



JUNE 2017 Board Report





**GLENCOE PARK DISTRICT
REGULAR BOARD MEETING
Tuesday, June 20, 2017 – 7:00 p.m.
Takiff Center - Community Hall**

Consistent with the requirements of the Illinois Compiled Statutes 5 ILCS 120/1 through 120/6 (Open Meetings Act), notices of this meeting were posted.
Meeting Location: Takiff Center, 999 Green Bay Road, Glencoe, IL 60022

A G E N D A

- I. Call to Order
- II. Roll Call
- III. Consent Agenda Items
 - A. Minutes of May 16, 2017 Special Projects and Facilities Committee Meeting
 - B. Minutes of May 16, 2017 Regular Board Meeting
 - C. Minutes of June 6, 2017 Committee of the Whole Meeting
 - D. Approval of Ordinance No. 871: Surplus Property
 - E. Approval of the Bills
- IV. Matters from the Public
- V. Financial Report
- VI. Staff Reports
 - A. Business
 - B. Recreation and Facilities
 - C. Parks and Maintenance
 - D. Marketing and Communications
 - E. Safety Committee
- VII. Executive Director Report
- VIII. Action Items
 - A. Approval of Fiscal Year 2016/17 Annual Audit
 - B. Approval of Ordinance No. 872: An Ordinance Adopting Prevailing Wage Rates to be Paid to Laborers, Mechanics, and Other Workers Performing Construction of Public Works in the Glencoe Park District, Cook County, Illinois
 - C. Approval of Public Participation Guidelines during Board and Committee Meetings
 - D. Approval of Plan for Takiff Center Parking Lot to include Concept Plan A, Phase A & B with Concept Plan B Sustainable Element Bioswale (TYP).
 - E. Approval of Contract with Altamanu for Takiff Center Parking Project
 - F. Approval of District Park Sign Design
- IX. Other Business
- X. Executive Session
 - A. Personnel 5ILCS 120/2 (c)(1)
- XI. Adjournment

The Glencoe Park District is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or facilities, are asked to contact the Park District at 847-835-3030. Executive Director Email: lsheppard@glencoeParkDistrict.com

III. Consent Agenda Items

Section 2.06(b) of the Open Meetings Act allows a public entity to approve minutes either within 30 days after the relevant meeting OR at the public body's second subsequent regular meeting, whichever is LATER. For consistency, all minutes will be approved at the subsequent Regular Board Meeting.

Items on the Consent Agenda are representative of routine actions by the Board of Directors or staff. Members of the Board of Park Commissioners are invited and encouraged to call the Executive Director prior to the meeting with any questions about consent agenda items.

The Board President asks for a motion to adopt the consent agenda items. However, if any member of the Board wishes to discuss any item on the consent agenda, for *any* reason whatsoever, he or she may ask that the item be removed from the consent agenda and the President will change the agenda per the request.

The Executive Director recommends approval of the consent agenda.

Glencoe Park District
June 2017 Board Meeting

MINUTES OF MAY 16, 2017 SPECIAL PROJECTS AND FACILITIES COMMITTEE
MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 6:00 p.m. and roll was called.

Committee Members present:

Andre Lerman, Chair/Commissioner
Steve Gaines, President
Lisa Brooks, Treasurer

Staff present:

Lisa Sheppard, Executive Director/Secretary
Chris Leiner, Director of Parks/Maintenance
Mike Lushniak, Director of Recreation/Facilities
Carol Mensinger, Director of Finance/HR
Erin Maassen, Manager of Marketing/Comm.
Paul Goedjen, Takiff Manager

Commissioners present:

Dudley Onderdonk, Commissioner

Members of the Public in attendance who signed in or spoke: Dan Dorfman, Josh Lutton

Review of Designs of Lakefront Park: Josephine Bellalta and John McManus from AltaManu and Jerry Pilipowicz from SMP Group Design Associates LLC, gave a presentation reviewing the Takiff Center Parking Concept Plan A & B and opinion of construction costs, which are attached to these minutes and located on our website in the meeting packet under transparency portal. Discussion ensued.

Chair Lerman, based on the discussion by the Committee, directed Park District staff to Advance for approval Takiff Center Parking Concept Plan A; phase A and B and Concept B Bio swale (TYP) at June Board meeting.

Matters from the Public: There were no matters from the public.

Other Business: None

Adjourn: Commissioner Lerman moved to adjourn the meeting at 7:00 p.m. Commissioner Gaines seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary



Parking Spaces	Ex.	Prop.
Center Parking Lot	42	39
	2 (HC)	4 (HC)
	40	35
East Parking Lot	34	36
	33	35
	1 (HC)	1 (HC)
Additional Parking Lot 0	0	25
Green Bay Parking	42	42
	38	38
	4 (HC)	4 (HC)
Temp Parking Area (1)	0	20
Temp Parking Area (2)	0	20
Staff Parking Areas		38
Grand Total:	118	220

Note: Add Wayfinding Signage at Later Date

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05.16.2017



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Center Parking Lot	42	39
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Additional Parking Lot 0	0	25
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	36	38
	4 (HC)	4 (HC)
Temp Parking Area (1)		20
Temp Parking Area (2)		20
Staff Parking Areas		38
Grand Total:	118	220

Note: Add Wayfinding Signage at Later Date



05.16.2017





Phase A - Additional Parking Lot

Item	Unit	Qty	Price/Unit	Total
Removals and Site Preparation				
Construction fence at perimeter	LS	1	\$2,500.00	\$2,500
Tree Protection Fencing	LS	1	\$800.00	\$800
Erosion Control	LS	1	\$2,000.00	\$2,000
Tree removal	LS	1	\$1,200.00	\$1,200
Remove and haul off existing asphalt surfacing and base	SY	929	\$19.00	\$17,651
Remove and haul off existing concrete sidewalk and base	SF	792	\$4.00	\$3,168
Remove existing basketball hoop, post and footing	EA	1	\$500.00	\$500
Remove site furnishing (benches, bike racks, trash receptacles)	LS	1	\$500.00	\$500
Tree Root Pruning	LF	170	\$15.00	\$2,550
Subtotal Removals and Site Preparation				\$30,859
Site Grading and Excavation				
Excavation and grading @ existing playground and sled hill	LS	1	\$18,000.00	\$18,000
Subtotal Site Grading and Excavation				\$18,000
Paving and Surfacing				
Furnish and install 2" Asphalt Binder	TON	138	\$105.00	\$14,490
Furnish and install 2" Asphalt Surface Course	TON	138	\$130.00	\$17,940
Furnish and install base (4" @ parking lot and 8" @ traffic circle)	CY	190	\$50.00	\$9,500
Furnish and install PCC Sidewalk, 5" path (includes CA-6 base)	SF	2,500	\$9.00	\$22,500
Furnish and install concrete curb and gutter	LF	372	\$30.00	\$11,160
Furnish and install depressed concrete curbs at ADA ramps	LF	36	\$35.00	\$1,260
Furnish and install ADA Tactile	EA	6	\$500.00	\$3,000
Furnish and install wheel-stop	EA	27	\$250.00	\$6,750
Subtotal Paving and Surfacing				\$86,600
Utilities				
Catch Basin	EA	6	\$3,500.00	\$21,000
Adjust Catch Basin Rims	EA	2	\$1,000.00	\$1,000
8" PVC Pipe	LF	250	\$45.00	\$11,250
Clean-outs	EA	2	\$500.00	\$1,000
Connection to existing sewer	EA	1	\$2,500.00	\$2,500
Subtotal Utilities				\$37,750
Site Furnishing				
Furnish and install Bench (8')	EA	2	\$1,300.00	\$2,600
Furnish and install Picnic Table	EA	3	\$1,100.00	\$3,300
Furnish and install Bike Rack	EA	4	\$600.00	\$2,400
Furnish and install Trash can	EA	2	\$550.00	\$1,100
Subtotal Site Furnishing				\$9,400
Landscaping				
Furnish and install Deciduous trees	EA	10	\$1,000.00	\$10,000
Furnish and install Ornamental trees	EA	5	\$600.00	\$3,000
Furnish and install Shrub beds	SF	300	\$12.00	\$3,600
Sod Restoration	SY	100	\$12.50	\$1,250
Subtotal Landscaping				\$17,850
Subtotal Phase A - Additional Parking Lot				\$200,469
30% Contingency				\$60,141
Total - Phase A - Additional Parking Lot				\$260,610

Phase B - Staff Parking Areas and Loop Walk

Item	Unit	Qty	Price/Unit	Total
Removals and Site Preparation				
Construction fence at perimeter	LS	1	\$5,000.00	\$5,000
Tree Protection Fencing	LF	1	\$2,500.00	\$2,500
Erosion Control	LS	1	\$2,000.00	\$2,000
Tree removal	LS	1	\$3,000.00	\$3,000
Saw cut existing pavement	LF	80	\$4.00	\$320
Remove concrete Curb and gutter	LF	250	\$10.00	\$2,500
Remove and haul off existing asphalt surfacing and base	SY	1,172	\$19.00	\$22,268
Remove site furnishing (misc. items)	LS	1	\$1,000.00	\$1,000
Remove column and footing	EA	1	\$1,000.00	\$1,000
Tree Root Pruning	LF	300	\$15.00	\$4,500
Subtotal Removals and Site Preparation				\$44,088
Paving and Surfacing				
Furnish and install 2" Asphalt Binder	TON	230	\$105.00	\$24,150
Furnish and install 2" Asphalt Surface Course	TON	230	\$130.00	\$29,900
Furnish and install base (4" @ ex. and 8" @ new)	CY	329	\$50.00	\$16,450
Furnish and install PCC Sidewalk, 5" path (includes CA-6 base)	SF	6,200	\$9.00	\$55,800
Furnish and install depressed concrete curbs at ADA ramps	LF	12	\$35.00	\$420
Furnish and install ADA Tactile	EA	2	\$500.00	\$1,000
Furnish and install wheel-stop	EA	20	\$250.00	\$5,000
Subtotal Paving and Surfacing				\$132,720

Utilities				
Catch Basin	EA	5	\$3,500.00	\$17,500
Adjust Catch Basin Rims	EA	2	\$1,500.00	\$3,000
8" PVC Pipe	LF	520	\$45.00	\$23,400
Connection to existing sewer	EA	1	\$2,500.00	\$2,500
Subtotal Utilities				\$46,400

Site Furnishing				
Furnish and Install Bench (8')	EA	2	\$1,300.00	\$2,600
Furnish and Install Picnic Table	EA	2	\$1,100.00	\$2,200
Furnish and Install Bike Rack	EA	20	\$600.00	\$12,000
Furnish and Install Trash can	EA	4	\$550.00	\$2,200
Furnish and Install chain link fence gate @staff facility	EA	1	\$4,000.00	\$4,000
Subtotal Site Furnishing				\$23,000

Landscaping				
Furnish and Install Deciduous trees	EA	14	\$1,000.00	\$14,000
Furnish and Install Ornamental trees	EA	7	\$600.00	\$4,200
Furnish and Install Shrub beds	SF	600	\$12.00	\$7,200
Soil Restoration	SY	100	\$12.50	\$1,250
Subtotal Landscaping				\$26,650

Subtotal Phase B - Staff Parking Areas and Loop Walk				\$272,850
30% Contingency				\$81,855
Total Phase B - Staff Parking Areas and Loop Walk				\$354,704

Phase C - Ball Field and Backstop

Item	Unit	Qty	Price/Unit	Total
Removals and Site Preparation				
Construction fence at perimeter	LS	1	\$5,000.00	\$5,000
Tree Protection Fencing	LF	1	\$2,500.00	\$2,500
Erosion Control	LS	1	\$2,000.00	\$2,000
Tree removal	LS	1	\$2,500.00	\$2,500
Saw cut existing pavement	LF	80	\$4.00	\$320
Remove and haul off existing concrete sidewalk and base @ballfield area	SF	370	\$4.00	\$1,480
Remove existing ball field back-stop, post and footing	EA	1	\$6,000.00	\$6,000
Remove site furnishing (benches, bike racks, trash receptacles)	LS	1	\$500.00	\$500
Existing fence and footings	LF	290	\$13.00	\$3,770
Removal existing infill mix	SY	100	\$12.00	\$1,200
Tree Root Pruning	LF	300	\$15.00	\$4,500
Subtotal Removals and Site Preparation				\$29,570

Site Grading and Excavation				
Excavation and grading	LS	1	\$50,000.00	\$50,000
Subtotal Site Grading and Excavation				\$50,000

Paving and Surfacing				
Furnish and Install PCC Sidewalk, 5' path (includes CA-6 base)	SF	3,500	\$9.00	\$31,500
Subtotal Paving and Surfacing				\$31,500

Utilities				
Catch Basin	EA	5	\$3,500.00	\$17,500
Adjust Catch Basin Rims	EA	2	\$1,500.00	\$3,000
Perforated Pipe	LF	2,500	\$25.00	\$62,500
Connection to existing sewer	EA	1	\$2,500.00	\$2,500
Subtotal Utilities				\$85,500

Ballfield Surfacing				
infill mix	CY	120	\$120.00	\$14,400
Seed restoration	SY	8,000	\$3.00	\$24,000
Topsoil (50% reuse and 50% Imported)	CY	500	\$70.00	\$35,000
Subtotal Ballfield surfacing				\$73,400

Site Furnishing				
Furnish and Install Bench (8')	EA	2	\$1,300.00	\$2,600
Furnish and Install Picnic Table	EA	2	\$1,100.00	\$2,200
Reinstall Bike Ring Rack	EA	10	\$300.00	\$3,000
Furnish and Install Trash can	EA	2	\$550.00	\$1,100
Furnish and Install Ballfield backstop	EA	1	\$30,000.00	\$30,000
Furnish and Install chain link fence	LF	280	\$75.00	\$21,000
Repair existing stone seating area	LS	1	\$125,000.00	\$125,000
Subtotal Site Furnishing				\$184,900

Landscaping				
Furnish and Install Deciduous trees	EA	10	\$1,000.00	\$10,000
Furnish and Install Ornamental trees	EA	4	\$600.00	\$2,400
Furnish and Install Shrub beds	SF	600	\$12.00	\$7,200
Soil Restoration	SY	90	\$12.50	\$1,125
Subtotal Landscaping				\$20,725

Subtotal Phase C - Ball Field and Backstop				\$475,595
30% Contingency				\$142,679
Total Phase C - Ball Field and Backstop				\$618,274

Phase D - Center Parking Lot

Item	Unit	Qty	Price/Unit	Total
Removals and Site Preparation				
Construction fence at perimeter	LS	1	\$1,000.00	\$1,000
Tree Protection Fencing	LS	1	\$1,000.00	\$1,000
Erosion Control	LS	1	\$500.00	\$500
Saw cut existing pavement	LF	950	\$4.00	\$3,800
Remove concrete Curb and gutter	LF	360	\$10.00	\$3,600
Remove and haul off existing asphalt surfacing and reuse base	SY	2,100	\$20.00	\$42,000
Remove and haul off existing concrete sidewalk and reuse base	SF	640	\$4.00	\$2,560
Remove site furnishing (boiswale)	LS	1	\$800.00	\$800
Subtotal Removals and Site Preparation				\$55,260
Paving and Surfacing				
Furnish and install 2" Asphalt overlay	TON	240	\$150.00	\$36,000
Furnish and install PCC Sidewalk, 5" path (includes CA-6 base)	SF	2,100	\$9.00	\$18,900
Furnish and install concrete curb and gutter	LF	500	\$30.00	\$15,000
Furnish and install ADA Tactile	EA	1	\$500.00	\$500
Furnish and install depressed concrete curbs at ADA ramps	LF	18	\$35.00	\$630
Subtotal Paving and Surfacing				\$71,030
Utilities				
Catch Basin	EA	2	\$3,500.00	\$7,000
Adjust Catch Basin Rims	EA	4	\$1,500.00	\$6,000
8" PVC Pipe	LF	50	\$45.00	\$2,250
Connection to existing sewer	EA	1	\$1,500.00	\$1,500
Subtotal Utilities				\$16,750
Site Furnishing				
Furnish and install Bench (8')	EA	2	\$1,300.00	\$2,600
Furnish and install Bike Rack	EA	16	\$600.00	\$9,600
Furnish and install Trash can	EA	3	\$550.00	\$1,650
Furnish and install curved bench in front of building entrance	LF	160	\$500.00	\$80,000
Subtotal Site Furnishing				\$93,850
Landscaping				
Furnish and install Deciduous trees	EA	10	\$1,000.00	\$10,000
Furnish and install Shrub beds	SF	1,300	\$12.00	\$15,600
Sod Restoration	SY	90	\$12.50	\$1,125
Subtotal Landscaping				\$26,725
Subtotal Phase D - Center Parking Lot				\$263,615
30% Contingency				\$79,085
Total Phase D - Center Parking Lot				\$342,700

Phase E - Driveway to Green Bay Parking

Item	Unit	Qty	Price/Unit	Total
Removals and Site Preparation				
Construction fence at perimeter	LS	1	\$1,000.00	\$1,000
Tree Protection Fencing	LS	1	\$1,800.00	\$1,800
Erosion Control	LS	1	\$2,000.00	\$2,000
Tree, shrubs and stumps removal	LS	1	\$5,000.00	\$5,000
Remove concrete Curb and gutter	LF	30	\$10.00	\$300
Remove and haul off existing concrete sidewalk	SF	2,413	\$4.00	\$9,652
Tree root pruning	LS	1	\$3,000.00	\$3,000
Subtotal Removals and Site Preparation				\$22,752
Site Grading and Excavation				
Excavation and grading	LS	1	\$20,000.00	\$20,000
Subtotal Site Grading and Excavation				\$20,000
Paving and Surfacing				
Furnish and install 2" Asphalt Binder	TON	53	\$105.00	\$5,565
Furnish and install 2" Asphalt Surface Course	TON	53	\$130.00	\$6,890
Furnish and install base (8")	CY	105	\$50.00	\$5,250
Furnish and install PCC Sidewalk, 5" path (includes CA-6 base)	SF	2,500	\$9.00	\$22,500
Furnish and install ramp and railing	EA	1	\$20,000.00	\$20,000
Subtotal Paving and Surfacing				\$60,205
Utilities				
Catch Basin	EA	8	\$3,500.00	\$28,000
8" PVC Pipe	LF	450	\$45.00	\$20,250
Connection to existing sewer	EA	2	\$1,500.00	\$3,000
Relocate existing light	EA	3	\$6,000.00	\$18,000
Subtotal Utilities				\$69,250
Site Furnishing				
Furnish and install Bench (8')	EA	3	\$1,300.00	\$3,900
Furnish and install Bike Rack	EA	5	\$600.00	\$3,000
Furnish and install Trash can	EA	2	\$550.00	\$1,100
Furnish and install retaining wall	LS	1	\$50,000.00	\$50,000
Subtotal Site Furnishing				\$58,000
Landscaping				
Sod Restoration	SY	80	\$12.50	\$1,000
Subtotal Landscaping				\$1,000
Subtotal Phase E - Driveway to Green Bay Parking				\$231,207
30% Contingency				\$69,362
Total Phase E - Driveway to Green Bay Parking				\$300,569

Phase F - Temporary Parking Areas

Item	Unit	Qty	Price/Unit	Total
Removals and Site Preparation				
Construction fence at perimeter	LS	1	\$1,000.00	\$1,000
Tree Protection Fencing	LS	1	\$2,500.00	\$2,500
Erosion Control	LS	1	\$2,000.00	\$2,000
Tree removal	LS	1	\$10,000.00	\$10,000
tree root pruning	LS	1	\$2,000.00	\$2,000
Subtotal Removals and Site Preparation				\$17,500
Site Grading and Excavation				
Excavation and grading	LS	1	\$90,000.00	\$90,000
Subtotal Site Grading and Excavation				\$90,000
Paving and Surfacing				
Furnish and Install grass grid	SF	20,000	\$3.00	\$60,000
Furnish and Install aggregate / topsoil (6")	CY	300	\$75.00	\$22,500
Subtotal Paving and Surfacing				\$82,500
Utilities				
Catch Basin	EA	4	\$3,500.00	\$14,000
8" PVC Pipe	LF	340	\$45.00	\$15,300
Connection to existing sewer	EA	2	\$1,500.00	\$3,000
Subtotal Utilities				\$32,300
Landscaping				
Furnish and Install Deciduous trees	EA	16	\$1,000.00	\$16,000
Furnish and Install Ornamental trees	EA	10	\$600.00	\$6,000
Furnish and Install Shrub beds	SF	600	\$12.00	\$7,200
Sod Restoration	SY	300	\$12.50	\$3,750
Subtotal Landscaping				\$32,950
Subtotal Phase F - Temporary Parking Areas				\$255,250
30% Contingency				\$76,575
Total Phase F - Temporary Parking Areas				\$331,825

Grand Total **\$2,208,681**

Wayfinding sign

Furnish and Install Wayfinding sign	LS	1	\$30,000.00	\$30,000
30% Contingency				\$9,000
Total Wayfinding sign				\$39,000

Concept B - Sustainable Elements Added

Removal of existing asphalt pavement and base	SY	745	\$19.00	\$14,155
Permeable pavers at drop-off	SF	7,500	\$26.00	\$195,000
Permeable pavers at traffic circle	SF	7,500	\$26.00	\$195,000
Base (2" depth)	CY	356	\$60.00	\$21,360
8" perforated Pipe	LS	1,400	\$20.00	\$28,000
Connection to existing sewer	EA	2	\$1,500.00	\$3,000
Grading and Excavation	CY	1,200	\$35.00	\$42,000
Bioretention Topsoil	CY	400	\$35.00	\$14,000
Bioretention planting	SY	20,000	\$4.00	\$80,000
Subtotal - Green Solution				\$388,215
30% Contingency				\$101,465
Grand Total - Sustainable Elements Added				\$489,680

MINUTES OF MAY 16, 2017 REGULAR BOARD MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 7:00 p.m. and roll was called.

Commissioners present:

Steve Gaines, President
Dudley Onderdonk, Vice President
Lisa Brooks, Treasurer
Andre Lerman, Commissioner

Commissioner absent:

Seth Palatnik, Commissioner

Staff present:

Lisa Sheppard, Executive Director/Secretary
Carol Mensinger, Director of Finance/HR
Chris Leiner, Director of Parks/Maintenance
Mike Lushniak, Director of Recreation/Facilities
Erin Maassen, Manager of Marketing/Comm.
Jenny Runkel, Administrative Assistant
Chris Pietrini, Program Manager
Liz Visteen, Program Manager
Stephani Briskman, Program Manager

Members of the public in attendance who signed in or spoke: Lane Boron, Stefanie Boron, Dan Dorfman, Alexandra Greenwald, Janet Lerman, Laura Lutton, Josh Lutton, Ann Onderdonk, Bart Schneider

Consent Agenda: A motion was made by Commissioner Onderdonk to approve the consent agenda items as presented including Minutes of the April 13, 2017 Special Projects and Facilities Committee Meeting, April 18, 2017 Special Projects and Facilities Committee Meeting, April 18, 2017 Regular Board Meeting, May 2, 2017 Special Board Meeting, May 2, 2017 Committee of the Whole Meeting, and Approval of the Bills. Commissioner Brooks seconded the motion. Approved with a change to the April 13, 2017 Special Projects and Facilities Committee Meeting to correct the motion to adjourn from Andre Lerman who was absent to the correct commissioner. Roll call vote taken:

AYES: Brooks, Lerman, Onderdonk, Gaines

NAYS: None

ABSENT: Palatnik

Matters from the Public: There was no one wishing to address the Board.

Recognition of Retiring Commissioner: A comment was read from a former Commissioner Bob Kimble followed by other current Commissioner's comments and a comment from Bart Schneider of the Glencoe Plan Commission. Executive Director Sheppard read the appreciation plaque and announced that a plaque honoring his service to the district would be placed on a bench or table at a park of his choice.

Action Item:

Approval of Commissioner Service Resolution No. 869 – Andre Lerman: President Gaines read the resolution. A motion was made by Commissioner Onderdonk to

approve Commissioner Service Resolution No. 869 – Andre Lerman as presented. Commissioner Brooks seconded the motion. No discussion ensued. Roll call vote taken:

AYES: Brooks, Gaines, Lerman, Onderdonk
NAYS: None
ABSENT: Palatnik

Comments from Retiring Commissioner – Andre Lerman: Commissioner Lerman reviewed the history of his term and progress made in the last 4 years, thanked commissioners, commended staff, thanked the Glencoe Caucus and community for allowing him to serve, and thanked his family.

Oath of Office: Stefanie Boron and Josh Lutton: A motion was made by Commissioner Lerman to move the Oath of Office agenda item prior to the Recess agenda item. Commissioner Onderdonk seconded the motion which passed by voice vote.

Executive Lisa Sheppard issued the Oath of Office to both Stefanie Boron and Josh Lutton.

Recess: A celebratory recess was held for Commissioners Lerman, Boron, and Lutton.

Election of President and Vice-President: Executive Director Sheppard, as Board Secretary, opened nominations for President of the Board. Commissioner Brooks nominated Commissioner Onderdonk and Commissioner Gaines seconded the nomination. The nomination passed by voice vote. No discussion ensued. Sheppard opened nominations for Vice-President of the Board. Commissioner Gaines nominated Commissioner Brooks, Commissioner Lutton seconded the nomination. The nomination passed by voice vote.

Appointment of Officers and Representatives: President Onderdonk made a motion to appoint Josh Lutton as Treasurer; Robert Bush of Ancel, Glink, Diamond, Bush, DiCianni, & Krafthefer as General Legal Counsel and Ethics Officer; Lisa M. Sheppard, Executive Director as Secretary to the Board; Dudley Onderdonk as representative to the Glencoe Plan Commission; and Lisa M. Sheppard and Jennifer L. Runkel as Freedom of Information Act Officers. Commissioner Gaines seconded the motion. No discussion ensued. Roll call vote taken:

AYES: Boron, Brooks, Gaines, Lutton, Onderdonk
NAYS: None
ABSENT: None

Board Committee Appointments: President Onderdonk announced the appointments including Chair Lutton and Members Boron, Brooks, Gaines, and Onderdonk for Finance Committee of the Whole; Chair Brooks and Members Boron and Gaines for Special Projects and Facilities Committee; and Chair Gaines and Members Brooks and Onderdonk for Personnel and Policy Committee.

Board Advisory and Liaison Appointments: President Onderdonk announced the advisory group appointments including Chair Lutton for Glencoe Beach and Lakefront

Advisory Group, Chair Gaines for Watts Advisory Group, and Liaison Boron for the Early Childhood Advisory Group and Lisa Sheppard as the NSSRA Liaison.

Financial Report: Director of Finance/Human Resources Mensinger stated we are two month into the year. The warmer weather helped pass sales before the beach opening Memorial Day weekend. The internet connection has been tested to run two separate stations and will be up and running for this weekend.

Staff Reports: Staff shared additional information not included in their Board Reports.

Director Mensinger shared that the first draft from the auditors will be going before the Board in June as well beginning talks of transferring funds to Fund 69 for Capital Projects.

Director Lushniak stated that the Recreation Team is busy with camp and Beach preparations, new technology tests with ELC parents and teachers are scheduled this week. They are testing three apps one week each with a wrap up from both teacher and parent perspectives. Discussion ensued.

Director Leiner shared that the Parks Team emphasis is on the Beach opening Memorial Day and spring cleanup in the parks. He also discussed the Berlin Park trespassing incident in which a picnic table top was set on fire. There was minor damage.

Manager Maassen shared that our graphic design and photography intern started today. Gold Medal videotaping is wrapping up this week. The video and theme will be revealed on June 5 to the community and Board on our website.

The Safety Committee reported that members of the Recreation and Facilities staff are now CPR/AED certified for in-house training. All camp counselors and lifeguards will be required to be CPR/AED certified.

Executive Director Report: Executive Director Sheppard shared that we are a finalist for the NRPA National Gold Medal award. There are three other park districts from across the nation in our category of under 30,000 in population. The application focused on everything the District has done in the last three to four years. The winner will be revealed in September at NRPA Conference. The video will be a public education piece that we can educate the community on what we do. The video focuses on the three pillars: conservation and nature, health and wellness, and community. Our community of less than 9,000 will be up against communities of 30,000 or less.

A park tour Committee of the Whole meeting is scheduled on Tuesday, June 6 at 6:30 p.m. on the Park District bus.

The All Staff Training will include mostly seasonal Recreation and Facilities Department staff. The theme is similar to IPRA's Park Pursuit called The Pursuit of Park District Knowledge next Thursday from 6:30-8:00pm.

This summer's theme is Get Your Play On coinciding with NRPA's theme.

The Beach is closed on the Fourth of July and we have finalized an agreement with Winnetka for use of their beaches. Our residents will pay resident rates and pass holders can use their pass.

Commissioner Onderdonk will represent the Park District on Memorial Day at 11:00am at Veterans Park.

Our current email procedure is to have District emails forwarded to commissioner's personal email. The second option is to load District email on personal phones using Exchange. Discussion ensued. If all commissioner devices may be setup with Exchange, then we will communicate with the Board on how to proceed.

Presentation of the General Recreation Report: Director Lushniak and Program Managers Pietrini, Visteen, and Briskman presented a report on General Recreation Programs attached to these minutes. Discussion with the Board ensued.

Action Items:

Approval of Commemorative Resolution No. 866 – Kathleen Kraemer: A motion was made by Commissioner Gaines to approve Resolution No. 866 as presented. Commissioner Brooks seconded the motion which passed by voice vote. No discussion ensued.

Approval of Commemorative Resolution No. 867 –Patricia Boudreaux: A motion was made by Commissioner Brooks to approve Resolution No. 867 as presented. Commissioner Boron seconded the motion which passed by voice vote. No discussion ensued.

Approval of Commemorative Resolution No. 868 –Roberta Shore: A motion was made by Commissioner Gaines to approve Resolution No. 868 as presented. Commissioner Brooks seconded the motion which passed by voice vote. No discussion ensued.

Approval of Resolution No. 870 Bank Depository Relationship – BMO Harris Bank: A motion was made by Commissioner Brooks to approve Resolution No. 870 as presented. Commissioner Gaines seconded the motion. No discussion ensued. Roll call vote taken:

AYES: Boron, Brooks, Gaines, Lutton, Onderdonk
NAYS: None
ABSENT: None

Approval of NRPA Conference Staff Attendees and Expenses: A motion was made by Commissioner Gaines to approve for five Glencoe Park District staff to attend NRPA Annual Congress with expenses not to exceed \$8,000 as presented. Commissioner Lutton seconded the motion. No discussion ensued. Roll call vote taken:

AYES: Boron, Brooks, Gaines, Lutton, Onderdonk
NAYS: None
ABSENT: None

Approval of NRPA Conference Commissioner Attendees and Expenses: A motion was made by Commissioner Gaines to approve for five Commissioners to attend NRPA Conference with expenses paid by the district to include conference exhibit hall fee, per diem of \$85 per day per Commissioner and a group dinner. All other expenses to be paid by the commissioners. Discussion ensued. Commissioner Brooks seconded the motion. Roll call vote taken:

AYES: Boron, Brooks, Gaines, Lutton, Onderdonk
NAYS: None
ABSENT: None

Approval of Tree Bid: A motion was made by Commissioner Gaines to approve a three year contract with Nels Johnson Tree Experts based on the following hourly labor rates: 2017 \$60.00 per hour, 2018 \$60.00 per hour, 2019 \$65.00 per hour, and Emergency \$75.00 per hour as presented. Commissioner Brooks seconded the motion. No discussion ensued. Roll call vote taken:

AYES: Boron, Brooks, Gaines, Lutton, Onderdonk
NAYS: None
ABSENT: None

Approval of Replacement of the Takiff Center BAS System and Electronic Controllers: A motion was made by Commissioner Gaines to approve replacement of VAS System and Electronic Controllers from Applied Controls, Inc. not to exceed \$52,000 as presented. Commissioner Brooks seconded the motion. This is the software that runs our HVAC system that is eight upgrades behind and was made in Sweden. When a component goes down it takes 6-8 weeks to receive the replacement component. This agenda item includes approval of a new software package and new computer zone controls for the building. It does not include individual the VAB boxes in every room, although sorely needed. Roll call vote taken:

AYES: Boron, Brooks, Gaines, Lutton, Onderdonk
NAYS: None
ABSENT: None

Other Business: There was no other business.

Adjourn to Closed Session: At 9:28 p.m., Commissioner Gaines moved to adjourn into closed session to discuss personnel as mandated by Section 2.06. 5 ILCS 120/2 (c)(1) Commissioner Brooks seconded the motion, which passed by unanimous voice vote.

Return to Open Session: Commissioner Gaines moved to return to open session at 10:07 p.m. Commissioner Brooks seconded the motion, which passed by unanimous voice vote.

Action taken, if any, from Executive Session: There was no action taken during or after closed session.

Adjourn: Commissioner Brooks moved to adjourn the meeting at 10:08 p.m. Commissioner Gaines seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary

5/16/2017

General Recreation Report

Fiscal Year 2016-17

Michael Lushniak – Director of Recreation and Facilities
Liz Visteen – Manager of Special Events & Adults
Stephani Briskman – Manager of Youth and Arts
Chris Pietrini – Manager of Athletics & Teen Camp



General Recreation Report

Fiscal Year 2016-17

Introduction

The Glencoe Park District offers a wide variety of programs in its portfolio. No area shows the versatility of programming more so than the general recreation programming. This area offers more “traditional programs” that would be considered the staple of most park districts such as athletics leagues and classes, before and after school care, and dance programs. However, this area of the Recreation Department also has the greatest potential to be on the cutting edge of innovative and unique program offerings. Things like cooking classes, technology classes, and youth fitness classes have been added to capitalize on industry trends and meet the needs of the community.

The following report will provide an overview of one of the largest programming areas in the agency. The basis of this report will follow a SWOT (strengths, weaknesses, opportunities, and threats) Analysis for each sub-category within general recreation programming as well as unique characteristics of each program area or things that make a program area special or carry a good reputation in the community.

General Recreation Program Marketing

Marketing for general recreation programs is done primarily through the seasonal brochures, which are sent out three times per year in fall, winter, and spring. Over 87% of residents cite the Park District brochure as their primary way to learn about upcoming programs and events. The seasonal brochure is displayed as a flipbook and downloadable PDF on our website, and each program category has its own webpage with details on the season’s offerings. Over 50% of residents attribute the website to the source of their Park District information.

In addition, staff uses TV screens at Watts and Takiff to display advertising messages for new or low-enrollment programs. Staff also uses boosted social media posts on Twitter, Instagram, and Facebook to advertise low-enrollment and new programs. Programs are also cross-marketed to patrons using email blasts; for example, tennis participants may receive email notifications about other sporting programs or ceramics participants may receive email notifications about other art classes.

42% of residents find out about programs from word of mouth. Knowing this, our customer service and recreation teams take extra care in providing excellent customer service to our participants. In addition to in-person customer service, staff is expected to respond to email and social media messages promptly in relation to specific programs.

