tonight's agenda.

Garrett Flynn

365 N. Deere Park Dr, Highland Park

Since the estimate for the temporary of the boat ramp that falls within the \$30,000 - \$35,000 range, he asked that the Park Board of Commissioner's approve the repair.

David Sogin

1092 Wade St, Highland Park

While the loyalty program membership sales have not been met, he requests that the Park Board of Commissioners approve the long-term repair for the breakwater and boat ramp repair along with the temporary repair for the boat ramp since the community surpassed the \$300,000 fundraising goal.

Councilwoman Lidawer

1707 St. Johns Ave, Highland Park

She commended everyone for their efforts related to the fundraising for the projects pertaining to Park Avenue.

President Ruttenberg requested if there are no objections from the Board of Commissioners, he requested moving the Approval of the Park Avenue Temporary Boat Ramp Repair Contract ahead of the 2022 Highland Park Strings Stipend Request since Commissioner Kaplan needs to leave the meeting early due to work conflicts.

There were no objections from the Park Board of Commissioners.

APPROVAL OF THE PARK AVENUE TEMPORARY BOAT RAMP REPAIR CONTRACT

Executive Director Romes reminded the Park Board of Commissioners that a bid solicitation for this repair work was released on January 4, 2022. On January 18, 2022, staff received seven responsive and responsible bids. The project scope includes three items plus an alternate.

Item 1: Mobilization and general conditions

Item 2: Casting a new concrete topping over the damaged portion of the submerged concrete ramp

Item 3: Filling a void below the upper portion of the concrete ramp

Alternate: Repairing damaged concrete at the top of ramp

The low bidder was Misfits Construction Company. References for this contractor are favorable. If approved, construction would begin in March with an estimated completion of early April so long as weather permits.

Director Carr provided a budget summary comparison report, examining impacts to the budget with and without the temporary repair. When looking at revenue impacts, Director Carr reported that staff budgeted \$268,507 in revenue, of which the temporary repair would have no impact. If the concrete launch remained closed for the 2022 season, revenue would decrease by \$100,000 since staff are assuming all motorized

boat launches and storage revenue would be lost, resulting in a reduction in parking pass sales, and deferring Loyalty Program revenue until 2023. As for expenses, staff budgeted \$260,751. If the Park Board of Commissioners approves the temporary repair expenses would surpass the budget by \$34,000. If the concrete launch remained closed for the 2022 season, expenses would significantly decrease since staff would defer the annual dredging project. Overall, Director Carr reported that staff would have a \$26,244 deficit with the repair vs. a \$64,104 deficit if the concrete launch remained closed for the 2022 season.

Executive Director Romes reported that the bid opening was on January 18 and staff and the Finance Committee are recommending that the Park Board of Commissioners approve Items 1, 2, 3, and Alternate 1 from Misfits Construction Company for the 2022 Park Avenue Temporary Boat Ramp Repair Project and authorize the Executive Director to enter into an agreement in the amount of \$34,500. If approved construction would begin in mid-March with estimated completion in April.

A motion was made by Commissioner Kaplan and seconded by Commissioner Freeman approving Items 1, 2, 3, and Alternate 1 from Misfits Construction Company for the 2022 Park Avenue Temporary Boat Ramp Repair Project and authorize the Executive Director to enter into an agreement in the amount of \$34,500.

Commissioner Freeman, Commissioner Kaplan, and Vice President Grossberg support staff's recommendation and are excited to have a 2022 boating season.

Roll Call:

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

Nay: None

Absent: Commissioner Bernstein

Abstain: None

Motion Carried

2022 HIGHLAND PARK STRINGS STIPEND REQUEST

Director Carr reported that at the December 16, 2021 Park Board Regular Meeting the Board of Commissioners approved an Agreement with The Highland Park Strings per the District's Affiliate and Sponsored Group Policy. The agreement did not include a financial stipend as in years past.

At the request of the Park Board, The Highland Park Strings founder, Larry Block, attended the January 11 Park Board Workshop Meeting to provide a short presentation regarding the organization's history, impact in the community and request for a \$15,000 financial stipend from the Park District in support of providing services to the community.

He requested that the Park Board of Commissioners consider a Motion to amend the 2022 Highland Park Strings Agreement to include a financial stipend.

Regular Board Meeting Minutes
January 26, 2022

Commissioner Freeman and Commissioner Kaplan are opposed to providing a stipend; however, they are willing to offer other services.

Vice President Grossberg would like to provide a \$10,000 financial stipend for one year and would like to revisit this conversation to see what other support could be offered.

President Ruttenberg supports Vice President Grossberg recommendation.

Since Commissioner Bernstein is absent, this item will be revisited at a future Workshop or Regular Board Meeting where a vote can be taken by all 5 members of the Park Board of Commissioners.

Commissioner Kaplan left the meeting at 6:33 p.m.

CONSENT AGENDA

A motion was made by Vice President Grossberg, seconded by Commissioner Freeman to approve the Minutes from the December 7, 2021 Workshop Meeting, the Minutes from the December 15, 2021 Special Meeting, the Minutes from the December 16, 2021 Regular Board Meeting, the Ricoh Copier Lease Buyout, the Renewal of the 2021 Landscape Services Bid, the Hidden Creek Aquapark Slide Structure Repairs Bid, the Renewal of the 2020 Routine Grounds Maintenance Services Bid, the 2022 Sunset Valley Golf Club Cart Path Bridge Replacement and Removal Bid, Ordinance #2022-02 Authorizing and Providing for the Conveyance or Sale of Surplus Personal Property, Authorization for Park District of Highland Park to enroll in and Purchase from Joint Purchasing Program HGACBuy, and Bills and Payroll in the amount of \$1,783,644.17

Roll Call:

Aye: Commissioner Freeman, Vice President Grossberg, President Ruttenberg

Nay: None

Absent: Commissioner Bernstein, Commissioner Kaplan

Abstain: None

Motion Carried

FINANCIAL FORECASTS AND TREASURER'S REPORT

Director Peters showed 2021 Financial Forecasts and Treasurer's Report for the year ended December 31, 2021.

Operations (General and Recreation Funds) Budget vs. Actual

Director Peters reported that actual revenue surpassed the budgeted amount by \$2.1 million. Concurrently, actual expenses were \$1.8 million less than budgeted. Overall, the Park District had a \$3.9 million surplus for the end of the year. When compared to the three-year average, the Park District has a \$2.6 million surplus.

Director Peters reported that there are \$500,000 worth of items not included in the District's in tonight's report, this includes a \$400,000 check from the City of Highland Park for impact fees and a \$100,000 from the final property tax installment. As for expenses there is a little over \$300,000 of expenses not included in tonight's report. Overall, the District has a year-to-date surplus of \$3.9 million, and are projecting that number to slightly increase.

Vice President Grossberg would like to know why the District has such a significant surplus.

Director Peters reported that the budget assumed the Park District would be in Phase 4 of the Illinois Recovery Plan, which included limited capacities. Since the state entered Phase 5 those capacities were lifted so programming participation significantly increased. Additionally, over \$1 million of the savings is due to vacant positions, so much of the budgeted salary and wages was not spent. Lastly, these year-end figures are before transfers which supports capital projects.

Commissioner Freeman would like to know if the District is still short-staffed.

Executive Director Romes reported that the District has been operating at a 25% reduction across all areas, without impacting programs, which has been very challenging for staff. The District needs to address the staffing shortages, recruitment, and retention issues so the Park District can operate at a comfortable level.

Conclusion

Director Peters reported in January 2021, Park District programs and facilities were either partially closed or canceled due to COVID mitigation and since then the Park District was able to significantly adjust expenses, especially payroll at \$598,743 below budget resulting in \$3.9 million above budgeted net revenue for the year end.

For the period ended December 31, 2021, athletics had a surplus of \$180,363, camp had a \$113,113 surplus, tennis had a \$266,198 surplus, golf had a \$753,014 surplus, recreation had a \$222,715 surplus, West Ridge Center had a \$169,400 surplus, and Centennial Ice Arena had a \$153,549 surplus. All cost centers except for two are operating at a surplus at year end which places the Park District at a very favorable financial position at the end of 2021.

UNFINISHED BUSINESS

A. Approval of Ordinance 2022-01: Combined Budget and Appropriation Beginning January 1, 2022 through December 31, 2022

Director Peters reported that the 2022 proposed budget was presented to the Finance Committee on November 18, 2021, and December 8, 2021. After review and revisions, a final draft was presented to the Park Board at the December 16 Workshop Meeting. At that time, the Park Board provided consensus to make the draft budget document available for public inspection for thirty days. The budget was made available for public review at the Recreation Center of Highland Park, the Highland Park Public Library, and on the District's website during this timeframe. No comments from the public have been received by the District. In accordance with the Park District

Code, tonight's public hearing regarding the budget was posted in the Lake County News-Sun on Tuesday, January 18, 2022.

The proposed budget for fiscal year 2022 includes operating revenues of \$22,902,734, additional revenues of \$2,390,660 and total estimated expenditures (district-wide) of \$35,210,663 resulting in an anticipated deficit of \$9,917,269. This is a planned use of reserves for capital projects related to master planning.

Director Peters reported that staff recommends approval from the Park Board of Commissioners for the 2022 Budget and 2022 Budget and Appropriation Ordinance (2022-01) for the fiscal year ending December 31, 2022.

A motion was made by President Ruttenberg, seconded by Commissioner Freeman to approve the 2022 Budget and 2022 Budget and Appropriation Ordinance (2022-01) for the fiscal year ending December 31, 2022.

Roll Call:

Aye: Commissioner Freeman, Vice President Grossberg, President Ruttenberg

Nay: None

Absent: Commissioner Bernstein, Commissioner Kaplan

Abstain: None

Motion Carried

NEW BUSINESS

A. Director's Report

Executive Director Romes highlighted available outdoor activities, which includes cross country skiing at Heller Nature Center, ice skating at Sunset Woods Park, and sledding at Danny Cuniff Park. He is also excited to announce that the Park District will be releasing a new website and app in February.

Executive Director Romes shared the upcoming public meetings, Wednesday February 9 at 5:00 p.m. there will be a Facility & Recreation Committee. Workshop Meeting will immediately follow. On Wednesday, February 16 at 5:00 p.m. there will be a Lakefront, Parks & Natural Areas Committee Meeting. Finance Committee Meeting will immediately follow. On Wednesday, February 23 at 5:00 p.m. there will be a Policy Committee Meeting. The Regular Board Meeting will immediately follow.

B. Board Comments

None.

OPEN TO THE PUBLIC TO ADDRESS THE BOARD

Michael West

1342 Ferndale, Highland Park

Executive Director Romes read the email from Michael West reporting that, as a 45+ year resident, taxpayer, voter, and avid user of the Park Avenue Boating Facility, I respectfully urge the Board to proceed with temporary repairs to concrete ramp.

Margaret Winker Cook

320 Whistler Rd, Highland Park

Executive Director Romes read the email from Margaret Winker Cook reporting that, I am writing regarding the Park Ave Beach proposal. I am unable to attend tonight's meeting but would appreciate if you could read my letter aloud and make it part of the record.

I am a member of NSYC and I donated to the \$300,000 community fund to help the plan go forward. I am strongly in favor of:

1. The boat launch, which is essential for community safety to enable rescue boats to launch and for sailing and other programs to safely take place.
2. Replacing the barge, which is essential to ensure safe navigation off the beach, as well as address an eyesore that is contaminating one of Highland Park's greatest gems.

Some of the other plans that were in the Park District proposal have not received full community input and were raised at the last community meeting yet have not been addressed. Before finalizing these plans the Park District should fully ascertain community priorities and what steps should be taken to make the area more desirable. Recent NextDoor posts regarding funding raised these issues as well.

For example, the plan should address:

- a. Availability of the beach for swimming, even if it does not include a lifeguard and is swim at your own risk.
- b. Being able to launch a kayak, SUP, or sailboat from a vehicle if one does not have the most expensive parking sticker -- as of last season that wasn't possible except for off-hours, since the gate prevented access and launching was not permitted from the beach off the main parking lot.

Issues with the current proposal:

- a. Plans for development of a part of the bluff that would contribute to erosion -- all development should be carefully evaluated for environmental impact.
- b. "Renovation" of the clubhouse without sufficient input from the NSYC regarding needs and uses.
- c. Lack of easy-access kayak storage for NSYC. The plan called for 3-tiered racks that would require very strong people to remove and replace kayaks. Currently the kayak beach storage permits anyone with a partner to be able to move kayaks down to and back from the water's edge.

- d. Investment in redoing the parking lot and adding landscaping, when these additions would do nothing to improve beach access and use, but simply make it appear that HP cares about appearances, while use of the beach and lake apparently is a lower priority. If we don't have money to use the resources we have, why invest in appearances?

CLOSED SESSION

A motion was made by Commissioner Freeman, seconded by Vice President Grossberg to adjourn into Closed Session for discussion of 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.

Roll Call:

Aye: Commissioner Freeman, Vice President Grossberg, President Ruttenberg

Nay: None

Absent: Commissioner Bernstein, Commissioner Kaplan

Abstain: None

Motion Carried

Meeting was adjourned into closed session at 6:55 p.m.

Meeting was reconvened into open session at 7:03 p.m.

ACTION FROM CLOSED SESSION IF ANY

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

A motion was made by Commissioner Freeman, seconded by Vice President Grossberg that the Closed Session minutes from July 13 – December 15, 2021, would be withheld for public inspection as well as those closed session minutes that were reviewed and withheld in the past, except for the portion of July 27, 2021, regarding the review of closed session minutes from February 23, 2021 – June 24, 2021, for public inspection.

Roll Call:

Aye: Commissioner Freeman, Vice President Grossberg, President Ruttenberg

Nay: None

Absent: Commissioner Bernstein, Commissioner Kaplan

Regular Board Meeting Minutes
January 26, 2022

Abstain: None

Motion Carried

ADJOURNMENT

A motion was made by Commissioner Freeman and seconded by President Ruttenberg and approved by a unanimous vote. The Board Meeting adjourned at 7:08 p.m.

Respectfully submitted,

Roxanne Hejnowski, Assistant Secretary



Memorandum

To: Park Board of Commissioners
From: Brian Romes, Executive Director
Date: February 23, 2022
Subject: **Approval of the Revised Full Time Staff Salary Schedule in the Compensation Plan**

Summary

Per Park District Policy, every five years, the Park District's Compensation Plan shall be reviewed by a qualified third-party consultant. The Park Board last approved the Park District's Compensation Plan and associated salary schedule in December 2015, which is over 6 years ago. A planned review of the Plan was deferred in 2020 due to the Pandemic. Since its approval in 2015 the Compensation has not been reviewed and the salary schedule has not been revised to address any market adjustments or inflation.

In effort to address the outdated salary schedule in the Park District's Compensation Plan, staff have been working with GovHRUSA, a certified woman-owned business that provides human resources and comprehensive organizational analysis consulting services for local government agencies, to conduct a review of the current salary schedule. GovHRUSA is the same firm that conducted the Compensation Study and Plan recommendation in 2015.

GovHRUSA completed a review of comparable community pay range adjustments from fiscal years 2016 through 2022 and was able to collect information from 10 comparable entities. Based on their review a 10% adjustment to the current minimum and maximum pay schedules is being recommended for all full time pay grades.

Recommendation

Staff and the Finance Committee recommends the Park Board of Commissioners approve a 10% adjustment to the current minimum and maximum pay schedules for all full time pay grades.



Memorandum

To: Park Board of Commissioners

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

Date: February 23, 2022

Subject: **Approval to Authorize the Professional Services Agreement with Holabird and Root**

Summary

A request for qualification was issued on September 30, 2021 for Design Services for the New Community Center and site design at West Ridge Park. Submissions were received from thirteen architectural design teams. The top four ranked firms were interviewed on November 17, 2021, by a seven-staff-member panel. The top two design teams presented to the Park Board of Commissioners on December 15, 2021. The Park Board selected to proceed negotiations with Holabird and Root. Staff have received a proposal from Holabird and Root for Professional Services, including visioning and strategic planning services, site selection services, and programming, planning and preliminary design services.

Recommendation

Staff and the Park District Finance Committee recommend approval from the Park Board of Commissioners to authorize the Executive Director to enter into an attorney reviewed Professional Services Agreement with Holabird and Root in an amount not to exceed \$57,870.



Memorandum

To: Park Board of Commissioners

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

Date: February 23, 2022

Subject: **Approval of Resolution 2022-01 Authorizing the Purchase of Electricity for Park District Facilities and Meters and Authorizing the Director to Approve a Contract with the Lowest Cost Electricity Provider for a Period up to 3 years**

Summary

Electricity at all Park District facilities and additional electric meters is currently brokered via Northern Illinois Municipal Electric Collaborative (NIMEC), except for Deer Creek Racquet Club (DCRC) and four small load meters. DCRC has a separate electric contract that is tied to the solar provider there. The last bidding process had no bids offered for the four smallest meters in the District and are billed by ComEd. NIMEC is the largest governmental collaborative in Northern Illinois which aggregates the energy needs of 170 government members, with annual billings of \$25 million, thus allowing them to secure more competitive pricing. As all District electric contracts are expiring in May, they will all bid simultaneously on March 3, 2022, except for Deer Creek Racquet Club (DCRC). NIMEC will be bidding out all facilities, except DCRC, in one bid with bids to be submitted by 11:00 a.m.

Financial Impact

Bidding electricity for the District takes place over a few hours. Therefore, approval to participate in the NIMEC consortium must take place prior to knowing the awarded supplier and associated rates. The amount of compensation that NIMEC receives is included in the electricity prices from the supplier (roughly 3% of electric supply), so there will be no direct payment made to NIMEC by the Park District.

Recommendation

Staff and the Finance Committee recommends approval from the Board of Park Commissioners of Resolution 2022-01 to allow the purchase of electricity for the District from Northern Illinois Municipal Electric Collaborative.

RESOLUTION NO. 2022-01

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

PASSED AND APPROVED BY
THE PRESIDENT AND BOARD OF TRUSTEES
THE 23rd DAY OF FEBRUARY, 2022.

Published in Pamphlet Form by
Authority of the Corporate
Authorities of the Park District of
Highland Park, Illinois, this
23rd day of February, 2022.

RESOLUTION NO. 2022-01

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

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

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

WHEREAS, as a result of this deregulation, electricity may be purchased based on market price from alternate retail electric supplies and Commonwealth Edison will no longer be the sole supplier of electricity in northern Illinois, resulting in new electricity suppliers being able to compete against Commonwealth Edison, and competitive market forces dictating the price of electricity; and,

WHEREAS, the Park District of Highland Park will engage a broker to assist with the purchase of electricity. The Park District is entertaining bids from NIMEC (Northern Illinois Municipal Electric Collaborative). The Park District will accept the bid from the supplier with the lowest bid; and,

WHEREAS, the amount of compensation that the broker receives is included in the electricity prices provided, so there will be no direct payment made to the broker by the Park District; and,

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

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

- Section 1.** That the broker supplying the lowest price will be appointed the Park District's broker for purposes of obtaining an electricity supply for the Park District's needs.
- Section 2.** That the Director, with the support and assistance of the broker, is authorized to solicit bids for energy rates directly from

suppliers in an effort to secure lower energy costs for the Park District of Highland Park.

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

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

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

ADOPTED this 23rd day of February 2022, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTENTION: _____

APPROVED by me this 23rd day of February 2022.

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

ATTESTED and filed in my office,
this 23rd day of February 2022.

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



Memorandum

To: Finance Committee

From: Tony Matzke, Facilities Maintenance Manager; Mitch Carr, Director of Recreation and Facilities; Brian Romes, Executive Director

Date: February 23, 2022

Subject: **Approval of Resolution 2022-02 Authorizing a Sole Source Contract for Procurement of the Centennial Ice Arena Zamboni Replacement**

Summary

Centennial Ice Arena currently operates with two Zamboni units. One of the Zamboni's is currently 17 years old with outdated technology and has been experiencing frequent mechanical failures. This unit has met its useful life and is need of replacement. A new Zamboni will include the latest technology to maintain optimal ice conditions including:

- a) Advanced water system: Automatically regulates the amount of water dispensed on the ice to provide a uniform application.
- b) Level-Ice system: Laser guided blade control to provide a consistently level surface. This will reduce manual ice maintenance frequency, water usage, energy consumption, and time resulting in overall cost savings.

Since Zamboni Company USA, Inc. is the only manufacturer of Zambonis, staff is seeking the approval of a Sole Source purchase. This request is due to proven reliability, existing relationships, service response and availability of the until and repair/replacement parts.

Financial Impact

Amount in 2022 Capital Budget for Project	\$ 200,000
<u>Equipment Quote</u>	<u>\$ 178,855</u>
Anticipated Amount <u>Under</u> Budget	(\$ 21,145)

Recommendation

Staff and the Finance Committee recommends the Park Board of Commissioners approve Resolution 2022-02 authorizing the Executive Director to enter into a sole source contract for procurement of the Centennial Ice Arena Zamboni replacement from Zamboni Company, USA, Inc. in the amount of \$178,855 on the Consent Agenda.

**PARK DISTRICT OF HIGHLAND PARK
RESOLUTION 2022-02**

**RESOLUTION AUTHORIZING A CONTRACT
FOR PROCUREMENT OF ZAMBONI ICE RESURFACER**

WHEREAS, the Park District of Highland Park (“Park District”) is an Illinois Park District governed by the Illinois Park District Code, 70 ILCS 1205/1 et seq. and other applicable laws; and

WHEREAS, Section 8-1(c) of the Park District Code governs contracts involving expenditures in excess of \$25,000.00 and generally requires that such contracts be let to the lowest responsible bidder after due advertisement of a competitive bid; and

WHEREAS, under the provisions of Section 8-1(c), contracts which by their nature are not adapted to award by competitive bidding are not subject to competitive bidding; and

WHEREAS, the Park District is in need of certain materials to resurface and maintain Ice Rink surface_; (“Project”) and

WHEREAS, the original equipment manufacturer of the supplies or equipment needed for the Project operates a geographic-based, exclusive distributorship network that results in procurement of such property not being well-adapted for competitive bidding; and

WHEREAS, the Park District’s Board of Park Commissioners (“Board”) finds it to be necessary and in the best interest of the Park District and its residents to award a contract for the Project without competitive bidding;

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

SECTION 1. The recitals set forth above are incorporated into this Resolution as the material legislative findings of the Board as though fully restated herein.

SECTION 3. The Board finds and determines that Zamboni Company, USA, Inc. is the exclusive distributor within the United States of the Zamboni 552AC Ice Resurfacer needed for the Project. The Board finds and determines that for the foregoing reasons the procurement of the Zamboni for the Project is not subject to competitive bidding

SECTION 4. The Executive Director or her designee is hereby authorized and directed to enter into a contract with Zamboni Company, USA, Inc. in an amount not to exceed \$178,855 to acquire the Zamboni 552AC necessary for the completion of the Project.

SECTION 5. All resolutions and ordinances that conflict with this Resolution are hereby waived to the extent of such conflict.

PRESENTED to and **PASSED** by the Park District of Highland Park Board of Park Commissioners, this 23rd day of February, 2022.

AYES: _____

NAYS: _____

ABSTENTIONS: _____

APPROVED:

President

ATTEST:

Secretary



Memorandum

To: Park Board of Commissioners

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

Date: February 23, 2022

Subject: **Approval of Resolution 2022-03 Authorizing an Increase in the Budgeted Year-End Fund Transfer Amounts**

Summary

The 2021 budget was prepared and approved in 2020 with anticipation of following guidelines of Phase 4 of the Restore Illinois State Plan in 2021. On June 11, 2021, the State began Phase 5 of the Restore Illinois Plan. As a result, the Park District exceeded budgeted projections for both revenues and expenses. After careful review and in concert with discussions at previous Finance Committee Meetings, staff is recommending formal approval from the Park Board to increase fund transfers to the Capital Fund for the fiscal year ending 2021. The adjustment in transfers from the 2021 Budget to 2021 Proposed is below:

	2021 Budget	2021 Adjusted Budget	Change
Special Recreation Fund transfer to Capital Fund	\$300,000	\$457,009	\$157,009
Recreation Fund transfer to Capital Fund	\$1,500,000	\$2,000,000	\$500,000

The increase in transfers totals: \$689,848 to the capital fund.

Recommendation

Staff and the Finance Committee recommends the Park Board of Commissioners approve Resolution 2022-03 Authorizing an increase in the fund transfers from the 2021 budgeted amounts.

PARK DISTRICT OF HIGHLAND PARK

RESOLUTION No. 2022-03

**A RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS
OF THE PARK DISTRICT OF HIGHLAND PARK**

WHEREAS, the Park District of Highland Park (“Park District”) is a park district duly organized under Illinois Park District Code, 70 ILCS 1205/1 et seq.; and

WHEREAS, the Board of Commissioners (“Board”) of the Park District has full power to pass all necessary ordinances and resolutions to conduct the business of the Board (70 ILCS 1205/8.1(d); and

WHEREAS, the Park District’s Special Recreation Fund revenues may be used for the purpose of funding the District’s share of the expenses of providing recreational programs for persons with disabilities, including the provision of capital improvements to make the Park District’s facilities more accessible to such patrons; and

WHEREAS, the Park District’s Recreation Fund revenues may be used for establishing and maintaining recreational programs, including the provision of capital improvements to facilitate and host such programs; and

WHEREAS, the Park District is empowered to set aside any funds on hand at the end of the fiscal year that are not pledged for or allocated to a particular purpose to be transferred to a capital improvement fund and accumulated therein, but the total amount accumulated in the fund may not exceed 1.5% of the aggregate assessed valuation of all taxable property in the Park District; and

WHEREAS, the Board finds it to be in the best interest of the Park District and its residents to execute certain fund transfers to set aside money for capital expenditures.

NOW, THEREFORE, be it resolved by the Board of Commissioners of the Park District of Highland Park as follows:

Section One:

The recitals above are hereby incorporated into and made part of this Resolution.

Section Two:

The Park District's Director of Finance is hereby authorized and directed to carry out the following transfers to set aside money for capital expenditures:

<u>From</u>	<u>To</u>	<u>Amount</u>
Special Recreation Fund	Capital Fund	\$457,009
Recreation Fund	Capital Fund	\$2,000,000

These transfers are permanent transfers of funds and the amounts are not intended to be, and will not be, repaid to the funds from which the amounts are being transferred.

Section Three:

If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, such invalidity or unenforceability shall not affect any of the remaining provisions of this Resolution.

Section Five: This Resolution shall supersede any resolution or motion, or parts of resolutions or motions, in conflict with any part herein, and any such resolution or motion, or parts thereof, are hereby repealed.

Section Six: This Resolution shall be in full force and effect upon its adoption.

ADOPTED this 23rd day of February, 2022 by a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

President, Board of Commissioners
Park District of Highland Park

ATTEST:

Secretary, Board of Trustees
Park District of Highland Park



Memorandum

To: Park Board of Commissioners

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

Date: February 23, 2022

Subject: **Approval of Ordinance 2022-03: Authorizing and Providing for the Conveyance or Sale of Surplus Personal Property**

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 recommends the Park Board of Commissioners approve Ordinance 2022-03: 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 #2022-03**

**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 23rd day of February 2022.

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 23rd day of February.

I FURTHER CERTIFY that the deliberations of the Board on the adoption of said Ordinance were conducted openly via an Internet-based video conference platform, that the vote on the adoption of said Ordinance was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended by Public Act 101-640, and the order of the President of the Board of Park Commissioners, and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the Park District of Highland Park, Illinois this 23rd day of February 2022.

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

(SEAL)

**Park District of Highland Park
Ordinance 2022-03
Surplus Property Ordinance
Addendum 1
List of Surplus Property**

ID		Description	Model	Serial No.	Condition	Location	Est. Value	Notes
1	Jacobsen	Walk behind mower	Greens King 522A	622B2	average	Preserve polebarn	\$250.00	Gov website potential to resale
2	Jacobsen	Walk behind greens mower	Greens King 522A	12282	average - missing wheels	Preserve polebarn	\$200.00	Gov website potential to resale
3	Jacobsen	Walk behind greens mower	Greens King 522A	Unsure	average	Preserve polebarn	\$250.00	Gov website potential to resale
4	Jacobsen	Walk behind greens mower	Greens King 522A	62282	average	Preserve polebarn	\$250.00	Gov website potential to resale
5	Jacobsen	Walk behind greens mower	Greens King 522A	62270	average	Preserve polebarn	\$250.00	Gov website potential to resale
6	Jacobsen	Walk behind greens mower	Greens King 522A	Unsure	WORN	Preserve polebarn	\$75.00	Gov website potential to resale
7	Jacobsen	Walk behind greens mower	Greens King 522A	62264	WORN	Preserve polebarn	\$50.00	Gov website potential to resale
8	Jacobsen	Walk behind greens mower	Greens King 522A	62244	average	Preserve polebarn	\$250.00	Gov website potential to resale
9	Honda	Rototiller	Harmony	FZCY - 1002272	average	Preserve polebarn	\$75.00	Gov website potential to resale
10	McLane	Grass edger	Unsure	549670	average	Preserve polebarn	\$100.00	Gov website potential to resale
11	Jacobsen	golf cart style maintenance cart	810 express	Unsure	average- no brakes	Preserve polebarn	\$50.00	Gov website potential to resale
12	Unsure	golf cart style maintenance cart	Unsure	Unsure	average- no brakes	Preserve polebarn	\$50.00	Gov website potential to resale
13	John Deere	Sand pro	1200	Mol200G912257	average	Preserve polebarn	\$200.00	Gov website potential to resale
14	Jacobsen	Reel mower	Greens King IV	62257	average	Preserve polebarn	\$300.00	Gov website potential to resale
15	Jacobsen	Fairway mower	Tri-king 1900D	Unsure	average	Preserve polebarn	\$100.00	Gov website potential to resale
16	Scag	Mower	Swz-16BV	26170221	average	Preserve polebarn	\$250.00	Gov website potential to resale
17	Pitch Witch	Portable Trencher	AEWLD	3748500	average	Preserve polebarn	\$200.00	Gov website potential to resale
18	Workhorse	Cart	Workhorse	1325513	Poor	Preserve polebarn	\$50.00	No seats, no back
19	EZ Go Cart	Cart	Unsure	994897	Poor	Preserve polebarn	Unsure	all together w/workbox in back
20	EZ Go Cart	Cart	Unsure	994897	Poor	Preserve polebarn	Unsure	no seat or steering wheel
21	EZ Go Cart	cart	Unsure	A61120	Poor	Preserve polebarn	Unsure	no carburetor. Workbox on back
22	John Deere	Gator 6 x 4	unsure	unsure	Poor	Preserve polebarn	unsure	
23	EZ Go Cart	cart	unsure	Unsure	Poor	Preserve polebarn	unsure	workbox on back
24	Turf	Truckster	Unsure	Unsure	Poor	Preserve polebarn	Unsure	
25	EZ Go Cart	cart	Unsure	994943	Poor	Preserve polebarn	Unsure	workbox on back
26	Jacobsen	rough mower	hr-5111 4wd	Unsure	Poor	Preserve polebarn	Unsure	does not run
27	Life Fitness	Treadmill	95TWEZ	TWZ 100104	average	West Ridge	\$999.00	
28	Life Fitness	Elliptical	91XS	SCTS 100180	Average	West Ridge	\$600.00	
29	Life Fitness	Elliptical	95x	xht101138	Unsure	Preserve polebarn	\$999.00	
30	Life Fitness	Elliptical	95x	xht101137	Unsure	Preserve polebarn	\$999.00	
31	Life Fitness	Elliptical	95x	xht101134	Unsure	Preserve polebarn	\$999.00	
32	technogym	stepper	DA373	da373v14000065	Unsure	Preserve polebarn	\$1,200.00	
33	Keiser	spin bike	005505PBC	131025-64725	Unsure	Preserve polebarn	unsure	usually kept for parts



Memorandum

To: Board of Park Commissioners

From: Les Pauls - Temporary Accounts Payable Administrator
Mari-Lynn Peters - Finance Director
Brian Romes - Executive Director

Date: February 23, 2022

Subject: Bills and Payroll Disbursements authorized by Finance Committee Member(s). Checks written January 21, 2022 through February 18, 2022 to be presented to the Board for approval on February 23, 2022.