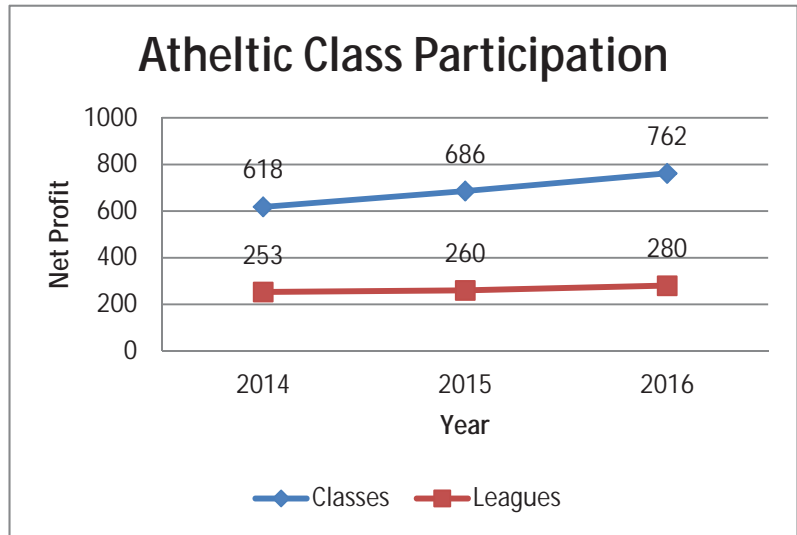


Some of our programs, like Broadway Bound, require more in-depth marketing. For example, marketing staff provides publicity materials and set-up online ticket sale webpages to promote Broadway Bound’s annual production. This includes email blasts, flyers, posters for local businesses, and social media promotion, as well as arranging for media coverage of the production.

Athletic Classes

Program Overview

Athletic classes are offered indoors year round at Takiff Center, South School, West School, and Central School. Outdoor programming takes place at Watts Park, Takiff and other park districts when programming cooperatively with other agencies. Classes serve ages 3 to adult, with the highest participation rates being Kindergarten to 2nd grade classes, primarily held at South School. Classes have seen growth at younger ages due to full day kindergarten in Glencoe. Staff anticipates strong numbers to continue as participants are starting program participation at younger ages which will allow a better chance of retaining participation and will allow for direct marketing to keep participants enrolling session after session.



Popular Classes/Program Strengths

The most popular contractual athletic program is Karate. Pride Dojo is the contractual company that instructs classes at the Takiff Center. Classes are offered on Mondays, Tuesdays, Thursdays and Saturdays. Participation and revenue have continued to increase as staff works with Pride Dojo to optimize class times, work together on program marketing, and continue to try new classes.

The most popular Glencoe Park District staff led class is Little Sportsters, a sports variety class for children in grades K-2. It is offered on Mondays, Tuesdays, and Fridays at South School and on Wednesdays at Takiff. Many of the children sign up for the class based on our instructors, Coach Jon and Coach Miriam who have built a strong reputation in the community as being exceptional instructors. The class provides a wide variety of sports for the participants, who often get to vote on what sport to play each day.

Program Staffing/Contractor

Chris Pietrini, Program Manager of Sports, Athletics and Teen Camps, oversees the Athletics Classes. Staff coaches Jon, Miriam, Terry, and Lonnie run all of the Little Sportsters, SNAG Golf, basketball clinics and After School Soccer/Basketball. Tennis programs are taught by Coaches Tim Hibben, Darius Ivaska and Chuck Johnson. Pride Dojo provides all karate instruction, with Sensei Marla, Sensei Jeff, and Sensei Mike all instructing classes for the District for over 15 years. Athletics class contractor Hot Shots provides instruction in Flag Football, Little Dribblers Basketball, Volleyball, Tumbling, Dodgeball, and Hockey. Hot Shots Sports coaches are among the best in the area and provide valuable introductions to sports for younger participants as well as fun classes for older participants. Marek Stepien provides fencing

instruction and continually introduces new games to the class to aid in learning. Christian Eck teaches disc golf and continually challenges participants through games and simulated competition. Illinois Baseball Academy, another contractual company, conducts Mini Majors programs and Extra Innings, a new end of season summer baseball program.

Challenges and Areas of Growth

Challenges for athletics classes include limited amount of space for programming indoors, especially during basketball season, which is a peak gym use time. This year, two Little Sportsters classes reached capacity and had waitlists; staff was fortunately able to move participants to different days to accommodate the demand, but increased participant will continue to be an area of growth as well as a challenge. There is also significant outside competition in the athletics space from not only other Park Districts, but private companies as well. Most people do prefer to stay local to for after school programming, but staff maintains a high focus to ensure quality programming in order to retain participants and stay competitive with other athletic options on the North Shore.

Staff and contractors work together to follow trends and offer new classes or improvement on existing classes to keep participants involved and returning. This season staff added a Flag Football class in the spring, which reached capacity, and also added Floor Hockey to the After School Soccer/Basketball program. The variety in athletics programming has helped regain strong numbers in a program that was



beginning to decline. Staff is also beginning to offer classes such as Speed, Agility and Strength Training in an attempt to offer classes that may otherwise only be offered outside of the Park District setting.

Staff is working with surrounding communities to offer a cooperative youth volleyball league for 2017-18. Volleyball is increasingly popular among junior high age students, but instructional class offerings have not been popular. By adding a league component, staff is hopeful to form 2-3 teams to compete alongside Highland Park, Winnetka, Wilmette, Deerfield and Lake Forest.

Financial/Participation Trends

Participation numbers have shown a healthy increase in recent years, from 618 in 2014 to 686 in 2015 to 762 in 2016. This has been attributed to both an increase in participation for current classes as well some additional programming, such as preseason and postseason basketball clinics. New for 2016, the post-season basketball clinic (from 2015-16 season) had 29 participants and the 2016-17 travel basketball preseason clinic drew 36 boys and girls.

Along with participation, net profit has increased from \$65,166 in 2014 to \$71,233 in 2015 and finally \$87,689 in 2016. To continue these strong upward trends, staff will continue to look for new areas to expand to in order to drive profit and participation in Glencoe Park District athletics classes.

Athletic Leagues

Program Overview

Athletic leagues consist of house basketball, travel basketball, and adult softball. Basketball continues to be popular sports throughout the Chicagoland area. Adult softball has been in decline for a number of years. Staff is looking for ways to revitalize that area of programming.

Popular Classes/Program Strengths

Boys Basketball (Grades 3-6) and Pee Wee Basketball (Boys and Girls Grades 1-2) continue to have the highest participation. Strengths of those programs continue to be the outstanding clinic coaches, Coach Jon, Coach Miriam, and Coach Terry. The league has become more organized over the past two years with online scheduling, standings and ongoing coaches training. Uniforms have been upgraded and cross community competition has been increased for 5th and 6th grade boys and girls. For the 2017-18 season, league participants will be playing games against Highland Park, Lake Forest, and Deerfield, with a traveling trophy for the tournament champions.



Program Staffing/Contractor

Chris Pietrini, Program Manager of Athletics, Sports and Teen Camps, oversees the athletics leagues. All house basketball teams are coached by volunteer parents. Travel basketball is coached by paid coaches. The Adult Softball program is overseen by long time Glencoe Park District staff member Everett Robinson.

Challenges and Areas of Growth

The biggest challenge that exists for our basketball leagues is maintaining a strong program while new facilities and programs open every season. The private sector continues to offer similar programs at different price points to draw recreational players into competitive leagues. In this area alone, there are at least five other independent travel programs. Through playing in tournaments this past season, ideas that have come to mind for improving the participant experience includes providing nicer uniforms, options to buy team colored shoes and bags, and implementing an optional skills day each week to further develop players.

Staff is attempting to add a Men's 50+ Softball League in spring 2017, however at this point participation is not high enough to run the program. Staff will look to introduce other adult athletics leagues moving forward such as indoor volleyball, sand volleyball, and basketball.

Financial/Participation Trends

Participation has remained steady, with 253 participants in 2014-15, increasing to 260 in 2015-16 and 280 in 2016-17. Overall league, net profit dropped from \$43,430 in 2014-15 to \$40,795 in 2015-16, before increasing to \$59,759 in 2016-17. This is partly attributable to increased participation in programs, especially Travel Basketball, where staff raised the maximum number of players on a team from 10 to 12.

Athletic Field Rentals



Program Overview

Athletic Field Rentals include outside groups as well as reimbursement for direct costs by affiliates Glencoe Baseball Association and American Youth Soccer Organization - Glencoe. Outside groups that have used the field in the past few years include Scottish Soccer, North Shore Youth Football, Glencoe Gladiators Baseball, and Team One Lacrosse.

Popular Classes/Program Strengths

In spring 2017-18, Under Armour Under The Lights Flag Football will be renting

space at Reinsdorf Field. While only a small amount of time is being rented this year, staff hopes to work with Under Armour representatives to grow this program in the future.

Challenges and Areas of Growth

Challenges include keeping fields in good condition and scheduling fields appropriately. Staff has transitioned to using RecTrac to schedule the fields and track time used. By doing this, empty hours can be maximized over time as usage patterns are analyzed. Time can also be tracked to ensure fields are not over programmed resulting in increased time spent on field maintenance.

Financial/Participation Trends

Field Rental revenue was \$31,173 in 2014-15, increased to \$39,005 in 2015-16, then decreased to \$34,879 in 2016-17. This is mostly driven by AYSO and GBA totals, which are billed to break even based on staff time and material costs. Field rentals fluctuate with outside groups as schedules change and must be worked around both Park District and affiliate group schedules.

Teen Programs

Program Overview

The teen program area consists of a variety of programs and events geared towards 5th through 8th graders (age 10-14). Programs that are offered include one day classes and workshops such as American Red Cross Babysitter's Training, a Teen Ski Trip, Snowshoeing Essentials, and Emergency Preparedness classes. The Park District also cooperatively presents several events and programs in conjunction with Glencoe Junior High Project (GJHP) including GJHP Beach Bash, Pokémon Scavenger Hunt, Teen Ice Night, and Teen Open Mic & Karaoke Night. The Glencoe Park District also works to collaborate with other teen and family based groups within the community such as Glencoe Youth Services.

Popular Classes/Program Strengths

Our teen program has seen growth in the past year. One of the fastest growing programs is the American Red Cross Babysitter's Training. This class has been steadily gaining popularity so much so that the Park District will now be teaching this class in-house. Prior to this season, staff had contracted this program to a Red Cross instructor, however due to increasing fees and decreasing availability, staff has obtained the

necessary certifications to teach it internally. Staff has also put a focus on offering more drop-in programs with GJHP. In addition to offering events like an Open-Mic night, staff has seen very strong success with Teen Ice Night that took place at the Watts Ice Center. Staff was able to work with GJHP to promote and create a buzz in the community for this event. Over 60 teens attended this special event; the most participants for a teen event on record.



One of the teen programming areas greatest strengths is the partnership between the Park District and Glencoe Junior High Project. Through this mutually beneficial partnership, more teen programs and special events are being offered to this age group than in years past. The Park District will continue to foster this relationship with GJHP and explore more joint programs and special events to increase teen participation and facility use at the Glencoe Park District.

While camps are not a focus of this report, it is important to note that the Glencoe Park District offers two incredibly successful teen camps in

the summer. Both Action Quest camp for 6th-9th graders have grown in popularity over last year. There are also other teen programs offered in other areas of the recreation department including cheer class, fencing, house basketball, wheel throwing (ceramics), dance, karate, and theater classes.

Program Oversight

Liz Visteen, Program Manager of Special Events & Active Adults, oversees teen specific programming not falling under other program areas. The programs/events offered are primarily staffed by Park District employees including Liz and GJHP representatives. Previous Babysitter Training classes were offered by Red Cross in which they provided an instructor. Starting in May 2017, Babysitter Training classes will be taught by a Park District employee.

Challenges and Areas of Growth

The biggest challenge for teen programming is exposure and increasing enrollment in Park District programs. Since GJHP and GYS work with this age group directly, they have a strong relationship with the teens they serve. By partnering with GHJP, the Park District hopes to build awareness of teen programming and collaborate to provide bigger and better events for the teen community utilizing the facilities, resources, and expertise that the Glencoe Park District has to offer.

Financial/Participation Trends

Teen programs are trending up in participation and revenue. Several teen programs/events exhibited an increase in enrollment including Babysitter's Training classes, Teen Ice Night and the Pokémon Scavenger Hunt. The biggest reason for growth in teen events is the collaborative partnership with GJHP. This group has been instrumental in promoting and encouraging enrollment for teen events that are organized by the Glencoe Park District and held in Park District facilities. They also staff events which provides a cost savings for the District. The Park District is committed to building on this partnership to offer more events/programs with GJHP.

Visual Arts - Youth Ceramics

Program Overview

The youth ceramics program area includes hand building and wheel throwing classes for children in grades Kindergarten through 8th Grade. Several types of classes are offered based on age and skill level:

Ceramics – All Levels (K-2nd Grade),
Ceramics-All Levels (3rd-4th Grade),
Ceramics-Intermediate (3rd-4th Grade),
Wheel Throwing-All Levels (5th-8th Grade), and Wheel Throwing-Intermediate (5th-8th Grade).

In Ceramics classes, children learn and use hand-building techniques to create functional and sculptural pieces. In Wheel Throwing, children learn the basics of using a pottery wheel and as they progress build upon their existing skills to continue to create more complex forms and projects.

Popular Classes/Program Strengths

The most popular ceramics classes are the Ceramics-All Levels (K-2nd Grade). These classes fill quickly on the first day of registration and typically have a waitlist. Because of the very high demand and popularity of these classes, staff created additional Ceramic-All Levels (K-2nd Grade) sections beginning in fall 2016.

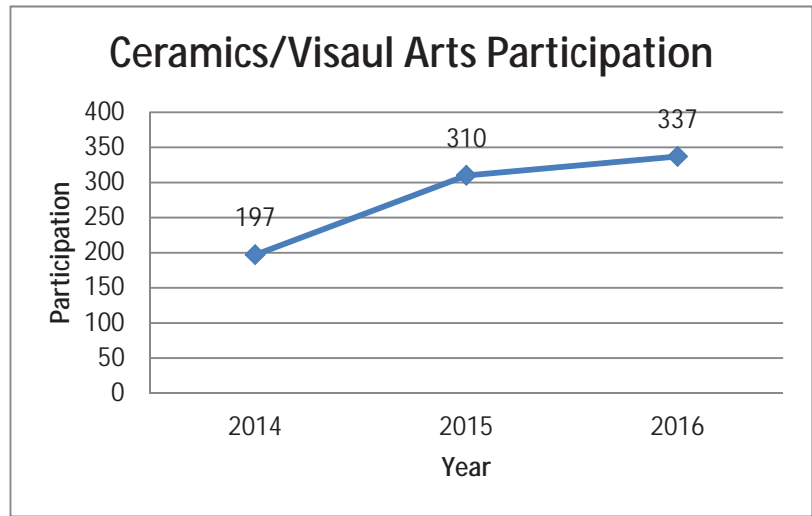
One of the program strengths is the loyal participants of the program. Many ceramics students begin classes at a young age and continue to progress and grow in the program to intermediate level classes. Another strength of the program is the popularity of the K-2nd Grade classes. Staff is hopeful that these young students will remain and grow in the program as others have done.

Program Staffing/Contractor

Liz Visteen, Program Manager of Special Events & Active Adults, oversees ceramic programming. Ceramics classes are taught by highly qualified Park District employees. Natalie Steinmetz is the Park District's Ceramic Coordinator and works closely with Liz to ensure the program and studio are at their best for children to create and explore. Natalie has been a strong asset in recruiting additional qualified staff members and bringing a sense of credibility to the program because of her reputation.

Challenges and Areas of Growth

The biggest challenge for the ceramics program is limited space and times to offer youth classes. Parents prefer class times immediately after school; however, ceramics classes can only accommodate 9-10 students per class because of space, which results in waitlists. Weekend classes have been offered with very little interest, so a focus on finding other appropriate times for classes remains at the forefront. Staff has also identified the art room across the hall from the ceramics studio as a potential location for ceramics expansion.



Financial/Participation Trends

Net profit and participation in Ceramics programs are trending up. Both youth and adult ceramics are seeing an increase in participation; however, the greater increase comes from youth programs. The Park District added more youth classes in fall 2016 which resulted in the ability to accommodate more participants. While the increase in participation and profit will plateau in the near future due to space limitations, continued increase may be possible through new class offerings at different dates/times.

Visual Arts- Drawing/Painting

Program Overview

The visual arts program at the Glencoe Park District consists of drawing, painting and crafts. Enrichments in this area begin for kindergarten age students through students in 5th grade. Painting classes such as the After School Art Club are offered for students in kindergarten through 3rd grade. This class learns about famous artists as they try to recreate their own versions of these masterpieces. Sunshine Amazing Art uses mixed media such as tie dye, paint pottery, and canvas painting to expose students to different art mediums. This class is offered for students in kindergarten through 2nd grade. Finally, the Crafting with Kim class encourages students to explore a wide variety of craft supplies. Duct tape, Modge Podge and recycled materials are used to create stunning masterpieces.

Popular Classes/Program Strengths

The most popular class in visual arts is Crafting with Kim. This class fills quickly on the first day of registration and typically has a waitlist. Since this class is so popular, staff has added spring and summer workshops. One of the strengths of this program is the loyal participants. Many have started in 3rd grade and continued to grow throughout the program. Another strength of this program is the instructor, Kim Bloomberg, who has been able to create an adaptable curriculum to her student's interests and strengths which has given her a reputation as a strong instructor throughout the community.



Program Staffing/Contractor

Stephani Briskman, Program Manager of Youth and Arts, supervises all visual arts classes outside of ceramics. All of these classes are staffed contractually. Carole Pearlman, an instructor with the Joy of Creativity, oversees the After School Art Club. Sunshine Arts and Crafts contractually staffs Sunshine Amazing Art and Kim Bloomberg contractually instructs Crafting with Kim.

Challenges and Areas of Growth

The biggest challenge for the visual arts program is offering new and exciting projects for students who wish to continue through the program and at the same time, appeal to the students who are enrolling for the first time. The visual arts instructors continue to look to introduce different mediums into their art classes. Staff will be investigating additional visual

arts classes that might help expose students to new artistic experiences while maintaining the core acts classes that remain so popular.

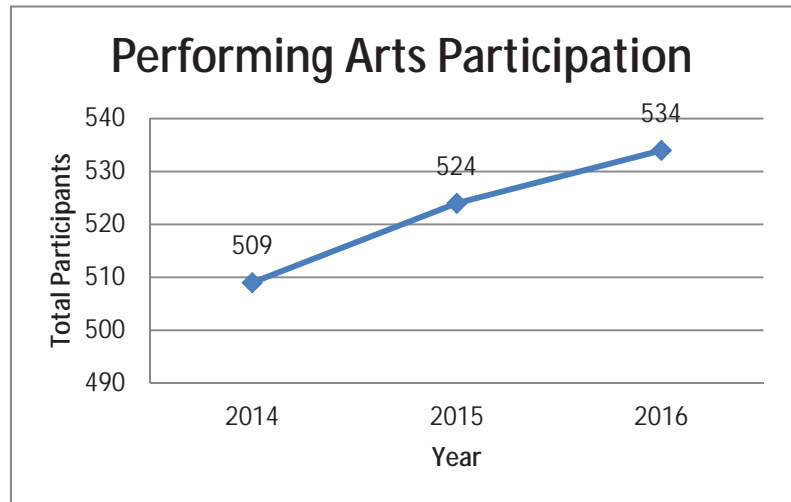
Financial/Participation Trends

Comparing the visual arts participation over the past 3 years, staff has seen a positive increase in participation. In 2014, 197 students participated in visual arts programs. In 2015, 310 students participated in visual arts programs and in 2016, 337 students participated. Along with a positive increase in participation, we've seen a positive increase in net profit. In the 2014-15 fiscal year, net profit was \$35,994, in 2015-16 our net profit was \$48,924 and in 2016-17 our net profit was \$49,452. Strong trends in these programs again relate to the strong following that many of the arts classes have built in the community.

Performing Arts

Program Overview

The performing arts program area consists of both dance and theater programs. Enrichments in this area begin for preschool aged students as young as age two up through dance and theater classes for students in 8th grade. Theater programs begin with introductory Footlighter classes that transition up to Broadway Bound once participants enter 3rd grade. After participants graduate from that program in 5th grade, older participants have the opportunity to do an improvisation class or a new class focusing on continuing to develop student's abilities as actors and actresses.



The dance program begins serving participants at age three up through 8th grade. This program offers a progressive learning model where participants graduate up through classes by age and ability. Dance classes offered include ballet, contemporary dance, hip-hop, jazz, musical theater dance, choreography, and combination classes. Many of these classes culminate with a performance at the end of each session.

Popular Classes/Program Strengths

The most popular class in performing arts is Broadway Bound. This class is for 3rd-5th graders and has become so popular that it is now offered on Mondays and Tuesdays. Participants learn all that goes into a theater production and spend the class session preparing and practicing for an end of session musical production that takes place at the Winnetka Community House. This class, as well as the other performing arts classes carry a strong reputation in the community thanks to the longstanding contractor and qualified staff members who execute the programs.

Program Staffing/Contractor

Stephani Briskman, Program Manager of Youth and Arts, oversees performing arts. All of these classes are staffed contractually. Helen Boris oversees all of the dance programs as well as the Broadway Bound classes. As of fall 2016, Sarah Hall has taken over as the contractor who executes theater classes.

Challenges and Areas of Growth

The performing arts space is very competitive with numerous options available locally in the private sector. Writers Theater continues to offer youth programming both in conjunction with the Glencoe Park District and independently. There are also a number of private and well respected dance studios on the North Shore and in close proximity to Glencoe including North Shore School of Dance, Soul to Sole Dance Inc., and the Lehman School of Performing Arts.



Despite private company competition, opportunity for growth exists in the performing arts program. Potential

exists to expand program offerings for dance classes to offer disciplines such as tap dance or a competitive dance team. In addition, while the Glencoe Park District is extremely happy with its relationships with performing arts contractors, the potential exists to have these programs be run internally in the future.

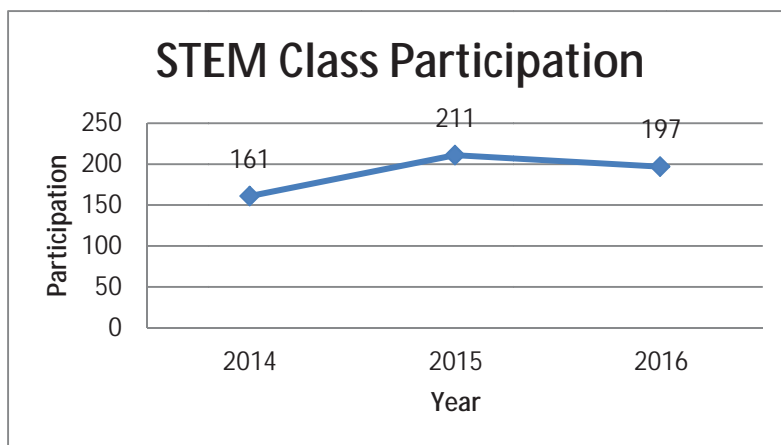
Financial/Participation Trends

Comparing the past three years of participation, the performing arts program at the Glencoe Park District has seen a slight increase in participation each year. In 2014 there was a total of 509 participants, in 2015 there was a total of 524 and in 2016 a total of 534 participants. Due to the performing arts space being so competitive in our area, staff ensures class fees are competitive to help encourage enrollment in the Glencoe Park District programs. This has led to some lower prices for this year which has resulted in lower net revenue despite higher enrollment. In the 2014-15 fiscal year our net profit was \$64,700. In the 2015-16 fiscal year, our net profit was \$73,313 and in last fiscal year our net profit was \$54,458.

STEM Classes (Science, Technology, Engineering, Math)

Program Overview

Glencoe Park District STEM classes offer instruction and programming in the areas of Science, Technology, Engineering and Math. Enrichments in this are for kindergarten aged students through students in 6th grade. STEM Classes begin with “Intro to STEM” classes that teach skills that build upon each other to transition to classes such as Video Game Design or STEM Challenge. Students use Legos, computers, and hands on science experiments to learn more about the area



of STEM. Students are also encouraged to work in groups to develop problem solving skills and encourage communication while growing their knowledge based in these subjects.

Popular Classes/Program Strengths

The most popular class in the STEM program area is Jedi Engineering. This class taps in to the growing love of Star Wars combined with structure building. This class is for students in kindergarten through 2nd grade. Students learn basic engineering principles by creating different structures with Legos based on the Star Wars theme. As children progress in this class, instructors begin to integrate small motors and catapults to challenge the class.

Program Staffing/Contractor

Stephani Briskman, Program Manager of Youth and Arts, oversees STEM Classes. These classes are staffed contractually through two contractual companies that specialize in STEM programming: Computer Explorers and Play-Well TEKnologies.

Challenges and Areas of Growth

Challenges with this area are that popular classes fill up quickly. The most popular classes are the Jedi Engineering and Mine Craft classes. These classes fill on the first day of registration and often have a waitlist. Staff works with contractors to increase class maximums or add additional sections to accommodate the growing number of students interested in these classes whenever possible. Staff has added additional Mine Craft classes beginning in the fall of 2016.

STEM programming is a newer section of Park District programming and staff continues to find its place in this market. Staff has found that participation for children who are in 3rd grade or older has decreased. Because of that, staff has continuing to try to offer classes that peak participant's interest or create opportunities for both introductory and advanced skill levels.

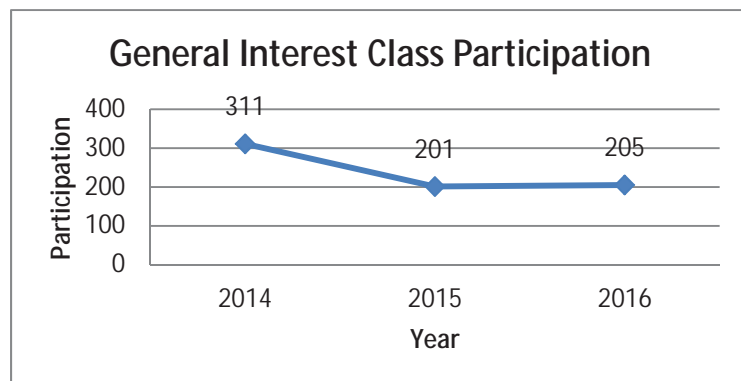
Financial/Participation Trends

Staff has seen small increases and dips in STEM class participation since 2014 while the overall trend has remained stable. In 2014, there were 161 students participating in STEM classes. In 2015 that number increased to 211 students, and in 2016 it shrunk slightly to 197. Looking our net profit, staff has seen a similar pattern to class participation. In 2014-15, net profit was \$23,781. In 2015-16 our next profit increased to \$28,611 and in 2016-17 we saw a decrease to \$24,785. Staff is optimistic that new class offerings that keep pace with new trends will bring enrollment increases.

General Interest

Program Overview

General interest programs consist of a variety of classes geared towards students in kindergarten through 7th grade. Programs offered include Chess Class, Sticky Fingers Cooking, Magic Class, and Cheer. These classes are offered at the Takiff Center as well as South and West Schools.



Popular Classes/Program Strengths

The general interest class that has seen a strong increase in enrollment over the past year is Chess Scholars. This class consistently reaches class maximums. Last year, staff worked with the Chess class contractor to significantly increase the class maximums at South School to allow to more students to enroll. Students learn the ins and outs of the game of chess and are paired up weekly with students of similar ability, and play games. At the end of their first session, students receive a chess set to take home to play with family and friends outside of class.

Another strength in this area is the Park District's ability to expose students to many different learning opportunities. Working with South and West Schools, allows greater enrollment in classes because students are able to easily get to class after their school day.

Program Staffing/Contractor

Stephani Briskman, Program Manager of Youth and Arts, oversees general interest classes. All general interest classes are overseen contractually by the following companies: Chess Scholars, Magic by Gary Kantor, Sticky Fingers Cooking, and Chicago Loves Dance.

Challenges and Areas of Growth

There are many program options available to students at the Glencoe Park District. As a result of this wide variety of classes available, some enrollment fluctuates from class to class and session to session. Staff is currently conducting an analysis of the entire enrichment schedule offer classes in an effective and strategic manner throughout the week. Adjusting class times, days, and age groups may allow students to participate in more classes instead of having to choose one over the other based on scheduling.

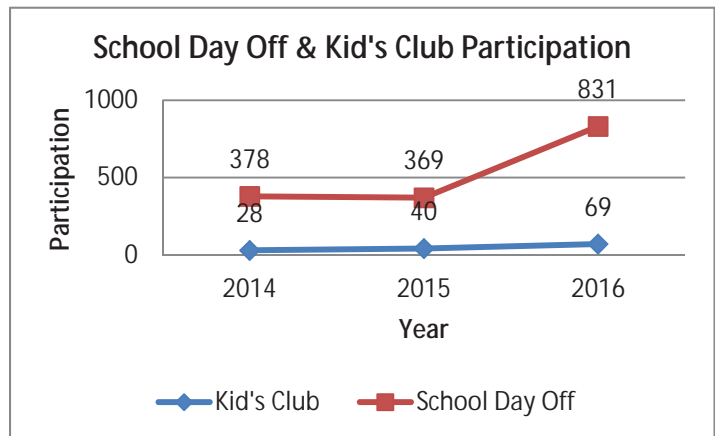
Financial/Participation Trends

There has been a decrease in our general interest classes from 2014 until 2016. In 2014, 311 students participated in general interest classes. In 2015, there was a decrease of 106 students participating in general interest classes. In 2016, participation remained consistent with 205 enrollments. The dip from 2014 to 2015 is attributed to full day Glencoe kindergarten, which began in the fall of 2015, leading to the transition of many of these classes to preschool enrichments. The general interest net profit has not followed the same trend as enrollment. Net profit has seen a strong increase in the past year. This is due to the introduction of new programs such as Sticky Fingers and Mini Cheer, along with increasing class maximums in Chess Scholars.

Kid's Club & School Day Off Programs

Program Overview

Before and After School Care, known as Kids Club, is available for children in grades kindergarten through 6th grade. Parents are able to enroll their children in this program for two, three, four or five days a week for both pre and post school childcare and activities. New in 2016, the Kids Club program was relocated to the Watts Center. South School children are walked to and from school every day by a Kids



Club teacher, and West School children are transported by the Glencoe Park District shuttle bus or the pink route bus through the School District. This change was made in hopes that by eliminating the cost of bus transportation for South School children, enrollment might increase.

The Glencoe Park District also offers School Days Off programs on days when there is no school for District 35. Students can enroll in day off programs which run from 9-3 and include a lunch. There is also an option for before and after care for students who require a longer day of activities. These days are either spent doing games and activities on-site at the Takiff Center or by going on field trips.

Popular Classes/Program Strengths

This program was created to allow working parents to have care for their children after their school day has completed. However it has evolved into a program that focuses on overall health and wellness, outdoor gross motor play, indoor fine motor play, and homework help. Parents have the flexibility to drop off their children between 7:00-9:00am and pick up their children between 3:00-6:30pm. Teachers work with students to get a head start on their homework, offered a healthy snack and participate in small and large group activities. The School Day Off program is popular as well because it mirrors a camp day for children during the school year. Children are able to go on many fun field trips and spend time with their friends outside of the school setting.

One of the program's greatest strengths is the new location at the Watts Center. This allows Kids Club participants to participate in more enrichment options at South School, Watts, and Takiff Center. Along



with changing the location of Kids Club, staff is now offering a shuttle bus driven by trained Kid's Club staff to transport children to and from their enrichment classes at the Takiff Center. A strength of the School Day Off program this year is more options of programs on non-school days. In the past, School Day Off programs were not offered on every day off. Starting in 2016, staff offered the School Day Off program on every day off, and enrollment increased dramatically.

The Kid's Club program received a \$1000 grant from the Illinois Association of Park Districts through their Power Play program initiative which supports before and after school programs that promote health, wellness, physical activity, and safety for their participants.

Program Staffing/Contractor

Stephani Briskman, Program Manager of Youth and Arts, oversees the Kids Club and School Day Off Programs. All of these programs are staffed by Park District employees including dedicated Kid's Club staff as well as supplemental staff who traditionally help with camps in the summer and work school day off programs during the school year.

Challenges and Areas of Growth

The biggest challenge for Kids Club and School Day Off programs is catering to children who are on the older end of the spectrum (5-6th graders). At this age, children begin to want to go home afterschool and be with friends on non-school days. Staff is constantly working to try to create activities and programs to encourage children at the older ages to participate in these programs. Another challenge with Kids Club program is staffing. The Kid's Club follows the DCFS recommended 1:10 student to teacher ratio. It has been a challenge to find qualified staff who are willing to work just a few hours in the morning and are

able to begin work at 3:00pm in the afternoon. Staffing has also been a challenge for School Day's off because District 35 day's off do not always coincide with New Trier High School days off, and many of the staff this program relies on attend this high school.

Staff is hoping to continue to grow enrollment in Kids Club as it did in the fall. If this trend continues, staff will investigate having two locations for Kids Club participants. Children in kindergarten through 2nd grade will remain at the Watts Center and children from 3rd grade to 6th grade will be at the Takiff Center. This would require more Kids Club instructors to continue to follow our 1:10 ratio.

Financial/Participation Trends

Kids Club participation has seen great increases from 2014 to 2016. In 2014 our Kids Club program had 28 children enrolled. In 2015 it increased to 40 children enrolled and in 2016 it increased to 69 children enrolled. Net profit for Kids Club increased as well. In 2014-15 net profit was \$92,281. In 2015-16 net profit was \$91,220 and in 2016-17 our net profit was \$136,654. Staff hopes to continue this positive trend based on the new Kid's Club location; however space will become a concern for continued growth.

School Day Off participation has seen a large increase from 2014-2015. In 2014, there were 378 children who participated in School Day Off programming. In 2015, 369 children participated in School Day Off programming and in 2016 we had our greatest increase to 831 children participating. This huge jump is attributed to more program offerings on days off, over the holidays, and on spring break. Net profit for School Day off has seen the same strong increase going from \$4,249 in 2014-15 to \$17,331 in 2016-17.

Youth Fitness Classes

Program Overview

The Glencoe Park District has recently entered the new youth fitness programming area in the past few years. Kids Yoga teaches the children the basics of Yoga through fun animal poses and movements. Children play yoga games and work on their breathing and balance to become aware of their bodies. Youth rowing teaches participants the basics of rowing on rowing ergometers. The class teaches skills such as proper form and pacing. These skills can then be transferred to the water as participants grow older.

Popular Classes/Program Strengths

Kid's Yoga has steadily increased in popularity since it began in the fall of 2016. The strength of this class is the instructor who teaches it, a contracted employee through Helen's Performing Arts Company, has a strong yoga background and is always looking at creative ways to enhance the class. The youth rowing program has been popular since its inception also in 2016. Two classes are offered each programming session, both the youth and teen class average 7 participants per class per session.



Program Staffing/Contractor

Stephani Briskman, the Program Manager of Youth and Arts, oversees Kid's Yoga. This class is staffed contractually by Helen Boris. Paul Goedjen the Takiff Center Manager oversees the youth rowing classes, the contractual program instructor is Sandy Culver who teaches rowing classes on the North Shore and is also a rowing coach for New Trier High School.

Challenges and Areas of Growth

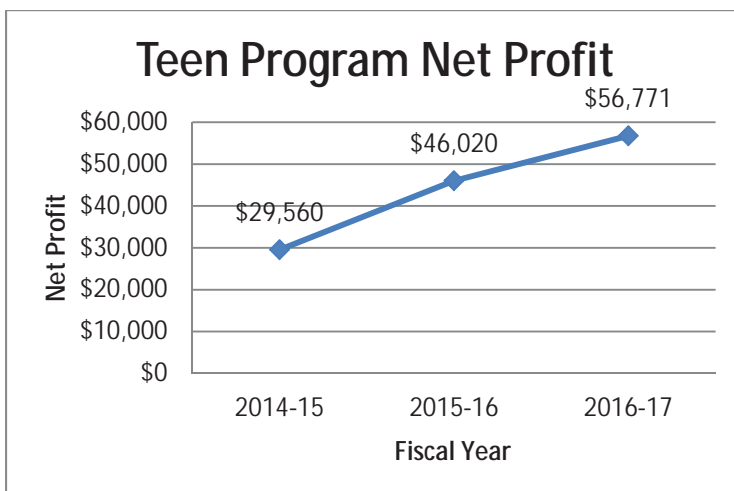
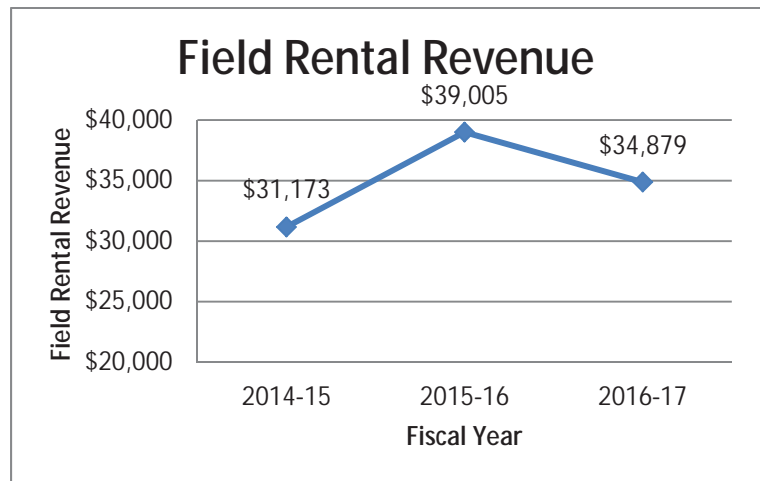
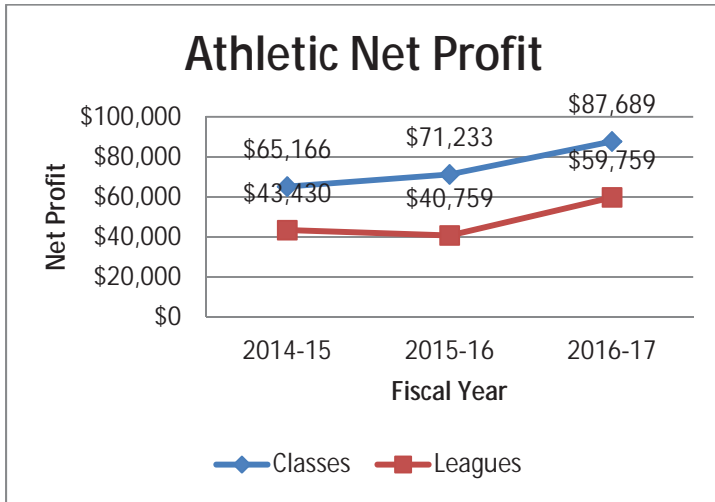
Staff is still working through the logistical and organizational challenges that come with a new market of program offerings. Staff continues to plan for how many types of youth fitness classes we will be offering, along with offering different level options for students. These classes have started off strong, but growing the program will be a challenge due to is “small niche” perception of these activities. The Park District will work to find new days and time slots that may provide for increased participation.

Conclusion

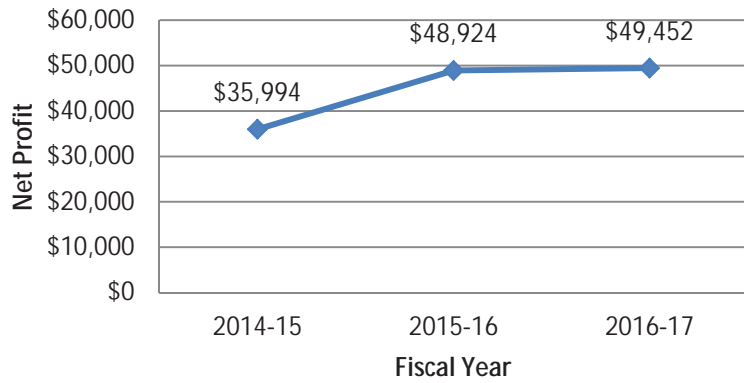
General Recreation programming continues to be a constantly evolving area of the Park District. The landscape of this programming area saw a large change with the transition to full-day kindergarten for the Glencoe School District 35. Many programs such as Kinder Culture and Kinder Concoction, which were very popular classes, were either rebranded to target a younger audience, rescheduled to serve kindergarteners after a longer day of school, or eliminated due to other competing programs offered at the same times. Despite this change, staff remains committed to constantly evaluating the current program portfolio to keep established classes exciting, rebrand classes in decline, or eliminate classes that are no longer viable and replace them with new offerings capitalizing on popular trends across a number of different disciplines.

Across all of these programs, a major focus is placed on customer service and participant feedback. The Glencoe Park District takes great pride in providing a personalized and enjoyable experience for program participants that focuses on ease of registration, accommodating enrollments whenever possible, and high quality instruction. Staff uses participant feedback via end of session survey to continuously improve programs. The current focus is to improve instructor communication to parents about what children are doing during programming times. Staff has encouraged both contractual and in-house employees to increase communication via pre-program emails. In program updates about activities scheduled and participant progress, and wrap-up communication at the end of each session.

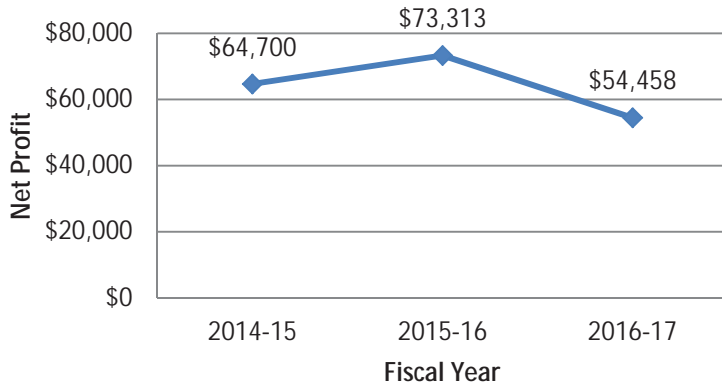
Appendix A - Financial Data



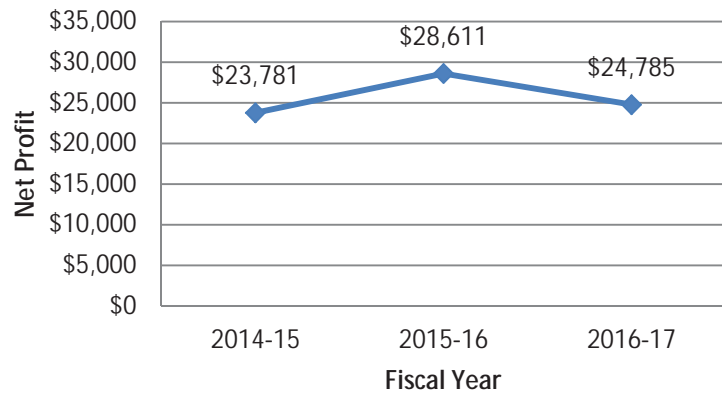
Ceramics/Visual Arts Net Profit



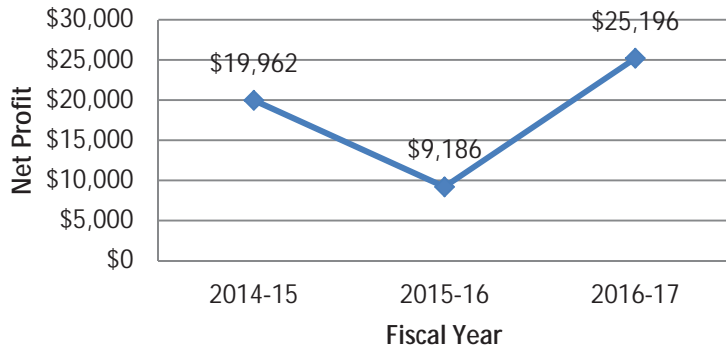
Performing Arts Net Profit



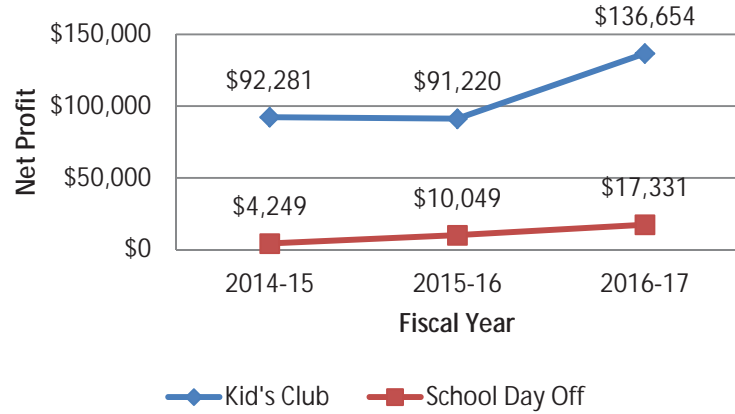
STEM Class Net Profit



General Interest Class Net Profit



School Day Off & Kid's Club Net Profit



Appendix B - Participant Survey Results

The following survey results include participant feedback for any general recreation program from surveys collected over the last year in spring 2016, summer 2016, fall 2016, and winter 2016-17.

	Very Good	Good	Poor	Very Poor	N/A	Total
Instructor was prepared for program	74.32% 55	16.22% 12	0.00% 0	1.35% 1	8.11% 6	74
Program started and ended on time	78.67% 59	14.67% 11	1.33% 1	0.00% 0	5.33% 4	75
Communication with Students/Parents	58.67% 44	25.33% 19	6.67% 5	1.33% 1	8.00% 6	75
Knowledge of Subject	66.67% 50	21.33% 16	0.00% 0	0.00% 0	12.00% 9	75
Teaching Ability	64.86% 48	20.27% 15	1.35% 1	1.35% 1	12.16% 9	74
Overall Attitude	71.23% 52	17.81% 13	1.37% 1	0.00% 0	9.59% 7	73

	Strongly Agree	Agree	Disagree	Strongly Disagree	N/A	Total
Number of classes was appropriate	61.33% 46	36.00% 27	0.00% 0	1.33% 1	1.33% 1	75
Day of program was convenient	70.67% 53	28.00% 21	1.33% 1	0.00% 0	0.00% 0	75
Time of program was convenient	66.00% 51	28.00% 21	4.00% 3	0.00% 0	0.00% 0	75
Length of each class was appropriate	69.33% 52	28.00% 21	2.67% 2	0.00% 0	0.00% 0	75
Program location was convenient	78.67% 59	17.33% 13	1.33% 1	2.67% 2	0.00% 0	75
Program facility was clean	69.33% 52	22.67% 17	1.33% 1	0.00% 0	6.67% 5	75
Program equipment was in good condition	65.33% 49	21.33% 16	0.00% 0	0.00% 0	13.33% 10	75

Q12 How would you rate your overall experience with this program? Select one answer.

Answer Choices	Responses
Very Good	73.33% 55
Good	22.67% 17
Poor	4.00% 3
Very Poor	0.00% 0
Total	75

Appendix C - Program Responsibility Chart

LIZ VISTEEN

Adults/Seniors/Special Events/Teens/Volunteers/Interns
Adult Ceramics
Adult Cooking
Adult Day Trips
Adult/Jr. High Cooking & Baking
Adult Improvisation
Adult Workshops / Programs
Babysitter Training Course
Ballroom Dance
Breakfast Club
Cardboard Regatta
Clay Play
Concerts / Tots-n-Tunes
Cookie Decorating
CPR/AED and First Aid
Dad & Daughter Dance
Dog Obedience
Earth Day
End of Summer Fire Party
Floral Design
Fourth of July
Glencoe Comm. Garden
Liaison
Halloween Party / Boo Bash
Harvest Fest
Internships
Jr. High Beach Bash
Jr. High/Teen Programs
Mah Jongg
Mom/Son Date Night
Mommy & Me Tea
Painting - Jr.High/Adults
Park-n-Play
Photography – Jr. High/Adults
Senior Programming
Spring Egg Hunt
Tot Clay Play
Volunteer Program
Watts Below Zero
Wheel Throwing/Youth Ceramics
Youth Ceramics

CHRIS PIETRINI

Athletics, plus camps
Action Quest
Adult Softball
After School Soccer & Basketball
Baseball (GBA)
Basketball
Beach Volleyball CAMP
Counselor in Training
Cricket
Dodgeball
Fencing
Field Rentals
Flag Football
Floor Hockey
Frisbee Golf
Fun with Football
Hot Shots programs
Karate (Pride Dojo)
Lacrosse
Little Dribblers
Little Sportsters
Mini Majors/IL Baseball Academy
Pee Wee Sportsters
Redline Athletics Sports Training
Rugby
Snag Golf
Soccer Camp
Soccer (AYSO)
Sports & Sorts
Tennis
Tennis Camp
Tumbling
Volleyball Clinics
Wide World of Sports
Preschool

PAUL GOEDJEN

Takiff Center Manager
Rowing

STEPHANI BRISKMAN

Kindergarten/Youth Enrichment, plus camps
After School Art Club
Amazing Art
Amazing Minds
Ballet
Broadway Bound
Camp Adventure/PM/Ext. Day
Cheerleading
Chess Camp
Chess Scholars
Computer Explorers Classes
Crafting with Kim
Dance2Xcel
Fantasy Dance
Hip Hop
Jazz/Lyrical Dance
Jr. High Improv
Kids Club
Kids Yoga
Kinder Footlighters
Kindergarten Hip Hop
Little Footlighters
Mad Science
Magic Class
Mitey Movement
Nature Camp
Piano Lessons
Play-Well Tek/Jr. Engineering
Preschool Hip Hop / Jazz
Funk
School Days Off
Sticky Fingers
Summer's End Mini Camp
Sun Fun Camp / PM / Ext. Day
Sunshine Arts & Crafts
The Joy of Creativity Classes
Tiny Ballet
Tiny Footlighters
Tiny Hip Hop

DRAFT

MINUTES OF JUNE 6, 2016 COMMITTEE OF THE WHOLE MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 6:25 p.m. and roll was called.

Committee Members present:

Dudley Onderdonk, President
Lisa Brooks, Vice President
Josh Lutton, Treasurer
Stefanie Boron, Commissioner
Steve Gaines, Commissioner

Staff present:

Lisa Sheppard, Executive Director/Secretary
Carol Mensinger, Director of Finance/HR
Chris Leiner, Director of Parks/Maintenance
Mike Lushniak, Director of Recreation/Facilities
Erin Maassen, Manager of Marketing/Comm.

Members of the Public in Attendance who Signed In or Spoke: There was no one who signed in or spoke.

Park Tour: The group began a tour various parks starting from Takiff Center traveling via Park District bus to the Parks Maintenance area, Old Elm and Park Place Park, Milton Playground, Clara Dietz Bird Sanctuary, sports fields at West Park, Vernon and Jefferson Park, sports fields at Watts Park, Robert Every Wildflower Sanctuary, Woodlawn Park, Shelton Park, Lakefront Park, Old Green Bay Linear Parks including the sculpture, Lincoln Drive and Green Bay Park, Park 15n Women's Library Club and Linear Park along Green Bay Road and ending the tour at the Takiff Playground. Discussion ensued at all sites.

Adjourn: Commissioner Lutton moved to adjourn the meeting at 8:41 p.m. Commissioner Brooks seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary

**GLENCOE PARK DISTRICT
ORDINANCE No. 871**

**AN ORDINANCE DECLARING AS SURPLUS AND
AUTHORIZING THE SALE OR OTHER CONVEYANCE OR
DISPOSAL OF SURPLUS PERSONAL PROPERTY OF THE
GLENCOE PARK DISTRICT, COOK COUNTY, ILLINOIS.**

WHEREAS, the Glencoe Park District, Cook County, Illinois (“Park District”) owns personal property used in connection with the operation of the Park District and described as follows:

<u>Asset Tag</u>	<u>Description</u>	<u>Serial Number</u>
A2012004	Printer-HP DesignJet 130R	MY21618011
A2005056	Fence 4'	N/A
420006270032	Swing 4 Seat	N/A
420006270033	Bouncer Car	N/A
420006270034	Group Minor Park Equipment	N/A
420006270018	Swing Bench	N/A
420006270020	Drinking Fountain	N/A
A2006026	Playstructure	N/A
420007010010	Swing 3 Seat	N/A
420007010011	Bouncer Horse	N/A
420007260003	Bouncer Motorcycle	N/A
420006290014	Club Car	KG0403-363093
A2008009	Gas Grill	N/A
420004150013	Ice Maker	EC500HAPB1
420004150015	Ice Cream Freezer	N/A
420006290048	Picnic Table w/ Umbrella	N/A
420006290049	Picnic Table w/ Umbrella	N/A
420006290050	Picnic Table w/ Umbrella	N/A
A2006025	Recycling Containers, 2	N/A
A2007002	Planter, 36 Inches	N/A
A2012006	Outdoor Table Umbrella	N/A
A2014058	Garbage Boxes – Wooden/Multiple	N/A
420006270016	Swing 4 Seat	N/A
420006270017	Group Minor Park Equipment	N/A
420006210031	Group Minor Park Equipment	N/A
420006210032	Backstop	N/A
420004140035	Lift 2 Post Vehicle	AFH-90-B 9000LBS
420004140036	Power Washer	160-C 0979122
A2011017	Tire Changer	N/A
A2013016	Saw – 14 Inch Cutoff	176289799
420004140008	Generator/Welder Onan - 800 Watt	KB066286
420004140012	Compressor Air Maibo	X-04-E I1860S
420004140053	Snowplow Meyer	7.5FT
420004140054	Snowplow Meyer	7.5FT
420004140056	Beach Raft	N/A

420007260004	Mower Walk Behind Toro	N/A
A2005002	Pruner Maibo	SE-6B
A2005055	Seed Spreader Lely	5268
A2007017	Leaf Blower	P10012005228
S2009007	Spray Gun – 48 GPM 800 PSI	N/A
A2014041	Snow Pusher/Plow-Skid Steer Attachment 8'	N/A
420004140044	Aerifier Verti-Drain	105-145 22479
A20040008	Tractor w/Plow, Finisher Smithco 42-000D	Super Star 4908
A20040009	2004 SupaTurf Field Sprayer	Easy Mix 067
A20040011	Trimmer	15206010014
A2006018	Rotary Life 6000 LBS	R-RJ6000
A2008008	Equipment Life 7000 LBS Max	N/A
420006270025	Swing Bench	N/A
420006270026	Swing 4 Seat	N/A
A2007014	Water Bike and Carrier	N/A
A2009009	Kawasaki Jetski Trailer Triton LTWC1	4TCSM11168HC36431
A2009010	Kawasaki 2008 Jetski	KAW70496T708
420006220038	Swing 4 Seat	N/A
420006220039	Group Minor Equipment	N/A
420007010027	Sailboat – Barnett	140D
420007010028	Sailboat – Barnett	140D
A2009009	Trailer for Kawasaki Jetski Triton LTWC1	4TCSM11168HC36431
A2009010	Jetski, 2008 Kawasaki	KAW70496T708
A2010011	Sailboat Barnett with 8' Trailer	1400
N/A	Sailboat – Hobie 16	CCMS1568M848

hereinafter known as the “Property”; and

WHEREAS, pursuant to Section 8-22 of the Park District Code (70 ILCS 1205/8-22)(“Code”), every park district is authorized to sell or convey 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, in any manner that they may designate and with or without advertising; and

WHEREAS, the Board of Park Commissioners of the Park District (“Board”) has reviewed a staff report finding that the Property is no longer necessary, useful to or for the best interests of the Park District and recommending to sell or otherwise convey in the following manner: to trade, otherwise convey, or dispose.

NOW, THEREFORE, IT IS HEREBY ORDAINED by the Board of Park Commissioners of the Glencoe Park District, Cook 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 in this Ordinance by this reference.

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

to the execution by the purchaser of an appropriate instrument whereby the purchaser acknowledges that the purchaser is purchasing the Property used, as is, without any warranties of any kind whatsoever, assumes all liabilities in connection with the Purchaser's use of the Property, and releases, indemnifies and holds harmless the Park District and its park commissioners, officers and employees against and from any and all such liabilities or by trade in, or disposal.

Section 3. The Board authorizes and directs the Executive Director of the Park District to take such action necessary to sell, or otherwise convey or dispose of the Property as herein authorized.

Section 4. This Ordinance shall be in full force and effect after its adoption as provided by law.

Adopted this 20th day of June 2017 by the affirmative roll call vote of three-fifths of the members of the Board of Park Commissioners as follows:

Ayes:

Nays:

Abstentions:

Absent:

Dudley Onderdonk, President
Board of Park Commissioners
Glencoe Park District

ATTEST:

Lisa M. Sheppard, Secretary
Board of Park Commissioners
Glencoe Park District

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

SECRETARY'S CERTIFICATE

I, Lisa M. Sheppard, do hereby certify that I am Secretary of the Board of Park Commissioners of the Glencoe Park District, Cook 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 Ordinance No. 871:

**AN ORDINANCE DECLARING AS SURPLUS AND
AUTHORIZING THE SALE, CONVEYANCE OR DISPOSAL
OF SURPLUS PERSONAL PROPERTY OF THE
GLENCOE PARK DISTRICT, COOK COUNTY, ILLINOIS.**

adopted at a duly called Regular Meeting of the Board of Park Commissioners of the Glencoe Park District, held at Glencoe, Illinois, in said District at 7:00 p.m. on the 20th day of June 2017.

I DO FURTHER CERTIFY that the deliberations of the Board on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and 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 Glencoe Park District at Glencoe, Illinois this 20th day of June 2017.

Lisa M. Sheppard, Secretary
Board of Park Commissioners
Glencoe Park District

[SEAL]



Glencoe Park District

Voucher List of Bills

By Vendor Set

Payment Dates 05/13/2017 - 06/16/2017

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor Set: AP Vendors - AP Vendors					
Vendor: 10136 - Advanced Disposal Services					
Advanced Disposal Services	05/16/2017	6039	10-12-000-5353	Trash/Recycling - Parks	1,210.10
Advanced Disposal Services	05/16/2017	6039	10-13-000-5353	Trash/Recycling - Watts	106.00
Advanced Disposal Services	05/16/2017	6039	10-14-000-5353	Trash/Recycling - Beach	269.50
Advanced Disposal Services	05/16/2017	6039	25-00-000-5353	Trash/Recycling - Takiff	322.00
Advanced Disposal Services	05/23/2017	6083	10-12-000-5353	Trash/Recycling - Lakefront P	488.00
Advanced Disposal Services	06/13/2017	6207	10-12-000-5353	Trash/Recycling - Parks	562.00
Advanced Disposal Services	06/13/2017	6207	10-13-000-5353	Trash/Recycling - Watts	106.00
Advanced Disposal Services	06/13/2017	6207	25-00-000-5353	Trash/Recycling - Takiff	322.00
Vendor 10136 - Advanced Disposal Services Total:					3,385.60
Vendor: 10098 - AFLAC					
AFLAC	05/23/2017	6084	10-00-000-2170	Supplemental Aflac Coverage	376.00
Vendor 10098 - AFLAC Total:					376.00
Vendor: 10739 - Airespring					
Airespring	05/16/2017	6040	25-00-000-5210	Fiber Internet - May	1,486.49
Airespring	06/13/2017	6208	25-00-000-5210	Fiber Internet - May	1,486.49
Vendor 10739 - Airespring Total:					2,972.98
Vendor: 10138 - AJ Sewer Service					
AJ Sewer Service	05/23/2017	6085	10-14-000-5350	Service Call - Pump Lift Statio	329.00
Vendor 10138 - AJ Sewer Service Total:					329.00
Vendor: 10113 - Alison Faith					
Alison Faith	06/06/2017	6160	25-25-785-5300	Contractual - May 2017 Yoga	428.84
Vendor 10113 - Alison Faith Total:					428.84
Vendor: 10864 - All About Childcare Health, Ltd.					
All About Childcare Health, Lt	05/23/2017	6086	25-26-000-5387	Nurse Services - Day Care	85.00
Vendor 10864 - All About Childcare Health, Ltd. Total:					85.00
Vendor: 11097 - Allegra Marketing					
Allegra Marketing	05/16/2017	6041	10-14-000-5360	Beach Marketing Mailer	588.00
Vendor 11097 - Allegra Marketing Total:					588.00
Vendor: 10973 - Altamanu, Inc.					
Altamanu, Inc.	05/16/2017	6042	69-00-000-5520	Design Svcs - Lakefront Park	18,073.97
Altamanu, Inc.	05/23/2017	6087	69-00-000-5517	Design Svcs - Astor Park	1,986.49
Altamanu, Inc.	05/23/2017	6087	69-00-000-5525	Design Svcs - West Playgroun	4,786.34
Altamanu, Inc.	05/23/2017	6087	69-00-000-5528	Design Svcs - West Playgroun	3,345.00
Altamanu, Inc.	05/23/2017	6087	69-00-000-5530	Design Svcs - Takiff Parking	10,800.90
Altamanu, Inc.	06/13/2017	6209	69-00-000-5517	Design Svcs - Astor Park	375.00
Altamanu, Inc.	06/13/2017	6209	69-00-000-5520	Design Svcs - Lakefront Park	1.75
Altamanu, Inc.	06/13/2017	6209	69-00-000-5525	Design Svcs - West	2,671.36
Altamanu, Inc.	06/13/2017	6209	69-00-000-5528	Design Svcs - West Dist 35	1,115.00
Altamanu, Inc.	06/13/2017	6209	69-00-000-5530	Design Services - Takiff Parkin	29,551.65
Vendor 10973 - Altamanu, Inc. Total:					72,707.46
Vendor: 10140 - Althoff Industries, Inc.					
Althoff Industries, Inc.	05/23/2017	6088	25-00-000-5355	Takiff HVAC Mo Maint - June	742.17
Althoff Industries, Inc.	06/13/2017	6210	25-00-000-5352	HVAC Repair - Takiff	1,531.00
Althoff Industries, Inc.	06/13/2017	6210	25-00-000-5355	HVAC Takiff Mo Maint - July	742.17
Vendor 10140 - Althoff Industries, Inc. Total:					3,015.34
Vendor: 10056 - Amazing Minds					
Amazing Minds	05/23/2017	6089	25-25-635-5300	Contractual - Spring Science C	864.00
Vendor 10056 - Amazing Minds Total:					864.00

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Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10946 - Amazon Capital Services					
Amazon Capital Services	05/23/2017	6090	10-14-000-5420	Beach Supplies	418.03
Amazon Capital Services	05/23/2017	6090	10-15-000-5360	Marketing - Boathouse	55.59
Amazon Capital Services	05/23/2017	6090	25-25-490-5400	Preschool Enrichment Supplie	125.94
Amazon Capital Services	05/23/2017	6090	25-25-801-5400	Supplies - Sun Fun	13.95
Amazon Capital Services	05/23/2017	6090	25-25-835-5400	Supplies - Aquatic Camp	47.74
Amazon Capital Services	05/23/2017	6090	65-00-017-5580	Rescue Boat Motor/Trailer	15.16
Amazon Capital Services	06/13/2017	6211	10-11-000-5340	Accounting Textbook	30.33
Amazon Capital Services	06/13/2017	6211	10-14-000-5401	Office Supplies - Beach	14.58
Amazon Capital Services	06/13/2017	6211	10-14-000-5420	General Supplies - Beach	188.90
Amazon Capital Services	06/13/2017	6211	25-25-944-5400	Park & Play Supplies	102.54
Amazon Capital Services	06/13/2017	6211	65-00-017-5564	Generator Cart - Parks	119.50
Vendor 10946 - Amazon Capital Services Total:					1,132.26
Vendor: 10147 - American Outfitters, Ltd.					
American Outfitters, Ltd.	05/16/2017	6043	10-14-000-5421	Uniforms - Beach	179.40
American Outfitters, Ltd.	05/16/2017	6043	10-15-000-5421	Uniforms - Boathouse	59.80
American Outfitters, Ltd.	05/30/2017	6132	10-14-000-5421	Staff Uniforms - Beach	1,054.52
American Outfitters, Ltd.	05/30/2017	6132	10-15-000-5421	Staff Uniforms - Boathouse	335.54
American Outfitters, Ltd.	05/30/2017	6132	25-00-000-5421	Staff Uniforms - Rec	1,134.24
American Outfitters, Ltd.	05/30/2017	6132	25-25-835-5400	Staff Uniforms - Aquatics Cam	199.83
American Outfitters, Ltd.	05/30/2017	6132	25-25-836-5400	Staff Uniforms - Sailing Camp	206.56
American Outfitters, Ltd.	06/06/2017	6161	25-00-000-5421	Balance Due - Staff Uniforms	10.00
American Outfitters, Ltd.	06/13/2017	6212	25-25-809-5400	Uniforms - CIT Camp Staff	506.04
American Outfitters, Ltd.	06/13/2017	6212	25-25-833-5400	Uniforms - Action Quest Cam	1,053.17
Vendor 10147 - American Outfitters, Ltd. Total:					4,739.10
Vendor: 10152 - American Red Cross					
American Red Cross	05/23/2017	6091	45-00-000-5420	Employee First Aid Card	19.00
American Red Cross	06/06/2017	6162	25-25-605-5300	Contractual - Babysitters Trai	100.00
Vendor 10152 - American Red Cross Total:					119.00
Vendor: 10050 - Ancel, Glink, Diamond, Bush, Diacianni & Kreftheft P.C.					
Ancel, Glink, Diamond, Bush,	06/13/2017	6213	10-11-000-5310	Legal Services - May 2017	2,657.50
Vendor 10050 - Ancel, Glink, Diamond, Bush, Diacianni & Kreftheft P.C. Total:					2,657.50
Vendor: 10159 - Arlington Power Equipment					
Arlington Power Equipment	05/23/2017	6092	10-12-000-5450	Equipment Parts - Parks	105.97
Vendor 10159 - Arlington Power Equipment Total:					105.97
Vendor: 10161 - Arthur Clesen Inc.					
Arthur Clesen Inc.	05/16/2017	6044	10-12-000-5493	Fertilizer/Chemicals - Parks	460.00
Arthur Clesen Inc.	05/30/2017	6133	25-00-000-5455	Field Conditioner	380.00
Arthur Clesen Inc.	05/30/2017	6133	25-25-722-5400	Field Striping - GBA	700.00
Arthur Clesen Inc.	06/13/2017	6214	10-12-000-5496	Baseball Mound Clay - Parks	309.20
Arthur Clesen Inc.	06/13/2017	6214	25-25-722-5400	Baseball Mound Clay - GBA	309.20
Vendor 10161 - Arthur Clesen Inc. Total:					2,158.40
Vendor: 10162 - AT & T					
AT & T	05/23/2017	6093	10-13-000-5210	Phone Svc - Watts	39.39
AT & T	05/23/2017	6093	25-00-000-5210	Phone Svc - Takiff	555.45
AT & T	05/30/2017	6134	10-12-000-5210	Phone Svc - Parks	53.22
AT & T	05/30/2017	6134	25-00-000-5210	Phone Svc/Complete Link Cha	7,238.38
Vendor 10162 - AT & T Total:					7,886.44
Vendor: 10455 - AT & T					
AT & T	06/06/2017	6163	10-14-000-5210	DSL Service - Beach	175.00
Vendor 10455 - AT & T Total:					175.00
Vendor: 10163 - Atlas Bobcat, LLC					
Atlas Bobcat, LLC	06/13/2017	6215	10-12-000-5990	Bobcat Rental - PDRMA Claim	1,418.74
Vendor 10163 - Atlas Bobcat, LLC Total:					1,418.74
Vendor: 10172 - Becker Arena Products					
Becker Arena Products	06/06/2017	6164	65-00-017-5567	Deposit Watts Floor Install/M	29,873.62
Vendor 10172 - Becker Arena Products Total:					29,873.62

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Vendor: 10473 - BMO Harris Bank N.A.					
BMO Harris Bank N.A.	05/24/2017	6129	10-11-000-5340	NRPA Registration - Hotel Dep	1,151.70
BMO Harris Bank N.A.	05/24/2017	6129	10-11-000-5340	NRPA Registration - Hotel Dep	230.34
BMO Harris Bank N.A.	05/24/2017	6129	10-11-000-5342	Staff Appreciation/Lunch/Sup	150.60
BMO Harris Bank N.A.	05/24/2017	6129	10-11-000-5404	SSL Cert. Renewal - 3 Yrs	449.97
BMO Harris Bank N.A.	05/24/2017	6129	10-14-000-5420	Wristbands/Safety Equip/Bea	391.95
BMO Harris Bank N.A.	05/24/2017	6129	10-14-000-5481	Lumber - Beach	128.00
BMO Harris Bank N.A.	05/24/2017	6129	10-14-000-5580	VHF Radios + Refundable Dep	1,309.95
BMO Harris Bank N.A.	05/24/2017	6129	10-15-000-5360	Beach Map - Marketing	130.00
BMO Harris Bank N.A.	05/24/2017	6129	10-15-000-5482	Tissue Dispenser - Boathouse	57.19
BMO Harris Bank N.A.	05/24/2017	6129	25-00-000-5321	Email Marketing	90.31
BMO Harris Bank N.A.	05/24/2017	6129	25-00-000-5340	NRPA Reg/Park Pursuit/Wksh	725.68
BMO Harris Bank N.A.	05/24/2017	6129	25-00-000-5342	Meeting Expenses	43.09
BMO Harris Bank N.A.	05/24/2017	6129	25-00-000-5360	Facebook/Print Marketing	192.05
BMO Harris Bank N.A.	05/24/2017	6129	25-00-000-5420	General Rec Supplies	28.44
BMO Harris Bank N.A.	05/24/2017	6129	25-25-400-5400	Teacher Appreciation Gift - EL	180.61
BMO Harris Bank N.A.	05/24/2017	6129	25-25-402-5400	ELC T-Shirts	321.00
BMO Harris Bank N.A.	05/24/2017	6129	25-25-605-5400	Babysitter Training DVD/Man	354.63
BMO Harris Bank N.A.	05/24/2017	6129	25-25-754-5400	Snag Golf Supplies	204.29
BMO Harris Bank N.A.	05/24/2017	6129	25-25-785-5400	Fitness Towels	62.21
BMO Harris Bank N.A.	05/24/2017	6129	25-25-801-5300	Contractual - Camp Field Trip	100.00
BMO Harris Bank N.A.	05/24/2017	6129	25-25-801-5400	Camp Wristbands	250.00
BMO Harris Bank N.A.	05/24/2017	6129	25-25-803-5400	Camp Wristbands	83.00
BMO Harris Bank N.A.	05/24/2017	6129	25-25-810-5300	Contractual - Camp Field Trip	170.00
BMO Harris Bank N.A.	05/24/2017	6129	25-25-810-5400	Camp Wristbands	81.00
BMO Harris Bank N.A.	05/24/2017	6129	25-25-833-5400	Camp Wristbands	125.45
BMO Harris Bank N.A.	05/24/2017	6129	25-25-932-5300	Contractual - School Day Off T	424.00
BMO Harris Bank N.A.	05/24/2017	6129	25-25-951-5400	Supplies - Mom & Me Tea	16.38
BMO Harris Bank N.A.	05/24/2017	6129	25-26-000-5340	Food Safety Classes/Job Posti	249.27
BMO Harris Bank N.A.	05/24/2017	6129	25-26-000-5580	Day Care iPad/Accessories	2,944.05
BMO Harris Bank N.A.	05/24/2017	6129	45-00-000-5420	CPR/First Aid Cert Cards	162.00
BMO Harris Bank N.A.	05/24/2017	6129	45-00-000-5587	Rescue Board/Safety Equip -	1,500.00
BMO Harris Bank N.A.	05/24/2017	6129	65-00-017-5580	VHF Radios/Batteries/Gas Tan	628.24
BMO Harris Bank N.A.	05/24/2017	6129	69-00-000-5532	Design Prints	91.88
Vendor 10473 - BMO Harris Bank N.A. Total:					13,027.28
Vendor: 10656 - Call One					
Call One	05/16/2017	6046	25-00-000-5210	T1 Service - Watts	335.36
Call One	06/13/2017	6216	25-00-000-5210	T1 Phone Line - Watts	335.36
Vendor 10656 - Call One Total:					670.72
Vendor: 10441 - Carole K Pearlman					
Carole K Pearlman	06/13/2017	6217	25-25-614-5300	Contractual - Spring Art Club	1,944.00
Vendor 10441 - Carole K Pearlman Total:					1,944.00
Vendor: 10187 - Cawley Company					
Cawley Company	05/23/2017	6095	10-11-000-5420	Staff Name Tags	17.19
Vendor 10187 - Cawley Company Total:					17.19
Vendor: 10190 - Ceramic Supply Chicago, Inc.					
Ceramic Supply Chicago, Inc.	06/06/2017	6165	25-25-315-5400	Supplies - Adult Ceramics	263.43
Ceramic Supply Chicago, Inc.	06/06/2017	6165	25-25-615-5400	Supplies - Youth Ceramics	91.68
Vendor 10190 - Ceramic Supply Chicago, Inc. Total:					355.11
Vendor: 10062 - Chess Scholars					
Chess Scholars	06/13/2017	6218	25-25-629-5300	Contractual - Fall/Winter/Spri	13,250.00
Vendor 10062 - Chess Scholars Total:					13,250.00
Vendor: 10202 - Classic Design Awards					
Classic Design Awards	05/30/2017	6136	25-00-000-5420	Plaque for Donated Smart TV	27.90
Vendor 10202 - Classic Design Awards Total:					27.90
Vendor: 10802 - Clauss Brothers Inc.					
Clauss Brothers Inc.	05/16/2017	6048	69-00-000-2290	Payout #10 - Berlin Field Final	19,407.29
Vendor 10802 - Clauss Brothers Inc. Total:					19,407.29