BILLS

<u>DATE</u>	<u>AMOUNT</u>
February 3, 2022	\$ 392,791.14
February 4, 2022	\$ 32,054.70
February 17, 2022	\$ 693,215.25
Void Payments	\$ (26,197.43)
Bank Drafts	\$ 55,178.87
P-Card	\$ 112,143.73
TOTAL	\$ 1,259,186.26

PAYROLL DISBURSEMENTS

January 28, 2022	\$ 374,303.94
February 11, 2022	\$ 324,477.42
TOTAL	\$ 698,781.36

GRAND TOTAL	\$ 1,957,967.62
--------------------	------------------------

To the Treasurer:

The payment of the above listed accounts is hereby approved by the below named Finance Committee member as of 2-23-22 and you are hereby authorized to release the checks from the appropriate funds.

Finance Committee Member

ATTEST: _____
Secretary



By Check Number

Vendor Number	Vendor 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						
10034	ABSOLUTE HOME IMPROVEMENTS	02/03/2022	Regular	0.00	21,907.73	187518
126121-1	Invoice	12/16/2021	Sunset Park Masonry	0.00	21,907.73	
16398	ADDISON GROUP	02/03/2022	Regular	0.00	2,331.00	187519
10346113	Invoice	01/15/2022	Temp Emp Schlesinger	0.00	1,165.50	
10350353	Invoice	01/22/2022	Temp for Finance Dept	0.00	1,165.50	
16949	ANDERSON LOCK COMPANY LTD	02/03/2022	Regular	0.00	297.00	187520
7096969	Invoice	01/26/2022	Repair Lock 1801 Sunset Rd	0.00	297.00	
19691	ASCAP	02/03/2022	Regular	0.00	390.00	187521
500579500-2022	Invoice	01/25/2022	2022 License Fee	0.00	390.00	
19692	BARBARA PAULOSKI	02/03/2022	Regular	0.00	158.64	187522
1447361	Invoice	01/25/2022	REFUND	0.00	158.64	
18051	BREE STERN	02/03/2022	Regular	0.00	150.00	187523
1444377	Invoice	01/20/2022	REFUND	0.00	150.00	
10537	COMMONWEALTH EDISON COMPANY	02/03/2022	Regular	0.00	7,246.67	187524
01/18/22 020323...	Invoice	01/18/2022	1390 Sunset 12/14/21-01/18/22	0.00	1,651.11	
012522-18122640...	Invoice	01/25/2022	636 Ridge Rd 12/21/21-01/25/22	0.00	3,937.77	
012522-181467015	Invoice	01/25/2022	ES Engandale 1 N Park 12/21/21-01/25/22	0.00	95.63	
012622-72610440...	Invoice	01/26/2022	1240 Fredrickson 12/22/21-01/26/22	0.00	1,562.16	
18562	DAVIS BANCORP INC	02/03/2022	Regular	0.00	1,406.00	187525
101899	Invoice	01/31/2022	Security Armored Transportation	0.00	1,406.00	
19211	DEBBIE BROWN	02/03/2022	Regular	0.00	40.00	187526
1453581	Invoice	02/01/2022	REFUND	0.00	40.00	
19586	DONALD LIEBENSON	02/03/2022	Regular	0.00	180.00	187527
10	Invoice	01/19/2022	Parks Foundation 4 Hours	0.00	180.00	
19585	ELIZABETH J FINLAYSON	02/03/2022	Regular	0.00	6,600.00	187528
199	Invoice	12/01/2021	Non Profit Coach November 2021	0.00	4,200.00	
200	Invoice	12/31/2021	Non Profit Coach December 2021	0.00	2,400.00	
18373	EMMA KOWALENKO	02/03/2022	Regular	0.00	5.70	187529
1445484	Invoice	01/24/2022	Refund	0.00	5.70	
17719	EXELON CORPORATION	02/03/2022	Regular	0.00	7,474.08	187530
3386893	Invoice	12/31/2021	12/01/21-12/31/21	0.00	7,474.08	
15027	GOVHR USA, LLC	02/03/2022	Regular	0.00	6,167.00	187531
1-01-22-063	Invoice	12/31/2021	Director of Human Resources Search	0.00	6,167.00	
17802	JANE WATSON	02/03/2022	Regular	0.00	200.00	187532
1445193	Invoice	01/21/2022	REFUND	0.00	200.00	
11274	JAY BACH	02/03/2022	Regular	0.00	148.00	187533
020122	Invoice	12/31/2021	Basketball Referee Dec 2021	0.00	148.00	
11276	JAY ZIMMERMAN	02/03/2022	Regular	0.00	1,580.00	187534
020122	Invoice	12/31/2021	Baseball Umpire	0.00	920.00	
020122-1	Invoice	12/31/2021	Basketball Ref + Assignor Nov and Dec 2021	0.00	660.00	
19695	JENNIFER ZUKERMAN	02/03/2022	Regular	0.00	152.10	187535

Check Register

Packet: APPKT03001-Check Run 02/03/22

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
1449735	Invoice	01/27/2022	REFUND	0.00	152.10	
19696	KATHY ROTHOLZ	02/03/2022	Regular	0.00	76.65	187536
1453651	Invoice	02/01/2022	REFUND	0.00	76.65	
19677	LASALLE NETWORK	02/03/2022	Regular	0.00	1,039.50	187537
503907	Invoice	01/24/2022	Temporary Emp Paraskevopoulos	0.00	1,039.50	
19693	LINCOLNSHIRE SPORTS ASSOCIATION	02/03/2022	Regular	0.00	575.00	187538
Highland Park 8U	Invoice	01/25/2022	Lincolnshire summer slam	0.00	575.00	
19144	LISA MORGENSAI	02/03/2022	Regular	0.00	3.63	187539
1444628	Invoice	01/20/2022	REFUND	0.00	3.63	
19689	LOU ANN ERIKSON	02/03/2022	Regular	0.00	80.00	187540
1444529	Invoice	01/20/2022	Refund	0.00	80.00	
19694	MARIA LEAL	02/03/2022	Regular	0.00	63.00	187541
1448375	Invoice	01/25/2022	REFUND	0.00	63.00	
17710	MNJ TECHNOLOGIES DIRECT, INC	02/03/2022	Regular	0.00	22,334.92	187542
0003822957	Invoice	01/19/2022	12 Lenovo docking Stations	0.00	3,440.40	
0003822958	Invoice	01/19/2022	2 Lenovo Docking Stations	0.00	573.40	
0003824145	Invoice	01/26/2022	16 Lenovo Think Books	0.00	15,177.76	
0003824383	Invoice	01/27/2022	Zebra Barcode Scanners	0.00	3,143.36	
13604	NORTH SHORE GAS	02/03/2022	Regular	0.00	7,950.43	187543
01/19/22 060114...	Invoice	12/31/2021	Deer Creek Parkway 12/15/21-01/13/22	0.00	3,291.83	
01/19/22 060114...	Invoice	12/31/2021	RCHP 12/15/21-01/14/22	0.00	2,069.73	
01/19/22 060222...	Invoice	12/31/2021	1390 Sunset Rd 12/15/21-01/13/22	0.00	67.50	
01/19/22 060240...	Invoice	12/31/2021	2900 Trailway St 12/16/21-01/14/22	0.00	172.44	
01/19/22 060240...	Invoice	12/31/2021	1377 Clavey Rd 12/15/21-01/13/22	0.00	179.33	
01/19/22 060240...	Invoice	12/31/2021	3100 Trail Way 12/15/21-01/13/22	0.00	161.65	
01/19/22 060240...	Invoice	12/31/2021	Aquatic Park 12/15/21-01/13/22	0.00	400.80	
01/19/22 061145...	Invoice	12/31/2021	1240 Frederickson 12/15/21-01/13/22	0.00	1,607.15	
11959	NSSRA	02/03/2022	Regular	0.00	2,705.74	187544
583	Invoice	12/31/2021	2021 Inclusion Balance	0.00	2,705.74	
11998	PARK DISTRICT RISK MGMT AGCY	02/03/2022	Regular	0.00	180,162.16	187545
0122133	Invoice	01/31/2022	Property/Liability/Workers Comp/Employ...	0.00	24,117.57	
0122133H	Invoice	01/31/2022	Helath Insurance	0.00	156,044.59	
16344	PARKS FOUNDATION OF HIGHLAND P	02/03/2022	Regular	0.00	47,315.00	187546
012522	Invoice	01/25/2022	Revenue Collected on behalf of Parks Found...	0.00	47,315.00	
12057	PHIL FOLINO	02/03/2022	Regular	0.00	555.00	187547
020122	Invoice	12/31/2021	Basketball Referee Nov and Dec 2021	0.00	555.00	
12162	RAYNOR DOOR COMPANY	02/03/2022	Regular	0.00	4,138.00	187548
70903	Invoice	01/05/2022	Nature Center Shed Door	0.00	4,138.00	
11479	ROBERT KINNUCAN TREE EXPERTS & L	02/03/2022	Regular	0.00	35,500.00	187549
383936	Invoice	11/23/2021	2021 Parks Tree Removals	0.00	35,500.00	
16459	SANTO SPORT STORE	02/03/2022	Regular	0.00	874.70	187550
707372	Invoice	01/18/2022	8 Adult Polo -Basketball	0.00	236.00	
707396	Invoice	01/03/2022	11 Jerseys	0.00	434.45	
707501	Invoice	01/24/2022	9 Jerseys, 3 shorts Basketball	0.00	204.25	
12393	SMITHGROUP, INC.	02/03/2022	Regular	0.00	28,975.00	187551
0158877	Invoice	11/24/2021	Park Avenue Boat Launch 09/25/21-10/29/21	0.00	28,975.00	
19690	STA-KLEEN, INC.	02/03/2022	Regular	0.00	525.00	187552
126976	Invoice	01/21/2022	Clean Hood andDuctwork	0.00	525.00	

Check Register

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
19408	TEAM CENTRAL GYMNASTICS	02/03/2022	Regular	0.00	4.50	187553
011922	Invoice	01/19/2022	AAU Central Dist Memb 21-22 Season	0.00	4.50	
14829	TRANE U.S. INC	02/03/2022	Regular	0.00	1,016.00	187554
312126085	Invoice	10/20/2021	IT HVAC Repair	0.00	503.00	
312238214	Invoice	12/07/2021	IT HVAC Repair	0.00	513.00	
12703	UNITED WAY OF METRO CHICAGO	02/03/2022	Regular	0.00	26.00	187555
012722	Invoice	01/27/2022	United Way	0.00	26.00	
17515	WINDSTREAM HOLDINGS, INC	02/03/2022	Regular	0.00	2,436.99	187556
74504805	Invoice	01/22/2022	January 2021	0.00	2,436.99	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	59	39	0.00	392,791.14
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
	59	39	0.00	392,791.14



Park District of Highland Park, IL

Check Register

Packet: APPKT03011 - Check Run 02/04/22

By Check Number

Vendor Number	Vendor 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						
10034	ABSOLUTE HOME IMPROVEMENTS	02/04/2022	Regular	0.00	21,907.73	187557
126121-1	Invoice	12/16/2021	Sunset Park Masonry	0.00	21,907.73	
18891	BLOOMINGDALE PARK DISTRICT	02/04/2022	Regular	0.00	9,646.97	187558
123121	Invoice	12/31/2021	Safety Coordinator 08/14/21-11/19/21	0.00	9,646.97	
11998	PARK DISTRICT RISK MGMT AGCY	02/04/2022	Regular	0.00	500.00	187559
1629826948	Invoice	12/31/2021	PDRMA Chainsaw Training	0.00	500.00	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	3	3	0.00	32,054.70
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
	3	3	0.00	32,054.70



By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK						
16895	312 COMMUNICATIONS INC	02/17/2022	Regular	0.00	59,947.27	187560
97706	Invoice	12/31/2021	Cisco Firepower Software	0.00	59,947.27	
16398	ADDISON GROUP	02/17/2022	Regular	0.00	1,456.88	187561
10354582	Invoice	01/29/2022	Temp for Finance Dept	0.00	718.73	
10359361	Invoice	02/05/2022	Temp for Finance dept	0.00	738.15	
10111	AMALGAMATED BANK OF CHICAGO	02/17/2022	Regular	0.00	475.00	187562
1857181003	Invoice	02/01/2022	Administrative Fees 02/01/22-01/31-23	0.00	475.00	
10149	ANCEL, GLINK, DIAMOND, BUSH,	02/17/2022	Regular	0.00	3,487.50	187563
87133	Invoice	02/10/2022	Legal Fees Jan 2022	0.00	3,487.50	
19172	AQUAMOON LLC	02/17/2022	Regular	0.00	605.00	187564
22-0138	Invoice	02/01/2022	Aquarium Service	0.00	605.00	
18051	BREE STERN	02/17/2022	Regular	0.00	60.00	187565
1456109	Invoice	02/04/2022	REFUND	0.00	60.00	
19563	BUILDERS PAVING, LLC	02/17/2022	Regular	0.00	185,379.03	187566
2105002	Invoice	12/15/2021	Golf Learning Center Parking Lot	0.00	185,379.03	
10387	CAREY DOWDLE	02/17/2022	Regular	0.00	150.00	187567
020122	Invoice	02/01/2022	Referee Fees Jan 2022	0.00	150.00	
14576	CHICAGO MAGIC INC.	02/17/2022	Regular	0.00	2,243.50	187568
1460916	Invoice	02/10/2022	Refund	0.00	2,243.50	
17261	CHRIS MALISZEWSKI	02/17/2022	Regular	0.00	136.76	187569
020322	Invoice	02/03/2022	Reimb 2022 IPRA Conference	0.00	136.76	
14752	CITY OF HIGHLAND PARK	02/17/2022	Regular	0.00	5,753.60	187570
123121	Invoice	12/31/2021	Lot 4 Shared Use agreement refund	0.00	5,753.60	
10502	CITY OF HIGHLAND PARK	02/17/2022	Regular	0.00	414.37	187571
004546 020222	Invoice	02/02/2022	750 Lincoln Ave W 11/01/21-01/31/22	0.00	139.94	
020222 003875	Invoice	02/02/2022	O Burton Ave, 11/01/21-01/31/22	0.00	12.75	
020222 006536	Invoice	02/02/2022	1800 Spruce Ave 11/01/21-01/31/22	0.00	26.34	
020222 026489	Invoice	02/02/2022	2255 Ridge Rd 11/01/21-01/31/22	0.00	25.50	
020222 026496	Invoice	02/02/2022	1160 Cavell Ave 11/01/21-01/31/22	0.00	149.84	
020222 026500	Invoice	02/02/2022	1435 Arbor Ave 11/01/21-01/31/22	0.00	25.50	
020222 05735	Invoice	02/02/2022	O Cavell Ave 11/01/21-01/31/22	0.00	34.50	
15906	DANNY SZEWCZYK	02/17/2022	Regular	0.00	300.00	187572
020122	Invoice	02/01/2022	Athletic Official Szewczyk	0.00	300.00	
15485	DAVID MANNA	02/17/2022	Regular	0.00	700.00	187573
020122	Invoice	02/01/2022	Referee Fees Jan 2022	0.00	700.00	
13579	DEBI LOARIE	02/17/2022	Regular	0.00	644.00	187574
14611191	Invoice	02/10/2022	Refund	0.00	644.00	
10756	DRUE HOFFMAN	02/17/2022	Regular	0.00	273.00	187575
020122	Invoice	02/01/2022	Referee Fees Jan 2022	0.00	273.00	
17122	DYNEGY ENERGY SERVICES	02/17/2022	Regular	0.00	31,152.76	187576
331665722011	Invoice	02/07/2022	Electric 12/21/21-01/24/22	0.00	31,152.76	

Check Register

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
19483	ELIZABETH VISTEEN	02/17/2022	Regular	0.00	72.31	187577
021122	Invoice	02/11/2022	IPRA Conference Reimb	0.00	72.31	
15486	GARY DYSON	02/17/2022	Regular	0.00	150.00	187578
021122	Invoice	02/11/2022	Basketball Official Jan 2022	0.00	150.00	
10974	GEWALT HAMILTON ASSOCIATES INC	02/17/2022	Regular	0.00	19,999.76	187579
5121.250	Invoice	01/25/2022	SVGC Bridge Replacement	0.00	1,700.00	
5818.200-4	Invoice	12/31/2021	CIA Site Improvements	0.00	18,299.76	
17541	GOVTEMPS USA, LLC	02/17/2022	Regular	0.00	10,185.00	187580
3894998	Invoice	01/27/2022	01-11 Period ending 01/23/22	0.00	2,730.00	
3903533	Invoice	02/10/2022	01-11 Periods ending 01/30+02/06/22	0.00	7,455.00	
16029	GRAYSLAKE CENTRAL HS BOOSTER CLI	02/17/2022	Regular	0.00	150.00	187581
020822	Invoice	02/08/2022	Girls Feeder Tournament Fee	0.00	150.00	
17302	HEAD/PENN RACQUET SPORTS	02/17/2022	Regular	0.00	838.08	187582
5193361145	Invoice	01/11/2022	Championship Yellow Extra DU	0.00	838.08	
19702	HILLARY OPLAND	02/17/2022	Regular	0.00	96.19	187583
013122	Invoice	02/01/2022	IPRA Conference Expenses	0.00	96.19	
11125	HITCHCOCK DESIGN GROUP	02/17/2022	Regular	0.00	1,076.25	187584
27481	Invoice	01/31/2022	SW Playground Renovation Final Design	0.00	1,076.25	
15996	IBJI HEALTH PERFORMANCE INSTITUTI	02/17/2022	Regular	0.00	5,150.00	187585
020922	Invoice	02/09/2022	Indoor Training Baseball travel	0.00	5,150.00	
11184	ILLINOIS DEPT OF AGRICULTURE	02/17/2022	Regular	0.00	30.00	187586
021122	Invoice	02/11/2022	2022/23 Pest Control License M.Landry	0.00	30.00	
14419	INVEX DESIGN	02/17/2022	Regular	0.00	5,255.00	187587
1927	Invoice	02/11/2022	App Development project	0.00	2,000.00	
1929	Invoice	02/11/2022	Web Development project	0.00	3,255.00	
18561	J MILLER MARKETING INC	02/17/2022	Regular	0.00	333.20	187588
17962	Invoice	02/04/2022	Summer Camp Campaign	0.00	333.20	
11276	JAY ZIMMERMAN	02/17/2022	Regular	0.00	1,114.00	187589
020122-2	Invoice	02/01/2022	Athletic Official +Assignment Fee	0.00	1,114.00	
17929	JEFFREY A. SCHELL	02/17/2022	Regular	0.00	1,006.00	187590
020122	Invoice	02/01/2022	Referee Fees Jan 2022	0.00	1,006.00	
11357	JOHN DORAN	02/17/2022	Regular	0.00	78.00	187591
020122	Invoice	02/01/2022	Basketball Official Jan 2022	0.00	78.00	
19698	JULIE LESKE	02/17/2022	Regular	0.00	50.00	187592
1456124	Invoice	02/04/2022	REFUND	0.00	50.00	
19700	JULIE NICHOLS	02/17/2022	Regular	0.00	51.73	187593
021022	Invoice	02/10/2022	IPRA Conference Reimb	0.00	51.73	
19677	LASALLE NETWORK	02/17/2022	Regular	0.00	317.63	187594
504574	Invoice	02/01/2022	Temp Help Finnce Dept	0.00	317.63	
19701	LINA JANG	02/17/2022	Regular	0.00	78.00	187595
1463896	Invoice	02/14/2022	Refund	0.00	78.00	
18474	LAKESHORE RECYCLING SYSTEMS, LLC	02/17/2022	Regular	0.00	1,949.21	187596
0004904574	Invoice	02/01/2021	Garbage and Recycling	0.00	74.11	
0004904690	Invoice	02/01/2022	Garbage/Recycling 883 Sheridan 02/01/22-0...	0.00	74.11	
0004904692	Invoice	02/01/2022	Garbage/Recycling 2821 Ridge 02/01/22-02/...	0.00	74.11	
0004904693	Invoice	02/01/2022	Garbage and Recycling 701 Deer Creek 02/0...	0.00	129.43	
0004904694	Invoice	02/01/2022	Garbage and recycling Ridge rd 02/01/22-02...	0.00	194.69	

Check Register

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
0004904695	Invoice	02/01/2022	Trash removal 3100 Trailway 02/01/22-02/2...	0.00	309.74	
0004904697	Invoice	02/01/2022	Garbage and Recycling	0.00	360.63	
0004904700	Invoice	02/01/2022	Garbage removal 1220 Fredrickson 02/01/22...	0.00	395.00	
0004904938	Invoice	02/01/2022	Garbage and recycling 1201 Park Ave 02/01/...	0.00	337.39	
19542	MARI-LYNN PETERS - PETTY CASH	02/17/2022	Regular	0.00	429.14	187597
020822	Invoice	02/08/2022	Replenish Petty Cash Peters	0.00	429.14	
11805	MIKE CORRIGAN	02/17/2022	Regular	0.00	178.00	187598
020122	Invoice	02/01/2022	Referee Fees Jan 2022	0.00	178.00	
11809	MIKE FRAGIAS	02/17/2022	Regular	0.00	76.00	187599
020122	Invoice	02/01/2022	Athletic Official Fragias	0.00	76.00	
17710	MNJ TECHNOLOGIES DIRECT, INC	02/17/2022	Regular	0.00	3,820.12	187600
0003825347	Invoice	02/03/2022	MNJ12527153 3 Year Support	0.00	2,371.68	
0003826826	Invoice	02/10/2022	Monitor cables	0.00	56.70	
0003826827	Invoice	02/10/2022	Monitors and web cam	0.00	443.13	
0003827068	Invoice	02/11/2022	Lenovo Think Book 14S	0.00	948.61	
10006	NCPERS GROUP LIFE INSURANCE	02/17/2022	Regular	0.00	88.00	187601
020822	Invoice	02/08/2022	NCPERS Group Life Insurance	0.00	88.00	
19649	NOAH COFFMAN	02/17/2022	Regular	0.00	150.00	187602
020122	Invoice	02/01/2022	Basketball Official Jan 2022	0.00	150.00	
13604	NORTH SHORE GAS	02/17/2022	Regular	0.00	566.14	187603
0608197647-0000...	Invoice	02/01/2022	Sunset Rd N of Bldg 12/02/21-01/31/22	0.00	566.14	
19484	PLANSOURCE	02/17/2022	Regular	0.00	5,112.20	187604
021522	Invoice	02/15/2022	IMRF Retiree Insurance March 2022	0.00	5,112.20	
14901	GAMETIME	02/17/2022	Regular	0.00	230,785.60	187605
PJI-0176968	Invoice	01/02/2022	Sunset Woods Playground	0.00	218,928.92	
PJI-0177569	Invoice	01/25/2022	Sunset Woods-Tower/ Playground	0.00	11,856.68	
19697	RAINES HONEY FARM	02/17/2022	Regular	0.00	1,600.00	187606
020122	Invoice	02/01/2022	10 Bee Colony Starters	0.00	1,600.00	
12166	RECORD A HIT ENTERTAINMENT	02/17/2022	Regular	0.00	497.50	187607
221106	Invoice	02/01/2022	Photo booth/ Daddy daughter dance	0.00	497.50	
12264	ROTARY CLUB OF HIGHLAND PARK	02/17/2022	Regular	0.00	603.00	187608
14	Invoice	10/01/2021	Membership Dues - Romes	0.00	201.00	
44	Invoice	01/11/2022	Membership Dues -Romes	0.00	201.00	
7	Invoice	07/01/2021	Membership Dues Romes	0.00	201.00	
16459	SANTO SPORT STORE	02/17/2022	Regular	0.00	14,616.95	187609
707349	Invoice	02/11/2022	58 Winter Hats	0.00	696.00	
707350	Invoice	02/11/2022	30 Demarini Bag	0.00	1,890.00	
707351	Invoice	02/11/2022	27 Adult Clubhouse Pullover	0.00	1,061.00	
707352	Invoice	02/11/2022	92 Adult Baseball Shirts	0.00	1,940.00	
707353	Invoice	02/11/2022	65 Youth shorts	0.00	975.00	
707438	Invoice	01/27/2022	11 Basketball Shorts	0.00	196.45	
707451	Invoice	02/11/2022	125 Baseball Hoodies	0.00	5,072.00	
707461	Invoice	02/09/2022	6 Youth Jersey	0.00	153.00	
707559	Invoice	02/01/2022	110 Basketball Jerseys	0.00	2,609.00	
707560	Invoice	01/31/2022	1 Jersey	0.00	24.50	
12393	SMITHGROUP, INC.	02/17/2022	Regular	0.00	11,475.00	187610
0160277	Invoice	12/31/2021	Park Ave Boat Launch 11/27/21-12/31/21	0.00	11,475.00	
18411	STUDIO E 16, LLC	02/17/2022	Regular	0.00	650.00	187611
PDHP_APP	Invoice	02/03/2022	App Promo Video	0.00	650.00	

Check Register

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
19699 1454440	SUSIE REGAN Invoice	02/17/2022 02/02/2022	Regular Refund	0.00 0.00	10.00 10.00	187612
12521 10	TEAM REIL INC. Invoice	02/17/2022 12/31/2021	Regular Community Park at Rec Center of HP	0.00 0.00	75,914.57 75,914.57	187613
12606 020122	TIM GALASSINI Invoice	02/17/2022 02/01/2022	Regular Athletic Official Galassini	0.00 0.00	100.00 100.00	187614
12607 020122	TIM GIBSON Invoice	02/17/2022 02/01/2022	Regular Referee Fees Jan 2022	0.00 0.00	500.00 500.00	187615
12631 020122	TONY ROSS Invoice	02/17/2022 02/01/2022	Regular Basketball Official Ross	0.00 0.00	384.00 384.00	187616
16912 0503942	WISS,JANNEY,ELSTNER ASSOC, INC Invoice	02/17/2022 12/31/2021	Regular West Ridge Sports Light pole assessment	0.00 0.00	4,500.00 4,500.00	187617

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	91	58	0.00	693,215.25
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
	91	58	0.00	693,215.25



Payables Left To Pay Again

Vendor Set: 01 - Vendor Set 01

Bank: AP - AP BANK

Vendor Number	Vendor Name				Total Vendor Amount
10034	ABSOLUTE HOME IMPROVEMENTS				-21,907.73

Payment Type	Payment Number	Original Payment Date	Reversal Date	Payment Amount
Check	187518	02/03/2022	02/03/2022	-21,907.73

Payable Number:	Description	Payable Date	Due Date	Payable Amount
126121-1	Sunset Park Masonry	12/16/2021	12/31/2021	21,907.73

Vendor Number	Vendor Name				Total Vendor Amount
16736	Park District Risk Man				-500.00

Payment Type	Payment Number	Original Payment Date	Reversal Date	Payment Amount
Check	187509	01/20/2022	02/02/2022	-500.00

Payable Number:	Description	Payable Date	Due Date	Payable Amount
1629826948	PDRMA Chainsaw Training	10/07/2021	12/31/2021	500.00

Bank Code Summary

Bank Code	Canceled Payables	Payables Left To Pay Again	Total
AP	0.00	-22,407.73	-22,407.73
Report Total:	0.00	-22,407.73	-22,407.73



Park District of Highland Park, IL

Payment Reversal Register

APPKT03027 - Void Check #187487

Canceled Payables

Vendor Set: 01 - Vendor Set 01

Bank: AP - AP BANK

Vendor Number	Vendor Name				Total Vendor Amount
18260	DAVEY RESOURCE GROUP, INC				-3,790.00
Payment Type	Payment Number	Original Payment Date	Reversal Date	Cancel Date	Payment Amount
Check	187487	01/20/2022	02/08/2022	12/31/2021	-3,790.00
Payable Number:	Description	Payable Date	Due Date		Payable Amount
127517	Sunset Woods Park Project Restoration	12/14/2021	12/31/2021		3,790.00



Park District of Highland Park, IL

Check Register

Packet: APPKT03002 - EFT Bank Draft -02/02/22

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: PAYROLL-PAYROLL BANK						
12825	ICMA RETIREMENT TRUST #705568	02/02/2022	Bank Draft	0.00	330.00	DFT0003320
012822 ICMA Roth	Invoice	02/02/2022	01/28/22 ICMA Roth	0.00	330.00	
12825	ICMA RETIREMENT TRUST #705568	02/02/2022	Bank Draft	0.00	5,013.89	DFT0003321
012822 ICMA 457	Invoice	02/02/2022	01/28/22 ICMA 457	0.00	5,013.89	

Bank Code PAYROLL Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	2	2	0.00	5,343.89
EFT's	0	0	0.00	0.00
	2	2	0.00	5,343.89



Park District of Highland Park, IL

Check Register

Packet: APPKT03026 - Bank Draft Health Equity

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
19658	HEALTHEQUITY INC	02/05/2022	Bank Draft	0.00	54.33	DFT0003331
020522 DCFSA	Invoice	02/05/2022	Health Equity DCFSA Transfer	0.00	54.33	
19658	HEALTHEQUITY INC	02/05/2022	Bank Draft	0.00	2,357.09	DFT0003332
020522 HCFSA	Invoice	02/05/2022	Health Equity HCFSA	0.00	2,357.09	

Bank Code PAYROLL Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	2	2	0.00	2,411.42
EFT's	0	0	0.00	0.00
	2	2	0.00	2,411.42



Park District of Highland Park, IL

Check Register

Packet: APPKT03030 - Bank Draft 02/09/22

By Check Number

Vendor Number	Vendor 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	02/09/2022	Bank Draft	0.00	330.27	DFT0003333
020922 DCFSA	Invoice	02/09/2022	Health Equity DCFSA	0.00	330.27	
19658	HEALTHEQUITY INC	02/09/2022	Bank Draft	0.00	105.75	DFT0003334
020922 HCFSA	Invoice	02/09/2022	Health Equity HCFSA	0.00	105.75	

Bank Code PAYROLL Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	2	2	0.00	436.02
EFT's	0	0	0.00	0.00
	2	2	0.00	436.02



Park District of Highland Park, IL

Check Register

Packet: APPKT03031 - Bank Draft 02/11/22

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
18904	QUADIENT FINANCE USA, INC	02/11/2022	Bank Draft	0.00	300.00	DFT0003335
Bank Code: AP-AP BANK						
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>01/27/22 790004...</u>	Invoice	02/11/2022	Add Postage	0.00	300.00	
<u>01-11-152000</u>		POSTAGE RESERVE	Add Postage		300.00	

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	300.00
EFT's	0	0	0.00	0.00
	1	1	0.00	300.00



Park District of Highland Park, IL

Check Register

Packet: APPKT03036 - Nike Bank Draft

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-AP BANK 16898	NIKE USA, INC	02/16/2022	Bank Draft	0.00	345.53	DFT0003352

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	345.53
EFT's	0	0	0.00	0.00
	1	1	0.00	345.53



Park District of Highland Park, IL

Check Register

Packet: APPKT03033 - Bank Draft Sales Tax 02/16/22

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-AP BANK 11188	ILLINOIS DEPT OF REVENUE	02/10/2022	Bank Draft	0.00	76.00	DFT0003350

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	76.00
EFT's	0	0	0.00	0.00
	1	1	0.00	76.00



Park District of Highland Park, IL

Check Register

Packet: APPKT02999 - EFT BANK DRAFT

By Check Number

Vendor Number	Vendor 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	01/27/2022	Bank Draft	0.00	691.50	DFT0003309
AFLAC 012722	Invoice	01/27/2022	AFLAC 01/27/22	0.00	691.50	
11177	ILL MUNICIPAL RETIREMENT FUND	01/27/2022	Bank Draft	0.00	5,061.63	DFT0003310
IMRF 012722	Invoice	01/27/2022	IMRF ER 01/27/22	0.00	5,061.63	
11177	ILL MUNICIPAL RETIREMENT FUND	01/27/2022	Bank Draft	0.00	26,485.36	DFT0003311
IMRF-EE 012722	Invoice	01/27/2022	IMRF-EE 01/27/22	0.00	26,485.36	
11177	ILL MUNICIPAL RETIREMENT FUND	01/27/2022	Bank Draft	0.00	8,533.71	DFT0003313
IMRF VOL ADD 01...	Invoice	01/27/2022	IMRF VOL ADD 01/27/22	0.00	8,533.71	

Bank Code PAYROLL Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	4	4	0.00	40,772.20
EFT's	0	0	0.00	0.00
	4	4	0.00	40,772.20



Park District of Highland Park, IL

Check Register

Packet: APPKT03034 - Bank Draft 02/15/22 Health Equity

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
19658	HEALTHEQUITY INC	02/15/2022	Bank Draft	0.00	51.57	DFT0003351

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	51.57
EFT's	0	0	0.00	0.00
	1	1	0.00	51.57



Park District of Highland Park, IL

Check Register

Packet: APPKT03032 - Bank Draft 02/11/22

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: PAYROLL-PAYROLL BANK						
12825	ICMA RETIREMENT TRUST #705568	02/11/2022	Bank Draft	0.00	350.00	DFT0003348
021122 ICMA RO...	Invoice	02/11/2022	ICMA-Roth 02/11/22	0.00	350.00	
11161	ICMA RETIREMENT TRUST #302037	02/11/2022	Bank Draft	0.00	5,092.24	DFT0003349
021122 ICMA 457	Invoice	02/11/2022	02/11/22 ICMA 457	0.00	5,092.24	

Bank Code PAYROLL Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	2	2	0.00	5,442.24
EFT's	0	0	0.00	0.00
	2	2	0.00	5,442.24



Park District of Highland Park, IL

Check Register

Packet: APPKT03022 - P-Card Payment

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP BANK						
10313	BOA P-CARD STATEMENTS	01/07/2022	Bank Draft	0.00	112,143.73	DFT0003327
10722	Invoice	01/07/2022	P-Card with PA	0.00	6,488.81	
123121	Invoice	12/31/2021	P-Card with PA	0.00	105,654.92	

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	2	1	0.00	112,143.73
EFT's	0	0	0.00	0.00
	2	1	0.00	112,143.73

P-Card Transactions

12/8/21 - 1/7/22

<u>Vendor Name</u>	<u>Item Total</u>	<u>Item Description</u>
1000BULBS.COM	(\$110.40)	1000BULBS.COM - Credit
2 XL CORPORATION	\$1,380.87	Gym Wipes
ACUSHNET BILLTRUST	\$147.00	hats for pro shop
AED SUPERSTORE	\$950.00	AED Store- PDRMA Grant Award Supplies
AEREX PEST CONTROL SER	\$69.00	Pest Control
AFFINITY	\$54.99	AFFINITY - Publisher for RCHP
AMAZON.COM 098WA6PT3 A	\$361.90	2021 Diamond Grips for Outdoor Ice - size large
AMAZON.COM 0T0QP4UL3 A	\$51.46	cleaning supplies
AMAZON.COM 1623P6WO3 A	\$15.79	AMAZON.COM 1623P6WO3 A - Purchase Office Supplies
AMAZON.COM 432BY0QM3 A	\$72.54	AMAZON.COM 432BY0QM3 A - Purchase
AMAZON.COM 4E3583M33 A	\$59.99	Kitchen Supplies
AMAZON.COM 6M8L54VK3 A	\$37.99	Tape
AMAZON.COM 7Z74Y6613 A	\$39.99	Office supplies
AMAZON.COM 9Z4CR5NX3 A	\$354.64	ParkSchool Markers
AMAZON.COM BS3WN9HY3 A	\$23.81	cleaning supplies
AMAZON.COM CI9J40YB3 A	\$276.30	Tires - Truck #145
AMAZON.COM E26UZ7YA3 A	\$42.74	Canister Vent - Truck #145
AMAZON.COM FH89Z3Q93 A	\$40.92	Sticky Mat for Group Ex
AMAZON.COM GK6YN8673 A	\$8.99	AMAZON.COM GK6YN8673 A - Purchase Office Supplies
AMAZON.COM IU97T0433 A	\$303.20	Electrical Tester
AMAZON.COM M62IB4RW3 A	\$180.95	2021 Diamond Grips for Outdoor Ice - size XL
AMERICAN BACKFLOW AND	\$1,100.00	Jensen RPZ repairs
AMERICAN BACKFLOW AND	\$655.00	Ice Arena RPZ repairs
AMERICAN BACKFLOW AND	\$505.00	Rec Center / HPCC RPZ repairs
AMZN Mktp US	(\$38.90)	REFUND DEER CREEK
AMZN MKTP US 0585G7363	\$17.99	cleaning supplies
AMZN Mktp US 0A4W12T73	\$57.98	Chainsaw Wrench
AMZN MKTP US 0M2ED3963	\$14.98	wig caps for Polar Parade costumes
AMZN Mktp US 225K402X3	\$38.90	Lights - Deer Creek Lobby
AMZN MKTP US 314X00OY3	\$35.89	Office supplies
AMZN MKTP US 509327EQ3	\$16.99	Saplings Supplies
AMZN MKTP US 5S8ZK4HZ3	\$41.97	water bottles
AMZN MKTP US 7J9VX7ZP3	\$305.57	Kitchen Supplies
AMZN MKTP US 8176C4X93	\$9.99	felt snowman
AMZN MKTP US 8T6US3GV3	\$30.95	Saplings Supplies
AMZN MKTP US 9A3BV94A3	\$356.79	TRX, Whiteboard, Yoga Blocks for Group Ex
AMZN MKTP US 9M0W37X33	\$61.66	cleaning supplies
AMZN MKTP US AY8KQ7CU3	\$44.60	Saplings Supplies
AMZN MKTP US C49W87VG3	\$50.87	Fitness Floor Equipment
AMZN MKTP US D64HI2G23	\$3.96	AMZN MKTP US D64HI2G23 - Purchase
AMZN Mktp US DR8YG7UD3	\$86.79	Fitness Floor Body Bars
AMZN Mktp US EC4Q14EI3	\$20.57	AMZN Mktp US EC4Q14EI3 - Purchase Office Supplies
AMZN MKTP US HP11826L3	\$5.99	Saplings Supplies
AMZN MKTP US IW6ZM7H73	\$42.25	Office Humidifier
AMZN Mktp US IW74Y6XJ3	\$29.90	Drive Belt
AMZN MKTP US KK7IY1BA3	\$6.59	Mighty Oaks Supplies
AMZN MKTP US LK5HR22Z3	\$54.94	Wall mount
AMZN MKTP US M18CI4N93	\$52.89	Thermometers
AMZN Mktp US NK2FZ3D33	\$36.95	Grease - Toro Z
AMZN MKTP US P72C85XF3	\$124.94	AMZN MKTP US P72C85XF3 - purchase office supplies
AMZN Mktp US PD5Z35SY3	\$74.28	Group Ex Body Bars
AMZN MKTP US QF2AJ1GH3	\$13.99	Polar Parade supplies
AMZN MKTP US RE5OU0EX3	\$14.99	Teacher Masks

AMZN MKTP US RI5W94KP3	\$47.85	Mighty Oaks Supplies P-Card Transactions 12/8/21 - 1/7/22
AMZN Mktp US SR2235F63	\$11.50	cleaning supplies
AMZN MKTP US SY0YG6493	\$205.92	Fitness Floor
AMZN Mktp US WZ9SS5NU3	\$73.90	Chainsaw Grease
AMZN MKTP US XX7DK2CC3	\$29.99	TORQUE SCREWDRIVE/CHAINSAW
AMZN MKTP US Y44ZD2JF3	\$4.99	Saplings Supplies
AMZN MKTP US YW0WK51M3	\$76.45	Office supplies
AMZN MKTP US Z11YJ4YM3	\$41.97	Air Filter - Push Mowers
AMZN MKTP US ZO91671Q3	\$10.30	Nylog blue sealant
AMZN MKTP US ZQ17L4PX3	\$25.70	2021 Spray Nozzles for Outdoor Ice
Associated Electrical	\$3,360.00	Lincoln shelter overhead electrical service
AT&T PREMIER EBILL	\$69.26	service 11/5/21-12/4/21
AT&T PREMIER EBILL	\$50.15	service 11/5/21-12/4/21
AT&T PREMIER EBILL	\$342.82	SERVICE 11/5/21-12/4/21
AT&T PREMIER EBILL	\$159.35	SERVICE 11/5/21-12/4/21
AT&T PREMIER EBILL	\$58.10	SERVICE 11/5/21-12/4/21
AT&T PREMIER EBILL	\$142.80	SERVICE 11/5/21-12/4/21
AT&T PREMIER EBILL	\$43.23	SERVICE 11/5/21-12/4/21
AT&T PREMIER EBILL	\$29.05	SERVICE 11/5/21-12-4/21
AT&T PREMIER EBILL	\$71.14	SERVICE 11/5/21-12/4/21
ATT BUS PHONE PMT	\$4.36	e911 service 11/17/21-12/16/21
ATT BUS PHONE PMT	\$1.76	e911 service 11/17/21-12/16/21
ATT BUS PHONE PMT	\$4.83	e911 service 11/17/21-12/16/21
ATT BUS PHONE PMT	\$2.63	e911 service 11/17/21-12/16/21
ATT BUS PHONE PMT	\$8.34	e911 service 11/17/21-12/16/21
ATT BUS PHONE PMT	\$1.76	e911 service 11/17/21-12/16/21
ATT BUS PHONE PMT	\$1.76	e911 service 11/17/21-12/16/21
ATT BUS PHONE PMT	\$0.44	e911 service 11/17/21-12/16/21
ATT BUS PHONE PMT	\$0.44	e911 service 11/17/21-12/16/21
ATT BUS PHONE PMT	\$0.44	e911 service 11/17/21-12/16/21
ATT BUS PHONE PMT	\$0.44	e911 service 11/17/21-12/16/21
ATT BUS PHONE PMT	\$0.44	e911 service 11/17/21-12/16/21
ATT BUS PHONE PMT	\$3.07	e911 service 11/17/21-12/16/21
ATT BUS PHONE PMT	\$0.88	e911 service 11/17/21-12/16/21
ATT BUS PHONE PMT	\$0.88	e911 service 11/17/21-12/16/21
ATT BUS PHONE PMT	\$26.92	ATT EMERGENCY ELEVATOR PHONE
ATT BUS PHONE PMT	\$2.63	e911 service 11/17/21-12/16/21
ATT BUS PHONE PMT	\$1.76	e 911 service 11/17/21-12/16/21
ATT BUS PHONE PMT	\$0.88	e911 service 11/17/21-12/16/21
ATT BUS PHONE PMT	\$2.19	e911 service 11/17/21-12/16/21
ATT BUS PHONE PMT	\$2.63	e911 service 11/17/21-12/16/21
ATT BUS PHONE PMT	\$1.32	e911 service 11/17/21-12/16/21
ATT BUS PHONE PMT	\$6.73	ATT EMERGENCY ELEVATOR PHONE
AVALON PETROLEUM	\$13,384.27	fuel
BANNER PLUMBING SUPPLY	\$159.97	POGO Bathroom Faucet Control
BHFX #10	\$70.00	Inkjet Service Contract October 2021
BHFX #10	\$20.00	CANON 8400 LEASE DECEMBER 2021
BUILD.COM	(\$413.09)	BUILD.COM - Credit for urinal return
CALL ONE	\$74.56	12.15.21-1.14.22
CARHARTT RETAIL LLC	\$89.98	Work Pants
CERAMIC SUPPLY CHICAGO	\$72.85	ceramics supplies
CERAMIC SUPPLY CHICAGO	\$1,282.65	Ceramics supplies - clay & glazes
CERAMIC SUPPLY CHICAGO	\$548.40	ceramic supplies - glazes
CLIFFORD WALD AND COMP	\$716.00	Vinyl and Ink order

COMCAST BUSINESS	\$1,072.35	business fiber 12/15/21-1/14/22
COMCAST BUSINESS	\$476.18	comcast business fiber 12/15/21-1/14/22
		P-Card Transactions
		12/8/21 - 1/7/22
COMCAST BUSINESS	\$1,049.50	comcast business fiber 12/15/21-1/14/22
COMCAST BUSINESS	\$507.60	business fiber 12/15/21-1/14/22
COMCAST BUSINESS	\$1,479.47	comcast business fiber 12/15/21*1/14/21
COMCAST BUSINESS	\$476.18	comcast business fiber 12/15/21-1/14/21
COMCAST BUSINESS	\$476.18	comcast business fiber 12/15/21-1/14/22
COMCAST BUSINESS	\$340.47	comcast business fiber 12/15/21-1/14/22
COMCAST BUSINESS	\$45.24	comcast business fiber 12/15/21-1/14/22
COMCAST BUSINESS	\$301.90	comcast business fiber 12/15/21-1/14/22
COMCAST BUSINESS	\$558.57	comcast business fiber 12/15/21-1/14/21
COMCAST BUSINESS	\$558.57	comcast business fiber 12/15/21-1/14/22
COMCAST BUSINESS	\$316.65	comcast business fiber 12/15/21-1/14/22
COMCAST BUSINESS	\$347.14	comcast business fiber 12/15/21-1/14/22
COMCAST BUSINESS	\$347.14	comcast business fiber 12/15/21-1/14/22
COMCAST BUSINESS	\$887.42	comcast business fiber 12/15/21-1/14/22
COMCAST BUSINESS	\$386.28	comcast business fiber 12/15/21-1/14/22
COMCAST BUSINESS	\$295.81	comcast business fiber 12/15/21-1/14/22
COMCAST BUSINESS	\$1,252.85	comcast business fiber 12.15/21-14/14/22
COMCAST BUSINESS	\$1,298.09	comcast business fiber 12/15/21-1/14/22
COMCAST BUSINESS	\$135.71	comcast business fiber 12/15/21-1/14/22
COMCAST CHICAGO	\$321.25	ADMIN TV/WIFI 12.13.21-1.12.22
COMCAST CHICAGO	\$108.35	parksmaint/fink wifi 12/20/21-1/19/22
COMCAST CHICAGO	\$98.45	park ave wifi service 12/19/21-1/18/22
COMCAST CHICAGO	\$293.35	CENTENNIAL ICE ARENA 12.9.21-1/8/22
COMCAST CHICAGO	\$148.35	CSVXG WIFI SERVICE 12.7.21-1.6.22
COMCAST CHICAGO	\$390.00	golf learning tv wifi service 12/13/21-1/13/22
COMCAST CHICAGO	\$57.77	Comcast Service
CRAFTWOOD LUMBER & HAR	\$64.13	Hardware for Hockey Boards
CRAFTWOOD LUMBER & HAR	\$29.99	Surge Protector
CRAFTWOOD LUMBER & HAR	\$19.06	Materials for Hockey Boards
CRAFTWOOD LUMBER & HAR	\$34.48	Hammer and Marker for Truck
CRAFTWOOD LUMBER & HAR	\$13.29	New Board for Truck
CRAFTWOOD LUMBER & HAR	\$245.28	CRAFTWOOD LUMBER & HAR - Purchase
CRAFTWOOD LUMBER & HAR	\$6.58	Wire repair at the Preserve
CRAFTWOOD LUMBER & HAR	\$28.09	WR Univent re-wire
CRAFTWOOD LUMBER & HAR	\$11.49	Sk River Woods Fence Project
CRAFTWOOD LUMBER & HAR	\$14.57	Sandpaper and block for benches
CRAFTWOOD LUMBER & HAR	\$57.98	Teak Oil for Benches
CRAFTWOOD LUMBER & HAR	\$19.98	Supplies for Sunset Outdoor lcc
CRAFTWOOD LUMBER & HAR	\$36.96	Bench Refinishing Supplies
CRAFTWOOD LUMBER & HAR	\$75.96	SNOW SHOVELS
CVS/PHARMACY #04787	\$18.00	First Aide
CVS/PHARMACY #05960	\$24.78	Volunteer Gifts
DANSCO	\$966.77	ice show costumes
DAUGHERTY SALES INC	\$308.00	GLC Parts for Waterfall
DAVEY RESOURCE	\$3,790.00	Sunset Woods Albion Bid Specs
DD/BR #306048	\$51.97	Staff appreciation
DK ORGANICS	\$1,050.20	Compost for Cunniff Soccer and Ballfields
DOG WASTE DEPOT.COM	\$644.56	2021 Doggie Bags
DOLLARTREE	\$2.50	Sprouts supplies
DOLLARTREE	\$43.75	Sprouts supplies
DOLLARTREE	\$26.51	Sprouts supplies
DROPBOX HD9BGNBBY6WN	\$11.99	monthly fee

DTV DIRECTV SERVICE	\$278.99	DTV DIRECTV SERVICE
DTV DIRECTV SERVICE	\$184.98	Direct TV
EDWARDS FLORIST	(\$7.50)	EDWARDS FLORIST - Credit P-Card Transactions 12/8/21 - 1/7/22
FACEBK 37PA8A3GW2	\$191.70	FB Ads - Camp
FACEBK 37PA8A3GW2	\$270.30	FB Ads - RCHP
FACEBK 37PA8A3GW2	\$38.00	FB Ads - Tennis
FACEBK 6MCW8A7FW2	\$147.42	FB Ads - Summer Camp
FACEBK 6MCW8A7FW2	\$68.41	FB Ads - Fitness
FOREUP - BILLING - MOT	\$630.00	POS software monthly payment
FOREUP - BILLING - MOT	(\$440.00)	credit for overcharges
FORMS FULFILLMENT CENT	\$205.02	1099S
FROMUTH TENNIS ONLINE	\$1,210.23	Pro Uniforms
G&O THERMAL SUPPLY	\$696.88	R-410a
G&O THERMAL SUPPLY	\$24.00	Pump coupler
GENEVA PARK DISTRICT M	\$325.00	Professional Development Naturalist Program
GOODMAN ELECTRIC SUPPL	\$406.90	GOODMAN ELECTRIC SUPPL - recycled
GOOGLE ADS6935529601	\$4.23	Google Ads - RCHP
GOOGLE GSUITE PDHP.ORG	\$6.00	Google Apps - Monthly
GRAINGER	\$243.00	GRAINGER - Purchase
HALOGEN SUPPLY COMPANY	\$110.88	HALOGEN SUPPLY COMPANY - Purchase
HALOGEN SUPPLY COMPANY	\$396.09	HALOGEN SUPPLY COMPANY - Purchase
HALOGEN SUPPLY COMPANY	\$144.00	HALOGEN SUPPLY COMPANY - Purchase
HALOGEN SUPPLY COMPANY	\$280.03	HALOGEN SUPPLY COMPANY - Purchase
HALOGEN SUPPLY COMPANY	\$52.65	HALOGEN SUPPLY COMPANY - indoor pool
HALOGEN SUPPLY COMPANY	\$1,123.14	HALOGEN SUPPLY COMPANY - Purchase
HARBOR FREIGHT TOOLS 5	\$163.98	Ramp for Hockey Boards
HARBOR FREIGHT TOOLS 5	\$537.56	Hand Tools for Bags
HARBOR FREIGHT TOOLS 7	\$9.99	HARBOR FREIGHT TOOLS 7 - Purchase
HD SUPPLY FACILITIES	\$67.96	HD SUPPLY FACILITIES - cleaning
HIGHLAND PARK ELECTRIC	\$384.00	HIGHLAND PARK ELECTRIC - Parking lot light repairs
HIGHLAND PARK ELECTRIC	\$96.00	Parking lot repair lighting
HOBBY-LOBBY #0195	\$28.90	Sprouts supplies
HOMEDEPOT.COM	\$97.84	Tool cart for special events
ID WHOLESALER	\$111.26	ID Cases and Lanyards
IDLEWOOD ELECTRIC SUPP	\$112.28	Wire repair at the Preserve
IDLEWOOD ELECTRIC SUPP	\$146.17	POLE BATH RENOVATION
IDLEWOOD ELECTRIC SUPP	\$57.29	WR Univent Control Feeds
IDLEWOOD ELECTRIC SUPP	\$145.46	WEST RIDGE
IDLEWOOD ELECTRIC SUPP	\$189.68	REC CENTER PARKING LOT LIGHTA
IDLEWOOD ELECTRIC SUPP	\$47.43	REC CENTER PARKING LOT LIGHTS
IL TOLLWAY-WEB	\$25.20	Tollway fee for Truck 150
IL TOLLWAY-WEB	\$13.00	2021 Tollway fee for Truck 150 w/ salt truck to Huntley
ILCA	\$179.00	ILCA - Annual Conference
ILIPRA.ORG	\$265.00	position posting for Finance
ILIPRA.ORG	\$165.00	IPRA Job Posting - Fitness Experience Specialist
ILLINOIS ASSOC OF PARK	\$62.00	IPRA PD Law Handbook
ILLINOIS ASSOCIATION O	\$335.00	IPRA Conference
ILLINOIS ASSOCIATION O	\$335.00	ILLINOIS ASSOCIATION O - T. Grossberg 2022 IPRA Conference
ILLINOIS ASSOCIATION O	\$310.00	ILLINOIS ASSOCIATION O - B. Kaplan 2022 IPRA Conference
ILLINOIS ASSOCIATION O	\$335.00	ILLINOIS ASSOCIATION O - J. Freeman 2022 IPRA Conference
ILLINOIS ASSOCIATION O	\$426.00	IPRA Conference Thu-Sat
ILLINOIS ASSOCIATION O	(\$91.00)	Credit for IPRA session
ILLINOIS ASSOCIATION O	\$240.00	2022 IPRA Conf for S Rendler
ILLINOIS ASSOCIATION O	\$455.00	2022 IPRA Conf for J Kelly

ILLINOIS ASSOCIATION O	\$455.00	2022 IPRA Conf for D Daley
ILLINOIS ASSOCIATION O	\$310.00	Erik IPRA Registration
ILLINOIS GOVERNMENT FI	\$250.00	ILLINOIS GOVERNMENT FI - Purchase
ILLINOIS GOVERNMENT FI	\$300.00	ILLINOIS GOVERNMENT Foa - annual membership
		P-Card Transactions
		12/8/21 - 1/7/22
IN SOUND OF MUSIC SYS	\$114.00	IN SOUND OF MUSIC SYS - Purchase
IN SOUND OF MUSIC SYS	\$720.12	RCHP Fitness Floor TV's - Repair
IN THE MULCH CENTER L	\$1,200.00	2021 Woodcarpet or Fibar for Woodridge
IN THE MULCH CENTER L	\$96.00	1 LOAD FOR WOODRIDGE
INTERNATIONAL TRANSACTION	\$0.44	International Transaction - verification for marketing software
J2 EFAX SERVICES	\$16.95	J2 EFAX SERVICES
JEWEL OSCO 3459	\$11.98	Saplings Supplies
JEWEL OSCO 3459	\$40.41	Saplings Supplies
JEWEL OSCO 3459	\$58.95	Donna Farewell
JEWEL OSCO 3459	\$5.49	Sprout Supplies
JOHNSON OUTDOORS-BINGH	\$643.95	Trekkers Tents 2022
JOHNSON OUTDOORS-BINGH	\$275.95	Trekkers Tents 2023
JOHNSON OUTDOORS-BINGH	\$551.95	OAC Tents 2022
JOHNSON OUTDOORS-BINGH	\$367.95	OAC Tents 2023
JORSON AND CARLSON COM	\$65.02	JORSON AND CARLSON COM - Zam blade sharpening
JORSON AND CARLSON COM	\$35.76	JORSON AND CARLSON COM - Zam blade sharpening
K & M PRINTING CO MOTO	\$320.00	Reprint - DCRC Mission Boards
K & M PRINTING CO MOTO	\$735.00	The Preserve Welcome Signs
MailChimp	\$220.00	Monthly fee
Marathon Sportswear, I	\$745.00	Marathon Sportswear, I - Purchase
MARIANOS #542	\$22.71	employee birthday supplies
MARK VEND CO.	\$33.86	Vending Machines - Parks
MARK VEND CO.	\$11.29	Vending Machines - Golf
MARK VEND CO.	\$152.00	MARK VEND CO. - Purchase Coffee for WRC
MENARDS 3327	\$131.89	Volunteer Gifts
MENARDS 3327	\$131.42	MENARDS 3327 - Purchase
MENARDS 3327	\$94.98	MENARDS 3327 - Purchase
MENARDS 3327	\$481.85	Lumber-Sunset Compound Fencing
MENARDS 3327	\$26.58	Screws-Sunset Compound Fencing
MENONI & MOCOJNI, INC.	\$51.09	Sand
MUTUAL ACE HARDWARE &	\$24.97	Gloves
MUTUAL ACE HARDWARE &	\$27.73	rope for tree stakes
MUTUAL ACE HARDWARE &	\$18.49	Cable connectors
MUTUAL ACE HARDWARE &	\$25.69	Electrical tape
MUTUAL ACE HARDWARE &	\$9.14	Keys
MUTUAL ACE HARDWARE &	\$26.22	Pipe clamp
MUTUAL ACE HARDWARE &	\$4.24	MUTUAL ACE HARDWARE & - Purchase
MUTUAL ACE HARDWARE &	\$36.05	MUTUAL ACE HARDWARE & - Purchase
MUTUAL ACE HARDWARE &	\$20.29	MUTUAL ACE HARDWARE & - Purchase
MUTUAL ACE HARDWARE &	\$35.58	MUTUAL ACE HARDWARE & - Purchase
MUTUAL ACE HARDWARE &	\$8.99	Cunniff Bathroom Batteries
MUTUAL ACE HARDWARE &	\$11.08	sandpaper for bench refinish
MUTUAL ACE HARDWARE &	\$92.44	SNOW SHOVELS
NAPA AUTO PRTS HIGHLAN	\$102.04	Chainsaw Gas
NAPA AUTO PRTS HIGHLAN	\$21.36	AA BATTERIES FOR TOOLS
NAPA AUTO PRTS HIGHLAN	\$21.36	Batteries and Test Tools
NAPA AUTO PRTS HIGHLAN	\$89.99	MEG WELDING ROD WIRE
NAPA AUTO PRTS HIGHLAN	\$46.08	Battery and Test Tools
NAPA AUTO PRTS HIGHLAN	\$97.76	Light Bulb Van #107
NAPA AUTO PRTS HIGHLAN	\$23.32	Rearview Mirror - Truck #143