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Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 11098 - Clesen ProTurf Solutions, LLC					
Clesen ProTurf Solutions, LLC	05/16/2017	6049	10-12-000-5493	Herbicide	620.00
Vendor 11098 - Clesen ProTurf Solutions, LLC Total:					620.00
Vendor: 10505 - Comcast					
Comcast	05/16/2017	6050	10-12-000-5210	Internet - Parks	182.50
Comcast	05/23/2017	6096	10-13-000-5210	Watts Cable TV/Internet	128.06
Comcast	06/13/2017	6219	10-12-000-5210	Internet Service - Parks	182.51
Vendor 10505 - Comcast Total:					493.07
Vendor: 10876 - Comdata					
Comdata	06/06/2017	6166	10-11-000-5342	Meeting Snacks	43.76
Comdata	06/06/2017	6166	25-00-000-5342	Meeting Supplies - Rec	319.47
Comdata	06/06/2017	6166	25-25-312-5400	Adult Workshop Supplies	12.00
Comdata	06/06/2017	6166	25-25-401-5400	ELC Supplies	45.78
Comdata	06/06/2017	6166	25-25-402-5400	ELC Supplies	44.91
Comdata	06/06/2017	6166	25-25-413-5400	Presch Enrichment Supplies	13.75
Comdata	06/06/2017	6166	25-25-428-5400	Presch Enrichment Supplies	8.48
Comdata	06/06/2017	6166	25-25-444-5400	Presch Enrichment Supplies	9.74
Vendor 10876 - Comdata Total:					497.89
Vendor: 10208 - Commonwealth Edison					
Commonwealth Edison	06/06/2017	6167	10-12-000-5230	Electricity - Parks	614.81
Commonwealth Edison	06/06/2017	6167	10-13-000-5230	Electricity - Watts	668.32
Commonwealth Edison	06/06/2017	6167	10-14-000-5230	Electricity - Beach	384.14
Commonwealth Edison	06/06/2017	6167	10-15-000-5230	Electricity - Boathouse	495.10
Commonwealth Edison	06/06/2017	6167	25-00-000-5230	Electricity - Takiff	8,066.02
Vendor 10208 - Commonwealth Edison Total:					10,228.39
Vendor: 10067 - Computer Explorers					
Computer Explorers	05/23/2017	6097	25-25-650-5300	Contractual - Spring Compute	784.00
Vendor 10067 - Computer Explorers Total:					784.00
Vendor: 10583 - Convergent Technologies					
Convergent Technologies	05/23/2017	6098	25-00-000-5355	Annual Fire Alarm Monitoring	492.00
Vendor 10583 - Convergent Technologies Total:					492.00
Vendor: 10215 - Craftwood Lumber Company					
Craftwood Lumber Company	06/06/2017	6168	10-12-000-5481	Construction Supplies - Parks	122.45
Craftwood Lumber Company	06/06/2017	6168	10-12-000-5582	Maintenance Equip - Parks	374.99
Craftwood Lumber Company	06/06/2017	6168	10-14-000-5412	Cleaning Supplies - Beach	97.98
Craftwood Lumber Company	06/06/2017	6168	10-14-000-5481	Construction Supplies - Beach	20.00
Craftwood Lumber Company	06/06/2017	6168	10-14-000-5486	Plumbing Supplies - Beach	51.96
Craftwood Lumber Company	06/06/2017	6168	10-14-000-5487	Power Tools - Beach	42.49
Craftwood Lumber Company	06/06/2017	6168	10-15-000-5481	Construction Supplies - Boath	66.00
Craftwood Lumber Company	06/06/2017	6168	10-15-000-5486	Plumbing Supplies - Boathous	15.17
Vendor 10215 - Craftwood Lumber Company Total:					791.04
Vendor: 10322 - Custom Sign Consultants, Inc.					
Custom Sign Consultants, Inc.	06/06/2017	6169	25-00-000-5360	Updating Commissioner Signs	150.00
Vendor 10322 - Custom Sign Consultants, Inc. Total:					150.00
Vendor: 10324 - Decatur Blueprint, Inc.					
Decatur Blueprint, Inc.	06/06/2017	6170	25-00-000-5360	Park Events Banners	495.32
Vendor 10324 - Decatur Blueprint, Inc. Total:					495.32
Vendor: 10925 - DeMuth Inc.					
DeMuth Inc.	05/16/2017	6051	65-00-000-5990	Water Main Repair/PDRMA B	5,500.00
Vendor 10925 - DeMuth Inc. Total:					5,500.00
Vendor: 10334 - Discount School Supply					
Discount School Supply	05/16/2017	6052	25-00-000-5420	General Supplies - Takiff	52.40
Discount School Supply	05/16/2017	6052	25-25-944-5400	Program Supplies - Park & Pla	42.97
Discount School Supply	05/16/2017	6052	25-26-000-5403	Program Supplies - Day Care	98.83
Discount School Supply	06/13/2017	6220	25-25-615-5400	Youth Ceramics Supplies	43.96
Discount School Supply	06/13/2017	6220	25-25-944-5400	Park & Play Supplies	87.47
Vendor 10334 - Discount School Supply Total:					325.63

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Vendor: 11072 - Dog Waste Depot					
Dog Waste Depot	05/30/2017	6137	10-12-000-5489	Dog Waste Bags - Parks	585.00
Vendor 11072 - Dog Waste Depot Total:					585.00
Vendor: 10335 - Domino's Pizza					
Domino's Pizza	05/30/2017	6138	25-00-000-5340	Pizza for Staff Training	498.64
Domino's Pizza	06/06/2017	6171	25-25-707-5400	Pizza for Basketball Event	88.89
Domino's Pizza	06/06/2017	6171	25-25-711-5400	Pizza for Basketball Event	88.90
Vendor 10335 - Domino's Pizza Total:					676.43
Vendor: 11099 - Door Dimensions					
Door Dimensions	05/16/2017	6053	10-15-000-5588	Replace Interior Doors - Boat	2,910.00
Vendor 11099 - Door Dimensions Total:					2,910.00
Vendor: 11096 - Ehrhardt's RV/Trailer Sales					
Ehrhardt's RV/Trailer Sales	05/16/2017	6054	65-00-017-5559	Landscape Utility Trailer	5,788.00
Vendor 11096 - Ehrhardt's RV/Trailer Sales Total:					5,788.00
Vendor: 10341 - Excalibur Technology Corporation					
Excalibur Technology Corpora	05/16/2017	6055	10-11-000-5355	TSS - June	6,542.84
Excalibur Technology Corpora	05/16/2017	6055	25-00-000-5321	WebTrac Hosting - June	259.00
Excalibur Technology Corpora	06/06/2017	6172	65-00-017-5553	Replace Printer (Parks) & Mg	4,544.60
Excalibur Technology Corpora	06/13/2017	6222	10-11-000-5355	TSS - July/Commissioner Emal	6,657.84
Excalibur Technology Corpora	06/13/2017	6222	25-00-000-5321	WebTrac Hosting	259.00
Excalibur Technology Corpora	06/13/2017	6222	65-00-017-5553	Add'l Hard Drives - DR Host Se	3,586.95
Vendor 10341 - Excalibur Technology Corporation Total:					21,850.23
Vendor: 10207 - F.E. Moran, Inc.					
F.E. Moran, Inc.	05/23/2017	6099	25-00-000-5352	Fire Alarm Sys Repairs - Takiff	280.00
Vendor 10207 - F.E. Moran, Inc. Total:					280.00
Vendor: 10402 - F.J. Kerrigan Plumbing Co.					
F.J. Kerrigan Plumbing Co.	05/23/2017	6100	10-14-000-5350	Plumbing Repairs - Beach Hou	1,270.00
F.J. Kerrigan Plumbing Co.	06/06/2017	6173	65-00-000-5990	Emergency Repair - Beach Ho	5,190.63
Vendor 10402 - F.J. Kerrigan Plumbing Co. Total:					6,460.63
Vendor: 10344 - FedEx					
FedEx	06/06/2017	6174	25-00-000-5360	Shipping Charges	26.94
Vendor 10344 - FedEx Total:					26.94
Vendor: 10405 - First Student					
First Student	05/16/2017	6056	25-25-401-5300	Bus Svc - ELC Field Trip	131.62
Vendor 10405 - First Student Total:					131.62
Vendor: 10069 - Fleck's Landscaping					
Fleck's Landscaping	06/06/2017	6175	10-12-000-5348	Contractual - Mowing (Shared	2,575.00
Fleck's Landscaping	06/06/2017	6175	10-12-000-5349	Contractual - Horticulture	5,820.00
Fleck's Landscaping	06/06/2017	6175	10-12-000-5349	Contractual - Landscaping	11,480.00
Vendor 10069 - Fleck's Landscaping Total:					19,875.00
Vendor: 10345 - Fox Valley Fire and Safety					
Fox Valley Fire and Safety	05/23/2017	6101	10-12-000-5350	Fire System Maintenance - Pa	155.00
Fox Valley Fire and Safety	06/06/2017	6176	10-12-000-5352	Fire Sprinkler Repair - Parks	480.00
Vendor 10345 - Fox Valley Fire and Safety Total:					635.00
Vendor: 10349 - Gameworks					
Gameworks	05/23/2017	6102	25-25-833-5300	Contractual - Camp Field Trip	1,326.00
Vendor 10349 - Gameworks Total:					1,326.00
Vendor: 10354 - Germania Seed Company					
Germania Seed Company	05/16/2017	6057	10-12-000-5453	Plantings/Flowers	100.00
Germania Seed Company	05/16/2017	6057	10-12-000-5490	Plantings/Flowers	1,085.37
Germania Seed Company	05/23/2017	6103	10-12-000-5490	Flowers	770.10
Vendor 10354 - Germania Seed Company Total:					1,955.47
Vendor: 10357 - Glenbrook Auto Parts Inc.					
Glenbrook Auto Parts Inc.	06/06/2017	6177	10-12-000-5450	Equipment Parts - Parks	14.35
Vendor 10357 - Glenbrook Auto Parts Inc. Total:					14.35

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Vendor: 10076 - Glencoe Junior Kindergarten					
Glencoe Junior Kindergarten	05/23/2017	6104	25-25-471-5300	Payment #3 - 17/18 School Ye	7,505.79
Glencoe Junior Kindergarten	05/23/2017	6104	25-25-472-5300	Payment #3 - 17/18 School Ye	25,246.03
Glencoe Junior Kindergarten	05/23/2017	6104	25-25-473-5300	Payment #3 - 17/18 School Ye	34,468.49
Glencoe Junior Kindergarten	05/23/2017	6104	25-25-474-5300	Payment #3 - 17/18 School Ye	36,940.72
Glencoe Junior Kindergarten	05/23/2017	6104	25-25-475-5300	Payment #3 - Winter Enrichm	138.25
Glencoe Junior Kindergarten	05/23/2017	6104	25-25-476-5300	Payment #3 - Camp	2,394.49
Glencoe Junior Kindergarten	06/08/2017	6206	25-00-000-2580	Refund for GJK Lunch Fees	900.00
Vendor 10076 - Glencoe Junior Kindergarten Total:					107,593.77
Vendor: 10363 - Global Equipment Co.					
Global Equipment Co.	05/16/2017	6058	10-12-000-5588	Pesticide Storage - Parks	1,643.83
Global Equipment Co.	06/06/2017	6178	10-14-000-5588	Replace Ice Maker - Beach	2,082.00
Vendor 10363 - Global Equipment Co. Total:					3,725.83
Vendor: 10837 - Gordon Food Service, Inc.					
Gordon Food Service, Inc.	05/16/2017	6059	25-25-401-5400	Supplies - ELC	40.33
Gordon Food Service, Inc.	05/16/2017	6059	25-25-402-5400	Supplies - ELC	40.33
Gordon Food Service, Inc.	05/16/2017	6059	25-25-403-5400	Supplies - ELC	40.33
Gordon Food Service, Inc.	05/16/2017	6059	25-26-000-5409	Food Svc - Day Care	955.08
Gordon Food Service, Inc.	05/30/2017	6139	25-26-000-5409	Day Care Internal Food Svc	838.65
Gordon Food Service, Inc.	05/30/2017	6139	25-26-000-5460	Day Care Internal Food Suppli	258.82
Gordon Food Service, Inc.	06/13/2017	6223	25-26-000-5409	Day Care Internal Food Servic	793.98
Gordon Food Service, Inc.	06/13/2017	6223	25-26-000-5409	Day Care Internal Food Servic	-20.78
Gordon Food Service, Inc.	06/13/2017	6223	25-26-000-5460	Day Care Internal Food Suppli	76.76
Vendor 10837 - Gordon Food Service, Inc. Total:					3,023.50
Vendor: 10370 - Grainger Inc.					
Grainger Inc.	05/16/2017	6060	69-00-000-5502	Berlin Park Supplies	104.34
Grainger Inc.	05/23/2017	6105	10-14-000-5412	Cleaning Supplies - Beach	109.36
Grainger Inc.	05/23/2017	6105	10-14-000-5451	Building Parts - Beach	733.13
Grainger Inc.	05/23/2017	6105	10-15-000-5412	Cleaning Supplies - Boathouse	90.00
Grainger Inc.	06/06/2017	6179	10-12-000-5421	Uniforms - Parks	246.12
Grainger Inc.	06/13/2017	6224	10-12-000-5421	Uniforms - Parks	197.26
Grainger Inc.	06/13/2017	6224	10-12-000-5481	Construction Supplies - Takiff	396.24
Grainger Inc.	06/13/2017	6224	10-12-000-5582	Maintenance Equipment - Par	209.52
Grainger Inc.	06/13/2017	6224	25-00-000-5412	Cleaning Supplies - Takiff	435.60
Grainger Inc.	06/13/2017	6224	25-00-000-5420	General Supplies - Takiff	200.70
Grainger Inc.	06/13/2017	6224	25-00-000-5588	Building Improvements - Takif	2,363.20
Grainger Inc.	06/13/2017	6224	25-25-801-5400	Camp Supplies	100.35
Grainger Inc.	06/13/2017	6224	25-25-810-5400	Camp Supplies	100.35
Grainger Inc.	06/13/2017	6224	25-26-000-5412	Cleaning Supplies - Day Care	461.64
Vendor 10370 - Grainger Inc. Total:					5,747.81
Vendor: 10325 - Grand Food Center					
Grand Food Center	06/06/2017	6180	25-26-000-5409	Milk - Day Care	143.52
Vendor 10325 - Grand Food Center Total:					143.52
Vendor: 10381 - Highland Park Electric Inc.					
Highland Park Electric Inc.	05/16/2017	6061	10-14-000-5588	Electrical Upgrade - Beach Co	1,450.00
Vendor 10381 - Highland Park Electric Inc. Total:					1,450.00
Vendor: 10384 - Home Depot Credit Services					
Home Depot Credit Services	05/23/2017	6106	10-12-000-5412	Cleaning Supplies - Parks	89.88
Home Depot Credit Services	05/23/2017	6106	10-12-000-5482	Hardware - Parks	50.68
Home Depot Credit Services	05/23/2017	6106	10-12-000-5486	Plumbing Supplies - Parks	48.62
Home Depot Credit Services	05/23/2017	6106	10-12-000-5490	Plantings/Flowers	100.00
Home Depot Credit Services	05/23/2017	6106	10-12-000-5495	Pulverized Dirt	65.76
Home Depot Credit Services	05/23/2017	6106	10-12-000-5582	Maint. Equip - Parks	311.99
Home Depot Credit Services	05/23/2017	6106	10-12-000-5585	Pavement/Site Develop - Park	105.00
Home Depot Credit Services	05/23/2017	6106	10-14-000-5481	Construction Supplies - Beach	556.87
Home Depot Credit Services	05/23/2017	6106	10-14-000-5482	Hardware - Beach	49.71
Home Depot Credit Services	05/23/2017	6106	10-14-000-5486	Plumbing Supplies - Beach	100.00
Home Depot Credit Services	05/23/2017	6106	10-14-000-5488	Power Tools - Beach	125.00

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Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Home Depot Credit Services	05/23/2017	6106	10-15-000-5451	Building Parts - Boathouse	39.79
Home Depot Credit Services	05/23/2017	6106	10-15-000-5484	Electrical Supplies - Boathous	195.06
Home Depot Credit Services	05/23/2017	6106	10-15-000-5588	Building Improvements - Boat	653.75
Home Depot Credit Services	05/23/2017	6106	65-00-017-5573	EC Playground Improvements	200.00
Home Depot Credit Services	05/23/2017	6106	69-00-000-5502	Central Park Project	1,213.23
Vendor 10384 - Home Depot Credit Services Total:					3,905.34
Vendor: 10068 - Hot Shots Sports					
Hot Shots Sports	06/13/2017	6225	25-25-586-5300	Contractual - Winter/Spring Li	3,420.00
Hot Shots Sports	06/13/2017	6225	25-25-705-5300	Contractual - Winter/Spring F	3,024.00
Hot Shots Sports	06/13/2017	6225	25-25-744-5300	Contractual - Winter/Spring Fl	1,422.00
Hot Shots Sports	06/13/2017	6225	25-25-747-5300	Contractual - Winter/Spring D	5,229.00
Hot Shots Sports	06/13/2017	6225	25-25-789-5300	Contractual - Winter/Spring T	1,971.00
Vendor 10068 - Hot Shots Sports Total:					15,066.00
Vendor: 10390 - Idlewood Electric Supply Inc.					
Idlewood Electric Supply Inc.	06/06/2017	6181	10-14-000-5484	Electrical Supplies - Beach	195.40
Idlewood Electric Supply Inc.	06/13/2017	6226	25-00-000-5484	Electrical Supply - Takiff	99.72
Vendor 10390 - Idlewood Electric Supply Inc. Total:					295.12
Vendor: 10557 - IL Dept of Employment Security					
IL Dept of Employment Securi	05/16/2017	6062	45-00-000-5653	1st Quarter Unemployment	7,810.00
Vendor 10557 - IL Dept of Employment Security Total:					7,810.00
Vendor: 10100 - IL Dept of Revenue					
IL Dept of Revenue	05/26/2017	DFT0000462	10-00-000-2110	IL State Tax W/H	3,478.40
IL Dept of Revenue	06/09/2017	DFT0000469	10-00-000-2110	IL State Tax W/H	3,513.14
Vendor 10100 - IL Dept of Revenue Total:					6,991.54
Vendor: 10088 - Illinois Baseball Academy					
Illinois Baseball Academy	05/23/2017	6108	25-25-701-5300	Contractual - Spring Tball Clas	210.00
Vendor 10088 - Illinois Baseball Academy Total:					210.00
Vendor: 10101 - Illinois Municipal Retirement Fund					
Illinois Municipal Retirement	05/31/2017	DFT0000464	10-00-000-2150	IMRF Contribution - May 201	33,404.53
Illinois Municipal Retirement	05/31/2017	DFT0000464	10-00-000-2155	IMRF Contribution - May 201	1,500.00
Vendor 10101 - Illinois Municipal Retirement Fund Total:					34,904.53
Vendor: 10106 - IRS/Dept of Treasury					
IRS/Dept of Treasury	05/26/2017	DFT0000460	10-00-000-2120	Social Security W/H	12,827.38
IRS/Dept of Treasury	05/26/2017	DFT0000461	10-00-000-2130	Medicare	2,999.92
IRS/Dept of Treasury	05/26/2017	DFT0000463	10-00-000-2100	Fed Income Tax W/H	10,815.18
IRS/Dept of Treasury	06/09/2017	DFT0000467	10-00-000-2120	Social Security W/H	12,911.48
IRS/Dept of Treasury	06/09/2017	DFT0000468	10-00-000-2130	Medicare	3,019.62
IRS/Dept of Treasury	06/09/2017	DFT0000470	10-00-000-2100	Fed Income Tax W/H	10,560.78
Vendor 10106 - IRS/Dept of Treasury Total:					53,134.36
Vendor: 11100 - Jade Surveyors					
Jade Surveyors	05/16/2017	6063	69-00-000-5519	Surveys - Astor Park	950.00
Jade Surveyors	05/16/2017	6063	69-00-000-5522	Surveys - Lakefront Park	4,900.00
Jade Surveyors	05/16/2017	6063	69-00-000-5527	Surveys - West Park	3,000.00
Jade Surveyors	05/16/2017	6063	69-00-000-5532	Surveys - Takiff	2,200.00
Vendor 11100 - Jade Surveyors Total:					11,050.00
Vendor: 10070 - Julie Ratowitz					
Julie Ratowitz	05/30/2017	6141	25-00-000-5305	Contractual - Fluff & Stuff Birt	680.00
Julie Ratowitz	06/06/2017	6182	25-00-000-5305	Contractual - Fluff & Stuff Birt	940.00
Vendor 10070 - Julie Ratowitz Total:					1,620.00
Vendor: 10558 - Kim Bloomberg Designs, Inc					
Kim Bloomberg Designs, Inc	05/23/2017	6109	25-25-614-5300	Contractual - Spring Crafting	2,592.00
Vendor 10558 - Kim Bloomberg Designs, Inc Total:					2,592.00
Vendor: 10404 - Konica Minolta Business Solutions USA Inc.					
Konica Minolta Business Solut	06/13/2017	6227	25-00-000-5355	Copy Machine Maint - May	82.03
Vendor 10404 - Konica Minolta Business Solutions USA Inc. Total:					82.03

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Vendor: 11104 - KPC Distribution, LLC					
KPC Distribution, LLC	05/30/2017	6142	65-00-017-5581	2 Monohull Sailboats	9,500.00
Vendor 11104 - KPC Distribution, LLC Total:					9,500.00
Vendor: 10075 - Lauterbach & Amen, LLP					
Lauterbach & Amen, LLP	06/06/2017	6183	55-00-000-5330	Audit Services	9,850.00
Vendor 10075 - Lauterbach & Amen, LLP Total:					9,850.00
Vendor: 10902 - Leah Shoshanah Cowen					
Leah Shoshanah Cowen	05/16/2017	6065	25-26-000-5386	Day Care Yoga/Music Classes	300.00
Leah Shoshanah Cowen	06/13/2017	6228	25-26-000-5386	Children's Circle Music Class	500.00
Vendor 10902 - Leah Shoshanah Cowen Total:					800.00
Vendor: 10360 - Lowe's Business Acct/GEMB					
Lowe's Business Acct/GEMB	06/13/2017	6229	10-12-000-5487	Hand Tools - Parks	225.00
Lowe's Business Acct/GEMB	06/13/2017	6229	10-12-000-5585	Site Development - Parks	140.00
Lowe's Business Acct/GEMB	06/13/2017	6229	25-00-000-5455	Field Rental Supplies	101.28
Lowe's Business Acct/GEMB	06/13/2017	6229	65-00-017-5584	Beach POS/Internet Halfway	30.72
Vendor 10360 - Lowe's Business Acct/GEMB Total:					497.00
Vendor: 10080 - Mad Science of N. Illinois					
Mad Science of N. Illinois	05/23/2017	6110	25-25-617-5300	Contractual - Mad Science Cla	752.00
Vendor 10080 - Mad Science of N. Illinois Total:					752.00
Vendor: 11101 - Maglin Corporation					
Maglin Corporation	05/23/2017	6111	10-12-000-5990	Berlin Property Claim	2,150.00
Vendor 11101 - Maglin Corporation Total:					2,150.00
Vendor: 10615 - Marek Piotr Stepien					
Marek Piotr Stepien	05/30/2017	6143	25-25-765-5300	Contractual - Spring Fencing C	1,102.50
Vendor 10615 - Marek Piotr Stepien Total:					1,102.50
Vendor: 10066 - Maria Kotsinis					
Maria Kotsinis	05/30/2017	6144	25-25-422-5300	Contractual - Winter Presch	1,360.00
Vendor 10066 - Maria Kotsinis Total:					1,360.00
Vendor: 10082 - Marianne Nicolosi					
Marianne Nicolosi	06/06/2017	6184	25-25-785-5300	Contractual - May Fitness Clas	684.63
Vendor 10082 - Marianne Nicolosi Total:					684.63
Vendor: 10160 - Market Access					
Market Access	06/13/2017	6230	25-00-000-5305	Contractual - May 2017 Liquo	370.00
Vendor 10160 - Market Access Total:					370.00
Vendor: 10174 - MCI					
MCI	06/06/2017	6185	25-00-000-5210	Long Distance Phone Svc	62.82
Vendor 10174 - MCI Total:					62.82
Vendor: 10177 - Merlo's					
Merlo's	05/16/2017	6066	25-25-400-5300	Contractual - Teacher Appreci	840.00
Vendor 10177 - Merlo's Total:					840.00
Vendor: 10199 - Midwest Time Recorder Inc.					
Midwest Time Recorder Inc.	06/06/2017	6186	25-00-000-5420	Time Cards for Takiff	103.00
Vendor 10199 - Midwest Time Recorder Inc. Total:					103.00
Vendor: 10213 - Mutual Ace Hardware					
Mutual Ace Hardware	06/13/2017	6233	10-12-000-5450	Equipment Parts - Parks	75.38
Mutual Ace Hardware	06/13/2017	6233	10-12-000-5481	Construction Supplies - Parks	121.51
Mutual Ace Hardware	06/13/2017	6233	10-12-000-5482	Hardware - Parks	305.82
Mutual Ace Hardware	06/13/2017	6233	10-12-000-5486	Plumbing Supplies - Parks	41.38
Mutual Ace Hardware	06/13/2017	6233	10-12-000-5585	Site Development - Parks	53.66
Mutual Ace Hardware	06/13/2017	6233	10-14-000-5420	General Supplies - Beach	32.38
Mutual Ace Hardware	06/13/2017	6233	10-14-000-5481	Construction Supplies - Beach	133.83
Mutual Ace Hardware	06/13/2017	6233	10-14-000-5486	Plumbing Supplies - Beach	17.96
Vendor 10213 - Mutual Ace Hardware Total:					781.92

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Vendor: 8125 - Natalie Steinmetz					
Natalie Steinmetz	06/06/2017	6187	25-00-000-5305	Contractual - Ceramics Birthd	175.00
Vendor 8125 - Natalie Steinmetz Total:					175.00
Vendor: 10103 - NCPERS-IL IMRF					
NCPERS-IL IMRF	05/26/2017	6078	10-00-000-2160	IMRF Life-#03298	32.00
NCPERS-IL IMRF	06/09/2017	6156	10-00-000-2160	IMRF Life-#03298	96.00
Vendor 10103 - NCPERS-IL IMRF Total:					128.00
Vendor: 10217 - Nels J. Johnson Tree Experts Inc.					
Nels J. Johnson Tree Experts I	06/06/2017	6188	10-12-000-5590	Tree Trimming	6,710.00
Nels J. Johnson Tree Experts I	06/13/2017	6234	10-12-000-5585	Wood Chips	3,062.50
Nels J. Johnson Tree Experts I	06/13/2017	6234	10-12-000-5590	Tree Trimming/Work - Shared	1,755.00
Nels J. Johnson Tree Experts I	06/13/2017	6234	69-00-000-5519	Astor Park Project	960.00
Vendor 10217 - Nels J. Johnson Tree Experts Inc. Total:					12,487.50
Vendor: 10224 - North Shore Gas Company					
North Shore Gas Company	06/06/2017	6189	10-12-000-5220	Gas/Heat - Parks	732.87
North Shore Gas Company	06/06/2017	6189	10-14-000-5220	Gas/Heat - Beach	42.06
North Shore Gas Company	06/13/2017	6235	10-13-000-5220	Gas/Heat - Watts	173.12
North Shore Gas Company	06/13/2017	6235	25-00-000-5220	Gas/Heat - Takiff	2,269.62
Vendor 10224 - North Shore Gas Company Total:					3,217.67
Vendor: 10340 - Northshore Omega					
Northshore Omega	06/13/2017	6236	45-00-000-5335	FT Pre-Placement Exam - D. E	274.00
Vendor 10340 - Northshore Omega Total:					274.00
Vendor: 10228 - NSSRA					
NSSRA	06/06/2017	6190	30-00-000-5750	2nd Pay - NSSRA Annual Cont	47,737.25
NSSRA	06/06/2017	6190	30-00-000-5755	1st Pay - NSSRA Companion F	23,316.29
NSSRA	06/13/2017	6237	10-11-000-5342	Golf Outing for NSSRA Founda	800.00
Vendor 10228 - NSSRA Total:					71,853.54
Vendor: 10776 - Nutoys					
Nutoys	05/23/2017	6112	10-12-000-5585	6 Park Trash Cans	3,776.60
Nutoys	05/23/2017	6112	10-12-000-5585	15 Park Trash Cans - Lakefron	9,441.30
Nutoys	05/23/2017	6112	65-00-017-5573	3 Park Trash Cans - Takiff	1,888.26
Nutoys	05/23/2017	6112	69-00-000-5519	1 Park Trash Can - Astor Park	629.42
Nutoys	05/23/2017	6112	69-00-000-5527	1 Park Trash Can - West Park	629.42
Vendor 10776 - Nutoys Total:					16,365.00
Vendor: 10233 - Orkin Pest Control					
Orkin Pest Control	06/06/2017	6191	25-00-000-5355	Takiff Mo Exterminator - June	180.92
Vendor 10233 - Orkin Pest Control Total:					180.92
Vendor: 10235 - Otis Elevator Company					
Otis Elevator Company	05/30/2017	6145	25-00-000-5355	Elevator Mo Maint - June	452.03
Vendor 10235 - Otis Elevator Company Total:					452.03
Vendor: 11109 - Outside Plant Damage Recovery					
Outside Plant Damage Recove	06/13/2017	6238	10-12-000-5352	Building Repairs - Parks	883.52
Vendor 11109 - Outside Plant Damage Recovery Total:					883.52
Vendor: 10110 - PACT Administrative Services Corp					
PACT Administrative Services	05/26/2017	6079	10-00-000-2175	FSA Plan Contributions - June	3,461.60
PACT Administrative Services	05/23/2017	6113	10-11-000-5600	FSA Plan Fees - June	77.00
Vendor 10110 - PACT Administrative Services Corp Total:					3,538.60
Vendor: 10237 - Park District of Highland Park					
Park District of Highland Park	06/13/2017	6239	25-25-801-5300	Contractual - Sun Fun Swim L	1,000.00
Vendor 10237 - Park District of Highland Park Total:					1,000.00
Vendor: 10104 - Partnership Financial Credit Union					
Partnership Financial Credit U	05/26/2017	6080	10-00-000-2180	#110123400 J. Barchenger	100.00
Partnership Financial Credit U	05/26/2017	6080	10-00-000-2180	#86720 Janis	30.00
Partnership Financial Credit U	05/26/2017	6080	10-00-000-2180	#95910 Mensinger	275.00
Partnership Financial Credit U	05/26/2017	6080	10-00-000-2180	#880010320 Stowick	20.00
Partnership Financial Credit U	06/09/2017	6157	10-00-000-2180	#110123400 J. Barchenger	100.00