NAPA AUTO PRTS HIGHLAN	\$58.02	Oil - Truck #143
NAPA AUTO PRTS HIGHLAN	\$64.00	Filters - Truck #143
NAPA AUTO PRTS HIGHLAN	\$58.93	Back up Lights - Truck #150
NAPA AUTO PRTS HIGHLAN	\$291.45	Def Heater - Truck #191
NAPA AUTO PRTS HIGHLAN	\$45.49	Fuel Tool - Truck #191
		P-Card Transactions
		12/8/21 - 1/7/22
NAPA AUTO PRTS HIGHLAN	\$42.22	Fuel - Truck #191
NAPA AUTO PRTS HIGHLAN	\$23.32	Rearview Mirror - Truck #124
NAPA AUTO PRTS HIGHLAN	\$51.91	Back Light - Truck #126
NAPA AUTO PRTS HIGHLAN	\$72.87	BACK LIGHT ASSEMBLY
NAPA AUTO PRTS HIGHLAN	\$58.50	Wiper Blades - Truck #131
NAPA AUTO PRTS HIGHLAN	\$55.17	Brake Tool - Truck #123
NAPA AUTO PRTS HIGHLAN	\$139.96	Front Brakes - Truck #123
NAPA AUTO PRTS HIGHLAN	\$158.99	Back Brakes - Truck #123
NAPA AUTO PRTS HIGHLAN	\$261.33	Case Motor - Truck #128
NAPA AUTO PRTS HIGHLAN	\$144.96	BUS BATTERY
NAPA AUTO PRTS HIGHLAN	(\$18.00)	NAPA AUTO PRTS HIGHLAN - Credit
NBX 110% 7203042167	\$253.10	110 Cost Recovery Training
OFFICESUPPLY.COM	\$57.16	OFFICESUPPLY.COM - Purchase
OFFICESUPPLY.COM	\$190.06	Gojo Soap,Pine-Sol,,Trash Bags
OFFICESUPPLY.COM	\$139.81	Batteries and Sugar
ONE DAY SHOOTOUTS	\$149.00	Tournament fee
ONE DAY SHOOTOUTS	(\$149.00)	Credit
ONE DAY SHOOTOUTS	\$149.00	Girls Feeder 1 day shootout 12/15
PANERA BREAD #600721 O	\$12.38	Staff breakfast registration
PARK DISTRICT OF HIGHL	\$1.00	POS Test
PIEROS PIZZA - MOTO	\$94.10	Polar Parade staff dinner
POTBELLY #8	\$300.00	Staff Development Luncheon
POWER SYSTEMS	\$1,467.28	Group Exercise Dumbbells/Medballs/Bands
POWER SYSTEMS	\$389.96	Dumbbells for Group Ex
POWER SYSTEMS	\$234.58	POWER SYSTEMS: Gliding Discs Kit
POWER SYSTEMS	\$2,454.45	Group Ex Equipment
POWER SYSTEMS	\$594.45	Fitness Floor: Plyo Box & Sandbag
PP CHARMMDFOUN	\$200.00	Team Coaching sessions at Non Profit price
PRC QUICKSCORES LLC	\$56.00	Quickscores House Basketball
PRC QUICKSCORES LLC	\$56.00	Quickscores House Basketball
PRC QUICKSCORES LLC	\$70.00	House Basketball Quickscores
QUADIENT INC ORACLE	\$206.99	Postage Machine Ink
READYREFRESH BY NESTLE	\$122.92	WRC Water
REVDANCE.TENTH HOUSE	\$1,806.12	ice show costumes
REVDANCE.TENTH HOUSE	\$1,382.26	ice show costumes
REVDANCE.TENTH HOUSE	\$175.13	ice show costumes
REVELS TURF & TRACTOR	\$5,995.23	Walk mower Purchase Golf Course
RIEDEL SKATES	\$1,144.00	Tot skates - 8 pairs
SCHOOL HEALTH CORP	\$360.00	Awards for House Basketball
SCHOOL HEALTH CORP	\$45.00	Hitting League Awards
SETON IDENTIFICATION P	\$812.80	Concrete Sign blocks
SITEONE LANDSCAPE SUPP	\$145.31	Straw Blanket
SITEONE LANDSCAPE SUPP	\$803.55	Fertilizer - Golf Course
SP VACUUMCLEANERMARK	\$15.96	SP VACUUMCLEANERMARK -vacuum belts
SUNBELT RENTALS	\$886.52	Light Tower rental - Hauntings event
SUPREME COURTS	\$135.00	CYB Tournament Girls Feeder
TARGET 00011684	\$48.00	Saplings Supplies
TARGET 00011684	\$8.37	Saplings Supplies
TARGET 00011684	\$11.68	Breakroom Supplies

TARGET	00011684	\$124.11	mini camp supplies, crafts, games and supplies
TARGET	00011684	\$92.15	mini camp game prizes and snacks
TARGET	00011684	\$75.00	family skate decorations and hot cocoa supplies
TEACHERSPAYTEACHERS.CO		\$1.50	Mighty Oaks Supplies
TEACHERSPAYTEACHERS.CO		\$19.10	Mighty Oaks Supplies
TEACHERSPAYTEACHERS.CO		\$9.50	Mighty Oaks Supplies
			P-Card Transactions
			12/8/21 - 1/7/22
TEACHERSPAYTEACHERS.CO		\$4.38	Mighty Oaks Supplies
TEAMSNAPO.COM		\$9.99	Scheduling app
TEC #126		\$21.39	V belt
THE GRAPHIC EDGE INC		\$160.97	TOI team jackets - 1/2 cost
THE HOME DEPOT #1926		\$231.30	Lumber for Hockey Board Liner
THE HOME DEPOT #1926		\$18.81	Hose Repair Materials
THE HOME DEPOT #1926		\$347.40	Wood for Hockey Liner
THE HOME DEPOT #1926		\$44.57	Conduit bender
THE HOME DEPOT #1926		\$9.88	Electrical boxes
THE HOME DEPOT #1926		\$32.74	Light bulbs
THE HOME DEPOT #1926		\$16.98	THE HOME DEPOT #1926 - Purchase
THE HOME DEPOT #1926		\$79.60	THE HOME DEPOT #1926 - Purchase
THE HOME DEPOT #1926		\$90.90	2 man auger rental & deposit return
THE HOME DEPOT #1926		\$100.00	Auger Rental Deposit
THE HOME DEPOT #1926		\$16.98	POGO Batteries
THE HOME DEPOT #1926		\$39.06	EPAIR FOR RESERVE SIGNS
THE HOME DEPOT #1926		\$15.96	HOCKEY BOARDS
THE HOME DEPOT #1926		\$132.90	HOCKEY BOARDS
THE CERAMIC SHOP		\$208.49	ceramic supplies - throwing bats & wheel booties
TLF FLORAL GARDENS INC		\$70.00	Flowers - Chris Visconti
TRAFFICSAFETYSTORE.COM		\$505.36	Traffic Barricades
TRIBUNE PUBLISHING COM		\$52.29	advertising for bid
TURF VENTURES		\$1,500.00	Plant Protectants - golf course tees
U OF I CROP SCIENCE		\$45.00	Herbicide training
ULINE SHIP SUPPLIES		\$244.39	ULINE SHIP SUPPLIES -AC FILTERS
USPS KIOSK 1636069550		\$11.60	stamps for holiday card mailings
USPS PO 1636060035		\$118.56	New Resident Booklet Mailing
USPS PO 1657300062		\$1.30	postage for dynamo check - Canada
VERMONT SYSTEMS		\$1,039.20	RecTrac Yearly Renewal
VERMONT SYSTEMS		\$415.68	RecTrac Yearly Renewal
VERMONT SYSTEMS		\$1,143.12	RecTrac Yearly Renewal
VERMONT SYSTEMS		\$623.52	RecTrac Yearly Renewal
VERMONT SYSTEMS		\$1,974.48	RecTrac Yearly Renewal
VERMONT SYSTEMS		\$415.68	RecTrac Yearly Renewal
VERMONT SYSTEMS		\$415.68	RecTrac Yearly Renewal
VERMONT SYSTEMS		\$103.92	RecTrac Yearly Renewal
VERMONT SYSTEMS		\$103.92	RecTrac Yearly Renewal
VERMONT SYSTEMS		\$103.92	RecTrac Yearly Renewal
VERMONT SYSTEMS		\$103.92	RecTrac Yearly Renewal
VERMONT SYSTEMS		\$103.92	RecTrac Yearly Renewal
VERMONT SYSTEMS		\$103.92	RecTrac Yearly Renewal
VERMONT SYSTEMS		\$103.92	RecTrac Yearly Renewal
VERMONT SYSTEMS		\$727.44	RecTrac Yearly Renewal
VERMONT SYSTEMS		\$207.84	RecTrac Yearly Renewal
VERMONT SYSTEMS		\$207.84	RecTrac Yearly Renewal
VERMONT SYSTEMS		\$623.52	RecTrac Yearly Renewal
VERMONT SYSTEMS		\$415.68	RecTrac Yearly Renewal
VERMONT SYSTEMS		\$207.84	RecTrac Yearly Renewal
VERMONT SYSTEMS		\$519.60	RecTrac Yearly Renewal
VERMONT SYSTEMS		\$623.52	RecTrac Yearly Renewal

VERMONT SYSTEMS	\$311.76	RecTrac Yearly Renewal
WAREHOUSE DIRECT	\$382.45	Cleaner, Paper towels, trash bags
WAREHOUSE DIRECT	\$439.63	Paper towels and supplies
WAREHOUSE DIRECT	\$92.82	cleaning supplies/toilet paper
WAREHOUSE DIRECT	\$271.01	toilet paper and kleenex
WAREHOUSE DIRECT	\$18.00	Pens
WAREHOUSE DIRECT	\$10.48	2022 Calendar
		P-Card Transactions
		12/8/21 - 1/7/22
WAREHOUSE DIRECT	\$18.18	Band-aids
WEB NETWORKSOLUTIONS	\$16.99	Hidden Creek Domain Forward
WEB NETWORKSOLUTIONS	\$16.99	Park Avenue Domain Forward
WEB NETWORKSOLUTIONS	\$39.99	Park Avenue Domain
WEB NETWORKSOLUTIONS	\$16.99	Centennial Domain Forward
WEB NETWORKSOLUTIONS	\$31.98	Domain Name - Sunset Valley Golf Club.org
WEB NETWORKSOLUTIONS	\$39.99	Sunset Valley Domain
WEB NETWORKSOLUTIONS	\$15.99	Sunset Valley Domain
WEB NETWORKSOLUTIONS	\$16.99	RCHP Domain Forward
WEB NETWORKSOLUTIONS	\$39.99	RCHP Domain
WEB NETWORKSOLUTIONS	\$16.99	Deer Creek Domain Forward
WEB NETWORKSOLUTIONS	\$16.99	Golf Learning Center Domain Forward
WEST SIDE TRACTOR SA	\$803.42	Rim for Back Hoe
WHENTOWORK INC	\$96.00	When to work subscription for 2022 RCHP
WHENTOWORK INC	\$96.00	When to work subscription for 2022 RCHP
WWP ROSE PEST SOLUTION	\$110.00	WWP ROSE PEST SOLUTION - Purchase
WWP SMITHEREEN PEST MA	\$64.00	WWP SMITHEREEN PEST MA - pest control
YOUR ADVANTAGE II LT	\$110.00	Stringing Service
ZOOM.US 888-799-9666	\$9.49	Zoom Monthly - Pro Rated for License Addition
ZOOM.US 888-799-9666	\$99.96	Zoom Monthly
ZOOM.US 888-799-9666	\$14.99	Zoom membership
	Total	\$112,143.73



Park District of Highland Park, IL

DISTRICT WIDE

Income Statement

Current Period Ending 01/31/2022

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
100 - PROGRAMS	984,289.42	607,536.52	984,289.42	607,536.52	376,752.90	2,795,872.75	543,754.37	543,754.37
110 - CAMPS	-33.00	0.00	-33.00	0.00	-33.00	1,960,724.10	0.00	0.00
120 - LESSONS	45,491.44	45,121.14	45,491.44	45,121.14	370.30	471,319.00	62,199.55	62,199.55
130 - SPECIAL EVENTS	1.45	10,534.06	1.45	10,534.06	-10,532.61	118,640.00	0.00	0.00
410 - TAX	54,063.75	17,175.00	54,063.75	17,175.00	36,888.75	13,826,335.90	26,878.62	26,878.62
420 - FEES & CHARGES	47,970.18	44,989.55	47,970.18	44,989.55	2,980.63	2,426,544.00	31,881.75	31,881.75
440 - MEMBERSHIPS	33,832.13	68,886.48	33,832.13	68,886.48	-35,054.35	1,230,080.00	36,531.80	36,531.80
450 - RENTALS	114,065.70	123,107.48	114,065.70	123,107.48	-9,041.78	1,442,465.20	31,384.31	31,384.31
460 - MERCHANDISING	17,213.74	3,728.03	17,213.74	3,728.03	13,485.71	114,913.50	322.60	322.60
470 - INTEREST INCOME	-807.16	499.80	-807.16	499.80	-1,306.96	6,000.00	1,088.50	1,088.50
480 - MISCELLANEOUS INCOME	6,719.30	5,359.50	6,719.30	5,359.50	1,359.80	793,776.00	28,886.00	28,886.00
510 - OTHER INCOME	0.00	0.00	0.00	0.00	0.00	106,724.58	0.00	0.00
520 - BOND/DEBT PROCEEDS	458.16	0.00	458.16	0.00	458.16	0.00	257.92	257.92
Total Revenue:	1,303,265.11	926,937.56	1,303,265.11	926,937.56	376,327.55	25,293,395.03	763,185.42	763,185.42
Expense								
100 - PROGRAMS	118,125.15	125,724.66	118,125.15	125,724.66	7,599.51	1,559,749.95	38,282.72	38,282.72
110 - CAMPS	6,518.99	5,716.71	6,518.99	5,716.71	-802.28	1,126,808.01	7,735.81	7,735.81
120 - LESSONS	10,130.16	23,855.64	10,130.16	23,855.64	13,725.48	267,389.33	25,876.18	25,876.18
130 - SPECIAL EVENTS	5,190.04	6,832.79	5,190.04	6,832.79	1,642.75	146,101.52	1,686.86	1,686.86
440 - MEMBERSHIPS	4,201.65	10,705.92	4,201.65	10,705.92	6,504.27	157,219.17	0.00	0.00
610 - SALARIES & WAGES	380,247.09	453,438.73	380,247.09	453,438.73	73,191.64	8,363,084.03	352,706.50	352,706.50
620 - CONTRACTUAL SERVICES	130,197.06	294,136.86	130,197.06	294,136.86	163,939.80	4,471,645.39	410,822.93	410,822.93
630 - INSURANCE	170,144.55	-20,471.40	170,144.55	-20,471.40	-190,615.95	2,376,181.41	161,476.01	161,476.01
640 - MATERIALS & SUPPLIES	3,309.25	19,577.69	3,309.25	19,577.69	16,268.44	518,906.30	2,332.51	2,332.51
650 - MAINTENANCE & LANDSCAPING CONTRACTS	5,870.06	17,066.99	5,870.06	17,066.99	11,196.93	447,428.72	4,581.91	4,581.91
660 - UTILITIES	11,653.24	58,755.12	11,653.24	58,755.12	47,101.88	926,073.41	38,863.25	38,863.25
670 - PENSION CONTRIBUTIONS	39,630.21	38,172.97	39,630.21	38,172.97	-1,457.24	719,322.10	37,982.67	37,982.67
680 - COST OF GOODS SOLD	110.00	771.76	110.00	771.76	661.76	54,765.00	902.93	902.93
710 - DEBT RETIREMENT	0.00	0.00	0.00	0.00	0.00	3,315,035.00	0.00	0.00
720 - CAPITAL OUTLAY	5,790.00	325.00	5,790.00	325.00	-5,465.00	10,760,955.00	-40,846.12	-40,846.12
Total Expense:	891,117.45	1,034,609.44	891,117.45	1,034,609.44	143,491.99	35,210,664.34	1,042,404.16	1,042,404.16
Report Total:	412,147.66	-107,671.88	412,147.66	-107,671.88	519,819.54	-9,917,269.31	-279,218.74	-279,218.74

Fund Summary

Fund	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
01 - GENERAL CORPORATE	-241,068.15	-252,380.49	-241,068.15	-252,380.49	11,312.34	-126,867.61	-226,813.75	-226,813.75
25 - SPECIAL RECREATION	0.00	0.00	0.00	0.00	0.00	517,482.58	-346,741.00	-346,741.00
29 - RECREATION	658,547.65	273,407.11	658,547.65	273,407.11	385,140.54	3,121,446.02	255,731.97	255,731.97
60 - DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	-1,664,375.30	0.00	0.00
70 - CAPITAL PROJECTS	-5,331.84	-128,698.50	-5,331.84	-128,698.50	123,366.66	-11,764,955.00	38,604.04	38,604.04
Report Total:	412,147.66	-107,671.88	412,147.66	-107,671.88	519,819.54	-9,917,269.31	-279,218.74	-279,218.74

General, special rec and debt service are all trending as expected.

Recreation favorable variance is inflated by several things, however Travel Baseball has a \$10,000 surplus, Basketball grade 3-4 is expected to have an \$8,000 surplus carry through the year, CIA recreation program fees are \$49,000 above budget due to skating school having 379 participants vs. the budget of 250 participants and due to gymnastics having 305 participants vs. a budget of 192 participants. Childhood enrichment program has exploded with consistent enrollment of participants causing a \$98,000 positive variance from budget. Salaries and wages are under budget in several areas as Recreation continues to be understaffed with several open positions.

Capital fund is significantly under budget due contractual services total costs being allocated roughly equal across the year. This is a timing difference that should correct itself by year-end.



Park District of Highland Park, IL

FUND 01 - GENERAL

Income Statement

Current Period Ending 01/31/2022

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
410 - TAX	54,063.75	17,175.00	54,063.75	17,175.00	36,888.75	5,894,569.01	26,878.62	26,878.62
420 - FEES & CHARGES	2,019.07	2,139.00	2,019.07	2,139.00	-119.93	27,600.00	1,525.68	1,525.68
460 - MERCHANDISING	0.00	20.07	0.00	20.07	-20.07	396.00	17.84	17.84
470 - INTEREST INCOME	-807.16	499.80	-807.16	499.80	-1,306.96	6,000.00	1,088.50	1,088.50
480 - MISCELLANEOUS INCOME	2,039.25	3,132.80	2,039.25	3,132.80	-1,093.55	36,601.00	10,800.00	10,800.00
510 - OTHER INCOME	0.00	0.00	0.00	0.00	0.00	7,850.00	0.00	0.00
Total Revenue:	57,314.91	22,966.67	57,314.91	22,966.67	34,348.24	5,973,016.01	40,310.64	40,310.64
Expense								
610 - SALARIES & WAGES	142,897.65	168,169.23	142,897.65	168,169.23	25,271.58	2,941,016.42	136,253.17	136,253.17
620 - CONTRACTUAL SERVICES	46,565.65	82,015.79	46,565.65	82,015.79	35,450.14	1,223,602.24	23,346.72	23,346.72
630 - INSURANCE	86,515.72	-4,559.52	86,515.72	-4,559.52	-91,075.24	1,224,731.28	83,871.91	83,871.91
640 - MATERIALS & SUPPLIES	1,730.27	4,942.67	1,730.27	4,942.67	3,212.40	230,937.30	893.72	893.72
650 - MAINTENANCE & LANDSCAPING CONTRACTS	1,406.64	4,571.94	1,406.64	4,571.94	3,165.30	92,920.04	1,252.20	1,252.20
660 - UTILITIES	4,080.01	6,227.84	4,080.01	6,227.84	2,147.83	143,726.03	6,559.44	6,559.44
670 - PENSION CONTRIBUTIONS	15,187.12	13,979.21	15,187.12	13,979.21	-1,207.91	242,950.31	14,947.23	14,947.23
Total Expense:	298,383.06	275,347.16	298,383.06	275,347.16	-23,035.90	6,099,883.62	267,124.39	267,124.39
Report Total:	-241,068.15	-252,380.49	-241,068.15	-252,380.49	11,312.34	-126,867.61	-226,813.75	-226,813.75

January replacement taxes came in much larger than budgeted. Salary and wages are under budget in several areas, including finance, parks and HR, as PDHP continues to be understaffed with several open positions. Insurance appears to be over budget as the first payment of the year hit in late January and insurance was budgeted for the year with monthly expense hitting in February and 2 payments hitting in December. Contractual services is largely under budget due to PDRMA trainings delayed in posting, invoices will account in February; garbage service bill not yet posted; other contractual work not necessary in January.



Park District of Highland Park, IL

FUND 25 - SPECIAL RECREATION

Income Statement

Current Period Ending 01/31/2022

Typ...	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
Revenue								
410 - TAX	0.00	0.00	0.00	0.00	0.00	932,237.46	0.00	0.00
Total Revenue:	0.00	0.00	0.00	0.00	0.00	932,237.46	0.00	0.00
Expense								
620 - CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	414,754.88	346,741.00	346,741.00
Total Expense:	0.00	0.00	0.00	0.00	0.00	414,754.88	346,741.00	346,741.00
Report Total:	0.00	0.00	0.00	0.00	0.00	517,482.58	-346,741.00	-346,741.00

This fund is trending as expected.



Park District of Highland Park, IL

FUND 29 - RECREATION

Income Statement

Current Period Ending 01/31/2022

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
100 - PROGRAMS	984,289.42	607,536.52	984,289.42	607,536.52	376,752.90	2,795,872.75	543,754.37	543,754.37
110 - CAMPS	-33.00	0.00	-33.00	0.00	-33.00	1,960,724.10	0.00	0.00
120 - LESSONS	45,491.44	45,121.14	45,491.44	45,121.14	370.30	471,319.00	62,199.55	62,199.55
130 - SPECIAL EVENTS	1.45	10,534.06	1.45	10,534.06	-10,532.61	118,640.00	0.00	0.00
410 - TAX	0.00	0.00	0.00	0.00	0.00	5,348,869.73	0.00	0.00
420 - FEES & CHARGES	45,951.11	42,850.55	45,951.11	42,850.55	3,100.56	2,398,944.00	30,356.07	30,356.07
440 - MEMBERSHIPS	33,832.13	68,886.48	33,832.13	68,886.48	-35,054.35	1,230,080.00	36,531.80	36,531.80
450 - RENTALS	114,065.70	123,107.48	114,065.70	123,107.48	-9,041.78	1,442,465.20	31,384.31	31,384.31
460 - MERCHANDISING	17,213.74	3,707.96	17,213.74	3,707.96	13,505.78	114,517.50	304.76	304.76
480 - MISCELLANEOUS INCOME	4,680.05	2,226.70	4,680.05	2,226.70	2,453.35	57,175.00	18,086.00	18,086.00
510 - OTHER INCOME	0.00	0.00	0.00	0.00	0.00	58,874.58	0.00	0.00
Total Revenue:	1,245,492.04	903,970.89	1,245,492.04	903,970.89	341,521.15	15,997,481.86	722,616.86	722,616.86
Expense								
100 - PROGRAMS	118,125.15	125,724.66	118,125.15	125,724.66	7,599.51	1,559,749.95	38,282.72	38,282.72
110 - CAMPS	6,518.99	5,716.71	6,518.99	5,716.71	-802.28	1,126,808.01	7,735.81	7,735.81
120 - LESSONS	10,130.16	23,855.64	10,130.16	23,855.64	13,725.48	267,389.33	25,876.18	25,876.18
130 - SPECIAL EVENTS	5,190.04	6,832.79	5,190.04	6,832.79	1,642.75	146,101.52	1,686.86	1,686.86
440 - MEMBERSHIPS	4,201.65	10,705.92	4,201.65	10,705.92	6,504.27	157,219.17	0.00	0.00
610 - SALARIES & WAGES	237,349.44	285,269.50	237,349.44	285,269.50	47,920.06	5,422,067.61	216,453.33	216,453.33
620 - CONTRACTUAL SERVICES	83,631.41	83,422.57	83,631.41	83,422.57	-208.84	1,026,288.27	38,235.21	38,235.21
630 - INSURANCE	83,628.83	-15,911.88	83,628.83	-15,911.88	-99,540.71	1,151,450.13	77,604.10	77,604.10
640 - MATERIALS & SUPPLIES	1,578.98	14,635.02	1,578.98	14,635.02	13,056.04	287,969.00	1,438.79	1,438.79
650 - MAINTENANCE & LANDSCAPING CONTRACTS	4,463.42	12,495.05	4,463.42	12,495.05	8,031.63	354,508.68	3,329.71	3,329.71
660 - UTILITIES	7,573.23	52,527.28	7,573.23	52,527.28	44,954.05	782,347.38	32,303.81	32,303.81
670 - PENSION CONTRIBUTIONS	24,443.09	24,193.76	24,443.09	24,193.76	-249.33	476,371.79	23,035.44	23,035.44
680 - COST OF GOODS SOLD	110.00	771.76	110.00	771.76	661.76	54,765.00	902.93	902.93
720 - CAPITAL OUTLAY	0.00	325.00	0.00	325.00	325.00	63,000.00	0.00	0.00
Total Expense:	586,944.39	630,563.78	586,944.39	630,563.78	43,619.39	12,876,035.84	466,884.89	466,884.89
Report Total:	658,547.65	273,407.11	658,547.65	273,407.11	385,140.54	3,121,446.02	255,731.97	255,731.97

Fund Summary

Fund	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
29 - RECREATION	658,547.65	273,407.11	658,547.65	273,407.11	385,140.54	3,121,446.02	255,731.97	255,731.97
Report Total:	658,547.65	273,407.11	658,547.65	273,407.11	385,140.54	3,121,446.02	255,731.97	255,731.97

Programs are doing well in January versus budget, primarily due athletics at \$41,000 with Basketball boys travel having a timing difference for January. It is expected to be rectified in February. Baseball boys travel is inflated as uniforms will not be paid for until February at a cost of \$30,000. Next month's end should show a \$10,000 surplus in this account. Basketball grade 3-4 is doing well. With an annual budget of \$62,000, and revenue at \$35,000, it is expected that the \$8,000 surplus will carry through the year, if the fall does as budgeted. The allocation of the clinics budget is incorrect and will be fixed over time. At CIA, recreation program fees are \$49,000 above budget due to skating school having 379 participants vs. the budget of 250 participants and due to gymnastics having 305 participants vs. a budget of 192 participants. Youth and adult tennis show significant positive differences of \$193,000 due to timing difference. The variances will diminish over the next 2 months. Childhood enrichment program has exploded with consistent enrollment of participants causing a \$98,000 positive variance from budget. Special events is behind budget by \$11,000 as Parent Dances (Daddy Daughter Dance) was moved from February to April due to COVID mitigations. Revenue will be collected through spring registration. January is budgeted for fitness's largest growth month in membership. Unfortunately, the Omicron variant caused delays and significant impact on new resident and group exercise memberships. We currently have 90+ memberships on a 90-Day free extension causing no revenue under resident memberships. New membership, Fitness Your Way transfers are in process. Prorated amounts for first month of new memberships and refunds for over payment will cause a temporary decrease in revenue. All this combined has negatively impacted the budget by \$31,000. Open Kitchens paid it's invoice for 6 months in January, vs. the budgeted monthly amount, thus causing the favorable variance in merchandising of \$13,000. Variance is a timing difference and will correct itself gradually over the next few months. Lessons expense salaries are under budget by \$8,000 at DCRC due to budget allocations of the accounts. Timing difference will not be corrected until year end. Athletics is also under budget by roughly \$3,000. Salaries and wages are under budget in several areas as PDHP continues to be understaffed with several open positions. Insurance appears to be over budget as the first payment of the year hit in late January and insurance was budgeted for the year with monthly expense hitting in February and 2 payments hitting in December. Materials and supplies are under budget in January largely due to staff allocating expenses evenly over the year, but having minimal p-card usage hit in January. Utilities are also largely allocated over the year, but many January bills did not get processed until February.



Park District of Highland Park, IL

FUND 60 - DEBIT SERVICE

Income Statement

Current Period Ending 01/31/2022

Typ...	Month		Year To Date		Variance Favorable (Unfavorable)	Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget			Month	YTD
Revenue								
410 - TAX	0.00	0.00	0.00	0.00	0.00	1,650,659.70	0.00	0.00
Total Revenue:	0.00	0.00	0.00	0.00	0.00	1,650,659.70	0.00	0.00
Expense								
710 - DEBT RETIREMENT	0.00	0.00	0.00	0.00	0.00	3,315,035.00	0.00	0.00
Total Expense:	0.00	0.00	0.00	0.00	0.00	3,315,035.00	0.00	0.00
Report Total:	0.00	0.00	0.00	0.00	0.00	-1,664,375.30	0.00	0.00

This fund is trending as expected.



Park District of Highland Park, IL

FUND 70 - CAPITAL

Income Statement

Current Period Ending 01/31/2022

Typ...	Month		Year To Date			Annual Budget	Prior Year	
	Actual	Budget	Actual	Budget	Variance Favorable (Unfavorable)		Month	YTD
Revenue								
480 - MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00	0.00	700,000.00	0.00	0.00
510 - OTHER INCOME	0.00	0.00	0.00	0.00	0.00	40,000.00	0.00	0.00
520 - BOND/DEBT PROCEEDS	458.16	0.00	458.16	0.00	458.16	0.00	257.92	257.92
Total Revenue:	458.16	0.00	458.16	0.00	458.16	740,000.00	257.92	257.92
Expense								
620 - CONTRACTUAL SERVICES	0.00	128,698.50	0.00	128,698.50	128,698.50	1,807,000.00	2,500.00	2,500.00
720 - CAPITAL OUTLAY	5,790.00	0.00	5,790.00	0.00	-5,790.00	10,697,955.00	-40,846.12	-40,846.12
Total Expense:	5,790.00	128,698.50	5,790.00	128,698.50	122,908.50	12,504,955.00	-38,346.12	-38,346.12
Report Total:	-5,331.84	-128,698.50	-5,331.84	-128,698.50	123,366.66	-11,764,955.00	38,604.04	38,604.04

Significantly under budget due contractual services total costs being allocated roughly equal across the year. This is a timing difference that should correct itself by year-end.