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Partnership Financial Credit U	06/09/2017	6157	10-00-000-2180	#86720 Janis	30.00
Partnership Financial Credit U	06/09/2017	6157	10-00-000-2180	#95910 Mensinger	275.00
Partnership Financial Credit U	06/09/2017	6157	10-00-000-2180	#880010320 Stowick	20.00
Vendor 10104 - Partnership Financial Credit Union Total:					850.00
Vendor: 10242 - PDRMA					
PDRMA	05/30/2017	6148	10-11-000-5600	Health Insurance - May	34,741.46
PDRMA	05/30/2017	6148	25-26-000-5600	Health Insurance - May	10,385.35
Vendor 10242 - PDRMA Total:					45,126.81
Vendor: 10246 - Petty Cash					
Petty Cash	05/30/2017	6149	10-11-000-5340	Lunch Meeting	10.00
Petty Cash	05/30/2017	6149	25-25-401-5400	ELC Supplies	32.18
Petty Cash	05/30/2017	6149	25-25-402-5300	ELC Field Trip Money	45.00
Petty Cash	05/30/2017	6149	25-25-402-5400	ELC Supplies	13.75
Petty Cash	05/30/2017	6149	25-25-403-5400	ELC Supplies	7.97
Petty Cash	05/30/2017	6149	25-25-435-5400	Presch Enrichment Supplies	17.00
Petty Cash	05/30/2017	6149	25-25-444-5400	Presch Enrichment Supplies	10.79
Petty Cash	05/30/2017	6149	25-25-480-5400	Presch Enrichment Supplies	12.00
Petty Cash	05/30/2017	6149	25-25-770-5400	Tennis Supplies	9.99
Petty Cash	05/30/2017	6149	25-25-803-5400	Camp Supplies	16.48
Petty Cash	05/30/2017	6149	25-25-811-5400	Camp Supplies	10.25
Petty Cash	05/30/2017	6149	25-25-812-5400	Camp Supplies	1.98
Petty Cash	05/30/2017	6149	25-26-000-5409	Day Care Pgm Supplies	8.59
Vendor 10246 - Petty Cash Total:					195.98
Vendor: 10247 - Piero's Pizza					
Piero's Pizza	06/06/2017	6192	25-26-000-5409	Day Care Internal Food Svc	162.75
Vendor 10247 - Piero's Pizza Total:					162.75
Vendor: 10919 - Pizzo & Associates, Ltd.					
Pizzo & Associates, Ltd.	05/16/2017	6067	10-12-000-5585	Swale - Shelton Park	89.37
Vendor 10919 - Pizzo & Associates, Ltd. Total:					89.37
Vendor: 10374 - Postmaster Glencoe					
Postmaster Glencoe	05/16/2017	6068	25-00-000-5301	Summer Sampler Postage	1,000.00
Vendor 10374 - Postmaster Glencoe Total:					1,000.00
Vendor: 10398 - Purchase Advantage Card					
Purchase Advantage Card	05/23/2017	6114	25-26-000-5409	Internal Food Supplies - Day C	15.47
Vendor 10398 - Purchase Advantage Card Total:					15.47
Vendor: 10788 - QuickScores LLC					
QuickScores LLC	05/23/2017	6115	25-25-709-5300	Contractual - Online Softball S	30.00
Vendor 10788 - QuickScores LLC Total:					30.00
Vendor: 10259 - Quill Corporation					
Quill Corporation	05/16/2017	6069	25-00-000-5351	Equipment Repairs - Takiff	54.97
Quill Corporation	05/16/2017	6069	25-00-000-5401	Office Supplies - Takiff	383.62
Quill Corporation	05/16/2017	6069	25-00-000-5412	Cleaning Supplies - Takiff	13.98
Quill Corporation	05/16/2017	6069	25-00-000-5420	General Supplies - Takiff	7.98
Quill Corporation	05/16/2017	6069	25-26-000-5401	Office Supplies - Day Care	21.00
Quill Corporation	05/30/2017	6150	10-11-000-5342	Officials Expenses	159.92
Quill Corporation	05/30/2017	6150	10-12-000-5401	Office Supplies - Parks	69.54
Quill Corporation	05/30/2017	6150	25-00-000-5401	Office Supplies - Rec	369.29
Quill Corporation	05/30/2017	6150	25-00-000-5412	Cleaning Supplies - Rec	7.49
Quill Corporation	05/30/2017	6150	25-00-000-5420	General Supplies - Rec	89.69
Quill Corporation	06/06/2017	6193	10-11-000-5420	General Supplies - Admin	58.99
Quill Corporation	06/06/2017	6193	10-12-000-5420	General Supplies - Parks	75.19
Quill Corporation	06/06/2017	6193	25-00-000-5401	Office Supplies - Rec	303.14
Quill Corporation	06/06/2017	6193	25-00-000-5420	General Supplies - Rec	20.04
Quill Corporation	06/06/2017	6193	25-26-000-5401	Office Supplies - Day Care	48.98
Quill Corporation	06/13/2017	6240	10-11-000-5342	Meeting Expense - Admin	7.99
Quill Corporation	06/13/2017	6240	10-12-000-5401	Office Supplies - Parks	104.99
Quill Corporation	06/13/2017	6240	10-12-000-5420	General Supplies - Parks	46.99
Quill Corporation	06/13/2017	6240	25-00-000-5351	Equipment Repairs - Rec	75.96

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Quill Corporation	06/13/2017	6240	25-25-835-5400	Aquatics Camp Supplies	285.00
Quill Corporation	06/13/2017	6240	25-25-836-5400	Sailing Camp Supplies	285.00
Quill Corporation	06/13/2017	6240	65-00-017-5584	Beach POS/Internet Halfway	-33.98
Vendor 10259 - Quill Corporation Total:					2,455.77
Vendor: 11095 - Rainbow Group, LLC					
Rainbow Group, LLC	05/16/2017	6070	69-00-000-5502	Fencing - Berlin Park	846.80
Vendor 11095 - Rainbow Group, LLC Total:					846.80
Vendor: 10699 - Randall Industries					
Randall Industries	06/06/2017	6194	10-14-000-5351	Beach Cart Maintenance	886.95
Vendor 10699 - Randall Industries Total:					886.95
Vendor: 10262 - Raynor Door Company					
Raynor Door Company	05/23/2017	6116	10-12-000-5352	Garage Door Repair - Parks	310.50
Vendor 10262 - Raynor Door Company Total:					310.50
Vendor: 10597 - Ready Refresh by Nestle					
Ready Refresh by Nestle	05/23/2017	6117	25-00-000-5420	Staff Drinking Water	41.37
Vendor 10597 - Ready Refresh by Nestle Total:					41.37
Vendor: 10966 - Real V LLC					
Real V LLC	05/23/2017	6118	25-25-648-5300	Contractual - Spring Cooking	1,512.00
Vendor 10966 - Real V LLC Total:					1,512.00
Vendor: 10767 - Rite Portable Restrooms					
Rite Portable Restrooms	06/06/2017	6195	10-12-000-5353	Portolet Svc - Parks	511.00
Rite Portable Restrooms	06/06/2017	6195	10-14-000-5353	Portolet Svc - Beach	102.25
Rite Portable Restrooms	06/06/2017	6195	10-15-000-5353	Portolet Svc - Boathouse	102.25
Vendor 10767 - Rite Portable Restrooms Total:					715.50
Vendor: 10269 - RMC Inc.					
RMC Inc.	05/23/2017	6119	10-13-000-5357	Watts Refrig Mo Maint - April	265.00
RMC Inc.	05/23/2017	6119	10-13-000-5581	Repair Relief Valves - Watts Ri	1,315.00
RMC Inc.	05/30/2017	6151	10-13-000-5357	Watts Refrig Mo Maint - June	265.00
Vendor 10269 - RMC Inc. Total:					1,845.00
Vendor: 10724 - Rubino Engineering Inc					
Rubino Engineering Inc	05/16/2017	6071	69-00-000-5522	Geotech Testing - Lakefront	1,318.33
Rubino Engineering Inc	05/16/2017	6071	69-00-000-5532	Geotech Testing - Takiff Lot	3,673.33
Vendor 10724 - Rubino Engineering Inc Total:					4,991.66
Vendor: 10271 - Russo's Power Equipment Inc.					
Russo's Power Equipment Inc.	06/06/2017	6196	65-00-017-5559	Rack for Inside of Parks Traile	527.96
Russo's Power Equipment Inc.	06/13/2017	6241	10-12-000-5582	Maintenance Equipment	1,223.00
Russo's Power Equipment Inc.	06/13/2017	6241	65-00-017-5564	General Parks Equipment	839.99
Vendor 10271 - Russo's Power Equipment Inc. Total:					2,590.95
Vendor: 10931 - Safety-Kleen Systems, Inc.					
Safety-Kleen Systems, Inc.	05/16/2017	6072	10-12-000-5353	Disposal Services - Parks	1,321.83
Vendor 10931 - Safety-Kleen Systems, Inc. Total:					1,321.83
Vendor: 10275 - Sam's Club Direct Commercial Account Program					
Sam's Club Direct Commercial	05/30/2017	6152	25-00-000-5342	Meeting Expenses	128.92
Sam's Club Direct Commercial	05/30/2017	6152	25-25-605-5400	Babysitting Class Supplies	16.94
Vendor 10275 - Sam's Club Direct Commercial Account Program Total:					145.86
Vendor: 10654 - Sandra K Culver					
Sandra K Culver	06/06/2017	6197	25-25-785-5300	Contractual - Adult Rowing Cl	509.82
Sandra K Culver	06/06/2017	6197	25-25-787-5300	Contractual - Yth/Teen Rowin	1,622.25
Sandra K Culver	06/13/2017	6242	25-25-787-5300	Contractual - Spring Adult Ro	84.00
Vendor 10654 - Sandra K Culver Total:					2,216.07
Vendor: 10778 - Santo Sport Store					
Santo Sport Store	05/23/2017	6120	25-25-709-5400	Softballs - Men's League	269.75
Vendor 10778 - Santo Sport Store Total:					269.75
Vendor: 10515 - Sarah Hall					
Sarah Hall	05/23/2017	6121	25-25-652-5300	Contractual - Winter Drama Cl	12,027.84
Sarah Hall	05/23/2017	6121	25-25-653-5300	Contractual - Winter Drama Cl	2,485.19

Voucher List of Bills

Payment Dates: 05/13/2017 - 06/16/2017

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Sarah Hall	05/30/2017	6153	25-00-000-5305	Contractual - Theatre Birthda	250.00
Vendor 10515 - Sarah Hall Total:					14,763.03
Vendor: 10787 - School Health Corp					
School Health Corp	05/16/2017	6073	10-15-000-5430	First Aid Supplies - Boathouse	205.50
Vendor 10787 - School Health Corp Total:					205.50
Vendor: 10279 - Sherwin-Williams Company					
Sherwin-Williams Company	06/06/2017	6198	10-14-000-5483	Paint - Beach	449.84
Sherwin-Williams Company	06/06/2017	6198	10-15-000-5483	Paint - Boathouse	119.76
Vendor 10279 - Sherwin-Williams Company Total:					569.60
Vendor: 10716 - SiteOne Landscape Supply					
SiteOne Landscape Supply	06/13/2017	6243	10-12-000-5496	Athletic Maintenance Supplie	1,038.09
Vendor 10716 - SiteOne Landscape Supply Total:					1,038.09
Vendor: 10283 - Skokie Park District					
Skokie Park District	06/13/2017	6244	25-25-813-5300	Contractual - Koala Camp Fiel	148.00
Skokie Park District	06/13/2017	6244	25-26-000-5386	Contractual - Day Care Field T	148.00
Vendor 10283 - Skokie Park District Total:					296.00
Vendor: 10706 - Southeastern Security Consultants, Inc					
Southeastern Security Consult	06/06/2017	6199	45-00-000-5335	Background Checks - June 201	499.50
Vendor 10706 - Southeastern Security Consultants, Inc Total:					499.50
Vendor: 10108 - State Disbursement Unit					
State Disbursement Unit	05/26/2017	6081	10-00-000-2190	M Barrios,335-98-0452,FIPS#	195.90
State Disbursement Unit	06/09/2017	6158	10-00-000-2190	M Barrios,335-98-0452,FIPS#	195.90
Vendor 10108 - State Disbursement Unit Total:					391.80
Vendor: 10753 - Sunbelt Rentals					
Sunbelt Rentals	06/06/2017	6200	10-14-000-5370	Rental Equipment - Beach	1,028.40
Vendor 10753 - Sunbelt Rentals Total:					1,028.40
Vendor: 10289 - Sunshine Arts & Crafts					
Sunshine Arts & Crafts	05/16/2017	6074	25-25-803-5300	Contractual - Field Trip Depos	50.00
Sunshine Arts & Crafts	05/23/2017	6123	25-25-659-5300	Contractual - Spring Art Class	1,184.00
Vendor 10289 - Sunshine Arts & Crafts Total:					1,234.00
Vendor: 10151 - The Lifeguard Store					
The Lifeguard Store	05/30/2017	6154	10-14-000-5420	Lifeguard Safety Supplies	223.50
The Lifeguard Store	05/30/2017	6154	10-14-000-5421	Lifeguard Uniforms	1,106.85
Vendor 10151 - The Lifeguard Store Total:					1,330.35
Vendor: 10517 - Timothy Dane Bowen					
Timothy Dane Bowen	05/23/2017	6124	25-25-594-5300	Contractual - Spring Engineeri	2,160.00
Vendor 10517 - Timothy Dane Bowen Total:					2,160.00
Vendor: 10298 - Trugreen Chemlawn					
Trugreen Chemlawn	06/13/2017	6245	10-12-000-5585	Fertilizer/Weed Control - Wes	535.00
Vendor 10298 - Trugreen Chemlawn Total:					535.00
Vendor: 10705 - UMB Bank NA					
UMB Bank NA	05/26/2017	DFT0000450	40-00-000-5010	Interest Due - 2015 Refunding	128,625.00
Vendor 10705 - UMB Bank NA Total:					128,625.00
Vendor: 10307 - Vanguard Energy Service, LLC					
Vanguard Energy Service, LLC	06/13/2017	6246	10-13-000-5220	Bulk Energy - Watts	150.07
Vanguard Energy Service, LLC	06/13/2017	6246	25-00-000-5220	Bulk Energy - Takiff	2,190.38
Vendor 10307 - Vanguard Energy Service, LLC Total:					2,340.45
Vendor: 10099 - Vantagepoint Trf Agents-457					
Vantagepoint Trf Agents-457	05/26/2017	6082	10-00-000-2140	ICMA - A/C#301403	1,184.61
Vantagepoint Trf Agents-457	06/09/2017	6159	10-00-000-2140	ICMA - A/C#301403	1,184.61
Vendor 10099 - Vantagepoint Trf Agents-457 Total:					2,369.22
Vendor: 10563 - Varsity Scoreboards					
Varsity Scoreboards	06/13/2017	6247	25-25-722-5400	Scoreboard Controller - South	365.00
Vendor 10563 - Varsity Scoreboards Total:					365.00

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Payment Dates: 05/13/2017 - 06/16/2017

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10309 - Verizon Wireless					
Verizon Wireless	06/06/2017	6201	25-00-000-5210	Cell Phone Svc	942.95
Vendor 10309 - Verizon Wireless Total:					942.95
Vendor: 10308 - Vermont Systems, Inc.					
Vermont Systems, Inc.	06/06/2017	6202	10-11-000-5355	VSI Weekend Support Svc - 5/	75.00
Vendor 10308 - Vermont Systems, Inc. Total:					75.00
Vendor: 10457 - Village of Glencoe					
Village of Glencoe	05/16/2017	6075	10-12-000-5240	Water - Linden House	119.79
Village of Glencoe	06/06/2017	6203	10-12-000-5480	Gasoline - Parks	776.66
Village of Glencoe	06/13/2017	6248	10-12-000-5240	Water/Sewer - Parks	432.37
Village of Glencoe	06/13/2017	6248	10-13-000-5240	Water/Sewer - Watts	95.95
Village of Glencoe	06/13/2017	6248	10-14-000-5240	Water/Sewer - Beach	45.69
Village of Glencoe	06/13/2017	6248	10-15-000-5240	Water/Sewer - Boathouse	45.69
Vendor 10457 - Village of Glencoe Total:					1,516.15
Vendor: 10314 - Walmart Community					
Walmart Community	05/23/2017	6125	25-25-401-5400	ELC Supplies	258.09
Walmart Community	05/23/2017	6125	25-25-402-5400	ELC Supplies	259.23
Walmart Community	05/23/2017	6125	25-25-403-5400	ELC Supplies	229.00
Walmart Community	05/23/2017	6125	25-25-407-5400	Parent & Tot Supplies	25.00
Walmart Community	05/23/2017	6125	25-25-411-5400	Preschool Enrichment Supplie	36.00
Walmart Community	05/23/2017	6125	25-25-413-5400	Preschool Enrichment Supplie	10.81
Walmart Community	05/23/2017	6125	25-25-422-5400	Preschool Enrichment Supplie	98.87
Walmart Community	05/23/2017	6125	25-25-428-5400	Preschool Enrichment Supplie	15.00
Walmart Community	05/23/2017	6125	25-25-436-5400	Preschool Enrichment Supplie	25.80
Walmart Community	05/23/2017	6125	25-25-444-5400	Preschool Enrichment Supplie	39.82
Walmart Community	05/23/2017	6125	25-25-480-5400	Preschool Enrichment Supplie	38.52
Walmart Community	05/23/2017	6125	25-25-605-5400	Babysitter Training Supplies	80.91
Walmart Community	05/23/2017	6125	25-25-801-5400	Sun Fun Camp Supplies	328.11
Walmart Community	05/23/2017	6125	25-26-000-5386	Day Care Program Services	127.00
Walmart Community	05/23/2017	6125	25-26-000-5403	Day Care Program Supplies	138.95
Walmart Community	05/23/2017	6125	25-26-000-5409	Day Care Internal Food Suppli	528.03
Vendor 10314 - Walmart Community Total:					2,239.14
Vendor: 10700 - Warehouse Direct Workplace Solutions					
Warehouse Direct Workplace	06/13/2017	6249	25-00-000-5412	Custodial Supplies - Takiff	999.10
Warehouse Direct Workplace	06/13/2017	6249	25-26-000-5412	Custodial Supplies - Day Care	500.00
Vendor 10700 - Warehouse Direct Workplace Solutions Total:					1,499.10
Vendor: 10882 - Welcome Wagon					
Welcome Wagon	05/16/2017	6076	25-00-000-5360	Balance Due - Digital Marketi	1.60
Vendor 10882 - Welcome Wagon Total:					1.60
Vendor: 11085 - West Marine Pro					
West Marine Pro	05/30/2017	6155	10-15-000-5421	Life Vests - Boathouse	401.21
Vendor 11085 - West Marine Pro Total:					401.21
Vendor: 10316 - Wheeling Park District					
Wheeling Park District	05/16/2017	6077	25-25-801-5300	Contractual - Camp Field Trips	200.00
Wheeling Park District	05/16/2017	6077	25-25-810-5300	Contractual - Camp Field Trips	300.00
Wheeling Park District	05/23/2017	6127	25-25-833-5300	Contractual - Camp Field Trip	200.00
Vendor 10316 - Wheeling Park District Total:					700.00
Vendor: 11102 - Wight & Company					
Wight & Company	05/23/2017	6128	69-00-000-5535	Design Svcs - Takiff Fitness	10,027.25
Vendor 11102 - Wight & Company Total:					10,027.25
Vendor: 10102 - Wisconsin Dept of Revenue					
Wisconsin Dept of Revenue	05/26/2017	DFT0000465	10-00-000-2111	WI Mo Withholding	223.60
Vendor 10102 - Wisconsin Dept of Revenue Total:					223.60
Vendor Set AP Vendors Total:					908,362.08

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Payment Dates: 05/13/2017 - 06/16/2017

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor Set: Employees - Employees					
Vendor: 7879 - Bobbie Shore					
Bobbie Shore	05/23/2017	6094	25-25-402-5400	Reimbursement - Gift for ELC	17.00
Bobbie Shore	05/30/2017	6135	25-25-402-5400	Reimbursment - ELC Class Gift	19.96
Vendor 7879 - Bobbie Shore Total:					36.96
Vendor: 7996 - C.J. Smith					
C.J. Smith	05/16/2017	6045	25-25-402-5400	Reimbursement - ELC Supplie	9.00
C.J. Smith	05/16/2017	6045	25-25-403-5400	Reimbursement - ELC Supplie	47.36
Vendor 7996 - C.J. Smith Total:					56.36
Vendor: 7073 - Chris Pietrini					
Chris Pietrini	05/16/2017	6047	25-00-000-5420	Reimbursement - GBA Supplie	128.60
Vendor 7073 - Chris Pietrini Total:					128.60
Vendor: 7347 - Elizabeth Stowick					
Elizabeth Stowick	06/13/2017	6221	10-11-000-5340	Reimbursement - Acct Class T	12.68
Vendor 7347 - Elizabeth Stowick Total:					12.68
Vendor: 5894 - Jennifer Munck					
Jennifer Munck	05/30/2017	6140	25-25-403-5400	Reimbursement - ELC Gifts/Su	25.96
Vendor 5894 - Jennifer Munck Total:					25.96
Vendor: 7467 - Kerri Ringel					
Kerri Ringel	05/16/2017	6064	25-25-414-5400	Reimbursement - Classroom S	24.50
Vendor 7467 - Kerri Ringel Total:					24.50
Vendor: 5052 - Mary Krueger					
Mary Krueger	06/13/2017	6231	25-26-000-5341	Reimbursement - Mileage	23.46
Vendor 5052 - Mary Krueger Total:					23.46
Vendor: 5373 - Mike Lushniak					
Mike Lushniak	06/13/2017	6232	25-00-000-5488	Reimbursement - EC Program	59.96
Mike Lushniak	06/13/2017	6232	25-26-000-5403	Reimbursement - EC Program	73.91
Vendor 5373 - Mike Lushniak Total:					133.87
Vendor: 1035 - Pat Boudreaux					
Pat Boudreaux	05/30/2017	6146	25-25-401-5400	Reimbursement - ELC Class Gi	29.96
Vendor 1035 - Pat Boudreaux Total:					29.96
Vendor: 3183 - Paul Goedjen					
Paul Goedjen	05/30/2017	6147	25-00-000-5341	Reimbursement - Mileage	12.41
Vendor 3183 - Paul Goedjen Total:					12.41
Vendor: 4984 - Sonja Anderson					
Sonja Anderson	05/23/2017	6122	25-25-401-5400	Reimbursement - Classroom S	29.66
Vendor 4984 - Sonja Anderson Total:					29.66
Vendor Set Employees Total:					514.42

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Payment Dates: 05/13/2017 - 06/16/2017

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor Set: Refunds - Refunds					
Vendor: 000003010-132 - Wendy Favazza					
Wendy Favazza	06/08/2017	6205	25-00-000-2580	Actv 908520-05 Class Refund	657.00
				Vendor 000003010-132 - Wendy Favazza Total:	657.00
				Vendor Set Refunds Total:	657.00
				Grand Total:	909,533.50

Report Summary

Fund Summary

Fund	Payment Amount
10 - CORPORATE FUND	251,742.72
25 - RECREATION FUND	247,139.34
30 - SPECIAL RECREATION FUND	71,053.54
40 - BOND & INTEREST FUND	128,625.00
45 - LIABILITY INSURANCE FUND	10,264.50
55 - AUDIT FUND	9,850.00
65 - CAPITAL PROJECTS FUND	68,199.65
69 - MASTER PLAN CAPITAL PROJECTS	122,658.75
Grand Total:	909,533.50

Account Summary

Account Number	Account Name	Payment Amount
10-00-000-2100	FEDERAL WITHHOLDING	21,375.96
10-00-000-2110	IL STATE WITHHOLDING	6,991.54
10-00-000-2111	WI STATE WITHHOLDIN	223.60
10-00-000-2120	SOCIAL SECURITY WITH	25,738.86
10-00-000-2130	MEDICARE WITHHOLDING	6,019.54
10-00-000-2140	ICMA DEF COMP WITHO	2,369.22
10-00-000-2150	IMRF WITHHOLDING	33,404.53
10-00-000-2155	IMRF VAC WITHHOLDING	1,500.00
10-00-000-2160	SUPPL IMRF LIFE WITHO	128.00
10-00-000-2170	AFLAC WITHHOLDING	376.00
10-00-000-2175	FSA PLAN WITHHOLDIN	3,461.60
10-00-000-2180	CREDIT UNION WITHOL	850.00
10-00-000-2190	GARNISHMENT WITHOL	391.80
10-11-000-5310	LEGAL SERVICES	2,657.50
10-11-000-5340	CONFERENCES AND TRA	1,435.05
10-11-000-5342	OFFICIALS/MEETING EXP	1,162.27
10-11-000-5355	MAINTENANCE SERVICE	13,275.68
10-11-000-5404	COMPUTER PROGRAMS	449.97
10-11-000-5420	SUPPLIES - GENERAL	76.18
10-11-000-5600	HEALTH INSURANCE PRE	34,818.46
10-12-000-5210	TELEPHONE/INTERNET	418.23
10-12-000-5220	FUEL/HEAT	732.87
10-12-000-5230	ELECTRICITY	614.81
10-12-000-5240	WATER	552.16
10-12-000-5348	SHARED SVCS-CONT MO	2,575.00
10-12-000-5349	CONTRACTL-HORT/LAN	17,300.00
10-12-000-5350	MAINTENANCE SERVICE	155.00
10-12-000-5352	REPAIRS - BUILDINGS	1,674.02
10-12-000-5353	DISPOSAL/PORTOLET SE	4,092.93
10-12-000-5401	OFFICE SUPPLIES	174.53
10-12-000-5412	CUSTODIAL/CLEANING S	89.88
10-12-000-5420	SUPPLIES - GENERAL	122.18
10-12-000-5421	SUPPLIES - UNIFORMS	443.38
10-12-000-5450	SUPPLIES - EQUIPMENT	195.70
10-12-000-5453	SHARED SVCS-GOLF CO	100.00
10-12-000-5480	GASOLINE/LUBRICANTS	776.66
10-12-000-5481	SUPPLIES-CONSTRUCTIO	640.20
10-12-000-5482	SUPPLIES-HARDWARE	356.50
10-12-000-5486	SUPPLIES-PLUMBING	90.00
10-12-000-5487	SUPPLIES-HAND TOOLS	225.00
10-12-000-5489	SUPPLIES-TRASH BAGS	585.00
10-12-000-5490	SUPPLIES-PLANTINGS/FL	1,955.47
10-12-000-5493	SUPPLIES-FERTILIZER/CH	1,080.00
10-12-000-5495	SUPPLIES-PULVERIZED D	65.76
10-12-000-5496	SUPPLIES-ATHLETIC MAI	1,347.29

Account Summary

Account Number	Account Name	Payment Amount
10-12-000-5582	EQUIPMENT - MAINTEN	2,119.50
10-12-000-5585	PAVEMENT & SITE DEVE	17,203.43
10-12-000-5588	BUILDING IMPROVEME	1,643.83
10-12-000-5590	TREE TRIM/WORK-Outsi	8,465.00
10-12-000-5990	CONTINGENCY	3,568.74
10-13-000-5210	TELEPHONE/INTERNET	167.45
10-13-000-5220	FUEL/HEAT	323.19
10-13-000-5230	ELECTRICITY	668.32
10-13-000-5240	WATER	95.95
10-13-000-5353	DISPOSAL/PORTOLET SE	212.00
10-13-000-5357	MAINT SERVICE-REFRIG	530.00
10-13-000-5581	EQUIPMENT - BUILDING	1,315.00
10-14-000-5210	TELEPHONE/INTERNET	175.00
10-14-000-5220	FUEL/HEAT	42.06
10-14-000-5230	ELECTRICITY	384.14
10-14-000-5240	WATER	45.69
10-14-000-5350	MAINTENANCE SERVICE	1,599.00
10-14-000-5351	REPAIRS - EQUIPMENT	886.95
10-14-000-5353	DISPOSAL/PORTOLET SE	371.75
10-14-000-5360	PRINTING/MARKETING/	588.00
10-14-000-5370	RENTAL - EQUIPMENT	1,028.40
10-14-000-5401	OFFICE SUPPLIES	14.58
10-14-000-5412	CUSTODIAL/CLEANING S	207.34
10-14-000-5420	SUPPLIES - GENERAL	1,254.76
10-14-000-5421	SUPPLIES - UNIFORMS	2,340.77
10-14-000-5451	SUPPLIES - BUILDING PA	733.13
10-14-000-5481	SUPPLIES-CONSTRUCTIO	838.70
10-14-000-5482	SUPPLIES-HARDWARE	49.71
10-14-000-5483	SUPPLIES-PAINT	449.84
10-14-000-5484	SUPPLIES-ELECTRICAL/B	195.40
10-14-000-5486	SUPPLIES-PLUMBING	169.92
10-14-000-5487	SUPPLIES-POWER TOOL	42.49
10-14-000-5488	SUPPLIES-HAND TOOLS	125.00
10-14-000-5580	EQUIPMENT - GENERAL	1,309.95
10-14-000-5588	BUILDING IMPROVEME	3,532.00
10-15-000-5230	ELECTRICITY	495.10
10-15-000-5240	WATER	45.69
10-15-000-5353	DISPOSAL/PORTOLET SE	102.25
10-15-000-5360	PRINTING/MARKETING/	185.59
10-15-000-5412	CUSTODIAL/CLEANING S	90.00
10-15-000-5421	SUPPLIES - UNIFORMS	796.55
10-15-000-5430	SUPPLIES - FIRST AID	205.50
10-15-000-5451	SUPPLIES - BUILDING PA	39.79
10-15-000-5481	SUPPLIES-CONSTRUCTIO	66.00
10-15-000-5482	SUPPLIES-HARDWARE	57.19
10-15-000-5483	SUPPLIES-PAINT	119.76
10-15-000-5484	SUPPLIES-ELECTRICAL/B	195.06
10-15-000-5486	SUPPLIES-PLUMBING	15.17
10-15-000-5588	BUILDING IMPROVEME	3,563.75
25-00-000-2580	BALANCE ON ACCOUNT-	1,557.00
25-00-000-5210	TELEPHONE/INTERNET	12,443.30
25-00-000-5220	FUEL/HEAT	4,460.00
25-00-000-5230	ELECTRICITY	8,066.02
25-00-000-5301	POSTAGE	1,000.00
25-00-000-5305	PARTY RENTAL ENTERM	2,415.00
25-00-000-5321	CONSULTING-ONLINE/O	608.31
25-00-000-5340	CONFERENCES AND TRA	1,224.32
25-00-000-5341	MILEAGE REIMBURSEM	12.41

Account Summary

Account Number	Account Name	Payment Amount
25-00-000-5342	OFFICIALS/MEETING EXP	491.48
25-00-000-5351	REPAIRS - EQUIPMENT	130.93
25-00-000-5352	REPAIRS - BUILDINGS	1,811.00
25-00-000-5353	DISPOSAL/PORTOLET SE	644.00
25-00-000-5355	MAINTENANCE SERVICE	2,691.32
25-00-000-5360	PRINTING/MARKETING/	865.91
25-00-000-5401	OFFICE SUPPLIES	1,056.05
25-00-000-5412	CUSTODIAL/CLEANING S	1,456.17
25-00-000-5420	SUPPLIES - GENERAL	700.12
25-00-000-5421	SUPPLIES - UNIFORMS	1,144.24
25-00-000-5455	SUPPLIES-FIELD RENTAL	481.28
25-00-000-5484	SUPPLIES-ELECTRICAL/B	99.72
25-00-000-5488	SUPPLIES-HAND TOOLS	59.96
25-00-000-5588	BUILDING IMPROVEME	2,363.20
25-25-312-5400	SUPPLIES-ADULT WORK	12.00
25-25-315-5400	SUPPLIES-ADULT CERAM	263.43
25-25-400-5300	CONTRACTL-PRESCHOO	840.00
25-25-400-5400	SUPPLIES-PRESCHOOL P	180.61
25-25-401-5300	CONTRACTL-ELC 3YR	131.62
25-25-401-5400	SUPPLIES-ELC 3YR	436.00
25-25-402-5300	CONTRACTL-ELC 4YR	45.00
25-25-402-5400	SUPPLIES-ELC 4YR	725.18
25-25-403-5400	SUPPLIES-ELC 2YR	350.62
25-25-407-5400	SUPPLIES-PARENTS/TOT	25.00
25-25-411-5400	SUPPLIES-CREATIVE CO	36.00
25-25-413-5400	SUPPLIES-COOKS & BOO	24.56
25-25-414-5400	SUPPLIES-EXPL N DISCVR	24.50
25-25-422-5300	CONTRACTL-MUSIC & M	1,360.00
25-25-422-5400	SUPPLIES-MUSIC & MOR	98.87
25-25-428-5400	SUPPLIES-ALPHABET AN	23.48
25-25-435-5400	SUPPLIES-PEE WEE SPOR	17.00
25-25-436-5400	SUPPLIES-PRESCHOOL S	25.80
25-25-444-5400	SUPPLIES-4YR ELC ENRIC	60.35
25-25-471-5300	CONTRACTL-GJK PLAYTI	7,505.79
25-25-472-5300	CONTRACTL-GJK TRANSI	25,246.03
25-25-473-5300	CONTRACTL- GJK 3'S	34,468.49
25-25-474-5300	CONTRACTL-GJK 4'S	36,940.72
25-25-475-5300	CONTRACTL-GJK ENRICH	138.25
25-25-476-5300	CONTRACTL-GJK CAMPS	2,394.49
25-25-480-5400	SUPPLIES-PRESCHOOL/T	50.52
25-25-490-5400	SUPPLIES-PRESCH JR TR	125.94
25-25-586-5300	CONTRACTL-KINDER LIL	3,420.00
25-25-594-5300	CONTRACTL-LEGO/ALL A	2,160.00
25-25-605-5300	CONTRACTL-FIRST AID/B	100.00
25-25-605-5400	SUPPLIES-FIRST AID/BAB	452.48
25-25-614-5300	CONTRACTL-YOUTH MIX	4,536.00
25-25-615-5400	SUPPLIES-YOUTH CERA	135.64
25-25-617-5300	CONTRACTL-MAD SCIEN	752.00
25-25-629-5300	CONTRACTL-CHESS SCH	13,250.00
25-25-635-5300	CONTRACTL-AMAZING	864.00
25-25-648-5300	CONTRACTL-STICKY FIN	1,512.00
25-25-650-5300	CONTRACTL-TECHNOLO	784.00
25-25-652-5300	CONTRACTL-LIL FOOTLI	12,027.84
25-25-653-5300	CONTRACTL-BROADWA	2,485.19
25-25-659-5300	CONTRACTL-SUNSHINE	1,184.00
25-25-701-5300	CONTRACTL-T-BALL	210.00
25-25-705-5300	CONTRACTL-FLOOR HOC	3,024.00
25-25-707-5400	SUPPLIES-BOYS HOUSE	88.89

Account Summary

Account Number	Account Name	Payment Amount
25-25-709-5300	CONTRACTL-MENS SOFT	30.00
25-25-709-5400	SUPPLIES-MENS SOFTBA	269.75
25-25-711-5400	SUPPLIES-PEE WEE BASK	88.90
25-25-722-5400	SUPPLIES-YOUTH BASEB	1,374.20
25-25-744-5300	CONTRACTL-YOUTH FLA	1,422.00
25-25-747-5300	CONTRACTL-HOTSHOT S	5,229.00
25-25-754-5400	SUPPLIES-SNAG GOLF	204.29
25-25-765-5300	CDNTRACTL-FENCING	1,102.50
25-25-770-5400	SUPPLIES-YOUTH TENNI	9.99
25-25-785-5300	CONTRACTL-GPD FITNES	1,623.29
25-25-785-5400	SUPPLIES-GPD FITNESS	62.21
25-25-787-5300	CONTRACTL-GENERAL FI	1,706.25
25-25-789-5300	CONTRACTL-GYMNASTI	1,971.00
25-25-801-5300	CONTRACTL-SUN FUN C	1,300.00
25-25-801-5400	SUPPLIES-SUN FUN CAM	692.41
25-25-803-5300	CONTRACTL-KINDER KO	50.00
25-25-803-5400	SUPPLIES-KINDER KORN	99.48
25-25-809-5400	SUPPLIES-COUNSELOR I	506.04
25-25-810-5300	CONTRACTL-CAMP ADV	470.00
25-25-810-5400	SUPPLIES-CAMP ADVEN	181.35
25-25-811-5400	SUPPLIES-TEDDY BEAR C	10.25
25-25-812-5400	SUPPLIES-PANDA BEAR	1.98
25-25-813-5300	CONTRACTL-KOALA BEA	148.00
25-25-833-5300	CONTRACTL-ACTION QU	1,526.00
25-25-833-5400	SUPPLIES-ACTION QUES	1,178.62
25-25-835-5400	SUPPLIES-AQUATIC CAM	532.57
25-25-836-5400	SUPPLIES-SAILING CAMP	491.56
25-25-932-5300	CONTRACTL-SCHOOL DA	424.00
25-25-944-5400	SUPPLIES-PARK N PLAY	232.98
25-25-951-5400	SUPPLIES-SPRING SPEC E	16.38
25-26-000-5340	CONFERENCES AND TRA	249.27
25-26-000-5341	MILEAGE REIMBURSEM	23.46
25-26-000-5386	SERVICES-DAYCARE PRO	1,075.00
25-26-000-5387	NURSE SERVICES	85.00
25-26-000-5401	OFFICE SUPPLIES	69.98
25-26-000-5403	DAYCARE PROGRAM SU	311.69
25-26-000-5409	SUPPLIES-INTERNAL FO	3,425.29
25-26-000-5412	SUPPLIES-CLEANING/CU	961.64
25-26-000-5460	SUPPLIES-FOOD EQUIP	335.58
25-26-000-5580	EQUIPMENT - GENERAL	2,944.05
25-26-000-5600	HEALTH INSURANCE PRE	10,385.35
30-00-000-5750	NSSRA CONTRIBUTION	47,737.25
30-00-000-5755	NSSRA COMPANION CH	23,316.29
40-00-000-5010	INTEREST - BONDS	128,625.00
45-00-000-5335	WELLNESS/PRE-PLACEM	773.50
45-00-000-5420	GENERAL SUPPLIES	181.00
45-00-000-5587	SAFETY/SECURITY EQUIP	1,500.00
45-00-000-5653	UNEMPLOYMENT	7,810.00
55-00-000-5330	AUDIT FEES	9,850.00
65-00-000-5990	CONTINGENCY	10,690.63
65-00-017-5553	ANNUAL HARDWARE RE	8,131.55
65-00-017-5559	LANDSCAPE TRAILER	6,315.96
65-00-017-5564	GENERAL PARKS EQUIP	959.49
65-00-017-5567	REPLACE WATTS RUBBE	29,873.62
65-00-017-5573	EC PLAYGRD IMPROVEM	2,088.26
65-00-017-5580	RESCUE BOAT MOTOR/T	643.40
65-00-017-5581	MONOHULL SAILBOATS	9,500.00
65-00-017-5584	BEACH POS/INTERNET-H	-3.26

Account Summary

Account Number	Account Name	Payment Amount
69-00-000-2290	RETAINAGE PAYABLE	19,407.29
69-00-000-5502	CENTRAL PROJ-Construc	2,164.37
69-00-000-5517	ASTOR PARK-Design Svc	2,361.49
69-00-000-5519	ASTOR PARK-Owner Itc	2,539.42
69-00-000-5520	LAKEFRONT PARK-Desig	18,075.72
69-00-000-5522	LAKEFRONT PARK-Owne	6,218.33
69-00-000-5525	WEST PLAYGROUND-De	7,457.70
69-00-000-5527	WEST PLAYGROUND-Ow	3,629.42
69-00-000-5528	WEST PLAYGROUND-Dis	4,460.00
69-00-000-5530	TAKIFF PARKING-Design	40,352.55
69-00-000-5532	TAKIFF PARKING-Owner	5,965.21
69-00-000-5535	TAKIFF FITNESS-Design S	10,027.25
	Grand Total:	909,533.50

Project Account Summary

Project Account Key	Payment Amount
None	909,533.50
Grand Total:	909,533.50

Authorization Signatures

To the Board of Commissioners

The payment of the above listed accounts has been approved by the Board of Commissioners at their meeting held on _____ and you are hereby authorized to pay them from the appropriate funds.