RECREATION BY CENTER

Park District of Highland Park, IL

Y-T-D JANUARY 2022

Account Type	2021 Total Budget	2021 YTD Activity	2022 Total Budget	2022 YTD Activity
Center: 11 - ADMINISTRATIVE				
Revenue	5,389,431.98	-	5,390,269.73	(7.00)
Expense	4,665,661.35	120,970.02	5,420,948.66	146,431.45
Center: 11 - ADMINISTRATIVE Surplus (Deficit):	723,770.63	(120,970.02)	(30,678.93)	(146,438.45)
Net Revenue:	13.43%	0.00%	-0.57%	0.00%
Center: 24 - WEST RIDGE CENTER				
Revenue	405,688.00	112,487.08	512,901.00	159,772.00
Expense	701,597.81	34,409.08	712,673.10	37,800.78
Center: 24 - WEST RIDGE CENTER Surplus (Deficit):	(295,909.81)	78,078.00	(199,772.10)	121,971.22
Net Revenue:	-72.94%	69.41%	-38.95%	76.34%
Center: 26 - ATHLETICS				
Revenue	655,670.00	214,039.33	1,011,527.00	387,288.85
Expense	681,023.30	40,205.91	963,107.28	81,100.24
Center: 26 - ATHLETICS Surplus (Deficit):	(25,353.30)	173,833.42	48,419.72	306,188.61
Net Revenue:	-3.87%	81.22%	4.79%	79.06%
Center: 28 - CAMPS				
Revenue	359,345.00	-	1,057,804.00	50.00
Expense	344,057.02	7,479.76	759,992.47	9,579.59
Center: 28 - CAMPS Surplus (Deficit):	15,287.98	(7,479.76)	297,811.53	(9,529.59)
Net Revenue:	4.25%	0.00%	28.15%	-19,059.18%
Center: 29 - SPECIAL EVENTS				
Revenue	29,200.00	950.00	67,170.00	-
Expense	113,562.03	1,213.50	161,006.41	2,081.03
Center: 29 - SPECIAL EVENTS Surplus (Deficit):	(84,362.03)	(263.50)	(93,836.41)	(2,081.03)
Net Revenue:	-288.91%	-27.74%	-139.70%	0.00%
Center: 31 - HIDDEN CREEK AQUAPARK				
Revenue	269,500.99	134.28	398,865.00	(20.61)
Expense	413,114.97	6,633.32	543,764.76	5,083.82
Center: 31 - HIDDEN CREEK AQUAPARK Surplus (Deficit):	(143,613.98)	(6,499.04)	(144,899.76)	(5,104.43)
Net Revenue:	-53.29%	-4,839.92%	-36.33%	24,766.76%
Center: 32 - ROSEWOOD INTERPRETIVE CENTER				
Revenue	84,460.00	2,415.00	167,507.00	1,463.00
Expense	103,900.95	2,398.27	126,823.89	2,870.57
Center: 32 - ROSEWOOD INTERPRETIVE CENTER Surplus (Deficit):	(19,440.95)	16.73	40,683.11	(1,407.57)
Net Revenue:	-23.02%	0.69%	24.29%	-96.21%

Account Type	2021 Total Budget	2021 YTD Activity	2022 Total Budget	2022 YTD Activity
Center: 33 - ROSEWOOD BEACH				
Revenue	104,600.00	2,875.00	193,825.00	135.00
Expense	198,218.76	3,126.25	280,643.81	2,854.62
Center: 33 - ROSEWOOD BEACH Surplus (Deficit):	(93,618.76)	(251.25)	(86,818.81)	(2,719.62)
Net Revenue:	-89.50%	-8.74%	-44.79%	-2,014.53%
Center: 34 - PARK AVENUE				
Revenue	116,586.00	9,943.49	268,507.00	12,039.25
Expense	124,209.44	2,057.99	260,750.62	2,049.11
Center: 34 - PARK AVENUE Surplus (Deficit):	(7,623.44)	7,885.50	7,756.38	9,990.14
Net Revenue:	-6.54%	79.30%	2.89%	82.98%
Center: 38 - ICE ARENA				
Revenue	1,033,532.85	108,114.94	1,068,717.20	240,930.70
Expense	880,069.25	38,644.23	883,225.72	51,931.69
Center: 38 - ICE ARENA Surplus (Deficit):	153,463.60	69,470.71	185,491.48	188,999.01
Net Revenue:	14.85%	64.26%	17.36%	78.45%
Center: 41 - MAINTENANCE				
Expense	755,106.50	25,361.73	834,343.54	27,002.98
Center: 41 - MAINTENANCE Total:	755,106.50	25,361.73	834,343.54	27,002.98
Net Revenue:				
Center: 42 - PRO SHOP				
Revenue	1,523,335.00	18.35	1,689,725.00	19,049.40
Expense	536,701.89	15,903.37	613,503.82	18,456.81
Center: 42 - PRO SHOP Surplus (Deficit):	986,633.11	(15,885.02)	1,076,221.18	592.59
Net Revenue:	64.77%	-86,566.87%	63.69%	3.11%
Center: 49 - RECREATION CENTER ADMIN				
Revenue	53,972.00	(526.35)	100,827.50	8,823.05
Expense	571,214.56	29,363.49	732,834.67	29,201.76
Center: 49 - RECREATION CENTER ADMIN Surplus (Deficit):	(517,242.56)	(29,889.84)	(632,007.17)	(20,378.71)
Net Revenue:	-958.35%	5,678.70%	-626.82%	-230.97%
Center: 51 - RECREATION CENTER FITNESS				
Revenue	760,761.00	43,146.69	1,360,180.00	48,802.45
Expense	698,385.79	29,892.93	854,874.59	37,017.79
Center: 51 - RECREATION CENTER FITNESS Surplus (Deficit):	62,375.21	13,253.76	505,305.41	11,784.66
Net Revenue:	8.20%	30.72%	37.15%	24.15%
Center: 53 - RECREATION CENTER AQUATICS				
Revenue	101,951.00	5,507.84	184,612.50	17,539.90
Expense	239,462.32	13,060.51	308,079.11	17,049.41
Center: 53 - RECREATION CENTER AQUATICS Surplus (Deficit):	(137,511.32)	(7,552.67)	(123,466.61)	490.49
Net Revenue:	-134.88%	-137.13%	-66.88%	2.80%

Account Type	2021	2021	2022	2022
	Total Budget	YTD Activity	Total Budget	YTD Activity
Center: 55 - INDOOR TENNIS				
Revenue	966,750.50	210,357.71	1,278,727.00	335,044.65
Expense	941,006.58	52,578.04	1,063,959.35	62,727.47
Center: 55 - INDOOR TENNIS Surplus (Deficit):	25,743.92	157,779.67	214,767.65	272,317.18
Net Revenue:	2.66%	75.01%	16.80%	81.28%
Center: 56 - OUTDOOR TENNIS				
Revenue	261,680.25	-	263,561.10	-
Expense	192,786.66	2,561.60	204,743.97	1,862.82
Center: 56 - OUTDOOR TENNIS Surplus (Deficit):	68,893.59	(2,561.60)	58,817.13	(1,862.82)
Net Revenue:	26.33%	0.00%	22.32%	0.00%
Center: 61 - HELLER NATURE CENTER				
Revenue	186,872.00	6,731.83	357,928.25	6,885.68
Expense	494,471.27	23,427.68	625,442.22	33,985.26
Center: 61 - HELLER NATURE CENTER Surplus (Deficit):	(307,599.27)	(16,695.85)	(267,513.97)	(27,099.58)
Net Revenue:	-164.60%	-248.01%	-74.74%	-393.56%
Center: 74 - HPCC LEARNING CENTER				
Revenue	443,830.00	6,421.67	585,953.00	7,695.72
Expense	440,395.37	15,623.96	538,786.24	17,857.19
Center: 74 - HPCC LEARNING CENTER Surplus (Deficit):	3,434.63	(9,202.29)	47,166.76	(10,161.47)
Net Revenue:	0.77%	-143.30%	8.05%	-132.04%
Center: 76 - HPCC BUILDING				
Revenue	36,703.68	-	38,874.58	-
Expense	36,703.68	1,973.25	38,872.78	-
Center: 76 - HPCC BUILDING Surplus (Deficit):	-	(1,973.25)	1.80	-
Net Revenue:	0.00%	0.00%	0.00%	0.00%



Sunset Valley Golf Course

	2021 Budget	2021 YTD Activity	2022 Budget	2022 YTD Activity
Revenue	1,523,335.00	18.35	1,689,725.00	19,049.40
Expense	1,291,808.39	41,265.10	1,447,847.36	45,459.79
Report Surplus (Deficit):	231,526.61	(41,246.75)	241,877.64	(26,410.39)

Recreation Center of HP

	2021 Budget	2021 YTD Activity	2021 Budget	2021 YTD Activity
Revenue	916,684.00	48,128.18	1,645,620.00	75,165.40
Expense	1,509,062.67	72,316.93	1,895,788.37	83,268.96
Report Surplus (Deficit):	(592,378.67)	(24,188.75)	(250,168.37)	(8,103.56)

Deer Creek Raquet Club

	2021 Budget	2021 YTD Activity	2021 Budget	2021 YTD Activity
Revenue	1,228,430.75	210,357.71	1,542,288.10	335,044.65
Expense	1,133,793.24	55,139.64	1,268,703.32	64,590.29
Report Surplus (Deficit):	94,637.51	155,218.07	273,584.78	270,454.36

Park District of Highland Park
Investment Schedule
January 31, 2022

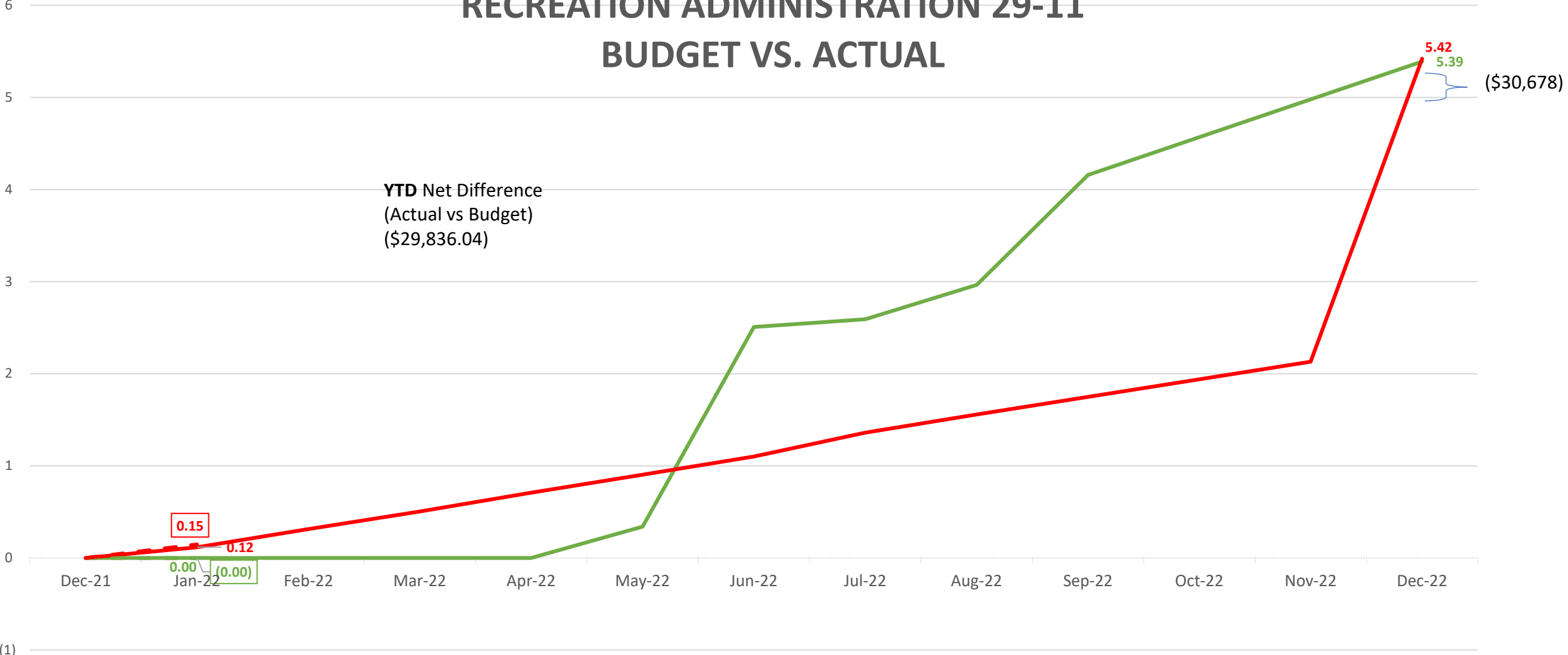
Security	Type		Purchase Date	Maturity Date	Interest Rate	Purchase Price	Monthly Interest	Expected Interest
First Bank of Highland Park	CD	1,000,000.00	7/25/21	6/26/22	0.35%	1,000,000.00	291.67	3,208.33
PMA Financial Securities	Limited Series	1,000,000.00	7/29/21	7/29/22	0.30%	1,000,000.00	250.00	3,000.00
		2,000,000.00				2,000,000.00	541.67	6,208.33



Revenue and Expense Charts by Center – January 2022

RECREATION ADMINISTRATION 29-11

BUDGET VS. ACTUAL

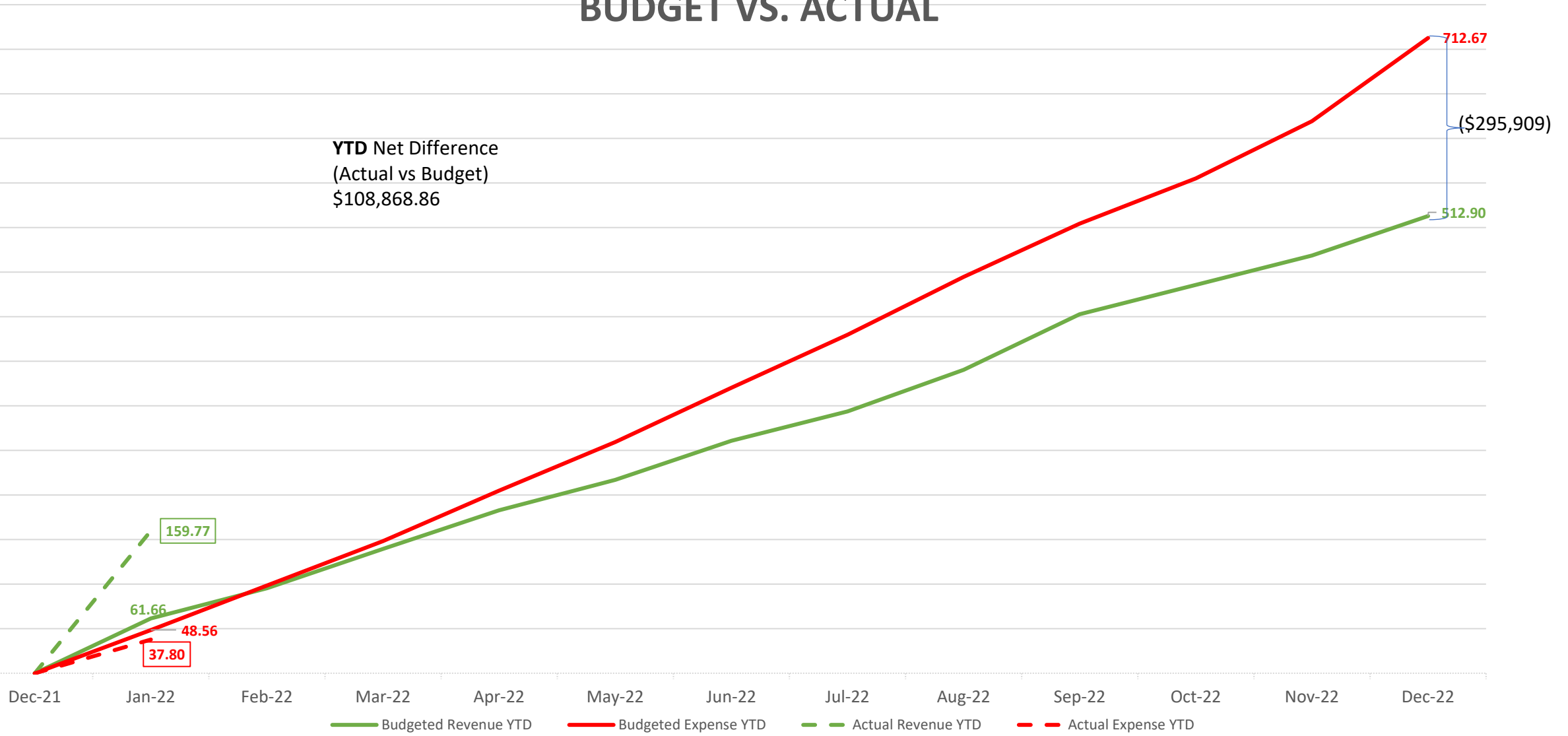


— Budgeted Revenue YTD
 — Budgeted Expense YTD
 — Actual Revenue YTD
 — Actual Expense YTD

(1)

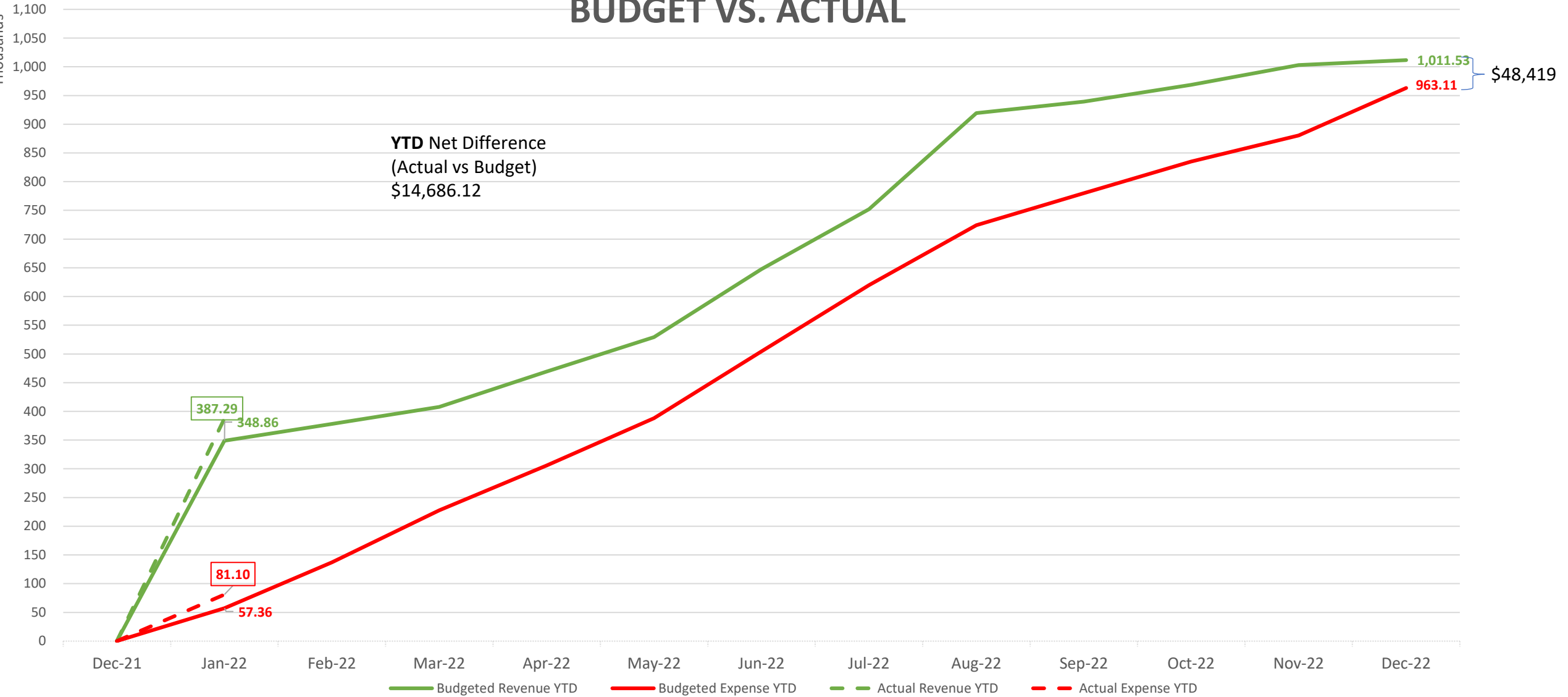
WEST RIDGE CENTER 29-24

BUDGET VS. ACTUAL



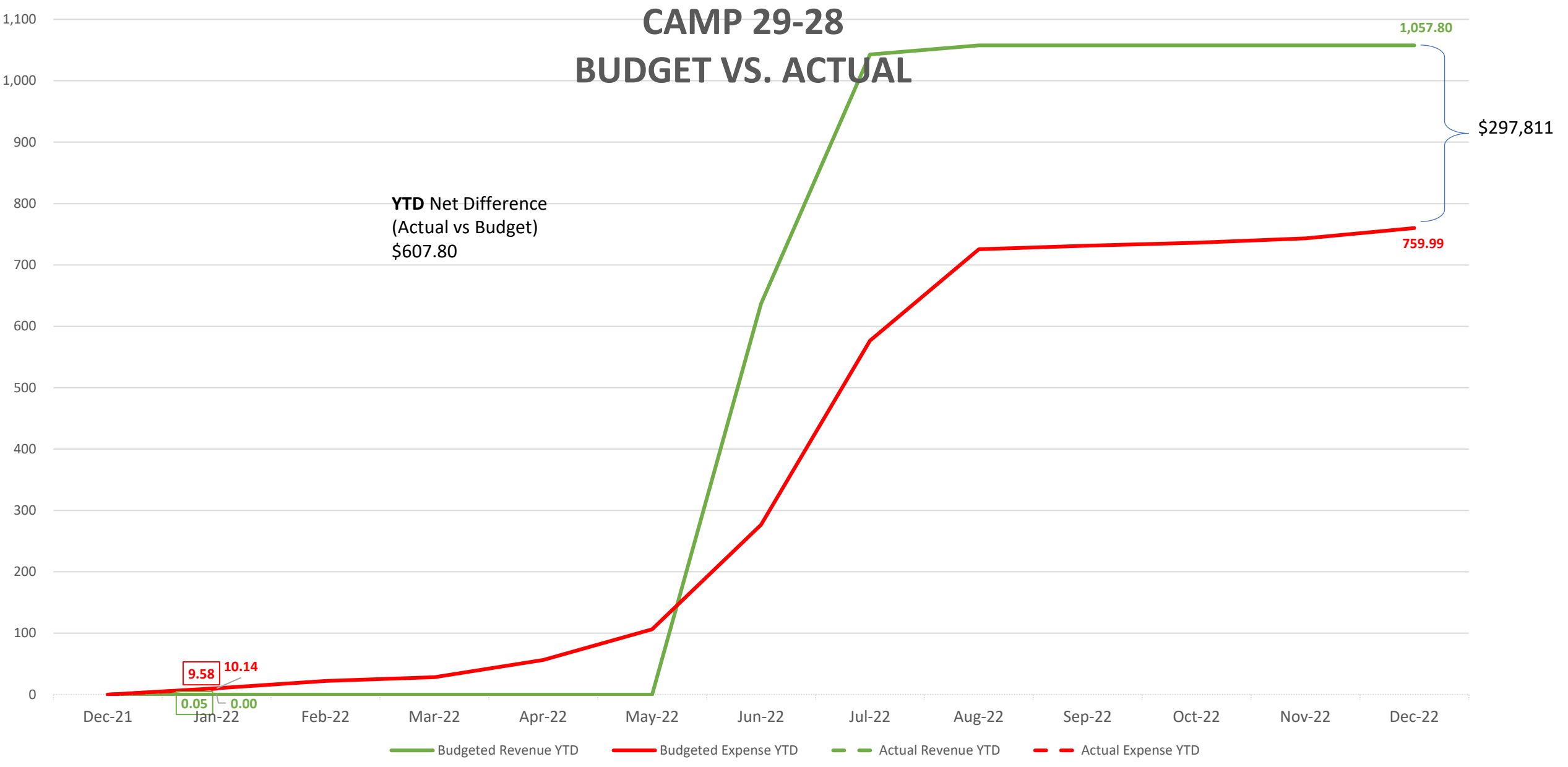
ATHLETICS 29-26

BUDGET VS. ACTUAL



CAMP 29-28

BUDGET VS. ACTUAL



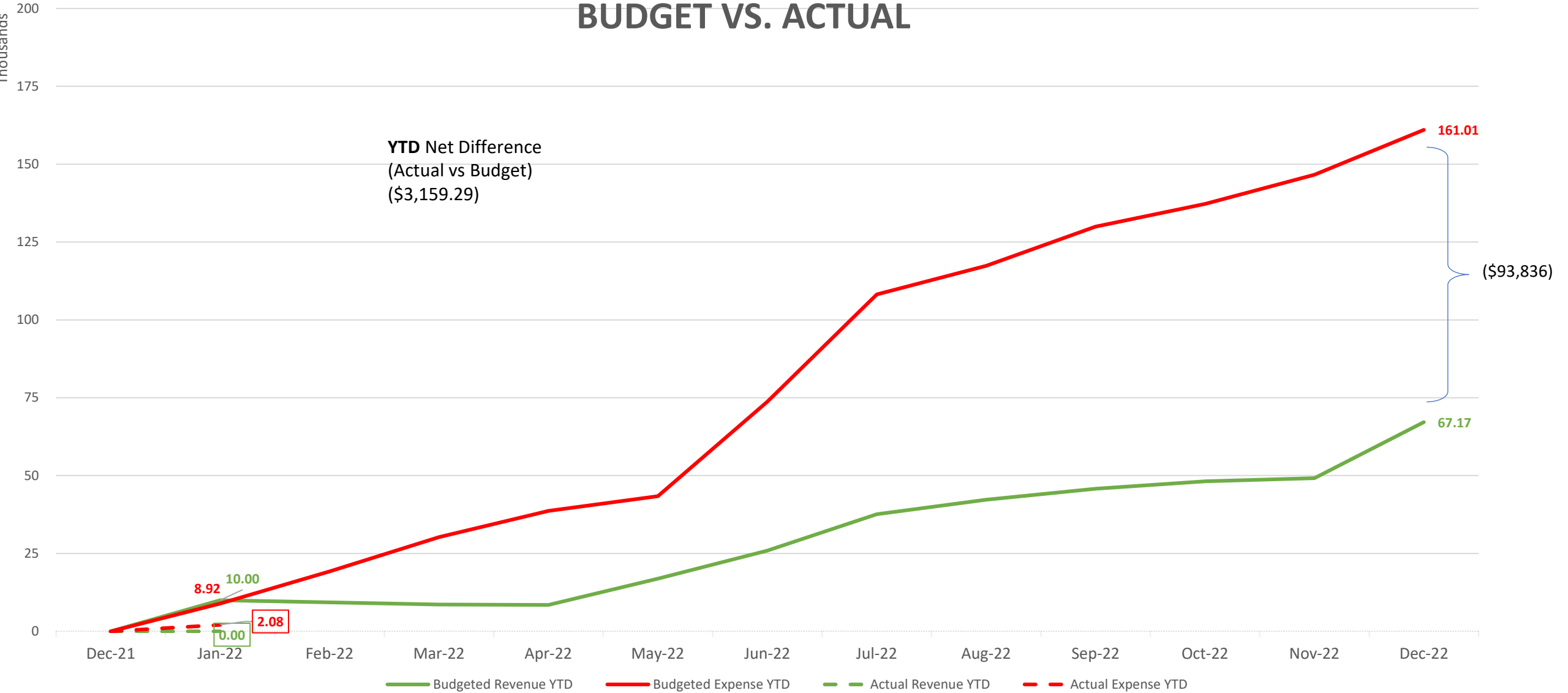
YTD Net Difference
(Actual vs Budget)
\$607.80

\$297,811

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

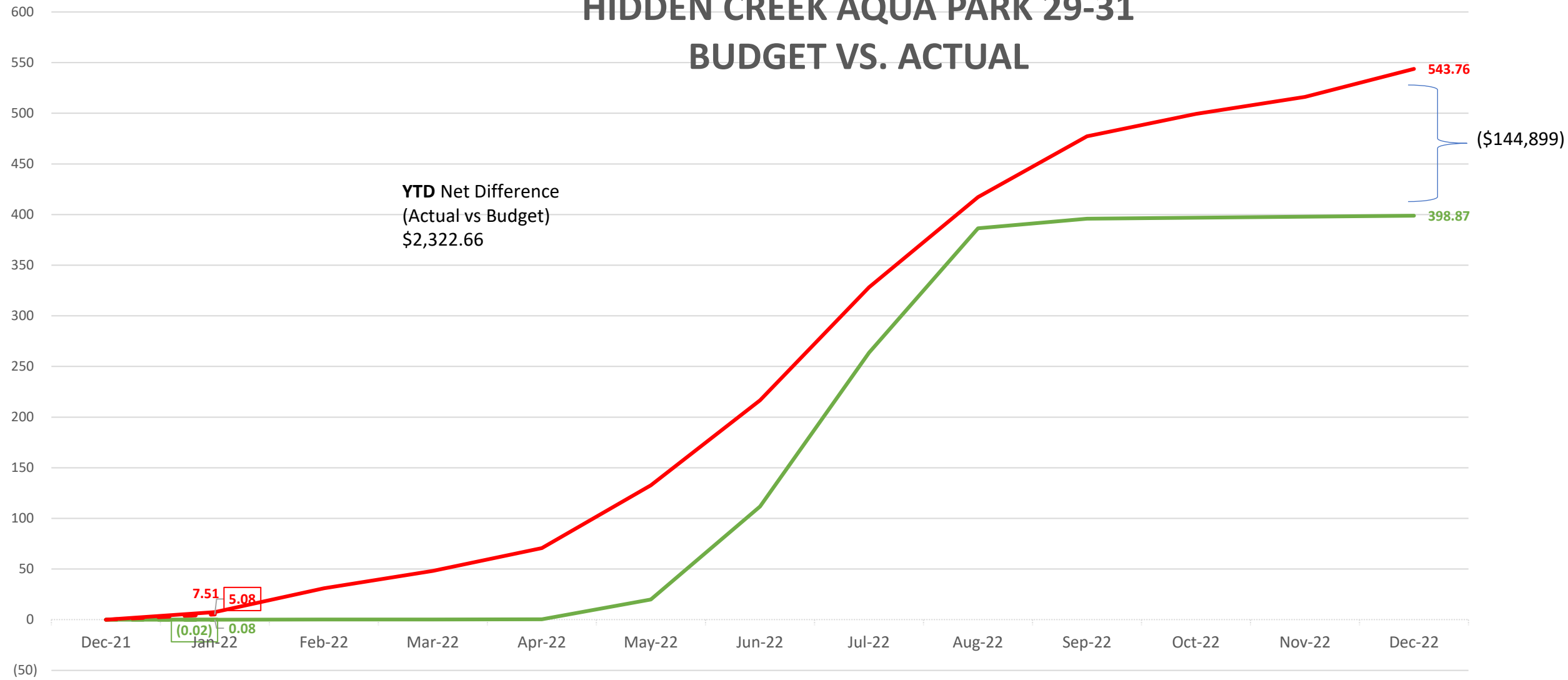
SPECIAL EVENTS 29-29

BUDGET VS. ACTUAL



HIDDEN CREEK AQUA PARK 29-31

BUDGET VS. ACTUAL

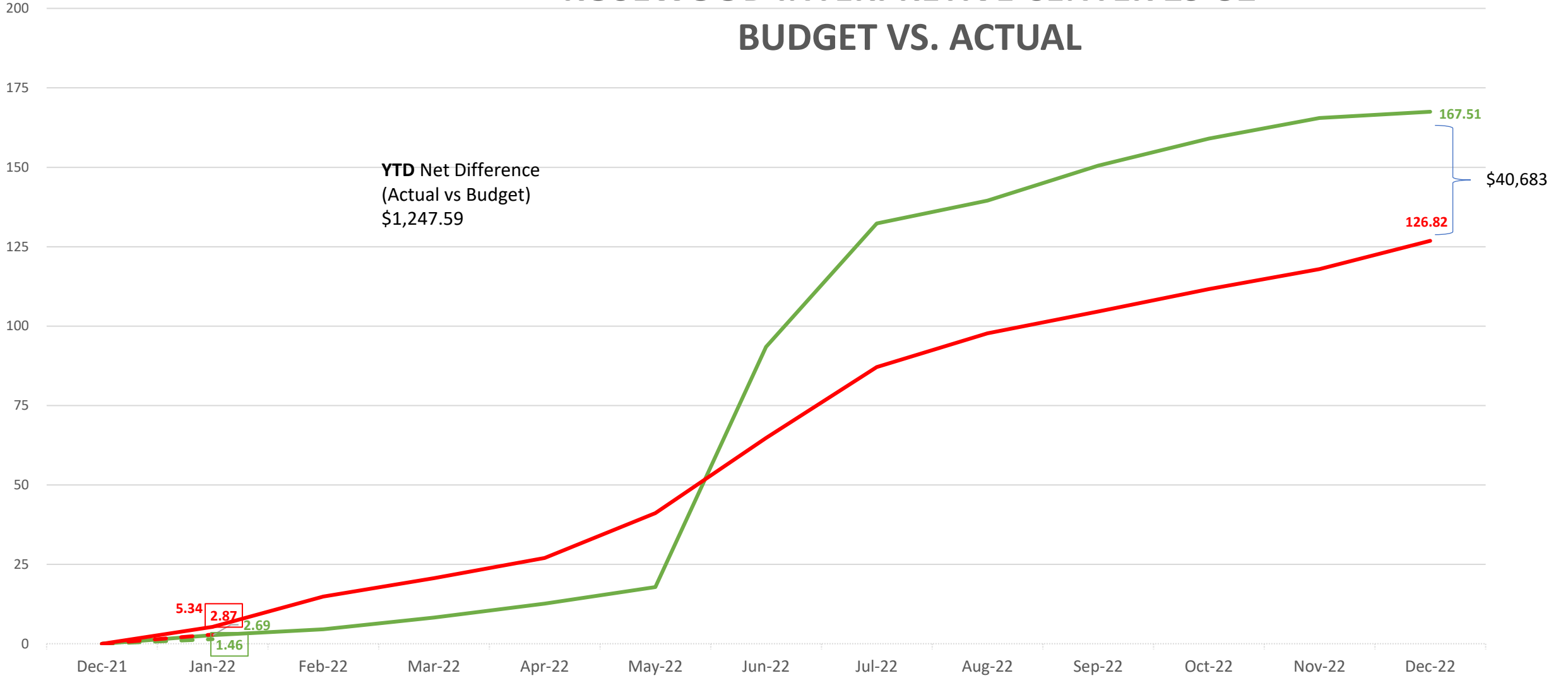


— Budgeted Revenue YTD
 — Budgeted Expense YTD
 — Actual Revenue YTD
 — Actual Expense YTD