Treasurer, Park Board of Commissioners

Secretary/Executive Director

V. Financial Report

Glencoe Park District
June 2017 Board Meeting



G/L MONTHLY Pooled Cash Report

Glencoe Park District
For the Period Ending 5/31/2017

ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE	
<u>CLAIM ON CASH</u>					
10-00-000-1000	CASH/INVESTMENTS	2,638,132.01	(69,850.55)	2,568,281.46	
25-00-000-1000	CASH/INVESTMENTS	4,103,523.93	20,876.98	4,124,400.91	
30-00-000-1000	CASH/INVESTMENTS	243,357.90	1,970.00	245,327.90	
35-00-000-1000	CASH/INVESTMENTS	370,719.74	(21,796.96)	348,922.78	
36-00-000-1000	CASH/INVESTMENTS	147,647.12	(13,546.18)	134,100.94	
40-00-000-1000	CASH/INVESTMENTS	857,343.16	(127,710.61)	729,632.55	
45-00-000-1000	CASH/INVESTMENTS	196,451.72	(10,630.01)	185,821.71	
50-00-000-1000	CASH/INVESTMENTS	60,210.67	365.92	60,576.59	
55-00-000-1000	CASH/INVESTMENTS	13,505.60	102.00	13,607.60	
65-00-000-1000	CASH/INVESTMENTS	471,934.01	(52,989.24)	418,944.77	
67-00-000-1000	CASH/INVESTMENTS	0.00	0.00	0.00	
69-00-000-1000	CASH/INVESTMENTS	3,164,022.70	(88,084.30)	3,075,938.40	
70-00-000-1000	CASH/INVESTMENTS	73,676.98	26.39	73,703.37	
75-00-000-1000	CASH/INVESTMENTS	8,000.00	0.00	8,000.00	
80-00-000-1000	CASH/INVESTMENTS	0.00	0.00	0.00	
90-00-000-1000	CASH/INVESTMENTS	0.00	0.00	0.00	
TOTAL CLAIM ON CASH		12,348,525.54	(361,266.56)	11,987,258.98	
<u>CASH IN BANK</u>					
99-00-000-1011	Operating Corporate Account	298,520.03	(37,765.31)	260,754.72	
99-00-000-1012	Operating PR Account	3,032.33	4.80	3,037.13	
99-00-000-1013	IL Funds	2,949,983.67	6,302.60	2,956,286.27	
99-00-000-1014	IPDLAF CD's	2,470,000.00	0.00	2,470,000.00	
99-00-000-1015	IPDLAF MM	3,790,598.24	(330,196.06)	3,460,402.18	
99-00-000-1016	PMA CD's	2,229,300.00	0.00	2,229,300.00	
99-00-000-1017	PMA MM	607,091.27	387.41	607,478.68	
TOTAL CASH IN BANK		12,348,525.54	(361,266.56)	11,987,258.98	
<u>DUE TO OTHER FUNDS</u>					
99-00-000-2400	Due To Other Funds	12,348,525.54	(361,266.56)	11,987,258.98	
TOTAL DUE TO OTHER FUNDS		12,348,525.54	(361,266.56)	11,987,258.98	
Claim on Cash	11,987,258.98	Claim on Cash	11,987,258.98	Cash in Bank	11,987,258.98
Cash in Bank	11,987,258.98	Due To Other Funds	11,987,258.98	Due To Other Funds	11,987,258.98
Difference	0.00	Difference	0.00	Difference	0.00

Glencoe Park District
 Monthly Funds Report
 May 2017

Corporate and Other Funds:

	<u>May 2017</u>	<u>April 2017</u>
Harris Bank Corporate Account - 0.20%	375,638.11	498,064.66
Illinois Park District Liquid Asset Fund (IPDLAF) - 0.70%	3,460,402.18	3,790,598.24
The Illinois Fund (Public Treasurers' Investment Pool) - 0.79%	2,956,286.27	2,949,983.67
Harris Payroll Account - 0.20%	8,804.33	16,572.26
PMA Financial Account - 0.72%	607,478.68	607,091.27
Reconciling Items(Dep in Transit, O/S Checks, PMA Interest, etc.)	(120,650.59)	(213,084.56)
IPDLAF Certificates of Deposit:		
2 CDs at \$247,000 each maturing July 21,2017 (1.00% net)	494,000.00	494,000.00
2 CDs at \$248,000 each maturing June 12, 2017 (0.75% net)	496,000.00	496,000.00
2 CDs at \$248,000 each maturing October 17, 2017 0.95% net)	496,000.00	496,000.00
1 CDs at \$247,800 each maturing February 7, 2018 (1.10% net)	246,000.00	246,000.00
2 CDs at \$246,000 each maturing March 19, 2018 (1.15%)	492,000.00	492,000.00
1 CDs at \$246,000 each maturing April 20, 2018 (1.20% net)	246,000.00	246,000.00
PMA Certificates of Deposit:		
2 CDs at \$248,900 each maturing July 24, 2017 (0.86% net)	497,800.00	497,800.00
1 CDs at \$247,600 each maturing August 4, 2017 (0.95% net)	247,600.00	247,600.00
2 CDs totalling \$495,400 maturing October 16, 2017 (0.90% net)	495,400.00	495,400.00
3 CDs at \$247,200 each maturing February 27, 2018 (1.11% net)	741,600.00	741,600.00
1 CDs at \$246,900 each maturing April 20, 2018 (1.22% net)	246,900.00	246,900.00
Grand Total	\$11,987,258.98	\$12,348,525.54

Glencoe Park District
 Monthly Financial Analysis
 May 2017

	<u>As of</u> <u>05/31/2015</u>	<u>As of</u> <u>05/31/2016</u>	<u>As of</u> <u>05/31/2017</u>
<u>Recreation Department - Programs</u>			
Revenues	1,731,733	1,650,886	1,659,016
Wages	(103,493)	(124,470)	(108,561)
Contractual	(545,323)	(464,347)	(491,793)
Supplies	(18,511)	(21,608)	(19,924)
Net Surplus	1,064,406	1,040,461	1,038,738
<u>Day Care Department</u>			
Revenue	205,243	250,581	239,989
Expense	(150,723)	(157,641)	(171,820)
Net Surplus/(Deficit)	54,520	92,940	68,169
<u>Beach Department</u>			
Revenue	39,033	56,185	50,996
Expense	(53,870)	(61,571)	(54,810)
Net Surplus/(Deficit)	(14,837)	(5,386)	(3,814)
<u>Boating Department</u>			
Revenue	46,278	56,002	76,134
Expense	(23,392)	(21,956)	(38,212)
Net Surplus/(Deficit)	22,886	34,046	37,922
Beach/Boat Dept. Net:	8,049	28,660	34,108
<u>Watts Department</u>			
Revenue	4,629	781	2,113
Expenses	(32,900)	(27,097)	(33,109)
Net Surplus/(Deficit)	(28,271)	(26,316)	(30,996)
<u>G & A (Administration)</u>			
Revenue (excl G&A Tfr)	7,448	7,350	8,630
Expense	(234,525)	(230,309)	(299,148)
Net Surplus/(Deficit)	(227,077)	(222,959)	(290,518)
<u>Parks Department</u>			
Revenue	3,050	79	755
Expense	(217,497)	(231,639)	(216,886)
Net Surplus/(Deficit)	(214,447)	(231,560)	(216,131)
<u>Rec-Admin/Takiff Department</u>			
Revenues	562,011	579,067	611,142
Expenses (incl. Fund 69 trf)	(1,088,507)	(652,499)	(1,527,532)
Net Surplus/(Deficit)	(526,496)	(73,432)	(916,390)

VI. Staff Reports

Glencoe Park District
June 2017 Board Meeting

**Glencoe Park District
Business Department Report
June 2017**

FY2016/17 Audit

The final annual audit report has been completed by our auditors, Lauterbach & Amen LLP. Staff has included the final audit report, management letter, and related SAS letters to the board for their full review for its scheduled discussion at the Finance Committee of the Whole (FCW) meeting on June 20 at 6:15 pm. This FCW meeting will allow for board discussion of this information with both staff and a representative from Lauterbach & Amen. The official bound copy of the audit report is scheduled to be officially accepted by the board at the June 20 regular meeting. (Final FY2016/17 audited financial statements will be distributed to staff).

Updated Financial Information/Other

In addition to the annual audit and related reports, staff has prepared and included the updated Fund Balance Summary Report. Also included, is the preliminary 2016 Final Tax Extension summary memo. The annual Treasurer's Report will be finalized and included for the board in the July board meeting packet.

New Seasonal Staff

The business office have received most of the beach and camp paperwork to process for all new and re-hired seasonal employees. Staff has added/updated/input personnel records, and has conducted criminal background checks for all seasonal employees.

Prevailing Wage Ordinance

This mandatory ordinance for 2017 is included in your packet and is scheduled for approval at the June 20 regular board meeting.

Beach POS System

Business office staff worked with other departments in resolving minor issues with hardware and RecTrac set-up issues. Staff is happy to report that the POS system is working quite well, and credit card payments and scanned passes are working well. On the first opening weekend, 57% of payments at the beach were made by credit card.

Fitness Membership/RecTrac

Business office staff are working with recreation staff to brainstorm ideas for the set-up of fitness pass types in RecTrac. Once a game plan is determined, sample pass types will be created in the demo system of RecTrac for testing purposes and discussion.

Revised Investment Policy

As part of the Distinguished Agency accreditation process, staff is proposing to update to our current investment policy which was originally written in 1999. Staff updated the policy and utilized samples from several other area park districts. The proposed new investment policy has also been reviewed by our auditors, who have reviewed and approved.

Submitted by:

Carol Mensinger, Director of Finance/Human Resources

**Glencoe Park District
Recreation and Facilities Department
June 2017**

Recreation Department Report: Michael Lushniak

Summer is in full swing! The swimming beach opened on Memorial Day weekend with the unveiling of the new connected laptop cash registers. With just a few minor IT issues, the rollout of this new technology has been a success and very well received by beachgoers. The week of June 12 our sailing camp and new aquatics camps kicked off at the boating beach. Registration numbers are strong and boathouse staff is looking forward to serving a new group of customers.

Summer Camp also begins on June 12. All of the camp managers and seasonal staff have been hard at work getting ready for the summer camp season. As always, a focus has been placed on strong communication with camp parents and participants leading up to camp with emails, parent orientation meetings, and of course the camp open house night which took place on June 7. Staff has also prepared a detailed training for camp staff focusing on camper safety and creating an inclusive camp environment that fosters positive growth in each camper.

I have also been working closely with Naomi Garvett to test three apps that allow Children's Circle teachers to post participant updates via mobile device to parents. Over the last month, teachers and group of volunteer parents have been providing feedback through live testing of three apps: Brightwheel, Precioustatus, and Tadpoles. After a focus group meeting with teachers and parents, it was determined that moving forward, staff will begin the implementation of the Brightwheel app, which was very popular with both parents and teachers.

The recreation team is also gearing up for a great summer of special events and other long-term projects. Staff is looking forward to hosting a great July 4 event with a new family mini-golf tournament added to the list of activities. Finally, while summer is just getting started, recreation staff is finalizing fall programming with the production of the fall program guide.

Early Childhood Supervisor Amanda Michaels resigned her position prior to coming back from maternity leave. Naomi and I are currently interviewing to fill this position.

Early Childhood: Naomi Garvett

The last day of ELC preschool for the 2016-2017 school year was May 26. It was a very successful year, signified by the growth and development teachers have seen in the children throughout the school year.

The end of school has brought many exciting activities to the Early Learning Center. The 4-year-old classes enjoyed a trip to the Glencoe Public Library this month and the 3-year-old classes went on a field trip to Wagner Farm. Hands-on experiences are very meaningful for preschoolers and provide lifelong memories. Staff also enjoyed an end of the year bagel breakfast in the 2 and 3-year-old classes. This event was a great opportunity for parents to come into the classroom and celebrate the success of their children. The ELC 4-year-old classroom enjoyed a family picnic to celebrate their graduation from the ELC program. It is always exciting to send off our future Kindergarten children and wish them luck as they head on to South School and beyond.

Early Learning Center Enrollment Comparison

School Year (as of 6/6/17)	2017-2018	2016-2017
2's classes	20	21
3's classes	23	31
4's classes	39	27
Total Students Enrolled	82	7

Children's Circle enrollment is currently at 70 children including both full and part-time students. By fall 2017, there will be 15 infants enrolled. The Toddlers classroom has 10 children enrolled for fall, with a waiting list of three children. The Starfish/preschool (2-3.5 year olds) is full with 16 enrolled and the Belugas/preschool classroom has 17 children enrolled.

Finally, summer camp for the littlest campers begins on June 19. Staff is looking forward to a safe and enjoyable summer in the Bears and Kinder Korner camp programs! There are a number of exciting field trips and activities planned. Enrollment is similar to 2016 with variation in both the Panda and Kinder Korner camps due to demand.

Early Childhood Camp Enrollment Comparison

Summer Enrollment	2017	2016	2015
Teddy Bears	20	19	24
Panda Bears	25	39	31
Koala Bears	45	45	29
Kinder Korner	64	53	40
Total	154	156	124

**Capacity of Panda Bear camp has been reduced due to increase in Kinder Korner camp.*

Athletics/Sports/Teen Camp: Chris Pietrini

Staff is looking forward to another exciting summer of Action Quest and Counselor in Training. Dave Purcell is the new director for Action Quest camp. Dave spent last year serving as the head counselor, the prior two years as a counselor and in the school year teaches physical education classes in Schaumburg. Elizabeth Murphy is the new head counselor. Elizabeth will be a junior at Holy Cross College in the fall, and this will be her third summer working at Action Quest.

Teen Camps Enrollment Comparison

Camp Enrollment	Age Group	2017	2016	2015
Action Quest	Grade 6-9	69	68	70
Counselor in Training	Grade 7-10	38	44	28

Action Quest enrollment has held steady the past three summers and revenue is up slightly over 2016. New field trips for Action Quest include a White Sox game, Parkour, Hot Ground Gym, and Bartlett Waterpark. Many of the new field trips were inspired by last year's camp participants, collected during end of camp evaluations. This year the Counselor in Training program will only be taking students in grades 7-10 as opposed to accepting 6th graders as in past summers. The focus of this program will be shifting into a more educational setting, where staff is putting more emphasis on developing future Glencoe Park District camp staff leaders.

Staff has successfully scheduled all field space, including GBA and AYSO usage, using the RecTrac facility rental module. This is the first spring that RecTrac has been used to ensure that fields are always ready for renters and there are no double bookings. By accounting for all uses in RecTrac staff is better able to see field usage patterns and maximize opportunities for rentals.

Youth & Arts: Stephani Briskman

Summer's Beginning runs from Monday, June 12 through Friday, June 16. The 40 campers enrolled in this program will travel to Pinstripes in Northbrook, Laser Quest, and Nickel City as well as have a water play and picnic day at Takiff and take a trip to the Glencoe Beach.

Sun Fun and Camp Adventure begin on Monday, June 19. The drop off and pick up location are at Park 7n, which is on the corner of Franklin and Maple Hill. Last season, this location was changed due to a construction project taking place on Old Green Bay Rd. New field trips for Sun Fun and Camp Adventure include Hot Ground Gym, The Oasis Water Park, Madagascar at the Chicago Shakespeare Theatre, and The Putting Edge. Registration for Sun Fun and Camp Adventure continues, but as of June 9, 2017 enrollment for this summer is strong.

Sun Fun and Camp Adventure Enrollment Comparison

Camp Enrollment	2017	2016
Sun Fun Grade 1	46	59
Sun Fun Grade 2	69	54
Sun Fun Grade 3	54	51
Camp Adventure Grade 4	56	31
Camp Adventure Grade 5	39	22
Total	264	217

Orientation for our season staff will be Wednesday, June 14 - Friday, June 16. The counselors will learn park district policy and procedure and be trained on ways to keep their campers safe and engaged throughout the summer. All seasonal staff will become First Aid/CPR certified by the end of the training. Having all seasonal staff First Aid/CPR trained is new for the summer of 2017, as last year we only camp directors and head counselors were certified.

Our 78 Broadway Bound participants performed Lion King Jr. on June 3 and 4 at the Winnetka Community House. Broadway Bound ticket sales were a total of 718 for four shows with additional sales at the door.

Kids Club had a successful 2016-2017 school year at Watts. Due to the location change from Takiff to Watts, Kids Club enrollment increased dramatically. Staff is expecting enrollment to continue to increase for the 2017-2018 school year.

Special Events & Active Adults: Liz Visteen

Doggie Dips took place on Sunday, May 7 and Saturday, May 12. This is the first time we offered the event in the spring. Attendance was lower than later summer due to cooler temperatures, but those who attended enjoyed beach time for their favorite furry friends before the "no pets on the beach" ordinance took effect on May 15.

The Cookie Decorating Party event on May 20 had sixteen participants and was a fun filled event. Since the weather was rainy that day it was the perfect indoor activities. Kids decorated cookies with frosting and a variety of toppings including M&M's, candy eyes, candy mustaches, marshmallows, chocolate chips, sprinkles, and colored sugar.

The GJHP Beach Bash on Thursday, June 8 was a huge success. Over 200 teens from Central School attended the event from 2:30-6:00pm. Famos! DJ was on site to get the teens into the party mood. Teens also enjoyed dinner which included a choice of a burger, hot dog, or quesadilla. Other added treats included snow cones and ice cream. Attendees played games including a hula-hoop contest and relay races with inner tubes and jump ropes.

Spring/Summer Special Event Attendance Comparison

Event Attendance	2017	2016
May 7 - Doggie Dip	3 dogs	not offered
May 12 - Doggie Dip	12 dogs	not offered
May 13 - Mommy & Me Tea	cancelled	not offered
May 20 - Cookie Decorating Party	16	not offered
June 8 - GJHP Beach Bash	~200	~200

This summer special events are listed below! New this summer, the park district and library are marketing collaborative youth concerts under the Tots-N-Tunes banner. Both the library and park district have offered youth concerts in the past, however in an effort of collaboration and to avoid duplication, this summer these agencies have developed a consistent theme for these shows and are jointly marketing and executing them. In June, there are two Tots-N-Tunes concerts. The first is at Wyman Green on Friday, June 16 and the other is at Kalk Park on Tuesday, June 27.

2017 Summer Special Events

Event	Date	Time	Location
GJHP Beach Bash	Thu, June 8	2:30-6:00pm	Beach
Movies on the Green - Moana	Fri, June 9	Dusk	Wyman Green
Park-N- Play (Games & More)	Thu, June 15	6:00-7:00pm	Lakefront Park
Tots-N-Tunes - Jim Gill	Fri, June 16	10:00-10:45am	Wyman Green
Cardboard Regatta	Sat, June 24	4:00pm	Beach
Tots-N- Tunes - Miss Jamie	Tue, June 27	10:00-10:45am	Kalk
4th of July	Tue, July 4	All Day	Lakefront Park
Tots-N-Tunes - Little Miss Ann	Fri, July 7	10:00-10:45am	Wyman Green
Movies on the Green - Sing	Fri, July 14	Dusk	Wyman Green
Takiff Express Train Day	Sat, July 15	10:00am-noon	Takiff Center
Park-N-Play (Water Wonders)	Thu, July 20	6:00-7:00pm	Kalk Park
Village & GPD Meet the Fleet	Sat, July 22	9-11:30am	Village Hall & Public Works
Tots-N-Tunes - Istvan	Tue, July 25	10:00-10:45am	Kalk
Beach Camp Out	Fri, July 28- Sat, July 29	6:00pm-9:00am	Beach
Kids Bucks Show	Thu, Aug 3	7:00-8:00pm	Kalk Park
Tots-N-Tunes - Super Stolie	Fri, Aug 4	10:00-10:45am	Wyman Green
Movies on the Green - Lego Batman	Fri, Aug 4	Dusk	Wyman Green
Park-N- Play (Back to Nature)	Thu, Aug 17	6:00-7:00pm	Shelton Park
Beach Camp Out (rain date)	Fri, Aug 18- Sat, Aug 19	6:00pm-9:00am	Beach
Summer Fire Party	Sat, Aug 26	7:00-9:00pm	Glencoe Beach

Spring classes concluded at the end of May. Very few classes are scheduled during the summer with the exception of adult and youth ceramics.

Spring Adult and Teen Program Enrollment Comparison

Program Enrollment	2017	2016
Adult Ceramics	15	14
Youth Ceramics	51	53
Teen Programs	10	10
Other Adult Programs	16	3

Takiff Center/Fitness: Paul Goedjen

Takiff Center hosted a variety of unique rentals during May. These rentals included a Kentucky Derby Party, New Trier High School sailing team dinner, and a bar mitzvah dinner.

On May 30, Takiff Center conducted its monthly fire drill which was supervised by Glencoe Public Safety. The drill went extremely well and park district staff received compliments from public safety officers. Fire drills are done monthly in compliance with DCFS standards.

The yearly summer all staff orientation/training took place at Takiff Center on the 25th. The training included a short introduction to the park district and an “Amazing Race” format team work challenge, which was then followed by pizza in the gym.

Work continues to be done in regards to the new fitness area that will be opened in the Takiff Center this coming fall. Staff researched on utilizing the RecTrac registration system in a way that will allow the park district sell and track memberships efficiently.

In anticipation of the new fitness area at Takiff Center, a new employment opportunity was developed. The Takiff Center attendant position was created and will support the fitness area, front desk, and operations of Takiff Center. The position will officially be opened for applications and hiring completed by mid-June.

Party and Rental Revenue Comparison

Type	May	
	2017	2016
Birthday Parties	\$1,250.00	\$4,395.00
Facility Rentals	\$12,504.43	\$10,284.41
Total	\$13,754.43	\$14,679.41
Difference	-\$924.98	

Bobby Collins: Beach and Watts Facility Manager

Glencoe Beach opened for the season on Saturday, May 27. Weather conditions for opening weekend were considerable cooler than 2016. The lower temperatures impacted daily admissions pass sales, and boat rentals for this opening weekend compared to last summer. The beach welcomed Northshore Catering as its new concession vendor. Initial patron feedback has been very positive for both the food and service.

After a year of planning, staff successfully rolled out the new universal pass system for the beach. Guests now have the ability to pay using credit cards. Over 50% of all transactions

processed over opening weekend were paid by credit card. Staff has also found that the pass system was implemented has been well received by customers.

Beach staff training continues until June 12. Lifeguards will have completed over 20 hours of training in addition to the 29 hour waterfront lifeguard prerequisite. Beach services staff underwent training for the new check-in system and customer service training in addition to general staff training. New boat guards and camp instructors will complete a 16-hour US Sailing Powerboating class June 9-10, while all boathouse staff completed 3 session of job specific training.

Glencoe Beach Services Revenue Comparison

Revenue (as of June 1)	2017	2016	Variance
Summer Boat Storage	\$75,739	\$54,448	\$21,291
Boat Rentals	\$395	\$1,290	(\$895)
Trellis Rentals	\$5,056	\$2,550	\$2,506
Daily Admissions	\$9,350	\$15,593	(\$6,243)
Beach Passes	\$33,659	\$34,448	(\$789)
Sailing Camp/Youth Sailing	\$10,135	\$7,456	\$2,679
Aquatics Camp	\$11,344	not offered	\$11,344
Total Revenue	\$145,678	\$115,785	\$29,893

As of June 1, beach financials continue to look healthy overall. With the variable weather, daily admissions and pass sales will continue to fluctuate. Summer storage revenue is considerably ahead of 2016 partly due to the addition of extra paddleboard racks and the increase storage space rates.

Staff believes this trend will level off, as the majority of revenue has been collected and the beach is at maximum capacity for sand spots. The current number of delinquent boats is minimal compared to 2016 and staff continues to actively collect from delinquent boaters.

Submitted by:

Mike Lushniak, Director of Recreation and Facilities

**Glencoe Park District
Parks & Facilities Maintenance Report
June 2017**

Administrative

I have continued to work with AltaManu relating to West Park, Astor Park, Takiff parking, and bluff study projects. Work has begun at West School now that school is out of session. Bids are out for the Watts basketball court renovation and the Takiff fitness room. Construction updates will appear in the executive director's report.

Grounds/Horticulture

The landscape crews have been out in full force completing plantings throughout the district. Plant material has been installed at Veterans Park, Hazel Ave overlook, Takiff Center, and South & Green Bay Park. Flower beds have been transitioned to summer flowers from spring tulips.

Staff also completed an early summer heavy grooming of the landscaping beds at Friend Park. Dry conditions have worked to our advantage as we have begun to catch up on weeding and grass restoration throughout the district although we have had to spend considerable time watering.

Parks Maintenance & Construction

Staff continues to groom baseball fields, soccer fields and the softball field. We have seen a large uptick in park use and are balancing the project load against completing routine tasks such as turf repairs, emptying trash, and weed control.

Staff completed the installation of a flow well French drain system in Kalk Park. Five underground basins were installed to hold storm water. This should drastically improve the drainage conditions along the new pathway during the rainy season. The water slowly dissipates into the ground as opposed to directly into the storm sewer system. The parks and facilities teams worked together to complete this install in one day.

At Berlin Park, staff did a second fertilizer application this season and made some irrigation adjustments to combat the browning effect of the sod caused by warm weather.

Some of the sodded areas at Kalk Park have started to brown due to the warm weather. Staff continues to water the sodded areas to ensure the health of the grass. Kalk Park does not have an irrigation system so sprinklers are used.

We continue to receive positive feedback about the new dog waste bag stations.

Facilities

Seasonal beach preparations have been completed and staff is very proud of the final product. Staff repainted the railings on the pier which has significantly improved the appearance. New tables have also been installed in this area. Facility staff will soon begin preparations at Watts and the Takiff Center for fall and winter seasons. Camp is in full swing and facility custodians are continuing to keep our facilities clean.

Equipment

Staff has begun operating the beach cleaner on weekends. Staff has begun using the new mowers and sprayer to improve conditions throughout the park system. We took delivery of the new mini-van to be used by the recreation department.

Personnel

We are now fully staffed in the park department. Dan Edwards has joined our team full-time as a parks laborer. He is a recent college graduate with a concentration in parks and natural resource management. He was employed here previously as a seasonal maintenance worker. He took the position vacated by Tim Petrucci this winter.

Shared Services

- The Village of Glencoe has continued to support the Park District by performing maintenance on vehicles.
- I am currently managing tree maintenance on District 35 property with our contractor. The school district is reimbursing the park district for all costs.
- We have continued to cut all Village of Glencoe grass per the shared services agreement.

Submitted by:

Chris Leiner, Director of Parks & Maintenance

Glencoe Park District Marketing/Communications Report June 2017

Social Media/Email

We ended the month of May with 18,726 Facebook impressions (in 2016, we ended the month with 49,477 impressions). We now have 1,252 followers on Facebook, 741 followers on Twitter and 710 followers on Instagram. Glencoe Beach has 1,370 followers and Watts Ice Center has 163 followers on Facebook.

We sent out eight targeted email blasts, primarily focused on special events and beach passes.

Date	Campaign Name	Open Rate	Mobile Open Rate	Desktop Open Rate	Click Through Rate
28-May	Try a Specialty Camp	42.40%	67.20%	32.80%	25.20%
26-May	Beach opens Saturday	24.90%	60.40%	39.60%	1.70%
20-May	Beach Pass Pick UP	64.10%	62.70%	37.30%	8.00%
15-May	Cookie Decorating Party	37.30%	59.10%	40.90%	4.00%
7-May	Mommy & Me Tea Reminder	36.00%	71.30%	28.70%	4.90%
5-May	Beach Early Bird Ends	27.30%	57.60%	42.40%	9.40%
2-May	GJK Fun Fair	46.90%	67.60%	32.40%	1.30%
1-May	Let's Play Tennis!	24.80%	59.60%	40.40%	8.10%

Beach Marketing/Signage

I worked with the facilities team to develop new informational signs and update pricing/dates on beach signs. I'm also working closely with the beach team to market programs, which included placing articles on our new beach cafe in the Glencoe Quarterly, Glencoe News, and Glencoe Anchor. In addition to the Facebook/Instagram ad designed to collect email addresses, I placed an ad in the Botanic Gardens magazine, which is distributed to all visitors to the garden, as well as the Chicago North Shore Convention and Visitor Bureau's Visitors website, which draws regional tourists. We also sent a jumbo postcard to Glencoe Beach season pass holders from the last three years, as well as a four-page Summer Sampler to all residents detailing upcoming special events and beach classes.

Fall Brochure

I am now working on the first draft of the Fall Brochure. It will be mailed to residents in mid-July. Resident registration will start August 2.

Glencoe Quarterly

The summer issue of Glencoe Quarterly sent to residents at the beginning of June. Our four pages contained information about the National Gold Medal, Glencoe Beach, commissioner elections, and summer events.

Graphic Design/Social Media Intern

Patrick Lentz, a freshman at University of Illinois at Chicago, has joined the marketing team. Patrick previously worked as a camp counselor for the Skokie Park District and is a freelance photographer. He is majoring in non-profit management and art. Patrick will be assisting us with summer event marketing materials, as well as updating park identification signs.

Gold Medal Video

I wrote the script for our Gold Medal finalist video and coordinated three filming days with our videographer. Over 100 Glencoe residents participated in the video, from our Broadway Bound actors to our ELC and Kids Club participants, park visitors, and after-school program participants. In less than a week, the video has garnered 526 unique YouTube views. 13% of views are from Park District's webpage and 76% percent of the views are from Facebook, where it reached 1,967 people (along with 120 "likes/loves" and 12 shares). Other sources of traffic include Twitter, email, Facebook messenger, and YouTube "suggested" videos. To watch the movie, go to <https://youtu.be/7PUpKs5f5EM>.

Submitted by:
Erin Maassen,
Manager of Marketing
and Communications

Post Details

Glencoe Park District
Published by Erin Maassen · June 5 at 10:48am

Ferris and friends will introduce you to the Glencoe Park District in our National Recreation and Park Association Gold Medal Award Finalist video!

Glencoe Park District Gold Medal Award Finalist Video
Watch as Ferris and friends will introduce you to the Glencoe Park District!

1,967 people reached

100 Like 16 On Post 84 On Shares

20 Love 6 On Post 14 On Shares

34 Comments 0 On Post 34 On Shares

12 Shares 11 On Post 1 On Shares

427 Post Clicks

0 Photo Views 168 Link Clicks 259 Other Clicks

NEGATIVE FEEDBACK

3 Hide Post 0 Hide All Posts

0 Report as Spam 0 Unlike Page

YouTube

Search

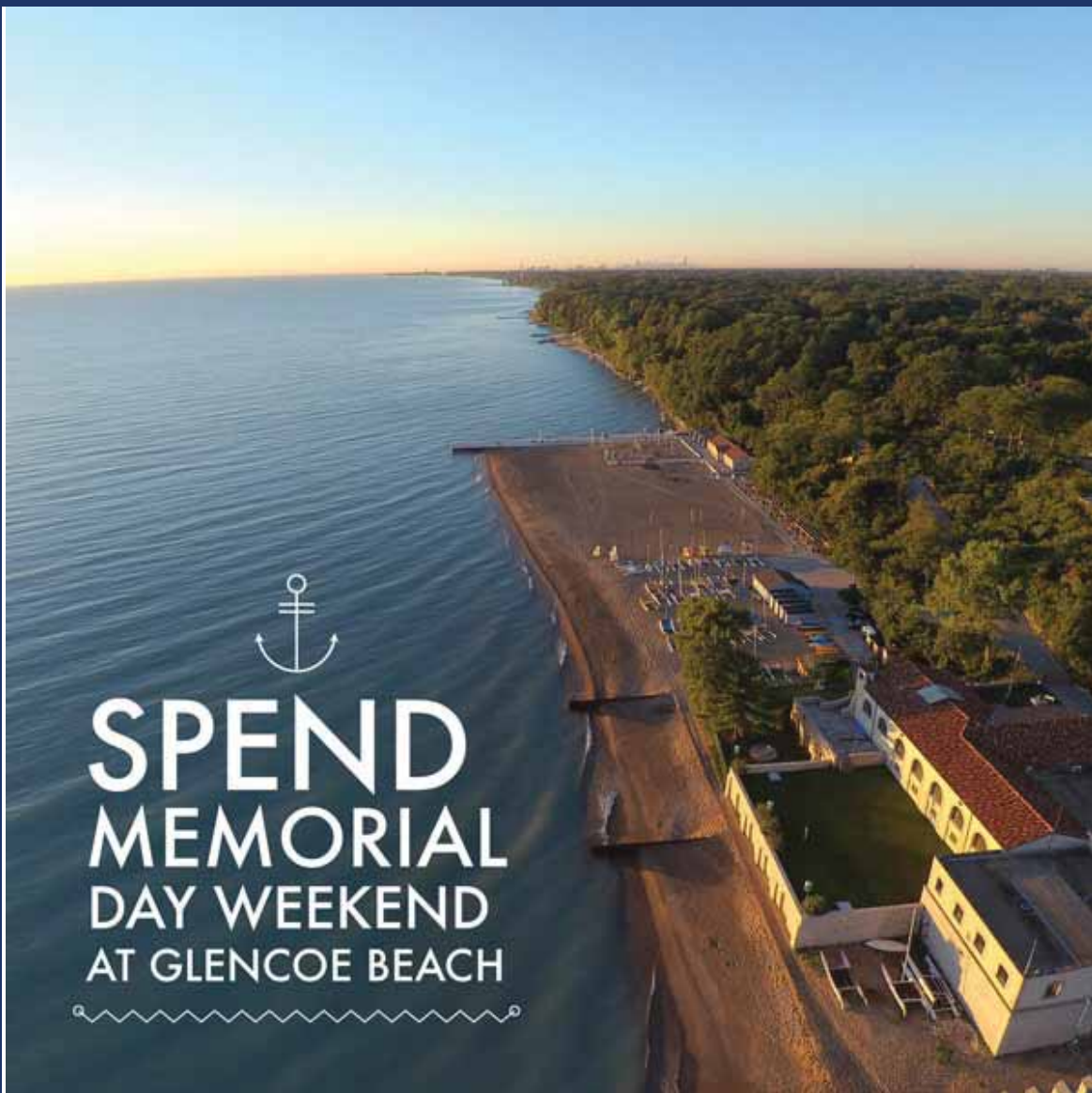
Glencoe Park District Gold Medal Award Finalist Video

Glencoe Park District

Channel settings

526 views

+ Add to Share ... More



Glencoe Beach Opens Saturday!