ROSEWOOD INTERPRETIVE CENTER 29-32

BUDGET VS. ACTUAL

Thousands

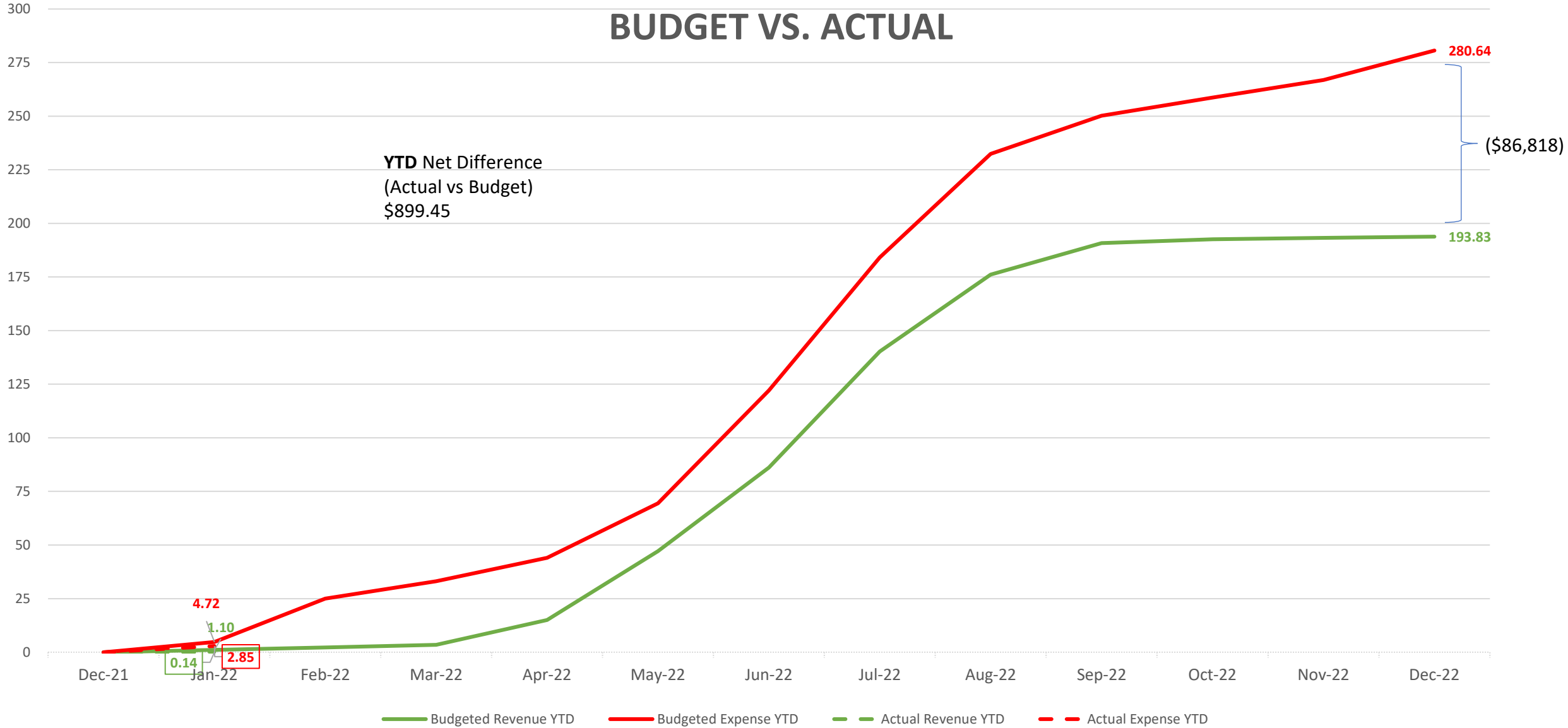


— Budgeted Revenue YTD
 — Budgeted Expense YTD
 - - - Actual Revenue YTD
 - - - Actual Expense YTD

ROSEWOOD BEACH 29-33

BUDGET VS. ACTUAL

Thousands

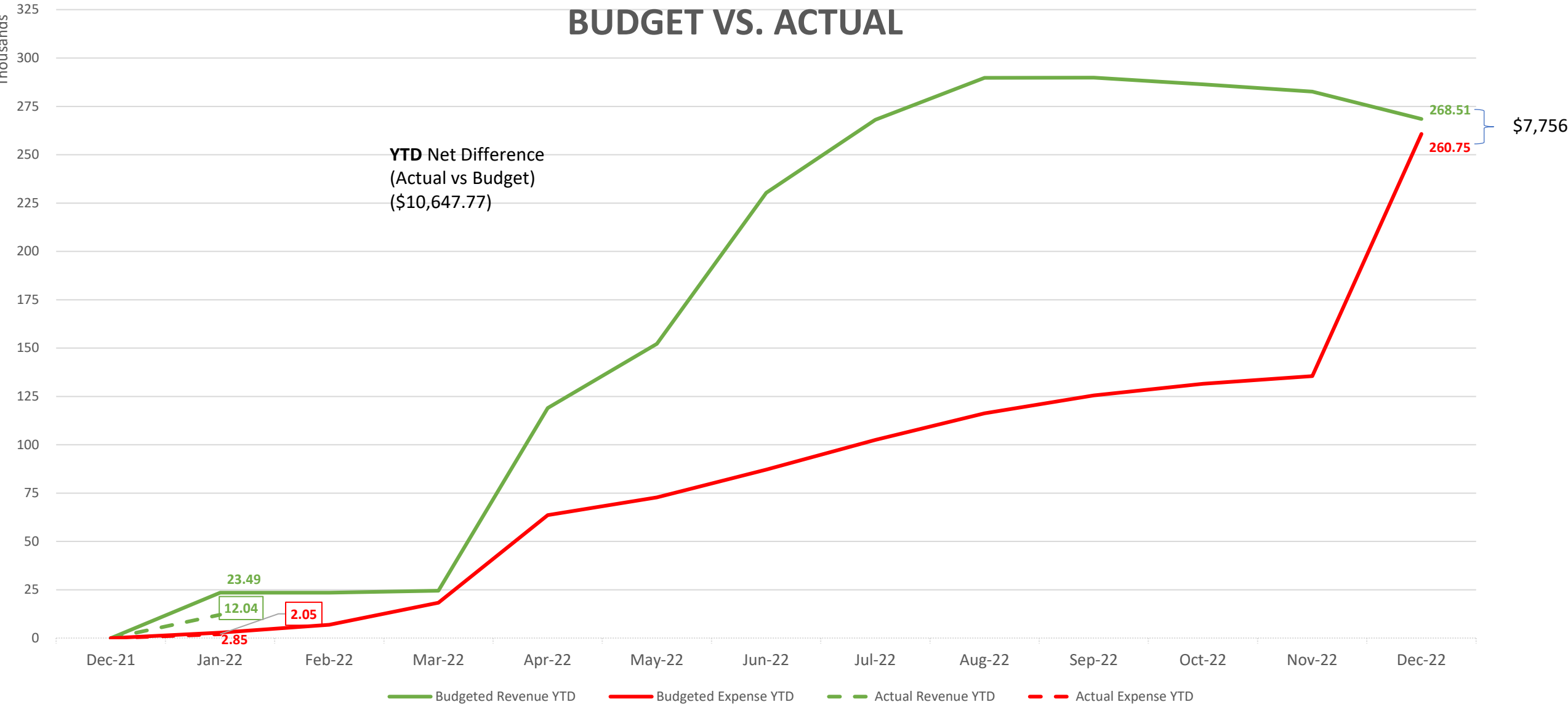


— Budgeted Revenue YTD
 — Budgeted Expense YTD
 — Actual Revenue YTD
 — Actual Expense YTD

PARK AVENUE 29-34

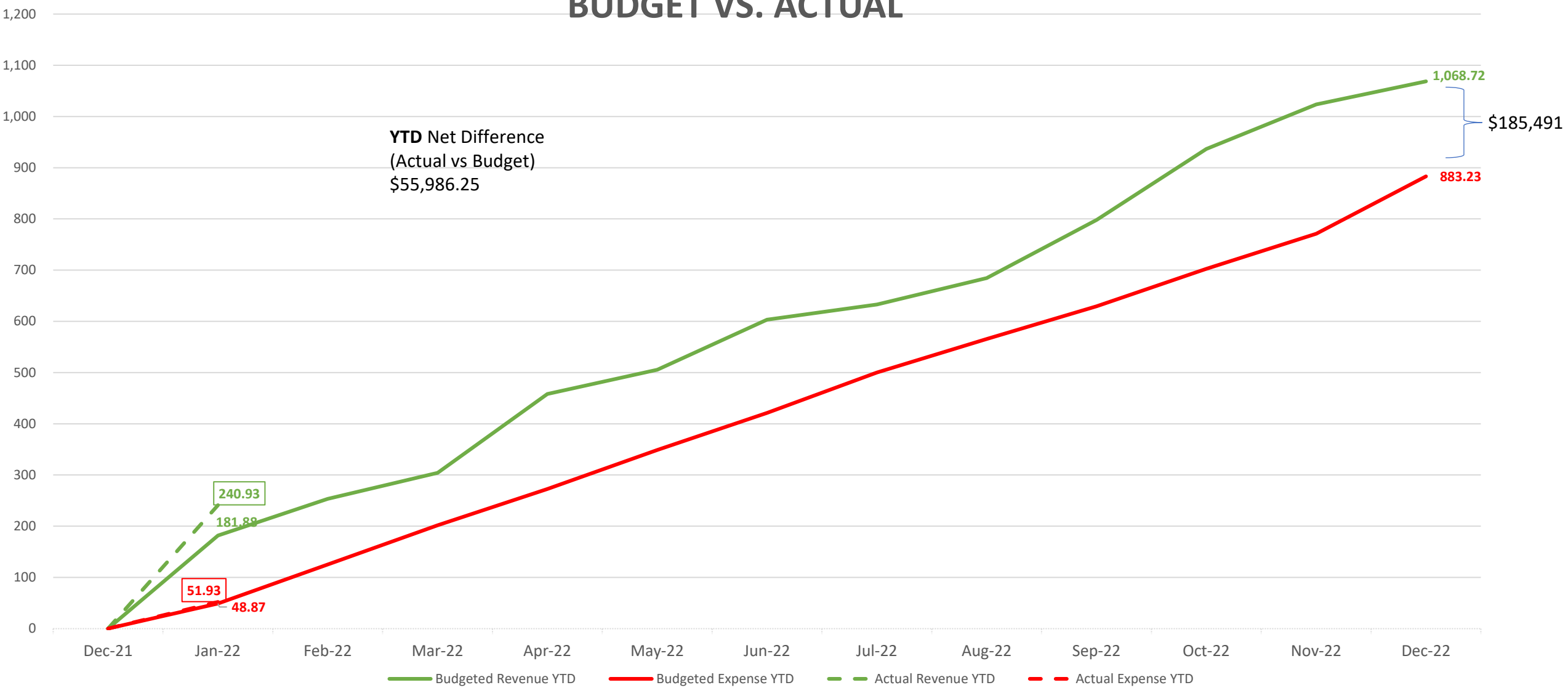
BUDGET VS. ACTUAL

Thousands



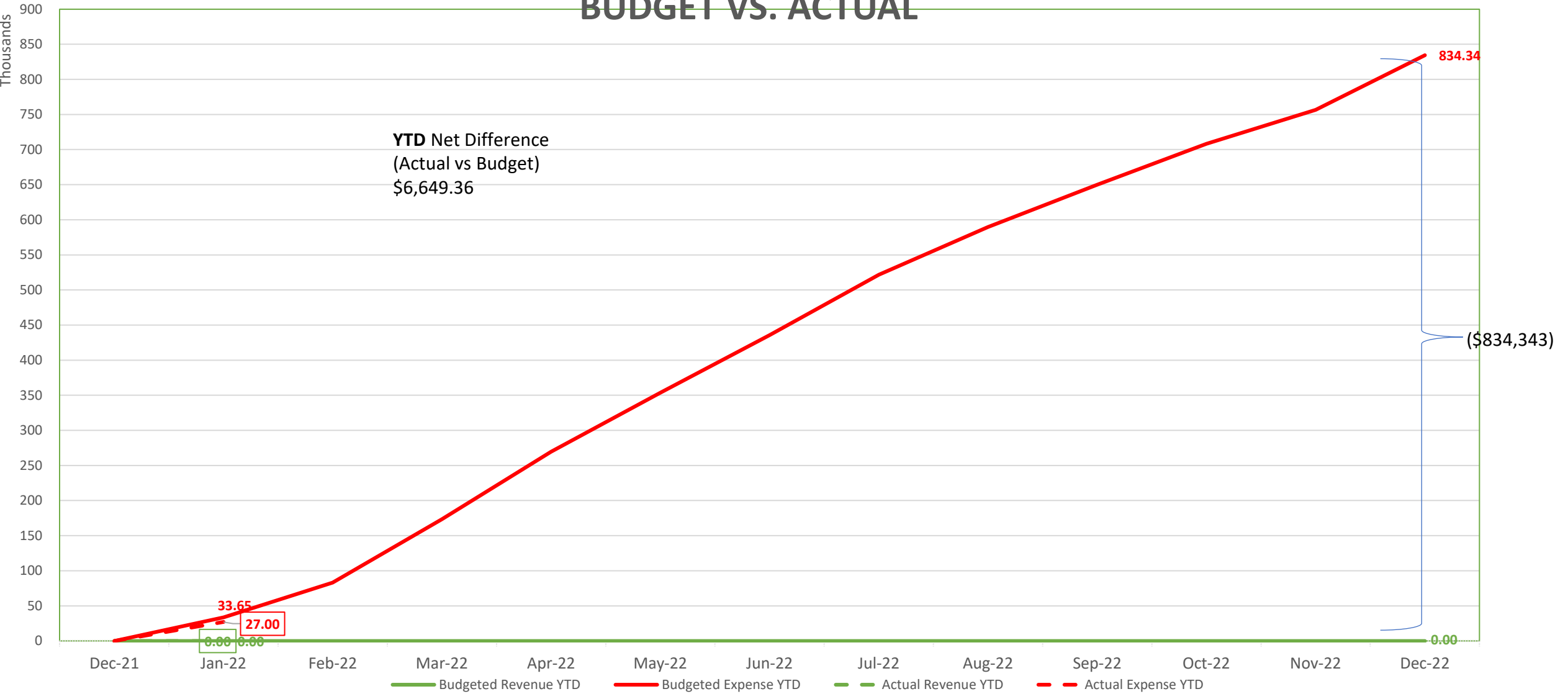
CENTENNIAL 29-38

BUDGET VS. ACTUAL



MAINTENANCE 29-41

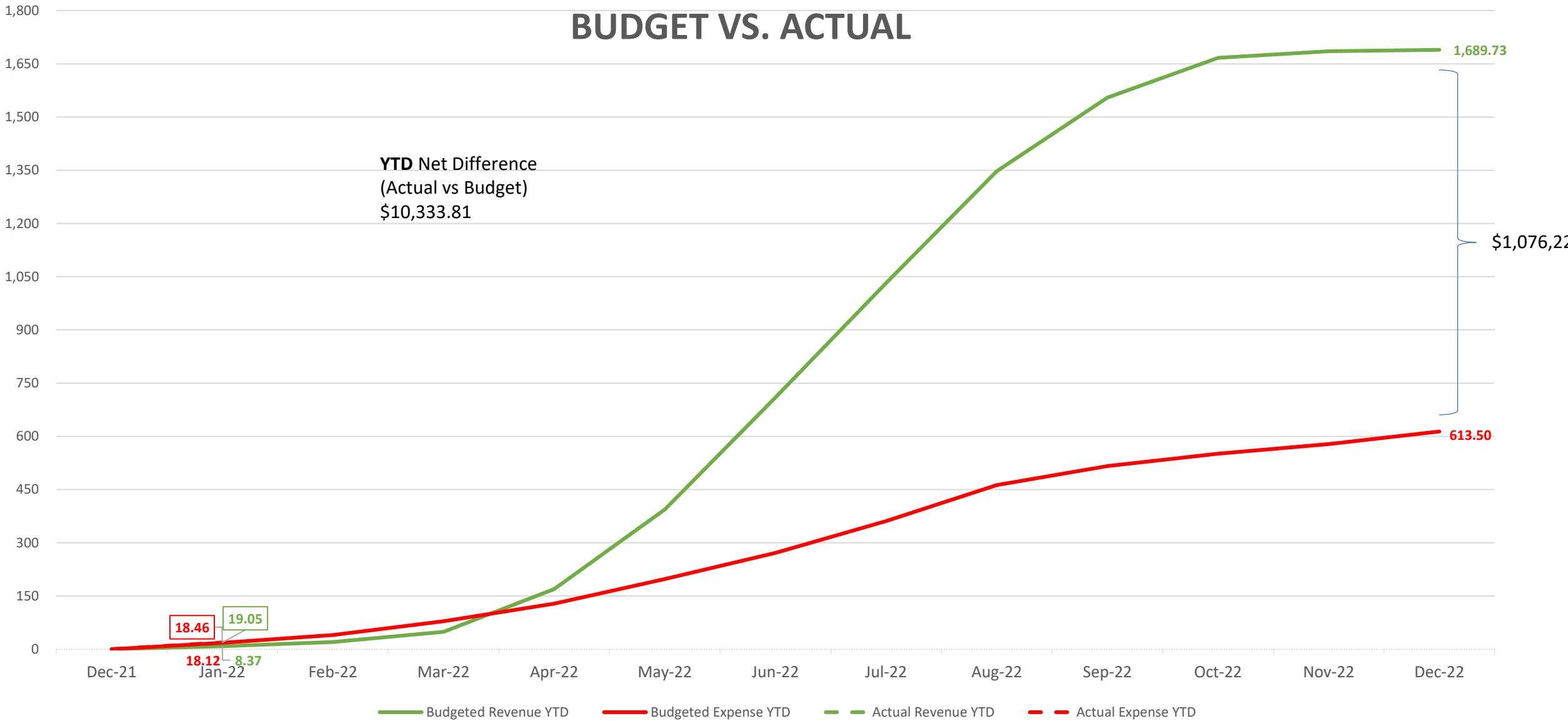
BUDGET VS. ACTUAL



SUNSET VALLEY 29-42

BUDGET VS. ACTUAL

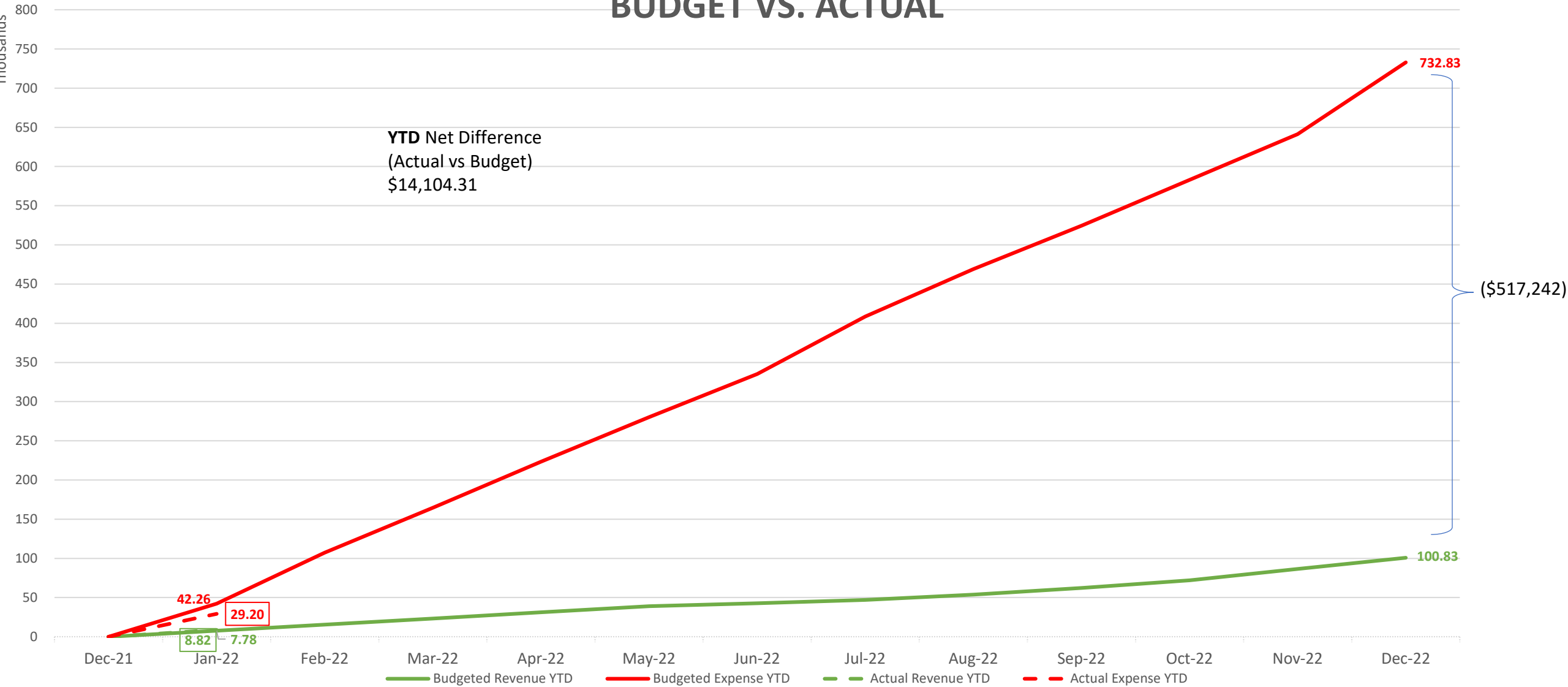
Thousands



— Budgeted Revenue YTD
 — Budgeted Expense YTD
 - - - Actual Revenue YTD
 - - - Actual Expense YTD

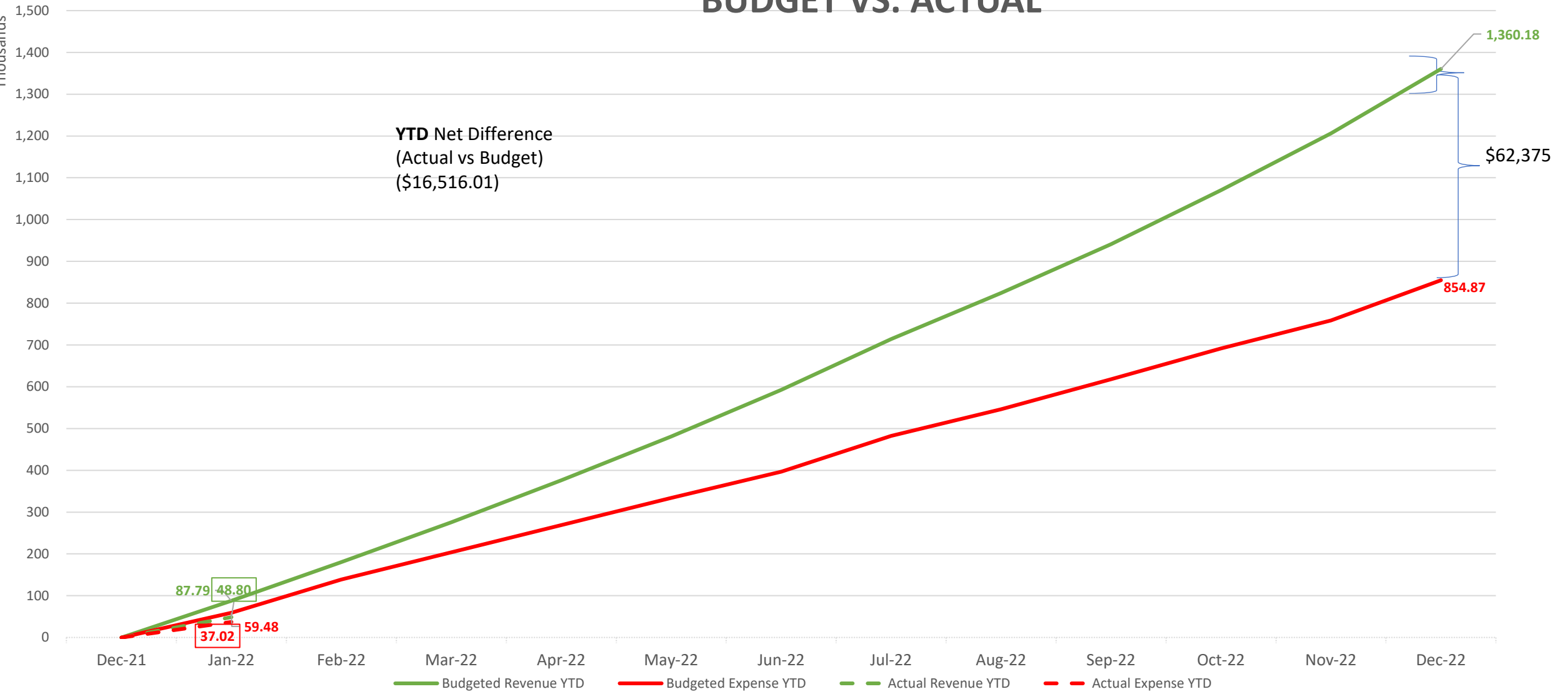
REC CENTER ADMIN 29-49

BUDGET VS. ACTUAL



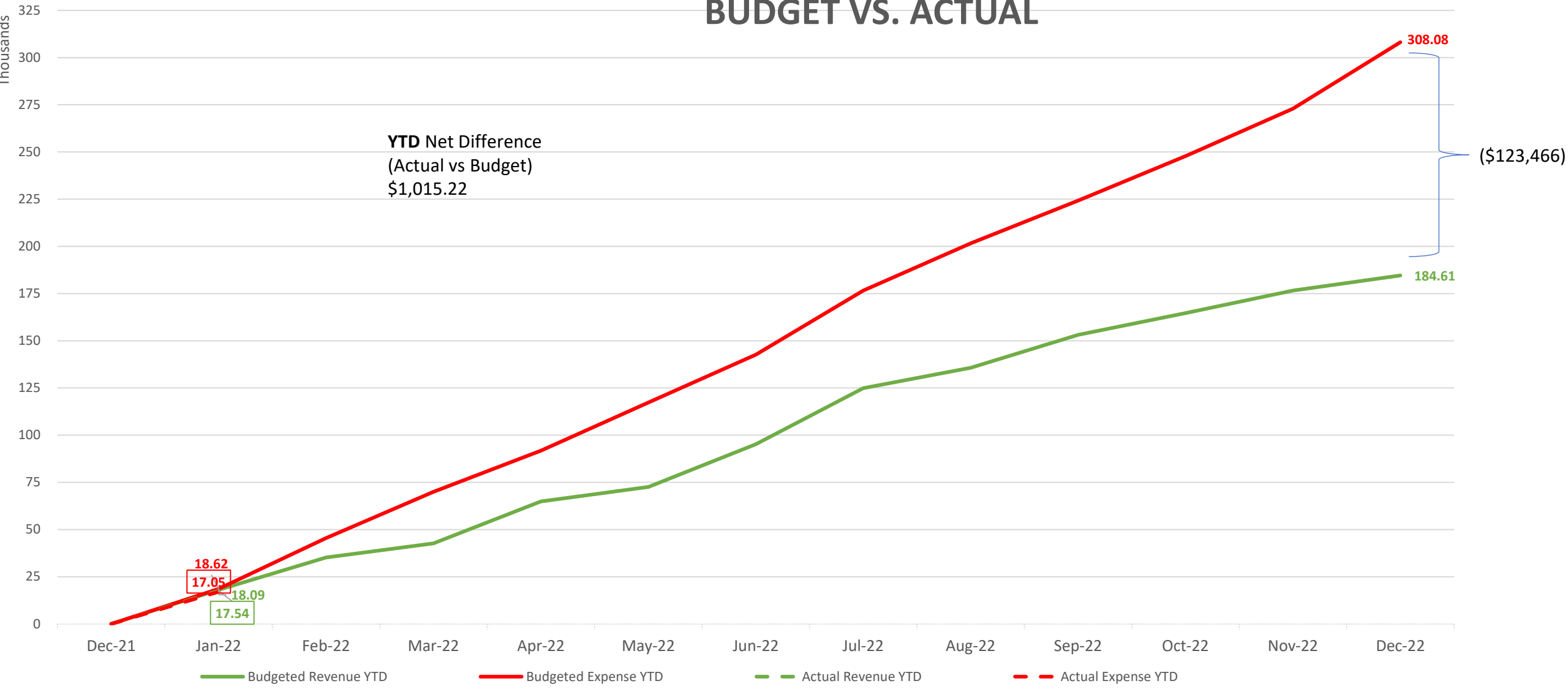
RECREATION CENTER FITNESS 29-51

BUDGET VS. ACTUAL



RECREATION CENTER AQUATICS 29-53

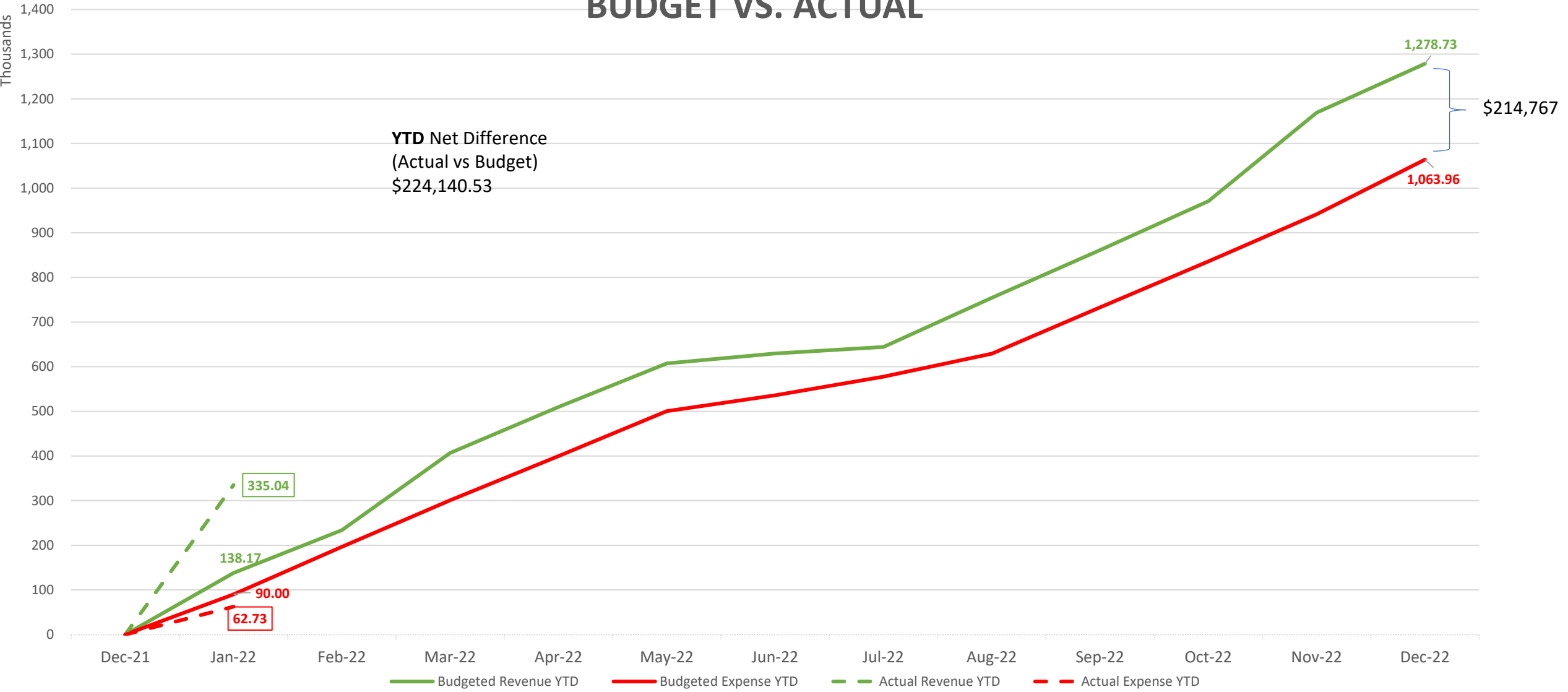
BUDGET VS. ACTUAL



INDOOR TENNIS 29-55

BUDGET VS. ACTUAL

Thousands

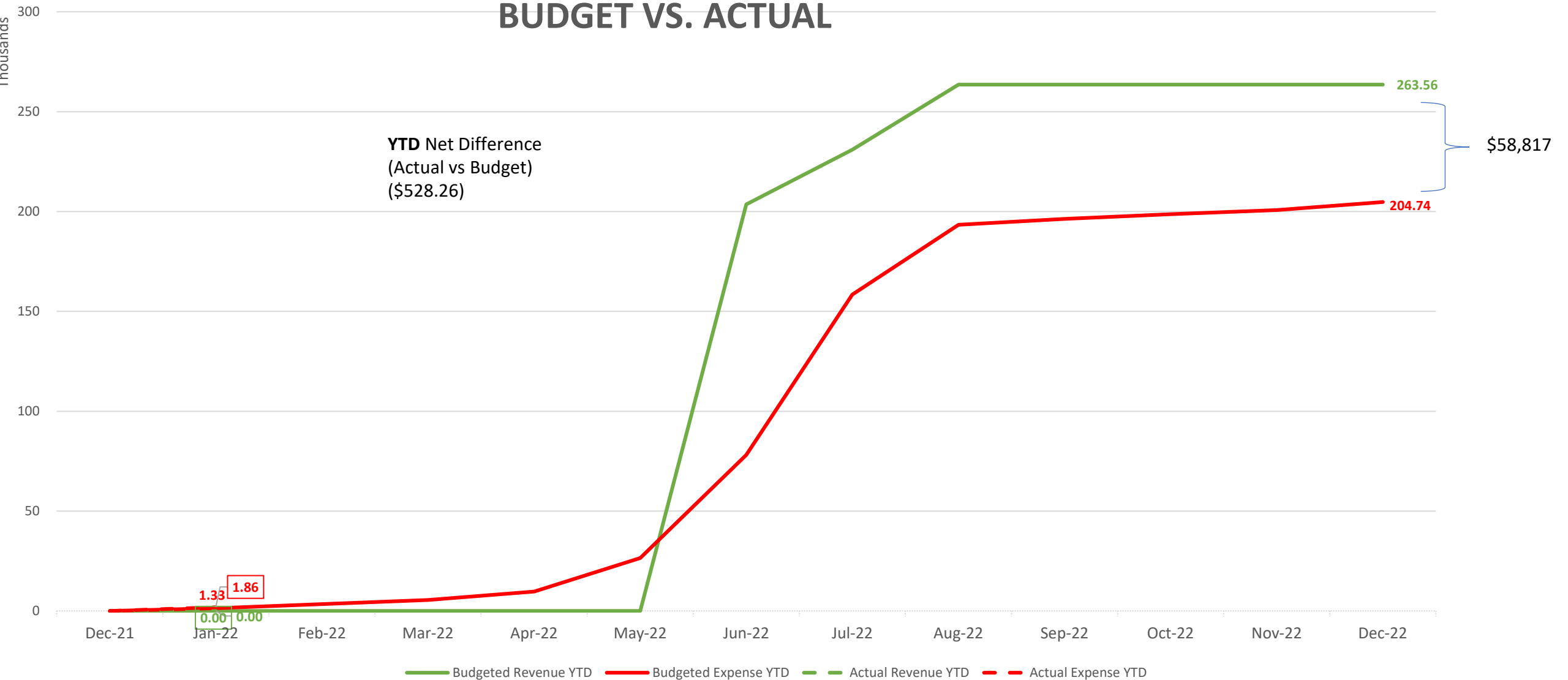


YTD Net Difference
(Actual vs Budget)
\$224,140.53

\$214,767

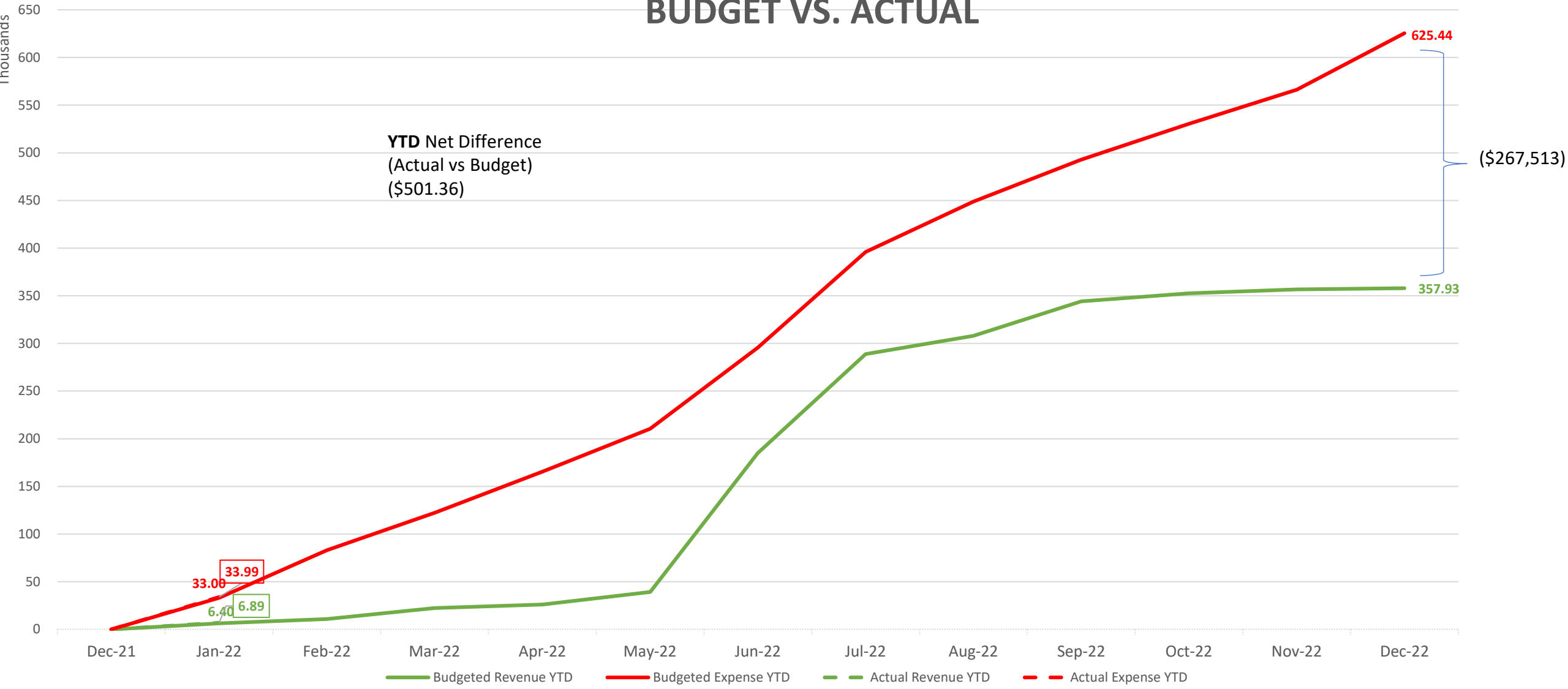
OUTDOOR TENNIS 29-56

BUDGET VS. ACTUAL



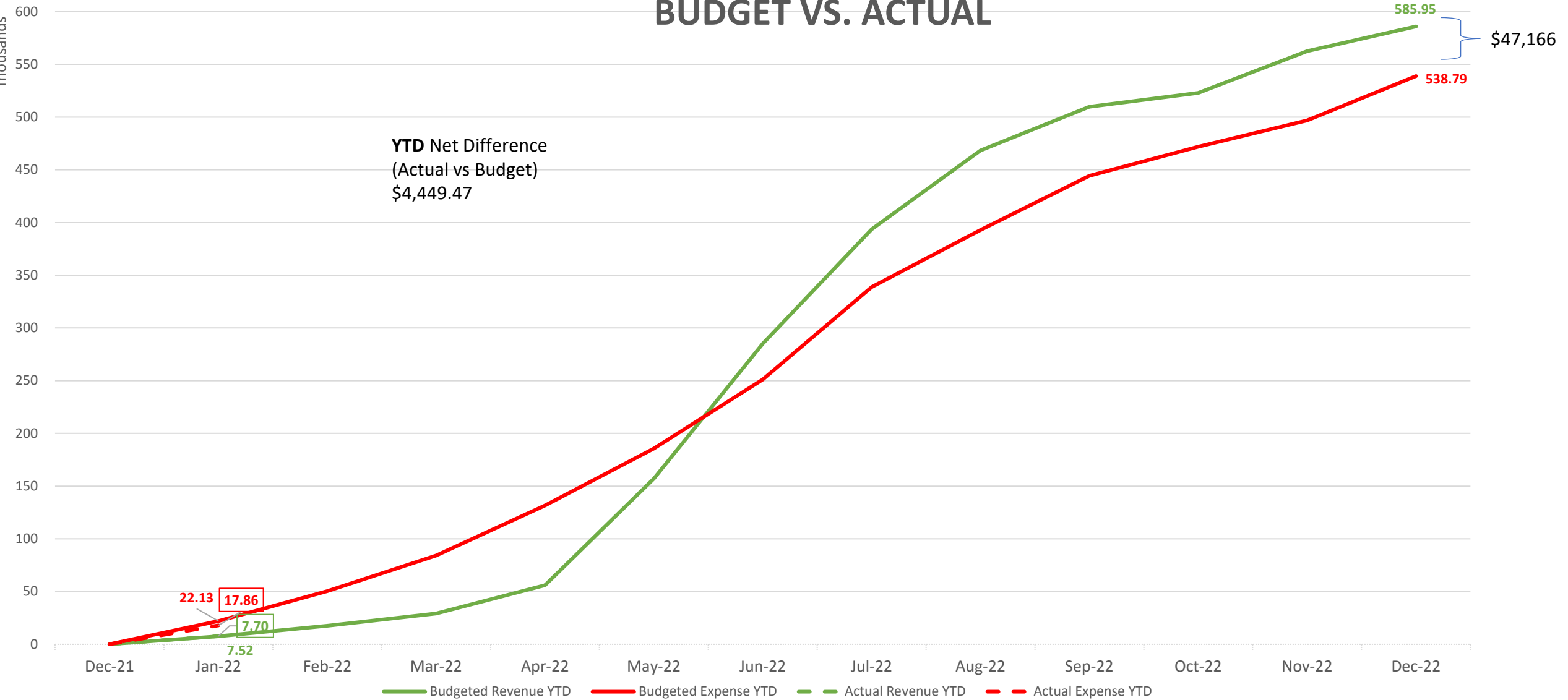
HELLER NATURE CENTER 29-61

BUDGET VS. ACTUAL



HPCC LEARNING CENTER 29-74

BUDGET VS. ACTUAL

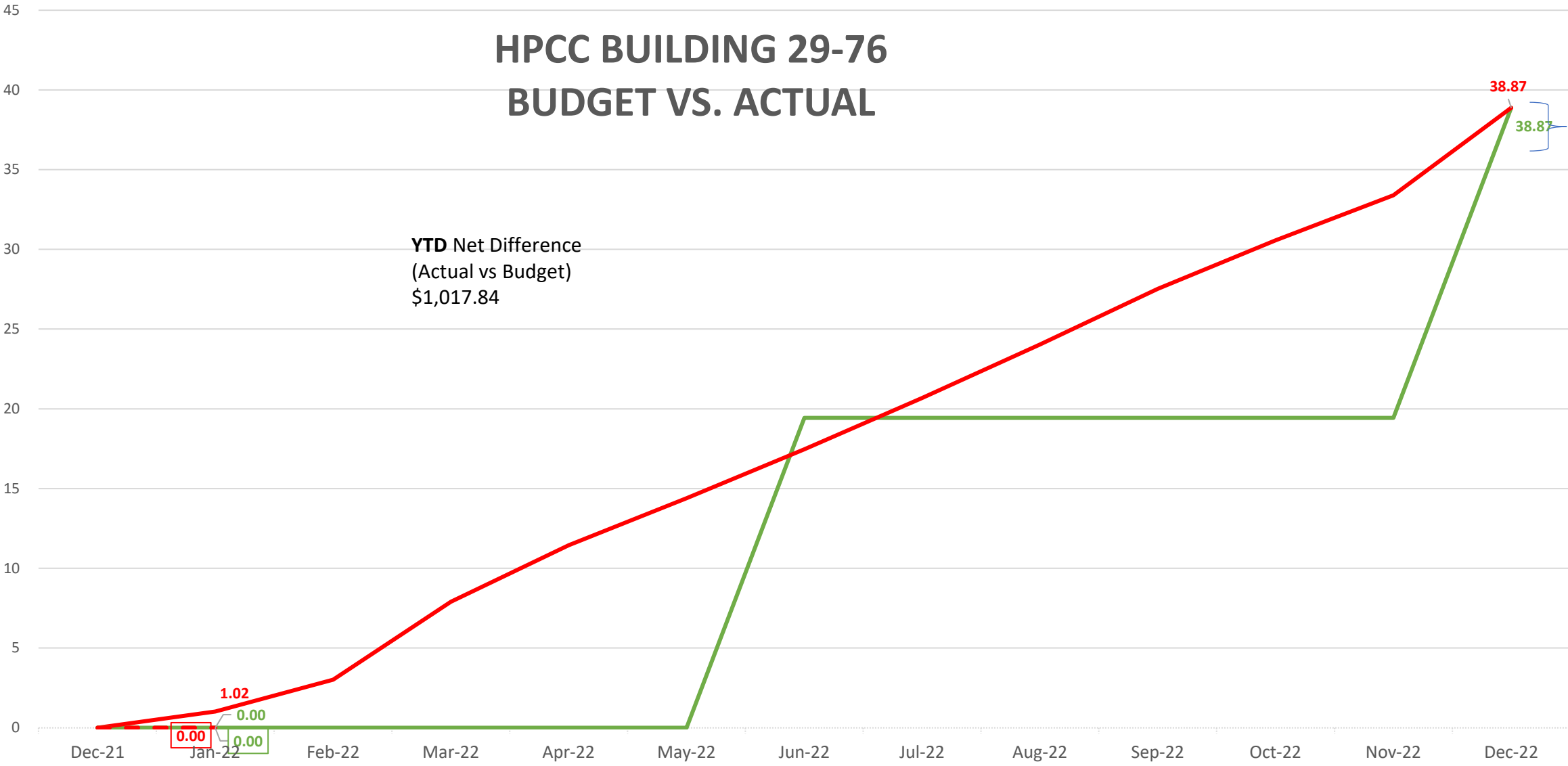


HPCC BUILDING 29-76

BUDGET VS. ACTUAL

Thousands

YTD Net Difference
(Actual vs Budget)
\$1,017.84

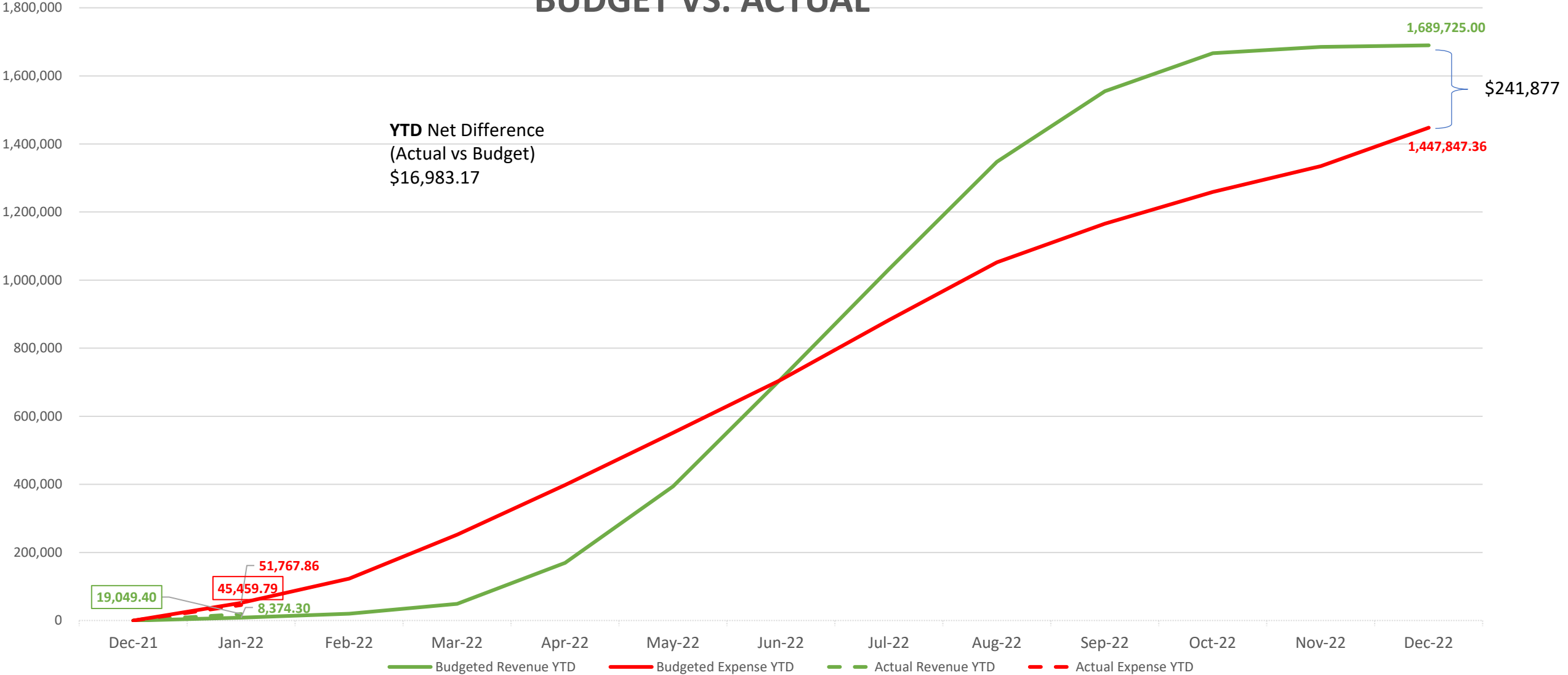


38.87 } \$1.80

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

SUNSET VALLEY 29-41 and 42

BUDGET VS. ACTUAL



YTD Net Difference
(Actual vs Budget)
\$16,983.17

\$241,877

1,689,725.00

1,447,847.36

19,049.40

45,459.79

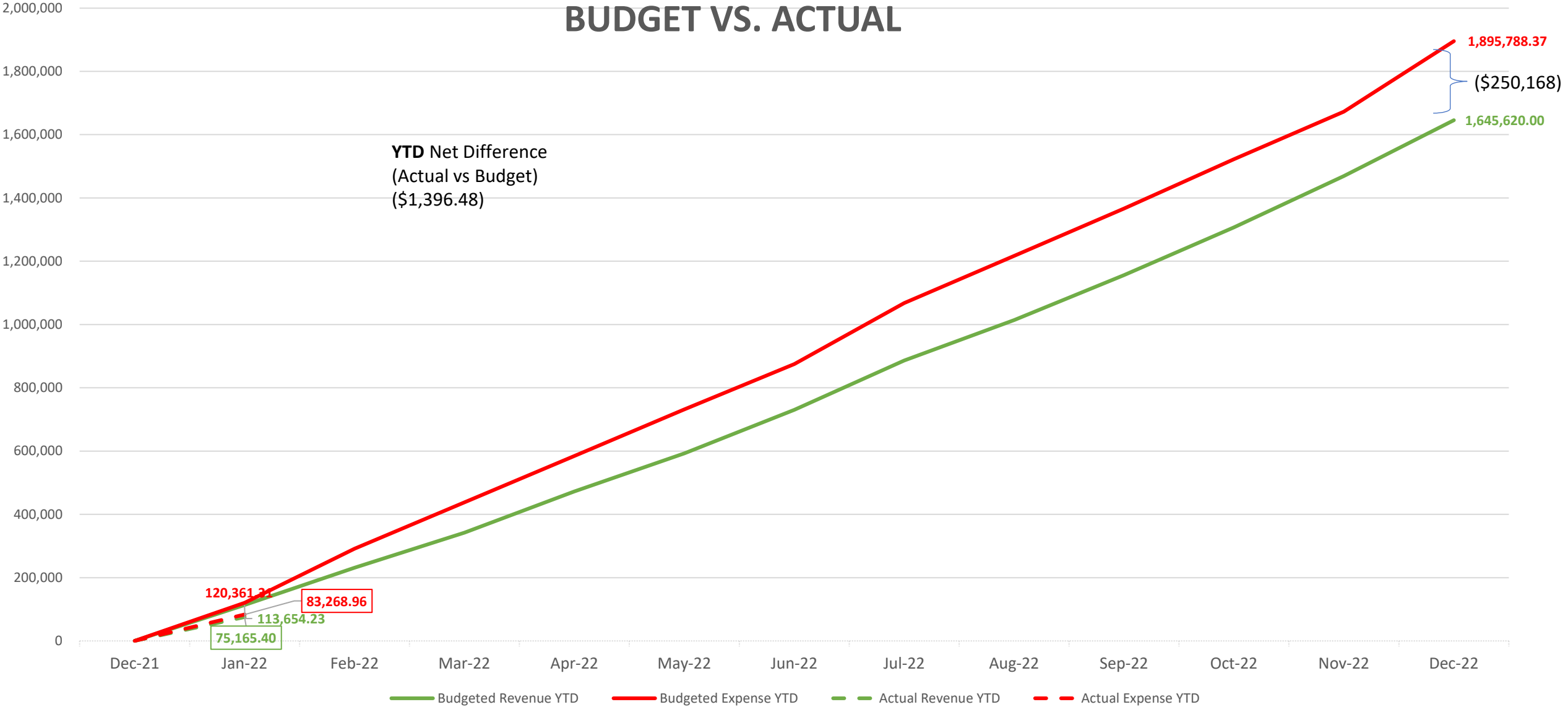
8,374.30

51,767.86

— Budgeted Revenue YTD — Budgeted Expense YTD - - Actual Revenue YTD - - Actual Expense YTD

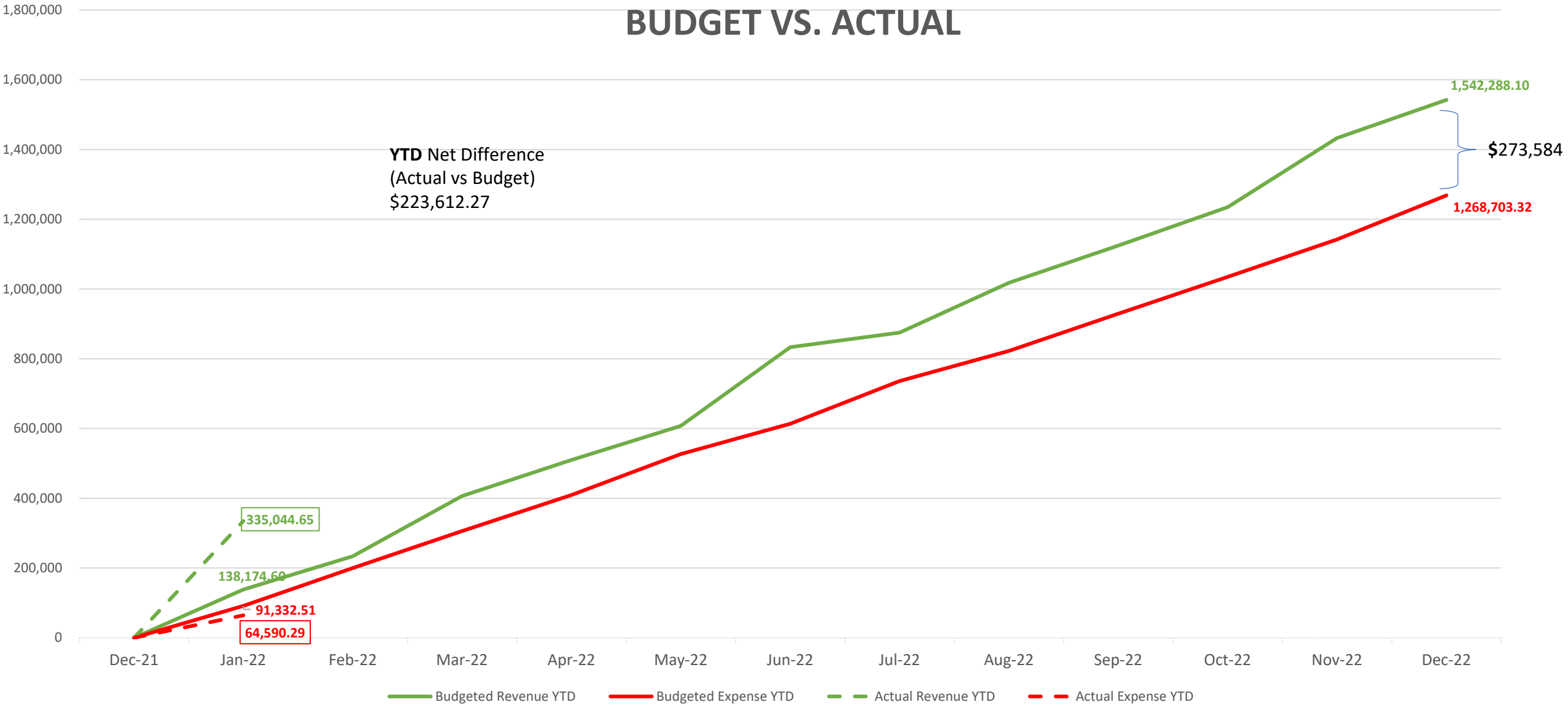
RECREATION 29-49, 29-51, 29-53

BUDGET VS. ACTUAL



DEER CREEK RAQUET CLUB 29-55 and 56

BUDGET VS. ACTUAL



YTD Net Difference
(Actual vs Budget)
\$223,612.27

\$273,584

1,542,288.10

1,268,703.32

— Budgeted Revenue YTD
 — Budgeted Expense YTD
 - - - Actual Revenue YTD
 - - - Actual Expense YTD