Spend your holiday weekend at the beach!

Celebrate Memorial Day weekend with a trip to Glencoe Beach! Right in your own backyard is Lake Michigan's most beautiful spot on the North Shore, Glencoe Beach. The beach is ideal for family outings and picnics.

NEW! This year, Glencoe Beach will accept credit cards, cash, and checks. We're also pleased to open the Snack Shack, our new beach cafe with healthy options and concession stand favorites!

Lifeguards will be on duty Memorial Day weekend, 10 am-7 pm. Kayaks, sailboats, paddleboards, as well as chairs and cabanas, will be available to rent throughout the holiday weekend.



Save with a season pass!

NEW! Lower prices on resident passes!

If you are planning to spend your summer at Glencoe Beach, save money with a season pass! **A family season pass pays for itself in five visits!** Beach passes must be purchased in person and are now available at Glencoe Beach or the Takiff Center. A photo is required for each household member who is purchasing a pass. Cash, check, Visa and MasterCard are accepted for beach passes.



Glencoe Beach | 55 Hazel Avenue, Glencoe IL 60022 | 847.835.1185
www.glencoeParkDistrict.com



#UnplugGlencoe

SPEND YOUR SUMMER AT
Glencoe Beach



Early Bird Discount Ends Tuesday

Save money & buy your season pass today!

Get ready for summer fun at Glencoe Beach!

Glencoe Beach season pass prices are set to increase Wednesday, May 10. Save money with the [Early Bird Discount](#) by purchasing your pass at the Takiff Center this weekend:

- **Saturday & Sunday (May 5-6):** 10 AM-3 PM
- **Monday-Tuesday (May 8-9):** 8:30 AM-8 PM

A photo is required for each household member who is purchasing a pass.

To save time, you may download our [Beach Pass registration form online](#), complete the form and either fax it, mail it in, or drop it off at the Takiff Center in advance. Season passes must be processed before May 9 to lock in the Early Bird Rate.

Photos can be taken in advance at the Takiff Center or at Glencoe Beach when open for the season. We accept Visa, MasterCard, check or cash. Please visit the [Glencoe Beach page](#) for fees and additional information.

Visit our website

*For a Glencoe family of four,
a season pass now pays for itself in just five visits!*



Connect with us



COOKIE DECORATING

party



SATURDAY, MAY 20 | 10-11:30 AM | TAKIFF CENTER | \$5/8 R/NR | ACTIVITY #120842-01 | AGES 2-8 WITH A PARENT

Let's decorate cookies! We'll bring the frosting and sprinkles, you bring the creativity!

[Register Now](#)



Connect with us





community fun fair

May 6th, 2017
10:00am - 2:00pm

Enjoy bouncy houses, games, a DJ, face painting, arts and crafts, food and more! Everyone is welcome.

Share Our Spare, an organization that collects new and gently used infant and toddler essentials and distributes them to local families in need, will have a truck onsite for those wishing to donate. All who do so will receive a complimentary raffle ticket.

sponsored by



Join [Glencoe Junior Kindergarten and Nursery School](#) for their Community Fun Fair on Saturday, May 6 from 10 AM-2 PM at Kalk Park. Enjoy bouncyhouses, games, a DJ, face painting, arts and crafts, food and more! Everyone is welcome.



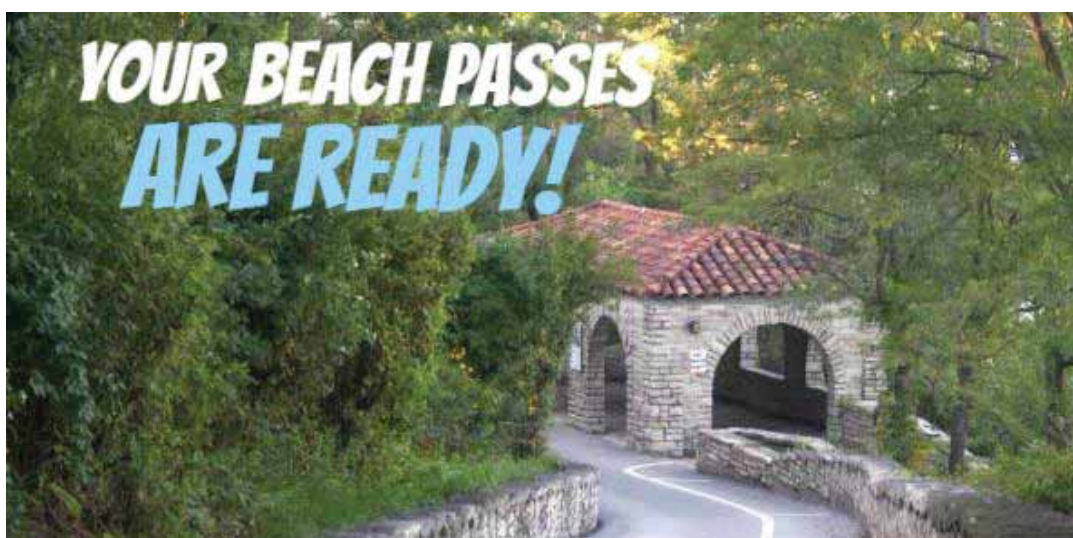
11 AM-12:30 PM | Saturday, May 13 | Takiff Center | [Activity #120300](#)
\$45/50 R/NR per couple (\$20/22 additional child)

Celebrate Mother's Day by sharing tea, finger sandwiches, and bite-sized desserts with your little one. Spend quality time with your child, enjoying the tea party, a selfie booth, and special Mother's Day crafts.

The **Mommy & Me Tea** is open to moms, grandmas, and special adult friends, accompanied by a 2-7-year-old child. Advanced registration is required.

REGISTER





Good news! Your Glencoe Beach season pass is now ready to pick up!

If you have not yet received your season beach pass, please pick it at the Takiff Center **before May 27**.

Each individual with a beach pass will be required to take a photo at the Takiff Center.

The [Takiff Center](#) is open Monday-Friday, 8:30 AM-9 PM, Saturdays, 8 AM-6 PM, and Sundays, 8 AM-5 PM.

After May 28, you may pick up your season pass and take your photo at [Glencoe Beach](#) when the facility is open.

Thank you for spending your summer at Glencoe Beach!

Sincerely,

Bobby Collins
Glencoe Beach Facility Manager



Glencoe Beach
55 Hazel Avenue, Glencoe
847.835.1185

Takiff Center
999 Green Bay Road, Glencoe
847.835.3030



specialty camps



Looking for something different this summer?

Try one of our specialty camps!



Sailing & Aquatics Camp

Enjoy Glencoe Beach and beautiful Lake Michigan! Our [Aquatics Camp](#) spends the morning kayaking, surfing, and paddleboarding, while our [Sailing Camp](#) focuses on steering and sailing. Sign up for one or both for a full day of fun!



Computer Explorers Camp

Discover how electronics work with our [Circuits & Scratch](#) camp or learn a new language with our [Ultimate Coding](#)



Playhouse Theatre Camp

Explore improvisation through fun theatre games, then rehearse and perform an original musical you help



If you're looking to take your tennis game to a higher level or want to learn the basics of the game, Glencoe's pro staff can help you accomplish your goals!

[Learn More](#)

Youth Tennis

The 10 & Under Tennis format is about fitting tennis to kids on age and physical size, to create an optimal learning environment! Click on the links below to learn more about each class, including meeting times and pricing information.

- [LITTLE MIGHTY MITES](#): Learn to hold a racket, hand-eye coordination, balance, and the beginning of stroke development in a fun environment.
- [MIGHTY MITES](#): The main focus is learning the primary stages of athletic skills such as movement, balance and hand-eye coordination. Individual or team games accompany fun activities to help develop basic swing techniques and tactics.
- [LITTLE ATHLETES](#): The basic tennis strokes are further developed; rallying is introduced along with basic match tactics.
- [BIG ATHLETES](#): This class focuses on developing proper technique and learning match tactics. Players are introduced to the scoring system and can begin to play in-class matches and tournaments.
- [JR. HIGH/HIGH SCHOOL PREP](#): Prepare yourself to play competitive tennis! We will work on developing strokes, spin, and power. Participants will learn through match play and drills.



Adult Tennis

A good game always evolves around tennis technique, footwork, active strategy, and fitness. Learn the basics or take your game to the next level with Glencoe Park District pros! Click on the links below to learn more about each class, including meeting times and pricing information.

- [BEGINNER](#): In this level, students are introduced to the game of tennis and receive basic instruction of forehand, backhand, serve, volley, rules, scoring, and proper tennis etiquette.
- [ADVANCED BEGINNER](#): This level is for students who have progressed past the beginner program, but are not yet ready for intermediate. Emphasis is on refinement of basic strokes.
- [INTERMEDIATE](#): Instruction places more emphasis on court position, footwork and the understanding of singles and doubles play.
- [DRILL AND PLAY](#): 45-minute drills start each session. The emphasis is on organized match play with the intent of



putting into effect what has been mastered from previous practice. Varied competition with tips from the pros strengthens game skills. The level of play is advanced, so acceptance in to the group play situation is set up at the teaching pro's discretion.

- [Intermediate Drill Play](#) Participants must have an NTRP rating of 3.0-3.5.
- [Advanced Drill/Play](#) Participants must have an NTRP rating of 3.5 or higher.
- [MIXED OPEN PLAY](#): Play matches in an open and fun environment. Open to intermediate and advanced players.
- [STROKE PROGRESSION](#): Learn and practice a new stroke each week. Strokes include forehand, backhand, volleys, and serves.

PRIVATE & SEMI-PRIVATE LESSONS

Looking for private instruction? Or do you have a group of friends who would like to take a tennis class together? No problem! Grab a group of friends and pick a time that works for you! Glencoe Park District lets you form your own semi-private tennis class based on instructor and court availability. Available days and times may vary. To build your class, contact Chris at cpietrini@glencoeparkdistrict.com



STAY CONNECTED



[Lab!](#)

co-create! [More](#)



Extra Innings

Wrap up your summer with baseball fun! Players will improve their skills by revisiting fundamentals with new and challenging drills. We will also be playing plenty of daily baseball games.

[More](#)



Sports Camps

Work on your [volleyball](#), [tennis](#), [golf](#), or [fencing](#) skills at one of our sports development camps. [More](#)



Chess Camp

Learn cool new strategies at the appropriate level from a renowned Chess Scholars coach. Each class will consist of a fun, interactive teaching period and guided practice time. [More](#)



Connect with us



SAFETY COMMITTEE MEETING

Agenda and Minutes

Wednesday, May 17, 2017 / 11:00 a.m.

(Please Note: Items in **red** print require action)

1. Call to order at 11:06 a.m.

Roll Call: Present: Chris Leiner, Carol Mensinger, Mike Lushniak, Liz Visteen, Paul Goedjen, Naomi Garvett and Lorise Weil. Absent: Lisa Sheppard.

2. Review of the Minutes: The Safety Committee Minutes from April 26, 2017 were reviewed and accepted.
3. Accident/Incident Review: Carol reported that there was one (1) Worker's Comp injury involving a trip incident on a hose. Based on this injury, the Parks Department will be looking to install retractable hoses as a preventative measure. Carol also mentioned that there were two (2) minor accidents/incidents at Watts.
4. Open Claims: Chris reported that we had one (1) vandalism property claim at Berlin Park, and one (1) Beach stairs claim still open.
5. Carry Over Items:
 - a) Carol asked Chris about lead testing. **Chris** stated that an outside firm will be testing all water at the Takiff Center, as well as other areas. This testing will take place sometime in July of 2017.
 - b) Lorise mentioned that the coffee machine in the Staff Lounge was on with no coffee in the pot, hence, the burner started to burn the bottom of the coffee pot. Carol has also noticed this. **Lorise** will follow-up with the coffee vendor to see if he can provide us with a replacement machine that doesn't have burners.
 - c) Lorise asked about the Safety Manual and asked if we could possibly review the manual to see what should and should not be in it. It was decided by all that **the Safety Committee members** would review the Safety Manual, via section, in October 2017. It is at that time we will take an in-depth look at what should be mutually included in the manual.
 - d) Lorise asked if, and when, we will be having a tornado or severe weather drill, in addition to a Facility Lockdown drill. It was decided that **Chris, Carol and Mike** will follow-up with this question at the next A-Team meeting.
6. Certificate of Insurance Information: Please continue to submit any needed Certificate of Insurance information, as requested. The COIs should be updated on a monthly basis.
7. New Items:
 - a) **Chris** will follow-up to make sure all Certificate of Insurance forms are in before the summer begins.
 - b) **Naomi** will investigate the possibility of using a "pocket hose" for the playground at Takiff.
 - c) Mike asked if there was a list of training recommendations from PDRMA for seasonal staff. Chris said that there is; the tab under the "Loss Control Review" should have this information. **Carol** also mentioned that she will forward Mike some aquatic information, which she received from PDRMA.

Adjourn: 11:16 a.m.

The next meeting is scheduled for Wednesday, June 21, 2017 at 11:00 a.m.

Managing Risks, Promoting Wellness Glencoe Park District

May 2017

Did you recognize the many ways your agency impacted other PDRMA members, your employees, patrons and community in 2016? Sometimes we don't appreciate the lasting ripple effects from the many things we do. And although those ripples ultimately disappear, their impact remains.



Throughout last year, PDRMA and its member agencies made changes, completed improvements and tallied accomplishments. Each of those actions has staying power, keeping staff and patrons safe, facilities and programs engaging, and creating ripple effects that touch and inspire other PDRMA members, your agency and staff, and your community.

Please share this letter, the **2016 PATH Summary** and our annual report – available online and as a hard copy upon request – with your management staff and agency board members.

Risk Management Services

PDRMA's Risk Management Consultants offer expert guidance to help your agency prevent losses and provide a safe environment for patrons of every age to enjoy. Their expertise is on-site, in-depth, and provided at no extra cost to PDRMA members.

While it is impossible to measure the savings associated with avoiding or minimizing losses, it is undoubtedly significant. Your agency was actively involved in preventing loss through the Loss Control Review (LCR) and *your agency's most recent LCR score was: 97.45%*



In addition, your agency has been awarded PDRMA's highest honor for achievement in loss control — Accreditation.

Over the past two years, we awarded your agency **\$3000** in total cash incentives in recognition of your loss control efforts.

Education and Training

While other organizations offer generalized courses for park and recreation agencies, PDRMA provides members with a broad range of hands-on and online industry-tailored educational programs that help members manage risks and promote wellness for employees and patrons alike.

Number of your agency's staff who participated in PDRMA's education and training programs in the past two years: 69

Legal Consultation

Members rely on advice and practical solutions provided by our in-house counsel to help them avoid costly legal problems. In 2016, PDRMA's counsel offered expert guidance at no additional cost to members through email, our Human Resource and Employment Liability Program (HELP) and nearly 600 HELPLine calls.

Number of calls your staff made to the HELPLine in the past two years: 8

Promoting Wellness



In its second year, **PATH** (Positive Activities Toward Health) achieved a 5-percent increase in employee participation, rising to 73 percent – just 2 percent shy of PDRMA's goal of 75-percent participation by eligible employees.

Filling out a Personal Health Assessment questionnaire and attending a biometric screening event (or submitting biometric results via a Physician Screening Form) helps **PATH** recommend the most appropriate activities, workshops, coaching support and challenges to keep participants engaged and active throughout the year. Employees earned points for completing activities up to an annual maximum of 400, which translates to equivalent incentive dollars at the end of the program year. More than 1,820 eligible employees participated in **PATH** during its first year.

Enclosed is the **2016 PATH Summary**, which highlights last year's accomplishments.

Rate Stabilization

Year after year, PDRMA's philosophy of focusing on long-term sustainability and financial stability provides members with a variety of ways to successfully manage risks and promote wellness within the framework of stable rates. In 2015 and 2016, PDRMA lowered Property/Casualty Program members' total contributions by \$4.77 million, combined, through use of the rate stabilization fund.

*Amount of rate stabilization used on your agency's behalf in the past two years:
\$30,552.00*

Although the total value of managing your risks and promoting wellness is impossible to fully quantify, one thing is certain: **The strength of PDRMA membership, combined with our innovative and industry-specific offerings, creates a bottom line that goes beyond just a number to help you effectively manage risks and promote wellness for your agency, employees and patrons.**

VII. Executive Director Report

Glencoe Park District
June 2017 Board Meeting

Glencoe Park District Executive Director's Report June 2017

Season Staff Training

The yearly summer all staff orientation/training took place at the Takiff Center on May 25th. We are proud to be the largest employer of high school and college-age young adults in the community. The training included a welcome to the park district and what I like to call Lisa's top 10 items for a successful summer. Then Mike Lushniak and the recreation and facility team developed a "Pursuit of Park District Knowledge" event based on the popular show "Amazing Race". This event had teams of staff running throughout Glencoe solving team challenges and learning about Glencoe Park District history, protocol, and other important information to make their summer successful. At the end, we enjoyed Pizza and offered the staff an opportunity to get to know each other. The staff go through extensive training at the beginning and throughout the summer. The picture below is most of our seasonal team, proudly wearing their "Get Your Play On" summer staff shirts!



Captial Project Updates

- **West and Astor Parks:** Construction began the week of June 12 with an expected end date of the first week of August.
- **Takiff Parking:** Staff is requesting approval for Takiff Center Parking Concept Plan A; Phase A and B and Concept Plan B Bioswale (TYP). More information is included in the action item section of the board packet.
- **Kalk Park:** Staff repaired the area that flooded over the sidewalk at Kalk Park by installing a flow well French drain system. Five underground basins were installed to hold storm water. This should drastically improve the drainage conditions along the new pathway during the rainy season. The water slowly dissipates into the ground as opposed to directly into the storm sewer system. The project was completed in-house saving the park district a considerable amount compared if we had to do the improvement through a contractor.

Some of the sodded areas at Kalk Park have started to brown due to the early warm weather. Parks staff continue to water the sodded areas to ensure the health of the grass. Kalk Park does not have an irrigation system so sprinklers are set out.

Berlin Park

You may see some brown areas at Berlin Park. When the field opened it was a deep green based on the quick release fertilizer put down in the spring. That fertilizer was used up and then the

field browned out, however the roots are well established on the sod. Staff did a second fertilizer application this season and made some irrigation adjustments to combat the browning effect of the sod caused by early warm weather.

Glencoe Beach and Lakefront Advisory Group

Glencoe Park District Beach and Lakefront Advisory Group is composed of individuals who volunteer in an advisory capacity to ensure beach programs and operations best serve the needs of the Glencoe community and beach patrons. The group serves in an advisory capacity to park district staff and provides input to the park board on programming, facilities, operation, and the natural/built environment. The group meets approximately three times per year, with weekday evening meetings that last 60-90 minutes. We are currently looking for volunteers to be considered for appointment to the advisory group for a four-year term. Interested individuals may download the application on the Glencoe Park District website and submit it to Lisa Sheppard at lsheppard@glencoeParkDistrict.com or they may drop the form off at Takiff Center. We will be accepting applications until July 30, 2017.

The next advisory meeting will be Tuesday, July 19 at 6:30pm at Glencoe Beach Sun Shelter #5.

Glencoe French Market

Glencoe's Chamber of Commerce, Village, and Park District worked cooperatively with Bensidoun Midwest Markets for the second year in a row to offer the Glencoe French Market which opened for the season on June 10. The market is open Saturdays from 8:00am-1:00pm. until October.

Fourth of July!

We have been planning for months to have a Fourth of July that is spectacular! We will continue to have logistics meetings with the village and Melrose for the event and fireworks. They are instrumental in helping us provide a fun and safe event!

Along with the event stage at Lakefront Park, for the second year we will have food trucks and well as our beach concessioner, North Shore Catering, to the evening festivities.

We will again host two trolley cars this year to assist with bringing guests to the venue. Pick up locations will be available at the train station and the lot by the post office/gas station and loading/unloading stations on Longwood Avenue to return them at the end of the evening. Additional auxiliary lighting is being brought in. A first aid/missing child station will be located at the turnaround at the end of Hazel clearly marked with signage. Public safety will assist us with this area from 6:00-10:00pm and the ambulance will be located at this location as well. Staffing plans/zones have been identified and a master staffing plan has been developed. A master maintenance calendar is in the works and this should allow our teams to work more efficiently. Identified areas at Lakefront Park and beach will be staffed beginning at 6:00am on July 4 to answer any questions patrons coming to the beach may have. Areas deemed high risk security-wise, as well as high traffic areas, will be staffed accordingly.

We have once again worked out an agreement with Winnetka Park District that will accommodate our pass holders, residents, and nonresidents on the Fourth of July. A map to the appropriate beaches with instructions will be given out to anyone who shows up on July 4th.

Line up for the Fourth of July

- 8:00am Fun Run
- 10:00am Preschool and Family Games at Kalk Park
- 11:00am-1:00pm Mini Golf Tournament at Kalk Park
- Noon Glencoe's Got Talent at Kalk Gazebo
- 2:00pm Parade (Village event)
- 6:00pm Concessions and Food Trucks
- 6:30-9:30pm Live Band: Empty Pockets at Lakefront Park
- 9:00pm Fireworks

Marketing: We are getting the word out to the community.

- Glencoe Quarterly
- Spring/Summer Glencoe Park District Brochure - page 32
- Glencoe Park District's website
- Village of Glencoe's website
- Big signage at the Halfway House indicating that Glencoe Beach will be closed on July 4 (up since opening weekend)
- Banners on the corners of Lakefront Park will be posted a week before the event indicating the beach will be closed on July 4 and fireworks in the park.
- A letter was distributed to our neighbors surrounding Lakefront Park notifying of July 4th street closures.
- A letter was sent to our boaters notifying of the July 4th boating beach closure at 6:00pm, relocation of the south side boats, and where to enter the boating beach on July 4.
- E-blasts will be sent weekly leading up to the event.
- Signage will be put up in village kiosks.
- Maps and instructions to beach goers who show up on the Fourth of July that will direct them to Winnetka Park District beaches.

Memorial Day Event

I would like to thank Commissioner Onderdonk for representing the Glencoe Park District at the Memorial Day event sponsored by the Glencoe Patriotic Committee. I would also like to thank the parks and maintenance team for preparing the site and setting up the event.

Children Circle Daycare

Through three months of the 2017/18 fiscal year, the Children's Circle program has been showing a decrease in net surplus compared to the same time last year. While revenue remains consistent compared to last year, a number of factors are contributing to the year over year difference.

At this time in 2016, the Children's Circle program was not operating an infant room, which means the enrollment capacity of the program was higher in 2016; monthly registration fees were

also lower. This is because DCFS ratios for some of the rooms have been lowered due to younger age groups in other rooms. At this time last year, 64 of 66 spots were filled. This year only 52 of 58 full time spots are filled. Staff is holding a number of spots for children who will be moving up from a younger room to an older room in the fall.

The infant room has been in operation for nine months. While there are 12 participants committed to start in that room before the fall, only eight are attending now, so only 66% of potential revenue is being collected. Staffing costs are higher in the infant room because during naptime, student-teacher ratios cannot be reduced as in other rooms.

Staffing has also been a challenge. Early Childhood leadership staff has been working to hire more part-time teachers, as doing so would allow the frogs room to expand enrollment for an additional five spots. That room is currently at 10 enrolled with three on the waiting list. However, early childhood leadership staff has not been able to find the highly qualified, customer-focused teacher assistants that are essential to the success of this program.

Staffing levels have changed and current wages have increased from last year. Based on the Hay Group salary study done in 2014, it was identified that full-time daycare teacher's wages were below comparable positions in other agencies. Because of that, two pay adjustments have been given to full-time daycare teachers over the past two years and part-time staff received a 5% raise over this time last year. Because of federal labor mandates (FSLA), full-time daycare teachers are also now paid for overtime if they work more than 40 hours in a week.

There are two more contributing factors to the decrease in net surplus for the daycare program. Full-time staff discounts for program participation in daycare are significantly higher than at this time last year. Also, there were two costly equipment items budgeted for and purchased in this fiscal year that were not budgeted or purchased at this time last year. Those items were more strollers and iPads for the implementation of a daycare parent communication app.

Staff is confident that revenues will remain consistent with last year and may continue to increase as enrollment numbers rise and routine fee increases take place in the fall. While staffing costs will increase over last year, staff will continue to work to manage staff and other expenses prudently to meet budget expectations. Staff has also implemented additional registration procedures to limit loss of revenue due to people holding spots in the program without attending. An excerpt from those procedures are below.

A participant may hold a spot in Children's Circle for up to 9 months (see early registration) without paying a monthly fee or attending the program, unless a waitlist exists for that class. If a space in a classroom is being held for someone who is not of age to begin that program yet, or chooses not to begin the program, 50% of the monthly fee will be required if there is another participant who wishes to register and begin attendance in the program immediately. The participant wishing to hold a spot will be given the option to pay 50% of the required monthly fee beginning immediately, or remove themselves from the program and be added to the end of the waitlist.

Room	2016-17 Pricing	2017-18 Pricing	Change
Jellyfish	\$1880/\$1974	\$1936/\$2003	3% increase
Frogs	\$1795/\$1885	\$1849/\$1942	3% increase
Starfish	\$1609/\$1689	\$1657/\$1740	3% increase
Belugas	\$1351/\$1419	\$1392/\$1462	3% increase

Room	Student-Teacher Ratio	Age	May 2016 Capacity	May 2016 Enrollment	May 2017 Capacity	May 2017 Enrollment	Projected Fall Enrollment
Jellyfish (fka-Seals)	1:4	6 weeks - 12 months	16	16	12	8	12
Frogs	1:5	12 months - 24 months	10	8	10	9	10
Starfish	1:8	24 months - 36 months	20	20	16	15	16 (4 M/W/F spots open)
Belugas	1:10	36 months - kindergarten	20	20	20	20	17
Total			66	64	58	52	55

Special Projects and Facilities Committee Meeting

We are recommending holding a Special Projects Committee meeting on Monday, July 10 at 6:30pm to discuss the Capital Project plan for the next 3 years.

Upcoming Board Meeting Dates

In the past, we have cancelled the August board and committee meetings if there was no pressing business that needs to be approved or discussed. Staff does not anticipate a need for the August board meeting. If the board agrees, then approval of cancelation of the August board meeting should occur at the July board meeting.

Just a reminder to mark your calendar for the 1st Tuesday of the month for Committee meetings.

Action Items

- A. Approval of Fiscal Year 2016/17 Annual Audit
- B. Approval of Ordinance No. 872: An Ordinance Adopting Prevailing Wage Rates to be Paid to Laborers, Mechanics, and Other Workers Performing Construction of Public Works in the Glencoe Park District, Cook County, Illinois
- C. Approval of Public Participation Guidelines during Board and Committee Meetings
- D. Approval of Contract with Altamanu for Takiff Center Parking Project
- E. Approval of Plan for Takiff Center Parking Lot to include Concept Plan A, Phase A, & B with Concept Plan B Sustainable Element Bioswale (TYP).
- F. Approval of District Park Sign Design

Submitted by:
 Lisa Sheppard, CPRP
 Executive Director

VIII. Action Item A

**Approval of Fiscal Year
2016/17 Annual Audit**

**See bound copies of the
Audit Management Letter and FY2016/17 Annual Audit
delivered to the Board.**

Glencoe Park District
June 2017 Board Meeting

VIII. Action Item B

Approval of Ordinance No. 872: An Ordinance Adopting Prevailing Wage Rates to be Paid to Laborers, Mechanics, and Other Workers Performing Construction of Public Works in the Glencoe Park District, Cook County, Illinois

Glencoe Park District
June 2017 Board Meeting

**GLENCOE PARK DISTRICT
ORDINANCE No. 872**

**AN ORDINANCE ADOPTING PREVAILING WAGE RATES TO BE PAID TO
LABORERS, MECHANICS AND OTHER WORKERS PERFORMING
CONSTRUCTION OF PUBLIC WORKS IN THE GLENCOE PARK DISTRICT
COOK COUNTY, ILLINOIS**

WHEREAS, the State of Illinois has enacted the Prevailing Wage Act, approved June 26, 1941, as amended, being 820 ILCS 130/0.01 through 130/12 (the "Act"); and

WHEREAS, the Act requires that during the month of June of each calendar year the Board of Commissioners of the Glencoe Park District ("Park District") investigate and ascertain the prevailing rate of wages, as defined in said Act, in the "locality" of the Park District for laborers, mechanics and other workers performing construction of public works for the Park District.

NOW THEREFORE, Be It and It is Hereby Ordained by the Board of Park Commissioners of the Glencoe Park District, Cook County, Illinois as follows:

Section 1: To the extent and as required by the Act, the general prevailing rate of wages in this locality for laborers, mechanics and other workers engaged in the construction of public works coming under the jurisdiction of the Park District is hereby ascertained to be the same as the prevailing rate of wages for construction work in Cook County as determined by the Department of Labor of the State of Illinois (the "Department") which are in effect on June 5, 2017, a copy of that determination being attached hereto and incorporated herein by reference. As required by said Act, any and all revisions of the prevailing rate of wages by the Department shall supersede the Department's June determination and apply to any and all public works construction undertaken by the Park District. The definition of any terms appearing in this Ordinance which are also used in the Act shall be the same as the definitions specified in the Act.

Section 2: Nothing herein contained is intended to apply nor shall be construed to apply said prevailing rate of wages as herein ascertained to any work or employment performed on behalf of this Park District except public works construction to the extent required by the Act.

Section 3: If any section, paragraph, clause, or provision of this Ordinance shall be held invalid, the invalidity thereof shall not affect any of the other provisions of this Ordinance.

Section 4: All Ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 5: The Secretary shall publicly post or keep available for inspection by any interested party in the main office of this Park District this determination of prevailing rate of wages. A copy of this determination or of the current revised determination of prevailing rate of wages then in effect shall be attached to all contract specifications.

Section 6: By July 15th, the Secretary shall file a certified copy of this Ordinance with the Illinois Department of Labor.

Section 7: Within thirty (30) days after filing a certified copy of this Ordinance with the Department of Labor, the Secretary shall cause to be published in a newspaper of general circulation within the area a notice that this determination is effective and constitutes the determination of this public body.

Section 8: The Secretary shall mail a copy of this Ordinance to any employer, and to any association of employers and to any person or association of employees who have filed their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

Section 9: This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

Passed this 20th day of June 2017 by roll call vote:

AYES:
NAYS:
ABSENT:

Dudley Onderdonk, President
Board of Commissioners

ATTEST

Lisa M. Sheppard, Secretary
Board of Commissioners

[SEAL]

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

SECRETARY'S CERTIFICATE

I, Lisa M. Sheppard, do hereby certify that I am Secretary of the Board of Park Commissioners of the Glencoe Park District, Cook 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 Ordinance No. 872:

AN ORDINANCE ADOPTING PREVAILING WAGE RATES TO BE PAID TO LABORERS, MECHANICS AND OTHER WORKERS PERFORMING CONSTRUCTION OF PUBLIC WORKS IN THE GLENCOE PARK DISTRICT COOK COUNTY, ILLINOIS

adopted at a duly called Regular Meeting of the Board of Park Commissioners of the Glencoe Park District, held at Glencoe, Illinois, in said District at 7:00 p.m. on the 20th day of June 2017.

I DO FURTHER CERTIFY that the deliberations of the Board on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and 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 Glencoe Park District at Glencoe, Illinois this 20th day of June 2017.

Lisa M. Sheppard, Secretary
Board of Park Commissioners
Glencoe Park District

[SEAL]

This schedule contains the prevailing wage rates required to be paid for work performed on or after Monday, June 5, 2017 on public works projects in this County. Pursuant to 820 ILCS 130/4, public bodies in this County that have active public works projects are responsible for notifying all contractors and subcontractors working on those public works projects of the change (if any) to rates that were previously in effect. The failure of a public body to provide such notice does not relieve contractors or subcontractors of their obligations under the Prevailing Wage Act, including the duty to pay the relevant prevailing wage in effect at the time work subject to the Act is performed.