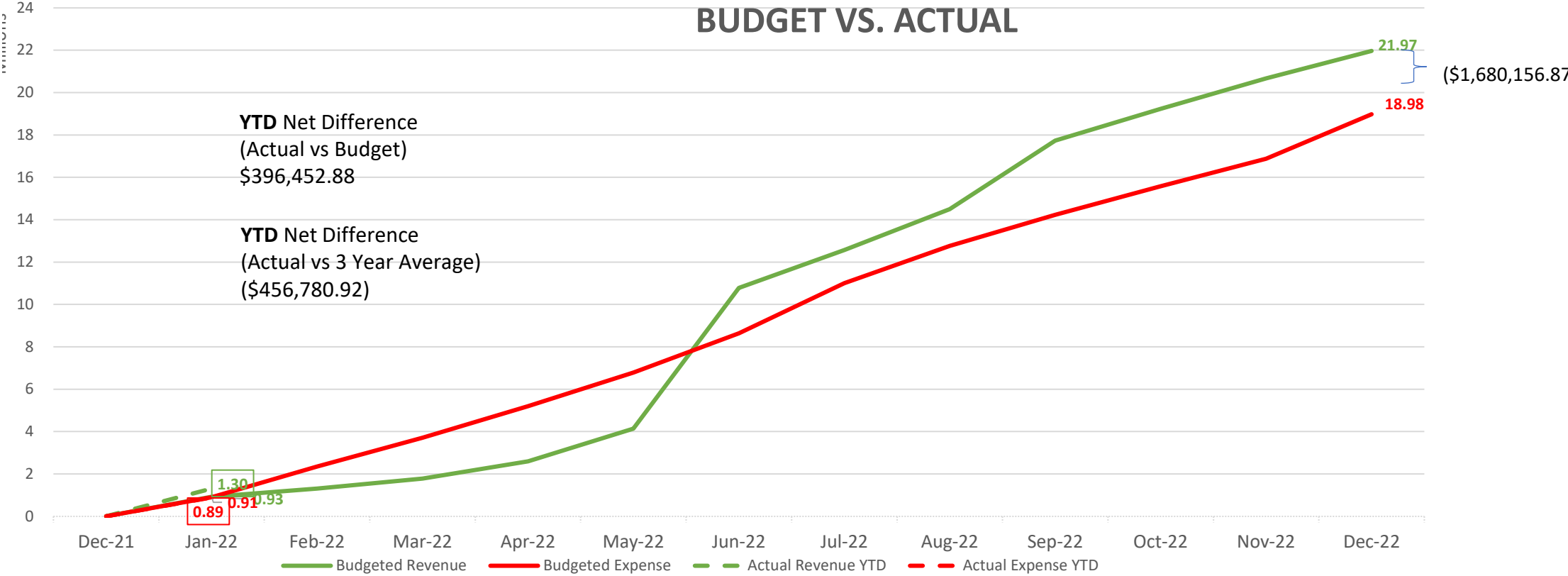
2022

**FINANCIAL
FORECASTS
AND
TREASURER'S
REPORT**

1 / 31 / 22

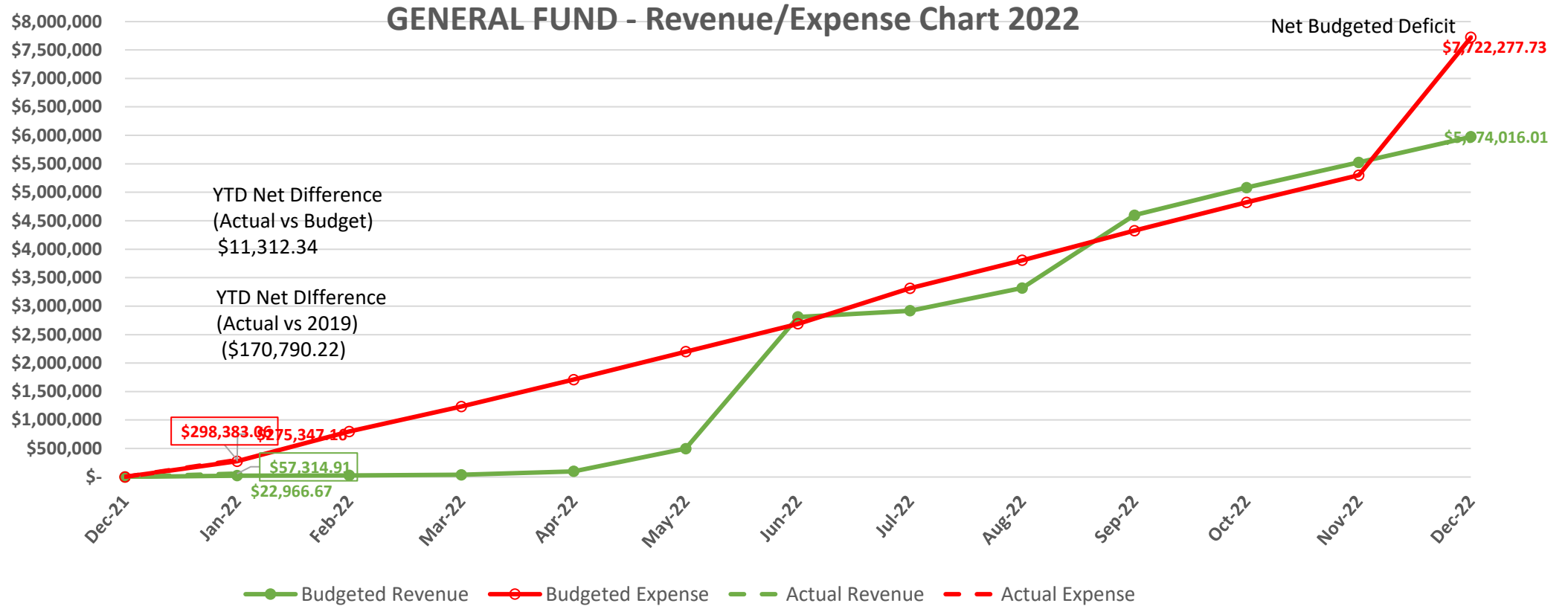
Actuals 1/31/22

OPERATIONS (GENERAL AND RECREATION FUNDS) BUDGET VS. ACTUAL



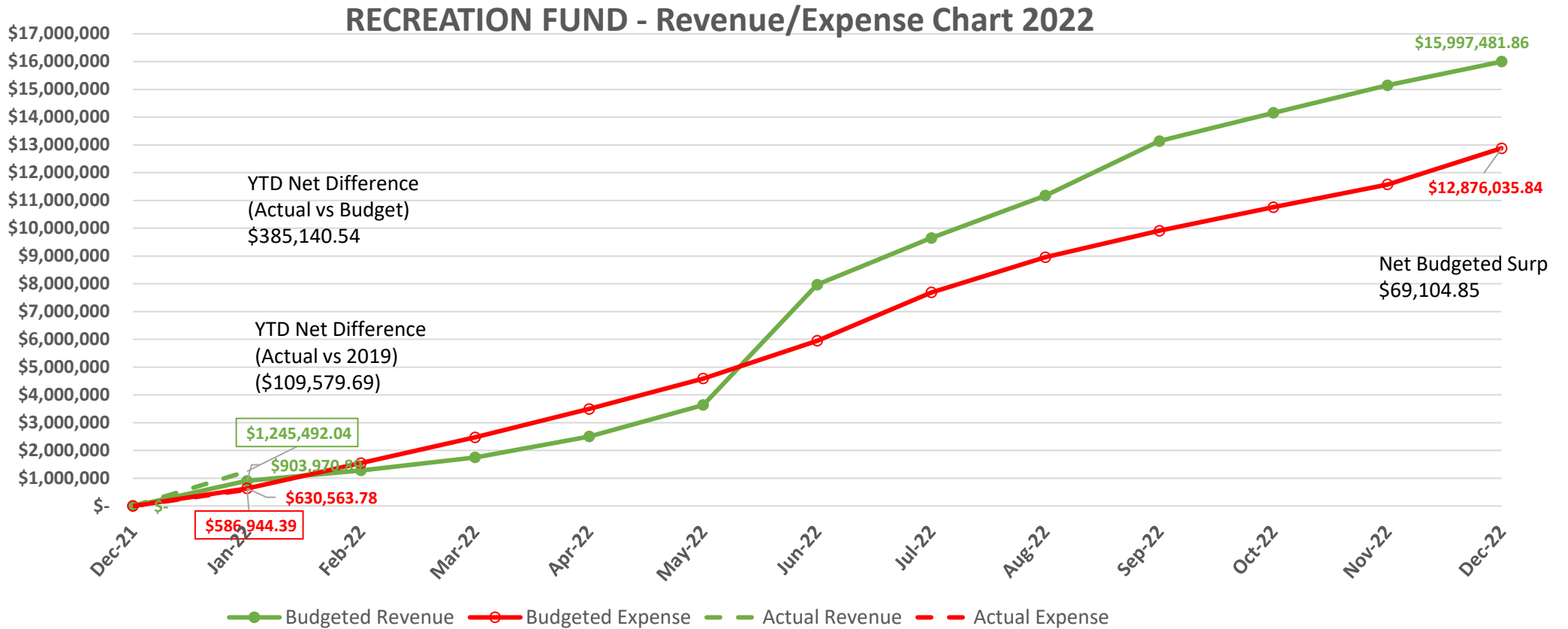
Budgeted Revenue	0.00	844,416.34	1,111,584.41	1,486,328.94	2,063,683.45	2,760,790.39	9,725,853.40	10,777,214.97	11,749,631.12	17,065,941.87	17,724,858.39	18,312,159.77	18,725,570.25
Budgeted Expense	0.00	773,450.07	1,914,072.34	3,155,840.42	4,460,070.80	5,894,336.65	7,446,913.88	9,345,417.08	10,791,821.86	12,166,292.61	13,375,925.13	14,532,199.86	16,493,608.23
Actual Revenue YTD	0.00	731,777.42	1,006,783.08	1,627,328.02	2,659,898.54	4,131,041.78	10,644,461.99	12,250,479.05	14,303,584.45	17,625,712.72	20,065,469.80	20,796,174.46	20,901,254.88
Actual Expense YTD	0.00	539,406.73	1,476,401.49	2,461,631.40	3,452,532.13	4,543,222.53	5,780,562.30	7,856,718.82	9,343,308.29	10,482,894.75	11,719,412.38	13,021,048.96	14,731,097.33
Actual 2017-2019 Revenue	0.00	1,377,396.71	1,778,206.76	2,313,788.27	3,140,807.68	4,562,375.51	10,757,648.44	11,773,846.62	13,377,813.31	17,681,788.86	19,200,358.31	20,140,766.55	20,586,765.50
Actual 2017-2019 Expense	0.00	503,136.29	1,693,414.13	3,071,473.76	4,438,462.32	5,506,043.42	6,878,551.72	8,392,585.11	10,876,027.10	11,683,160.26	13,808,020.01	15,064,199.55	20,187,124.78

Actuals 1/31/22



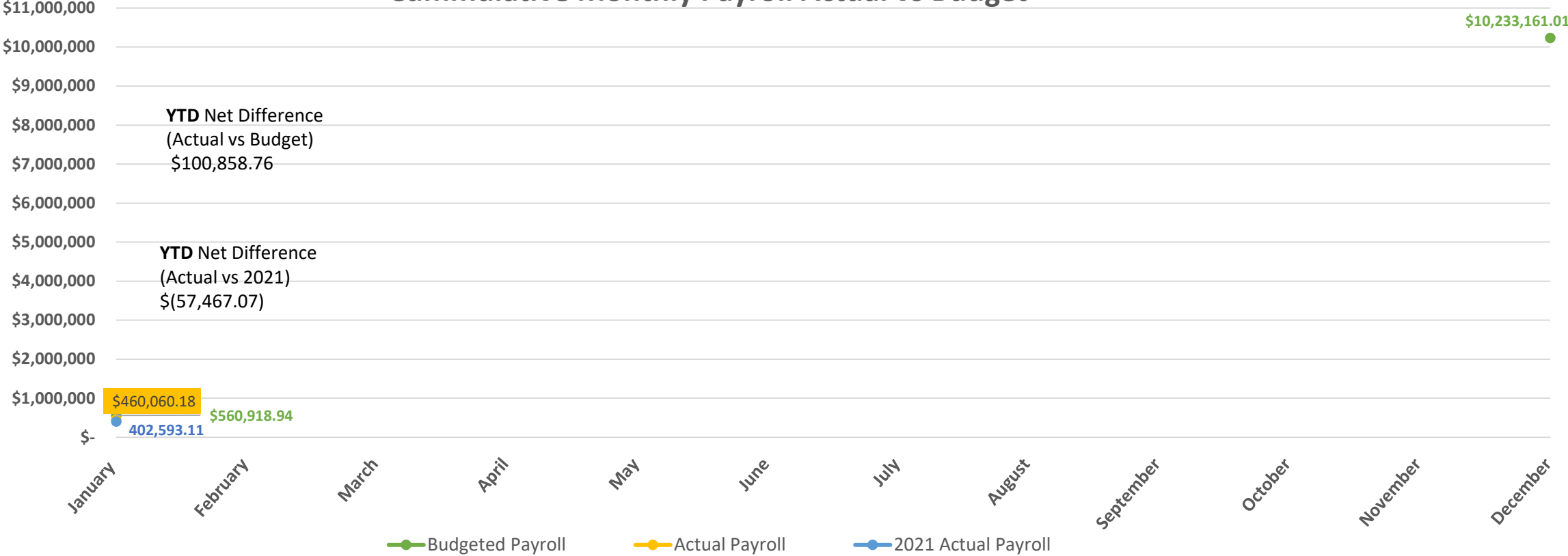
Budgeted Revenue	-	22,966.67	26,847.38	37,788.99	98,114.44	497,621.28	2,809,701.68	2,920,106.96	3,318,110.04	4,597,819.02	5,082,545.88	5,524,117.79	5,974,016.01
Budgeted Expense	-	275,347.16	798,791.52	1,236,422.04	1,708,504.66	2,199,381.25	2,689,487.43	3,314,156.79	3,805,645.92	4,326,474.89	4,823,232.36	5,299,872.97	7,722,277.73
Actual Revenue	-	57,314.91	-	-	-	-	-	-	-	-	-	-	-
Actual Expense	-	298,383.06	-	-	-	-	-	-	-	-	-	-	-
2019 Actual Revenue	-	48,658.45	95,247.28	138,216.90	212,264.18	408,938.82	3,057,700.66	3,224,233.65	3,207,481.41	5,477,557.73	5,641,831.58	5,769,016.09	6,779,987.11
2019 Actual Expense	-	118,936.38	504,715.14	972,784.18	1,337,124.37	1,749,436.73	2,152,071.28	2,527,758.40	3,065,852.26	3,436,125.92	3,918,961.61	4,329,423.72	5,856,010.99

Actuals 1/31/22



Budgeted Revenue	-	903,970.89	1,280,840.26	1,746,184.16	2,500,006.26	3,635,747.11	7,966,968.57	9,650,384.43	11,176,145.14	13,139,563.20	14,153,873.13	15,146,274.04	15,997,481.86
Budgeted Expense	-	630,563.78	1,543,751.76	2,471,816.22	3,491,881.13	4,586,787.76	5,948,928.33	7,688,452.72	8,956,174.35	9,908,788.15	10,756,609.87	11,573,657.80	12,876,035.84
Actual Revenue	-	1,245,492.04	-	-	-	-	-	-	-	-	-	-	-
Actual Expense	-	586,944.39	-	-	-	-	-	-	-	-	-	-	-
2019 Actual Revenue	1,027,183.23	1,390,300.09	1,893,184.96	2,592,563.52	3,188,145.22	7,850,592.44	9,011,638.62	10,127,852.11	13,134,469.11	13,825,214.20	14,393,105.77	14,885,818.56	
2019 Actual Expense	259,055.89	979,216.09	1,960,141.11	2,746,195.98	3,652,206.23	4,691,070.11	5,883,548.70	7,416,436.29	8,347,106.21	9,223,077.02	10,020,795.25	14,830,318.77	

Cummulative Monthly Payroll Actual vs Budget



Total Payroll (Budget)	560,918.94	10,233,161.01
Payroll 1	143,939.11	
Payroll 2	316,121.07	
Payroll 3		
Total Payroll (Actual)	460,060.18	
2021 Payroll 1	148,568.50	
2021 Payroll 2	254,024.61	
2021 Payroll 3		
2021 Total Payroll (Actual)	402,593.11	



Memorandum

To: Park Board of Commissioners

From: Mitch Carr, Director of Recreation and Facilities; Brian Romes, Executive Director

Date: February 23, 2022

Subject: **2022 Highland Park Strings Stipend Request**

Summary

At the December 16, 2021 Park Board Regular Meeting the Board of Commissioners approved an Agreement with The Highland Park Strings per the District's Affiliate and Sponsored Group Policy. The agreement did not include a financial stipend as in years past.

At the request of the Park Board, The Highland Park Strings founder, Larry Block, attended the January 11 Park Board Workshop Meeting and provided a short presentation regarding the organization's history, impact in the community and request for a \$15,000 financial stipend from the Park District in support of providing services to the community.

Recommendation

Consideration of a Motion from the Park Board of Commissioners to amend the 2022 Highland Park Strings Agreement to include a financial stipend.

EXECUTIVE DIRECTOR'S MONTHLY REPORT

FEBRUARY 23, 2022

UPCOMING MEETINGS

- Wednesday, March 9, 2022 / 5:00 p.m. / Facility & Recreation Committee Meeting
- Wednesday, March 9, 2022 / Workshop Meeting (*Immediately following the Committee Meeting*)
- Wednesday, March 16, 2022 / 5:00 p.m. / Lakefront, Parks, & Natural Areas Committee Meeting
- Wednesday, March 16, 2022 / Finance Committee Meeting (*Immediately following the Committee Meeting*)
- Wednesday, March 30, 2022 / 6:00 p.m. / Regular Board Meeting

DEER CREEK RACQUET CLUB – JANUARY 2022

	2021 ACTUAL	2022 BUDGET	2022 ACTUAL
Daily Court Rentals (Hours)			
Tennis	483*	160	281.25
Racquetball	11	25	37
Private Lessons (Hours)	531	295	261.25
Drop-Ins	N/A	209	189
Memberships	279	384	569

News & Events

- January 1 - 19, 2021: only one-on-one private lessons and singles were permitted; as of January 20, 2021: doubles and semi-privates were allowed; as of January 23, 2021: the regular winter session resumed.
- January 2022: "Pickleball Learn to Play Drop-In" did not run all month due to lack of participation
- Customers continue to call regarding private lessons and court availability due to the lack of opportunities for customers to play.

CENTENNIAL ICE ARENA – JANUARY 2022

	2021 ACTUAL	2022 BUDGET	2022 ACTUAL
Daily Drop-in Fees			
Public Skate and Adult Skate	<i>Not Available due to COVID-19</i>		758
Freestyle	792		422
Open Hockey	<i>Not Available due to COVID-19</i>		10
Open Gymnastics	<i>Not Available due to COVID-19</i>		16
Skate Rental	22 long term rentals for Winter Session		852
Punch Passes			
Public Skate	<i>Not Available due to COVID-19</i>		7
Freestyle	<i>Not Available due to COVID-19</i>		0
Skate Rental	<i>Not Available due to COVID-19</i>		1
Total Hours for Facility Rentals	80.25		193.72

News & Events

- Winter session started January 3 and runs through March 19.
- One additional Public Skate session was offered on MLK Day for 150 skaters.
- The gymnastics team had their first competitive meet of the season at Leenda's Island Adventure Meet in Waukegan, IL. Gymnasts are competing in Level 3 and Level 4 divisions this year.
- Drop in freestyle has decreased since children are no longer remote learning.
- Open gymnastics resumed for the first time since March 2020.
- Rental total hours are trending higher than 2019.

RECREATION CENTER OF HIGHLAND PARK – JANUARY 2022

	2021 ACTUAL	2022 BUDGET	2022 ACTUAL
Group Exercise Classes Conducted	71	194	173
Group Exercise Participation/Visits	589	1,552	1,516
Fitness Floor Visits	3,180	N/A	3,504
Track Visits	Opened in July	N/A	1,695
Personal Training Participation	328	450	485
Personal Training Sales (Units)	196.25	295	319
Personal Training Revenue	\$12,211.00	\$19,200.00	\$17,648.50
Private Swim Lesson Participation	105	108	125
Private Swim Lesson Sales (Units)	39	42	68
Private Swim Lesson Revenue	\$3,262.50	\$4,298.16	\$5,312.5

MEMBERS	2021 ACTUAL	2022 BUDGET	2022 ACTUAL
Core	N/A	1029	247
Core Plus	N/A	210	51
Group Exercise only	N/A	330	53
Month to Month	(Added in Annual)	N/A	327
30 Day	(Added in Non-Annual)	10	16
Annual 2021	1,244	N/A	89
Non-Annual 2021	81	N/A	38
Total Members	1,325	1,579	821

Fitness and Membership

- COVID surge negatively affected the 2022 budget for membership. “Fitness Your Way” membership plan launched January 10. All existing annual and non-annual members are being transferred into their new plans. Despite the Omicron variant, 54 brand new memberships were sold in January. The fitness team is encouraged and excited for the membership marketing campaign launch in February along with hopes for mask mandates to be lifted.
- A Personal Training Promotion packages were offered with every new or converted membership. The promotion resulted in increased unit sales at discounted revenue for January with anticipation in retention and growth.
- Stages Studio+ Cycle launched January 16. The cycle studio has been enhanced to match the new bikes and invite the members in with confidence. The program is getting rave reviews and increased participation.

Aquatics

- Aquatics has seen an increase in private swim lesson participation due to the surge of Covid cases. Participants wanted to continue swimming but did not feel comfortable in a group setting.

HELLER NATURE CENTER & ROSEWOOD INTERPRETIVE CENTER - JANUARY 2022

Cross-Country Ski Rentals

	2021	2022 BUDGET	2022 ACTUAL
Number of Rentals	186	437	465
Revenue	\$1,860	\$4,375	\$4,652

Community Programs

	2021	2022 BUDGET	2022 ACTUAL
HELLER NATURE CENTER			
Participants/ Programs	54/4		67/5
ROSEWOOD INTERPRETIVE CENTER			
Participants/ Programs	32/4		6/1

News & Events

- Meghan Meredith presented at the annual IAPD/IPRA conference on January 29th.
- “School’s Days Out” programs have been running with waitlists.

SUNSET VALLEY GOLF CLUB – JANUARY 2022

GOLF	2021 Actual	2022 Budget	2022 Actual
Golf Shop Sales			
Golf Balls	0	0	8
Accessories	0	0	0
Total Golf Shop Sales	0	0	8
Golf Rentals			
Carts	0	0	0
Golf Greens Fees	0	0	0
Resident	0	0	0
Nonresident	0	0	0
Outing/Tournaments	0	0	0
Other	0	0	0
Total Golf Greens Fees	0	0	0
Misc. Sales			
Sapphire Club	0	0	9
Permanent Tee Time	0	28	16
Total Misc. Sales	0	28	25

News & Events

- No news and events for January.

HIGHLAND PARK LEARNING CENTER – JANUARY 2022

Driving Range Monthly Sales Report (buckets sold)

	2021 ACTUAL	2022 BUDGET	2022 ACTUAL
January	333	543	428
February	494	750	
March	521	848	
April	1,514	1,390	
May	2,591	3,269	
June	2,942	3,632	
July	3,109	3,793	
August	2,635	3,462	
September	1,728	2,083	
October	732	693	
November	78	167	
December	315	292	
Totals	16,992	20,922	428

Mini Golf Monthly Sales Report (rounds sold)

	2021 ACTUAL	2021 BUDGET	2022 ACTUAL
March	-	-	-
April	680	786	
May	1,152	1,357	
June	1,663	1,914	
July	2,054	2,143	
August	1,958	2,286	
September	1,316	1,514	
October	346	714	
November	0		
Totals	9,169	10,714	

News & Events

- Participation was higher than 2021 in the fieldhouse.

DISTRICT WIDE RENTALS – JANUARY 2022

	2021 ACTUAL	2022 BUDGET	2022 ACTUAL
Heller Nature Center			
Rentals	0	3	4
Party Package	0	0	0
Rosewood Interpretive Center			
Rentals	11	1	0*
Party Package	0	0	0
Recreation Center of Highland Park			
Rentals	0	22	39.85
Party Packages	0	8.33	2.0
West Ridge Center			
Rentals	0	19	8**
Party Packages	0	0	0
Centennial Ice Arena			
Party Packages	0	0	0
Hidden Creek Aqua Park			
Party Packages	0	0	0
Park Avenue Yacht Club			
Rentals	0	0	0
Total Rentals	11	28	51.85
Total Party Packages	0	8.33	2

Rentals listed as number of rental hours | Party Packages listed as number of packages

*4 hrs. cancelled due to Covid Variant | ** Building still closed to the public

News & Events

- Heller and the Rosewood Interpretive Center are reserved most weekends during summer and fall for Weddings and Bar/Bat Mitzvahs.

GRANT-IN-AID – JANUARY 2022

	2020	2021	2022
Total YTD Subsidy	\$6,895	\$1,690	\$8,622
Households			
100% Subsidy YTD	33	15	21
50% Subsidy YTD	1	0	1
Total YTD	34	15	22

News & Events:

- Overall scholarship use has increased 410% compared to 2021.
- Scholarship applications were down significantly throughout the pandemic but have been steadily rebounding over the past year.

COMMUNICATIONS AND MARKETING

Marketing Board Report (Jan 4-Feb 3)

SOCIAL MEDIA



5,129
FOLLOWERS



1,868
FOLLOWERS

EMAIL



28,742
TOTAL AUDIENCE

PDHP.ORG



17,821
VISITORS

26,842
VISITS

53,268
PAGEVIEWS

DIGITAL BROCHURE



9,738
VIEWS



54
CLICKS TO REGISTER

Updates

- Traffic to our website is up by 15% in visitors and 19% in visits when compared to the previous month. When compared to last year there was an increase of 47% in visitors and 38% in visits!
- We reached over 86,000 Facebook accounts with our content and had 3,300 engagements.
- Our Instagram content reached over 7,400 Instagram accounts.
- Since the release of the 2022 summer camp online guide, there have been almost 700 camp registrants.
- The new website, app and online seasonal guides and registration are on schedule to launch Friday, February 11, 2022.
- Campaigns released this month include Early Bird Summer Camp and summer recruitment. Campaigns to be released next month include: general camp, Fitness Your Way, Hidden Creek membership sale, swim lessons.

Graphics

Park Shop

by the: PARK DISTRICT OF HIGHLAND PARK



Cross-Country Skiing

No walk-ins. Reservations must be made in advance online. \$10 per person for a one-hour rental time slot, when there are at least 4 inches of snow.

Time is RUNNING OUT!

Register for Camp by Feb 28 & SAVE!

Discounts up to \$100 Register today at pdhp.org!

YOUR NEW BEST FRIEND HAS ARRIVED

Introducing the new Park District app

download today:

NO PEEKING

we're unveiling something soon

LUNAR NEW YEAR CELEBRATION

FEBRUARY 1 4-5PM

Apparently Something Big is Happening

Coming Feb 11

This will Appeal to the Masses

Coming Feb 11

Get Ready!

WE HAVE A NEW TREAT COMING SOON!

BLOOM

Browse Spring programs beginning **FRIDAY FEBRUARY 11**

SPRING REGISTRATION OPENS AT 7AM

RESIDENT FEBRUARY 18 | NON-RESIDENT FEBRUARY 25

JAMMIN' IN THE FOREST

JANUARY 28 10AM-NOON

\$12

MEMBERSHIPS & PASSES

FITNESS *your* WAY! MEMBERSHIPS

	Open Gym/Pool/Track	Open Gym/Pool/Track	Open Gym/Pool/Track	Open Gym/Pool/Track	Open Gym/Pool/Track
Club	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group Exercise Only	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Core Plus	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	CORE membership	GROUP EXERCISE ONLY membership	CORE PLUS membership
STUDENT (ages 17-20)	\$24/448	\$24/448	\$24/448
INDIVIDUAL (ages 21-64)	\$46/552	\$46/552	\$69/638
SENIOR (ages 65+)	\$24/448	\$24/448	\$24/448
INDIVIDUAL ADD-ON**	\$24/448	\$24/448	\$24/448

Coming Soon! Junior Edge Swim, 10-12, \$24/448. Includes Ed PE, pool, lake, open gym, and open team membership. Add a dollar for any \$10.

PERSONAL TRAINING

Nationally certified trainers develop a detailed fitness regimen specifically for you, help you define goals, and keep you motivated and focused until you achieve them! It's an investment in your fitness.

	Member	Non-member
30-Minute Sessions	\$40	\$53
45-Minute Sessions	\$58	\$68
60-Minute Sessions	\$69	\$79
2-on-1 Sessions (Silver, per person)	\$82	\$92
Small Group (1 hour, per person)	\$100	\$100
Minimum 4 Maximum 8	\$100	\$100

For more information on any of our personal training options or to be set up with a trainer, call **847-579-4049**.

Living your training sessions and want more? **Competitive Edge Personal Training Incentive Program** Sign up at the front desk to start earning points for session purchases. For more information, contact the Recreation Center at 847-579-4554.

SHORT-TERM PASS OPTIONS

SEASONAL PASSES	DAY ACCESS/WEEK PASSES	10-PUNCH PASSES
100-Day Seasonal Summer \$120/115	Day/Club Pass \$22/18	Club Pass \$180/126
Club Pass Seasonal \$120/115	7-Day Club Pass \$25/40	Open Gym \$45/31
Summer 3322 Aqua Fitness \$120/115	20-Day Club Pass \$79/69	Open Gym \$45/31
Club Pass Seasonal \$120/115	Open Gym \$79	
Club Pass Seasonal \$120/115	Large Open Gym \$79	

Page ?	Pageviews ?	
	53,268 % of Total: 100.00% (53,268)	
1. /	8,877 (16.66%)	
2. /recreation-center-highland-park-fitness-center-health-club-aquatics/	3,217 (6.04%)	
3. /centennial-ice-arena/	2,851 (5.35%)	
4. /heller-nature-center/	2,129 (4.00%)	
5. /programs/	1,828 (3.43%)	
6. /heller-nature-center/cross-country-skiing/	1,375 (2.58%)	
7. /join-our-team/	1,320 (2.48%)	
8. /2022-camp/	1,253 (2.35%)	
9. /rosewood-beach-2/	1,093 (2.05%)	
10. /deer-creek-racquet-club/	1,047 (1.97%)	
11. /parties-rentals/	908 (1.70%)	
12. /2021/08/covid-19-community-health-preparedness/	880 (1.65%)	
13. /bids-rfps/	846 (1.59%)	
14. /program-guides/	799 (1.50%)	
15. /recreation-center-highland-park-fitness-center-health-club-aquatics/open-gym/	702 (1.32%)	
16. /recreation-center-highland-park-fitness-center-health-club-aquatics/group-fitness/	655 (1.23%)	
17. /golf-learning-center/	617 (1.16%)	
18. /staff-directory/	559 (1.05%)	
19. /parks/sled-hilloutdoor-skating-rink/	472 (0.89%)	
20. /recreation-center-highland-park-fitness-center-health-club-aquatics/indoor-aquatics/	448 (0.84%)	
21. /rainout-line-weather-cancellation-status-sign-up/	441 (0.83%)	
22. /beaches/parking-2/	367 (0.69%)	
23. /park-school/	364 (0.68%)	
24. /2022-camp/variety-camps/	347 (0.65%)	
25. /2022-camp/nature-camps/	337 (0.63%)	
26. /events/	318 (0.60%)	
27. /centennial-ice-arena/gymnastics/	310 (0.58%)	
28. /2022-camp/sports-camps/	308 (0.58%)	
29. /centennial-ice-arena/public-skating/	304 (0.57%)	
30. /youth-sports/youth-baseball/	301 (0.57%)	
31. /centennial-ice-arena/hockey-figure-skating-lessons/	300 (0.56%)	
32. /park-board/	294 (0.55%)	
33. /2022-camp/early-summer-camps/	288 (0.54%)	
34. /rosewood-beach-2/rosewood-interpretive-center-rentals/	275 (0.52%)	
35. /park-board/meetings/	266 (0.50%)	
36. /contact/	260 (0.49%)	
37. /parks/dog-exercise-areas/	247 (0.46%)	
38. /west-ridge-center/	235 (0.44%)	
39. /youth-sports/youth-basketball/	234 (0.44%)	
40. /bidrfp-results/	218 (0.41%)	
41. /hidden-creek-aquatic-park-outdoor-pool/	213 (0.40%)	
42. /recreation-center-highland-park-fitness-center-health-club-aquatics/membership-rec-center/	208 (0.39%)	
43. /parks/	194 (0.36%)	
44. /2022-camp/kindergarten-camps/	191 (0.36%)	
45. /2022-camp/performance-camps/	190 (0.36%)	
46. /beaches/	190 (0.36%)	
47. /2022/01/winter-activities-info/	176 (0.33%)	