COOK COUNTY
PREVAILING WAGE
RATES EFFECTIVE
JUNE 5, 2017

TradeTitle	Region	Type	Class	Base Wage	Foreman Wage	M-F OT	OSA	OSH	H/W	Pension	Vacation	Training
ASBESTOS ABT-GEN	All	All		40.40	40.95	1.5	1.5	2.0	14.23	11.57	0.00	0.50
ASBESTOS ABT-MEC	All	BLD		37.46	39.96	1.5	1.5	2.0	11.62	11.06	0.00	0.72
BOILERMAKER	All	BLD		47.07	51.30	2.0	2.0	2.0	6.97	18.13	0.00	0.40
BRICK MASON	All	BLD		44.88	48.84	1.5	1.5	2.0	10.25	15.30	0.00	0.85
CARPENTER	All	All		45.35	47.35	1.5	1.5	2.0	11.79	17.60	0.00	0.63
CEMENT MASON	All	All		44.25	46.25	2.0	1.5	2.0	13.65	15.51	0.00	0.65
CERAMIC TILE FNSHER	All	BLD		37.81		1.5	1.5	2.0	10.55	10.12	0.00	0.65
COMM. ELECT. ELECTRIC PWR EQMT	All	BLD		42.02	44.82	1.5	1.5	2.0	8.88	12.78	0.59	0.75
OP	All	All		48.90	53.90	1.5	1.5	2.0	11.41	16.39	0.00	3.10
ELECTRIC PWR GRNDMAN	All	All		38.14	53.90	1.5	1.5	2.0	8.90	12.78	0.00	2.75
ELECTRIC PWR LINEMAN	All	All		48.90	53.90	1.5	1.5	2.0	11.41	16.39	0.00	3.10
ELECTRICIAN ELEVATOR	All	All		46.10	49.10	1.5	1.5	2.0	14.33	15.52	0.70	1.00
CONSTRUCTOR	All	BLD		51.94	58.43	2.0	2.0	2.0	14.43	14.96	4.16	0.90
FENCE ERECTOR	All	All		38.34	40.34	1.5	1.5	2.0	13.15	13.10	0.00	0.40
GLAZIER	All	BLD		41.70	43.20	1.5	2.0	2.0	13.94	18.99	0.00	0.94
HT/FROST INSULATOR	All	BLD		49.95	52.45	1.5	1.5	2.0	11.62	12.26	0.00	0.72

IRON WORKER	All	All		46.20	48.20	2.0	2.0	2.0	13.65	21.52	0.00	0.35
LABORER	All	All		40.20	40.95	1.5	1.5	2.0	14.23	11.57	0.00	0.50
LATHER	All	All		44.35	46.35	1.5	1.5	2.0	13.29	16.39	0.00	0.63
MACHINIST	All	BLD		45.35	47.85	1.5	1.5	2.0	7.26	8.95	1.85	1.30
MARBLE FINISHERS	All	All		33.45	33.45	1.5	1.5	2.0	10.25	14.44	0.00	0.46
MARBLE MASON	All	BLD		44.13	48.54	1.5	1.5	2.0	10.25	14.97	0.00	0.59
MATERIAL TESTER I	All	All		30.20	30.20	1.5	1.5	2.0	14.23	11.57	0.00	0.50
MATERIALS TESTER II	All	All		35.20	35.20	1.5	1.5	2.0	14.23	11.57	0.00	0.50
MILLWRIGHT	All	All		45.35	47.35	1.5	1.5	2.0	11.79	17.60	0.00	0.63
OPERATING ENGINEER	All	BLD	1	49.10	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	BLD	2	47.80	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	BLD	3	45.25	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	BLD	4	43.50	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	BLD	5	52.85	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	BLD	6	50.10	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	BLD	7	52.10	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	FLT	1	54.75	54.75	1.5	1.5	2.0	17.65	12.65	1.90	1.35
OPERATING ENGINEER	All	FLT	2	53.25	54.75	1.5	1.5	2.0	17.65	12.65	1.90	1.35
OPERATING ENGINEER	All	FLT	3	47.40	54.75	1.5	1.5	2.0	17.65	12.65	1.90	1.35
OPERATING ENGINEER	All	FLT	4	39.40	54.75	1.5	1.5	2.0	17.65	12.65	1.90	1.35
OPERATING ENGINEER	All	FLT	5	56.25	54.75	1.5	1.5	2.0	17.65	12.65	1.90	1.35

OPERATING ENGINEER	All	FLT	6	37.00	54.75	1.5	1.5	2.0	17.65	12.65	1.90	1.35
OPERATING ENGINEER	All	HWY	1	47.30	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	HWY	2	46.75	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	HWY	3	44.70	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	HWY	4	43.30	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	HWY	5	42.10	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	HWY	6	50.30	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	HWY	7	48.30	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
ORNAMNTL IRON WORKER	All	All		45.75	48.25	2.0	2.0	2.0	13.65	18.99	0.00	0.75
PAINTER	All	All		44.55	49.30	1.5	1.5	1.5	11.50	11.10	0.00	1.27
PAINTER SIGNS	All	BLD		33.92	38.09	1.5	1.5	1.5	2.60	2.71	0.00	0.00
PILEDRIVER	All	All		45.35	47.35	1.5	1.5	2.0	11.79	17.60	0.00	0.63
PIPEFITTER	All	BLD		47.50	50.50	1.5	1.5	2.0	9.55	17.85	0.00	2.07
PLASTERER	All	BLD		42.25	44.79	1.5	1.5	2.0	13.65	9.50	5.00	0.65
PLUMBER	All	BLD		48.25	50.25	1.5	1.5	2.0	14.09	12.65	0.00	1.18
ROOFER	All	BLD		41.70	44.70	1.5	1.5	2.0	8.28	11.59	0.00	0.53
SHEETMETAL WORKER	All	BLD		43.03	46.47	1.5	1.5	2.0	10.73	21.87	0.00	0.75
SIGN HANGER	All	BLD		31.31	33.81	1.5	1.5	2.0	4.85	3.28	0.00	0.00
SPRINKLER FITTER	All	BLD		47.20	49.20	1.5	1.5	2.0	12.25	11.55	0.00	0.55
STEEL ERECTOR	All	All		42.07	44.07	2.0	2.0	2.0	13.45	19.59	0.00	0.35
STONE MASON	All	BLD		44.88	49.37	1.5	1.5	2.0	10.25	15.30	0.00	0.85
TERRAZZO FINISHER	All	BLD		39.54	39.54	1.5	1.5	2.0	10.55	11.79	0.00	0.67
TERRAZZO MASON	All	BLD		43.38	43.38	1.5	1.5	2.0	10.55	13.13	0.00	0.79

TILE MASON	All	BLD		43.84	47.84	1.5	1.5	2.0	10.55	11.40	0.00	0.99
TRAFFIC SAFETY WRKR	All	HWY		33.50	39.50	1.5	1.5	2.0	6.00	7.25	0.00	0.50
TRUCK DRIVER	E	All	1	35.60	36.25	1.5	1.5	2.0	8.56	11.50	0.00	0.15
TRUCK DRIVER	E	All	2	35.85	36.25	1.5	1.5	2.0	8.56	11.50	0.00	0.15
TRUCK DRIVER	E	All	3	36.05	36.25	1.5	1.5	2.0	8.56	11.50	0.00	0.15
TRUCK DRIVER	E	All	4	36.25	36.25	1.5	1.5	2.0	8.56	11.50	0.00	0.15
TRUCK DRIVER	W	All	1	35.98	36.53	1.5	1.5	2.0	8.25	10.14	0.00	0.15
TRUCK DRIVER	W	All	2	36.13	36.53	1.5	1.5	2.0	8.25	10.14	0.00	0.15
TRUCK DRIVER	W	All	3	36.33	36.53	1.5	1.5	2.0	8.25	10.14	0.00	0.15
TRUCK DRIVER	W	All	4	36.53	36.53	1.5	1.5	2.0	8.25	10.14	0.00	0.15
TUCK POINTER	All	BLD		44.90	45.90	1.5	1.5	2.0	8.30	14.29	0.00	0.48

Explanations

COOK COUNTY

The following list is considered as those days for which holiday rates of wages for work performed apply: New Years Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day and Veterans Day in some classifications/counties. Generally, any of these holidays which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration. If in doubt, please check with IDOL.

TRUCK DRIVERS (WEST) - That part of the county West of Barrington Road.

EXPLANATION OF CLASSES

ASBESTOS - GENERAL - removal of asbestos material/mold and hazardous materials from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials/mold and hazardous materials from ductwork or pipes in a building when the building is to be demolished at the time or at some close future date.

ASBESTOS - MECHANICAL - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

CERAMIC TILE FINISHER

The grouting, cleaning, and polishing of all classes of tile, whether for interior or exterior purposes, all burned, glazed or unglazed products; all composition materials, granite tiles, warning detectable

tiles, cement tiles, epoxy composite materials, pavers, glass, mosaics, fiberglass, and all substitute materials, for tile made in tile-like units; all mixtures in tile like form of cement, metals, and other materials that are for and intended for use as a finished floor surface, stair treads, promenade roofs, walks, walls, ceilings, swimming pools, and all other places where tile is to form a finished interior or exterior. The mixing of all setting mortars including but not limited to thin-set mortars, epoxies, wall mud, and any other sand and cement mixtures or adhesives when used in the preparation, installation, repair, or maintenance of tile and/or similar materials. The handling and unloading of all sand, cement, lime, tile, fixtures, equipment, adhesives, or any other materials to be used in the preparation, installation, repair, or maintenance of tile and/or similar materials. Ceramic Tile Finishers shall fill all joints and voids regardless of method on all tile work, particularly and especially after installation of said tile work. Application of any and all protective coverings to all types of tile installations including, but not be limited to, all soap compounds, paper products, tapes, and all polyethylene coverings, plywood, masonite, cardboard, and any new type of products that may be used to protect tile installations, Blastrac equipment, and all floor scarifying equipment

used in preparing floors to receive tile. The clean up and removal of all waste and materials. All demolition of existing tile floors and walls to be re-tiled.

COMMUNICATIONS ELECTRICIAN

Installation, operation, inspection, maintenance, repair and service of radio, television, recording, voice sound vision production and reproduction, telephone and telephone interconnect, facsimile, data apparatus, coaxial, fibre optic and wireless equipment, appliances and systems used for the transmission and reception of signals of any nature, business, domestic, commercial, education, entertainment, and residential purposes, including but not limited to, communication and telephone, electronic and sound equipment, fibre optic and data communication systems, and the performance of any task directly related to such installation or service whether at new or existing sites, such tasks to include the placing of wire and cable and electrical power conduit or other raceway work within the equipment room and pulling wire and/or cable through conduit and the installation of any incidental conduit, such that the employees covered hereby can complete any job in full.

MARBLE FINISHER

Loading and unloading trucks, distribution of all materials (all stone, sand, etc.), stocking of floors with material, performing all rigging for heavy work, the handling of all material that may be needed for the installation of such materials, building of scaffolding, polishing if needed, patching, waxing of material if damaged, pointing up, caulking, grouting and cleaning of marble, holding water on diamond or Carborundum blade or saw for setters cutting, use of tub saw or any other saw needed for preparation of material, drilling of holes for wires that anchor material set by setters, mixing up of molding plaster for installation of material, mixing up thin set for the installation of material, mixing up of sand to cement for the installation of material and such other work as may be required in helping a Marble Setter in the handling of all material in the erection or installation of interior marble, slate, travertine, art marble, serpentine, alberene stone, blue stone, granite and other stones (meaning as to stone any foreign or domestic materials as are specified and used in building interiors and exteriors and customarily known as stone in the trade), carrara,

sanionyx, vitrolite and similar opaque glass and the laying of all marble tile, terrazzo tile, slate tile and precast tile, steps, risers treads, base, or any other materials that may be used as substitutes for any of the aforementioned materials and which are used on interior and exterior which are installed in a similar manner.

MATERIAL TESTER I: Hand coring and drilling for testing of materials; field inspection of uncured concrete and asphalt.

MATERIAL TESTER II: Field inspection of welds, structural steel, fireproofing, masonry, soil, facade, reinforcing steel, formwork, cured concrete, and concrete and asphalt batch plants; adjusting proportions of bituminous mixtures.

OPERATING ENGINEER - BUILDING

Class 1. Asphalt Plant; Asphalt Spreader; Autograde; Backhoes with Caisson Attachment; Batch Plant; Benoto (requires Two Engineers); Boiler and Throttle Valve; Caisson Rigs; Central Redi-Mix Plant; Combination Back Hoe Front End-loader Machine; Compressor and Throttle

Valve; Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Conveyor (Truck Mounted); Concrete Paver Over 27E cu. ft; Concrete Paver 27E cu. ft. and Under; Concrete Placer; Concrete Placing Boom; Concrete Pump (Truck Mounted); Concrete Tower; Cranes, All; Cranes, Hammerhead; Cranes, (GCI and similar Type); Creter Crane; Spider Crane; Crusher, Stone, etc.; Derricks, All; Derricks, Traveling; Formless Curb and Gutter Machine; Grader, Elevating; Grouting Machines; Heavy Duty Self-Propelled Transporter or Prime Mover; Highlift Shovels or Front Endloader 2-1/4 yd. and over; Hoists, Elevators, outside type rack and pinion and similar machines; Hoists, One, Two and Three Drum; Hoists, Two Tugger One Floor; Hydraulic Backhoes; Hydraulic Boom Trucks; Hydro Vac (and similar equipment); Locomotives, All; Motor Patrol; Lubrication Technician; Manipulators; Pile Drivers and Skid Rig; Post Hole Digger; Pre-Stress Machine; Pump Cretes Dual Ram; Pump Cretes: Squeeze Cretes-Screw Type Pumps; Gypsum Bulker and Pump; Raised and Blind Hole Drill; Roto Mill Grinder; Scoops - Tractor Drawn; Slip-Form Paver; Straddle Buggies; Operation of Tie Back Machine; Tournapull; Tractor with Boom and Side Boom; Trenching Machines.

Class 2. Boilers; Broom, All Power Propelled; Bulldozers; Concrete

Mixer (Two Bag and Over); Conveyor, Portable; Forklift Trucks;
Highlift Shovels or Front Endloaders under 2-1/4 yd.; Hoists,
Automatic; Hoists, Inside Elevators; Hoists, Sewer Dragging Machine;
Hoists, Tugger Single Drum; Laser Screed; Rock Drill (Self-Propelled);
Rock Drill (Truck Mounted); Rollers, All; Steam Generators; Tractors,
All; Tractor Drawn Vibratory Roller; Winch Trucks with "A" Frame.

Class 3. Air Compressor; Combination Small Equipment Operator;
Generators; Heaters, Mechanical; Hoists, Inside Elevators (remodeling
or renovation work); Hydraulic Power Units (Pile Driving, Extracting,
and Drilling); Pumps, over 3" (1 to 3 not to exceed a total of 300
ft.); Low Boys; Pumps, Well Points; Welding Machines (2 through 5);
Winches, 4 Small Electric Drill Winches.

Class 4. Bobcats and/or other Skid Steer Loaders; Oilers; and Brick
Forklift.

Class 5. Assistant Craft Foreman.

Class 6. Gradall.

Class 7. Mechanics; Welders.

OPERATING ENGINEERS - HIGHWAY CONSTRUCTION

Class 1. Asphalt Plant; Asphalt Heater and Planer Combination; Asphalt Heater Scarfire; Asphalt Spreader; Autograder/GOMACO or other similar type machines: ABG Paver; Backhoes with Caisson Attachment; Ballast Regulator; Belt Loader; Caisson Rigs; Car Dumper; Central Redi-Mix Plant; Combination Backhoe Front Endloader Machine, (1 cu. yd. Backhoe Bucket or over or with attachments); Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Paver over 27E cu. ft.; Concrete Placer; Concrete Tube Float; Cranes, all attachments; Cranes, Tower Cranes of all types: Creter Crane: Spider Crane; Crusher, Stone, etc.; Derricks, All; Derrick Boats; Derricks, Traveling; Dredges; Elevators, Outside type Rack & Pinion and Similar Machines; Formless Curb and Gutter Machine; Grader, Elevating; Grader, Motor Grader, Motor Patrol, Auto Patrol, Form Grader, Pull Grader, Subgrader; Guard Rail Post Driver Truck Mounted; Hoists, One, Two and Three Drum; Heavy Duty Self-Propelled Transporter or Prime Mover; Hydraulic Backhoes; Backhoes with shear attachments up to 40' of boom reach; Lubrication

Technician; Manipulators; Mucking Machine; Pile Drivers and Skid Rig; Pre-Stress Machine; Pump Cretes Dual Ram; Rock Drill - Crawler or Skid Rig; Rock Drill - Truck Mounted; Rock/Track Tamper; Roto Mill Grinder; Slip-Form Paver; Snow Melters; Soil Test Drill Rig (Truck Mounted); Straddle Buggies; Hydraulic Telescoping Form (Tunnel); Operation of Tieback Machine; Tractor Drawn Belt Loader; Tractor Drawn Belt Loader (with attached pusher - two engineers); Tractor with Boom; Tractaire with Attachments; Traffic Barrier Transfer Machine; Trenching; Truck Mounted Concrete Pump with Boom; Raised or Blind Hole Drills (Tunnel Shaft); Underground Boring and/or Mining Machines 5 ft. in diameter and over tunnel, etc; Underground Boring and/or Mining Machines under 5 ft. in diameter; Wheel Excavator; Widener (APSCO).

Class 2. Batch Plant; Bituminous Mixer; Boiler and Throttle Valve; Bulldozers; Car Loader Trailing Conveyors; Combination Backhoe Front Endloader Machine (Less than 1 cu. yd. Backhoe Bucket or over or with attachments); Compressor and Throttle Valve; Compressor, Common Receiver (3); Concrete Breaker or Hydro Hammer; Concrete Grinding Machine; Concrete Mixer or Paver 7S Series to and including 27 cu. ft.; Concrete Spreader; Concrete Curing Machine, Burlap Machine, Belting Machine and Sealing Machine; Concrete Wheel Saw; Conveyor Muck

Cars (Haglund or Similar Type); Drills, All; Finishing Machine - Concrete; Highlift Shovels or Front Endloader; Hoist - Sewer Dragging Machine; Hydraulic Boom Trucks (All Attachments); Hydro-Blaster; Hydro Excavating (excluding hose work); Laser Screed; All Locomotives, Dinky; Off-Road Hauling Units (including articulating) Non Self-Loading Ejection Dump; Pump Cretes: Squeeze Cretes - Screw Type Pumps, Gypsum Bulker and Pump; Roller, Asphalt; Rotary Snow Plows; Rototiller, Seaman, etc., self-propelled; Self-Propelled Compactor; Spreader - Chip - Stone, etc.; Scraper - Single/Twin Engine/Push and Pull; Scraper - Prime Mover in Tandem (Regardless of Size); Tractors pulling attachments, Sheeps Foot, Disc, Compactor, etc.; Tug Boats.

Class 3. Boilers; Brooms, All Power Propelled; Cement Supply Tender; Compressor, Common Receiver (2); Concrete Mixer (Two Bag and Over); Conveyor, Portable; Farm-Type Tractors Used for Mowing, Seeding, etc.; Forklift Trucks; Grouting Machine; Hoists, Automatic; Hoists, All Elevators; Hoists, Tugger Single Drum; Jeep Diggers; Low Boys; Pipe Jacking Machines; Post-Hole Digger; Power Saw, Concrete Power Driven; Pug Mills; Rollers, other than Asphalt; Seed and Straw Blower; Steam Generators; Stump Machine; Winch Trucks with "A" Frame; Work Boats; Tamper-Form-Motor Driven.

Class 4. Air Compressor; Combination - Small Equipment Operator; Directional Boring Machine; Generators; Heaters, Mechanical; Hydraulic Power Unit (Pile Driving, Extracting, or Drilling); Light Plants, All (1 through 5); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Pumps, Well Points; Vacuum Trucks (excluding hose work); Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 5. SkidSteer Loader (all); Brick Forklifts; Oilers.

Class 6. Field Mechanics and Field Welders

Class 7. Dowell Machine with Air Compressor; Gradall and machines of like nature.

OPERATING ENGINEER - FLOATING

Class 1. Craft Foreman; Master Mechanic; Diver/Wet Tender; Engineer; Engineer (Hydraulic Dredge).

Class 2. Crane/Backhoe Operator; Boat Operator with towing

endorsement; Mechanic/Welder; Assistant Engineer (Hydraulic Dredge);
Leverman (Hydraulic Dredge); Diver Tender.

Class 3. Deck Equipment Operator, Machineryman, Maintenance of Crane
(over 50 ton capacity) or Backhoe (115,000 lbs. or more); Tug/Launch
Operator; Loader/Dozer and like equipment on Barge, Breakwater Wall,
Slip/Dock, or Scow, Deck Machinery, etc.

Class 4. Deck Equipment Operator, Machineryman/Fireman (4 Equipment
Units or More); Off Road Trucks; Deck Hand, Tug Engineer, Crane
Maintenance (50 Ton Capacity and Under) or Backhoe Weighing (115,000
pounds or less); Assistant Tug Operator.

Class 5. Friction or Lattice Boom Cranes.

Class 6. ROV Pilot, ROV Tender

SURVEY WORKER - Operated survey equipment including data collectors,
G.P.S. and robotic instruments, as well as conventional levels and
transits.

TERRAZZO FINISHER

The handling of sand, cement, marble chips, and all other materials that may be used by the Mosaic Terrazzo Mechanic, and the mixing, grinding, grouting, cleaning and sealing of all Marble, Mosaic, and Terrazzo work, floors, base, stairs, and wainscoting by hand or machine, and in addition, assisting and aiding Marble, Masonic, and Terrazzo Mechanics.

TRAFFIC SAFETY

Work associated with barricades, horses and drums used to reduce lane usage on highway work, the installation and removal of temporary lane markings, and the installation and removal of temporary road signs.

TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION - EAST & WEST

Class 1. Two or three Axle Trucks. A-frame Truck when used for transportation purposes; Air Compressors and Welding Machines, including those pulled by cars, pick-up trucks and tractors; Ambulances; Batch Gate Lockers; Batch Hopperman; Car and Truck

Washers; Carry-alls; Fork Lifts and Hoisters; Helpers; Mechanics
Helpers and Greasers; Oil Distributors 2-man operation; Pavement
Breakers; Pole Trailer, up to 40 feet; Power Mower Tractors;
Self-propelled Chip Spreader; Skipman; Slurry Trucks, 2-man operation;
Slurry Truck Conveyor Operation, 2 or 3 man; Teamsters; Unskilled
Dumpman; and Truck Drivers hauling warning lights, barricades, and
portable toilets on the job site.

Class 2. Four axle trucks; Dump Crets and Adgetors under 7 yards;
Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnapulls or
Turnatrailers when pulling other than self-loading equipment or
similar equipment under 16 cubic yards; Mixer Trucks under 7 yards;
Ready-mix Plant Hopper Operator, and Winch Trucks, 2 Axles.

Class 3. Five axle trucks; Dump Crets and Adgetors 7 yards and over;
Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnatrailers or
turnapulls when pulling other than self-loading equipment or similar
equipment over 16 cubic yards; Explosives and/or Fission Material
Trucks; Mixer Trucks 7 yards or over; Mobile Cranes while in transit;
Oil Distributors, 1-man operation; Pole Trailer, over 40 feet; Pole
and Expandable Trailers hauling material over 50 feet long; Slurry

trucks, 1-man operation; Winch trucks, 3 axles or more;

Mechanic--Truck Welder and Truck Painter.

Class 4. Six axle trucks; Dual-purpose vehicles, such as mounted crane trucks with hoist and accessories; Foreman; Master Mechanic; Self-loading equipment like P.B. and trucks with scoops on the front.

Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. If no neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this determination. If a project requires these, or any classification not listed, please contact IDOL at 217-782-1710 for wage rates or clarifications.

LANDSCAPING

Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.

MATERIAL TESTER & MATERIAL TESTER/INSPECTOR I AND II

Notwithstanding the difference in the classification title, the classification entitled "Material Tester I" involves the same job duties as the classification entitled "Material Tester/Inspector I". Likewise, the classification entitled "Material Tester II" involves the same job duties as the classification entitled "Material Tester/Inspector II".

VIII. Action Item C

Approval of Public Participation Guidelines during Board and Committee Meetings

Glencoe Park District
June 2017 Board Meeting



INTEROFFICE MEMORANDUM

TO: BOARD OF COMMISSIONERS
FROM: LISA SHEPPARD, EXECUTIVE DIRECTOR
SUBJECT: PUBLIC PARTICIPATION GUIDELINES DURING BOARD AND
COMMITTEE MEETINGS
DATE: JUNE 12, 2017
CC: JENNY RUNKEL

As part of our review of policies for Distinguished Accreditation, we noticed that our public participation guidelines during board and committee meetings were never officially approved and did not have a maximum time limit for public comment during board or committee meetings. Our lawyers recommend an approved time limit. This is important, for example, if 30 citizens did show for a meeting and all wanted to speak the maximum 3 minutes the Public Comment portion could last 90 minutes. While this may be fine if each citizen wanted to comment on a different issue, the majority of time this happens the information is a repeat of what is already said.

This guideline merely gives the board a chance to end public comment after 30 minutes, if they feel no new information is going to be shared. The board can waive this time limit, but without this policy in place it is difficult to end the public comment section of the meeting.

A copy of the public participation guideline is attached.

Recommended Motion: To approve of public participation guidelines during board and committee meetings as presented.

Park Board Meetings

The Glencoe Park Board of Commissioners meets once a month to conduct the business affairs of the District. These meetings are normally held on the third Tuesday at 7:00 p.m. in Takiff Community Center at 999 Green Bay Road, Glencoe. Regular meetings of the Board are scheduled in advance for the March-February fiscal year. Notices of all regular and special meetings are sent to the press and those who request them and are posted on our website.

Under Illinois Law, the Board is permitted to consider specific matters in a closed meeting, called an Executive Session. No votes may be taken or formal decisions made during these sessions. Minutes of all meetings are available for public inspection upon the Board's approval of their contents.

Status and Structure

Glencoe Park District was incorporated in 1912 as a separate local government entity. The Park District has the power to levy taxes within its prescribed limits and possesses all the powers of a public corporation.

Commissioners serve on one or more Board Committees which permit in-depth discussions of policy issues before they are presented to the full Board. Standing Committees include Finance Committee of the Whole, Personnel and Policy Committee, and Special Projects and Facilities Committee.

Commissioners may also serve on one or more advisory groups comprised of residents, patrons, and staff for the specific purpose of seeking advice related to a component of Park District activity. Current advisory groups include Glencoe Beach and Lakefront Advisory Group and Watts Advisory Group.

Public Participation

If you wish to speak at a meeting, the Board of Commissioners welcomes public participation. To help you understand and participate in these proceedings, key rules governing your participation are outlined as follows:

1. The Board President is the presiding officer and decides on all questions of order.
2. Any person/delegation may be recognized to speak on any matter whether or not the topic is scheduled for discussion. Speakers will identify themselves by name and address prior to speaking.
3. The Board President will call for "Matters from the Public" twice during a regular board meeting. Once after Consent Agenda items are passed and a second time near the end of the meeting. Feel free to bring matters before the Board at these times.
4. Unless otherwise specified by the President or another Commissioner, a speaker's comments should be limited to three minutes with a total Matters from the Public limitation of 30 minutes.
5. To ensure a dignified debate and fair representation of all sides of an issue, observance of customary parliamentary rules shall prevail.
6. A sign in sheet, copies of the Agenda and Board Packet, are available at the room's entrance.

If you have questions regarding participation before or during the meeting, please speak with the Administrative Assistant seated at the end of the head table.



Takiff Community Center
999 Green Bay Rd, Glencoe
847-835-3030
Glencoe Beach
55 Hazel Ave, Glencoe
847-835-8910
Watts Ice Center
305 Randolph St, Glencoe
847-835-4440

www.GlencoeParkDistrict.com



WELCOME TO A MEETING OF THE
BOARD OF PARK COMMISSIONERS

Welcome!

The Board of the Commissioners of Glencoe Park District appreciates your interest. All meetings of the Park Board and its committees are open to the public.

The intent of this brochure is to introduce you to the Commissioners of the Glencoe Park District, to inform you of their responsibilities, and to assist you in addressing the Board with your questions or comments.

Executive Staff

The Board is committed to hiring professional staff and is responsible for hiring the Executive Director, who also serves as Secretary to the Board.

The Executive Director hires and supervises Department Heads to manage the day-to-day operations of the District. The Department Heads include the Director of Finance and Human Resources, Director of Parks and Maintenance, Director of Recreation and Facilities, and Manager of Marketing and Communications.

Board of Commissioners

The Glencoe Park Board is the legal governing authority through which the business of the District is conducted. Five Park Commissioners are elected by residents to and serve four-year terms without pay. When Board members are present at a legally constituted meeting, they have the authority to establish or change Park District policy, approve the budget, negotiate agreements, and sign contracts. Once the meeting is adjourned, all Board Members return to their role as citizens and taxpayers.

Mission & Vision

Mission Enriching lives and creating memorable experiences by providing exceptional services, parks, programs, and facilities.

Vision We are committed to become the most innovative, customer driven, and fiscally responsible park district for current and future generations.

Connections

Attorneys to the Board Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer, P.C.

Affiliations Illinois Association of Park Districts, Illinois Park and Recreation Association, National Recreation and Park Association, Northeastern Illinois Plan Commission

Charter Member Northern Suburban Special Recreation Association, Park District Risk Management Agency

Partners Many local community and youth groups



President
Dudley Onderdonk
Term 2015-2019



Vice President
Lisa M. Brooks
Term 2015-2019



Treasurer
Josh Lutton
Term 2017-2021



Commissioner
Stefanie Boron
Term 2017-2021



Commissioner
Steven H. Gaines
2nd Term 2017-2021



Executive Director and
Board Secretary
Lisa Sheppard



Director of
Parks and
Maintenance
Chris Leiner



Director of
Finance and
Human Resources
Carol Mensinger



Director of
Recreation and
Facilities
Mike Lushniak



Manager of
Marketing and
Communications
Erin Maassen

VIII. Action Item D

**Approval of Plan for Takiff Center Parking
Lot to include Concept Plan A, Phase A & B
with Concept Plan B Sustainable Element
Bioswale (TYP)**

Glencoe Park District
June 2017 Board Meeting



INTEROFFICE MEMORANDUM

TO: BOARD OF COMMISSIONERS
FROM: LISA SHEPPARD, EXECUTIVE DIRECTOR
SUBJECT: TAKIFF CENTER PARKING
DATE: JUNE 12, 2017
CC:

On May 16, we conducted a Special Projects and Facilities Committee in regards to the Takiff Center parking concept plans. Representatives from Altamanu and SMP Group presented Concept Plan A which included 6 phases of improvements and Concept Plan B which included sustainable elements added. They also included opinion of probable costs that did not include design or permitting fees. Those documents are attached.

Commissioner Lerman, directed staff based on the discussion of the Committee, to advance to the board the recommendation to approve Concept Plan A: Phase A and B and Concept Plan B bioswale (TYP) by phase A.

Staff further recommends that the concept include designing the pathways in asphalt with an alternative bid to include concrete. Staff also recommended designing the Concept Plan B bioswale by the staff parking area as an alternative bid.

Recommended Motion:

To approve Concept Plan A: Phase A and B and Concept Plan B bioswale (TYP) by phase A. To also include designing the pathways in asphalt with an alternative bid to include concrete and designing the Concept Plan B bioswale by the staff parking area as an alternative bid.



Parking Spaces	Ex.	Prop.
Center Parking Lot	42	39
	2 (HC)	4 (HC)
	40	35
East Parking Lot	34	36
	33	35
	1 (HC)	1 (HC)
Additional Parking Lot 0	0	25
Green Bay Parking	42	42
	38	38
	4 (HC)	4 (HC)
Temp Parking Area (1)	0	20
Temp Parking Area (2)	0	20
Staff Parking Areas		38
Grand Total:	118	220

Note: Add Wayfinding Signage at Later Date

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05.16.2017



Parking Spaces	Ex.	Prop.
Center Parking Lot	42	39
	2 (HC)	4 (HC)
	40	35
East Parking Lot	34	36
	33	35
	1 (HC)	1 (HC)
Additional Parking Lot 0		25
Green Bay Parking	42	42
	36	38
	4 (HC)	4 (HC)
Temp Parking Area (1)		20
Temp Parking Area (2)		20
Staff Parking Areas		38
Grand Total:	118	220

Note: Add Wayfinding Signage at Later Date



05.16.2017



Phase A - Additional Parking Lot

Item	Unit	Qty	Price/Unit	Total
Removals and Site Preparation				
Construction fence at perimeter	LS	1	\$2,500.00	\$2,500
Tree Protection Fencing	LS	1	\$800.00	\$800
Erosion Control	LS	1	\$2,000.00	\$2,000
Tree removal	LS	1	\$1,200.00	\$1,200
Remove and haul off existing asphalt surfacing and base	SY	929	\$19.00	\$17,651
Remove and haul off existing concrete sidewalk and base	SF	792	\$4.00	\$3,168
Remove existing basketball hoop, post and footing	EA	1	\$500.00	\$500
Remove site furnishing (benches, bike racks, trash receptacles)	LS	1	\$500.00	\$500
Tree Root Pruning	LF	170	\$15.00	\$2,550
Subtotal Removals and Site Preparation				\$30,859
Site Grading and Excavation				
Excavation and grading @ existing playground and sled hill	LS	1	\$18,000.00	\$18,000
Subtotal Site Grading and Excavation				\$18,000
Paving and Surfacing				
Furnish and install 2" Asphalt Binder	TON	138	\$105.00	\$14,490
Furnish and install 2" Asphalt Surface Course	TON	138	\$130.00	\$17,940
Furnish and install base (4" @ parking lot and 8" @ traffic circle)	CY	190	\$50.00	\$9,500
Furnish and install PCC Sidewalk, 5" path (includes CA-6 base)	SF	2,500	\$9.00	\$22,500
Furnish and install concrete curb and gutter	LF	372	\$30.00	\$11,160
Furnish and install depressed concrete curbs at ADA ramps	LF	36	\$35.00	\$1,260
Furnish and install ADA Tactile	EA	6	\$500.00	\$3,000
Furnish and install wheel-stop	EA	27	\$250.00	\$6,750
Subtotal Paving and Surfacing				\$86,600
Utilities				
Catch Basin	EA	6	\$3,500.00	\$21,000
Adjust Catch Basin Rims	EA	2	\$1,000.00	\$1,000
8" PVC Pipe	LF	250	\$45.00	\$11,250
Clean-outs	EA	2	\$500.00	\$1,000
Connection to existing sewer	EA	1	\$2,500.00	\$2,500
Subtotal Utilities				\$37,750
Site Furnishing				
Furnish and install Bench (8')	EA	2	\$1,300.00	\$2,600
Furnish and install Picnic Table	EA	3	\$1,100.00	\$3,300
Furnish and install Bike Rack	EA	4	\$600.00	\$2,400
Furnish and install Trash can	EA	2	\$550.00	\$1,100
Subtotal Site Furnishing				\$9,400
Landscaping				
Furnish and install Deciduous trees	EA	10	\$1,000.00	\$10,000
Furnish and install Ornamental trees	EA	5	\$600.00	\$3,000
Furnish and install Shrub beds	SF	300	\$12.00	\$3,600
Sod Restoration	SY	100	\$12.50	\$1,250
Subtotal Landscaping				\$17,850
Subtotal Phase A - Additional Parking Lot				\$200,469
30% Contingency				\$60,141
Total - Phase A - Additional Parking Lot				\$260,610

Phase B - Staff Parking Areas and Loop Walk

Item	Unit	Qty	Price/Unit	Total
Removals and Site Preparation				
Construction fence at perimeter	LS	1	\$5,000.00	\$5,000
Tree Protection Fencing	LF	1	\$2,500.00	\$2,500
Erosion Control	LS	1	\$2,000.00	\$2,000
Tree removal	LS	1	\$3,000.00	\$3,000
Saw cut existing pavement	LF	80	\$4.00	\$320
Remove concrete Curb and gutter	LF	250	\$10.00	\$2,500
Remove and haul off existing asphalt surfacing and base	SY	1,172	\$19.00	\$22,268
Remove site furnishing (misc. items)	LS	1	\$1,000.00	\$1,000
Remove column and footing	EA	1	\$1,000.00	\$1,000
Tree Root Pruning	LF	300	\$15.00	\$4,500
Subtotal Removals and Site Preparation				\$44,088
Paving and Surfacing				
Furnish and install 2" Asphalt Binder	TON	230	\$105.00	\$24,150
Furnish and install 2" Asphalt Surface Course	TON	230	\$130.00	\$29,900
Furnish and install base (4" @ ex. and 8" @ new)	CY	329	\$50.00	\$16,450
Furnish and install PCC Sidewalk, 5" path (includes CA-6 base)	SF	6,200	\$9.00	\$55,800
Furnish and install depressed concrete curbs at ADA ramps	LF	12	\$35.00	\$420
Furnish and install ADA Tactile	EA	2	\$500.00	\$1,000
Furnish and install wheel-stop	EA	20	\$250.00	\$5,000
Subtotal Paving and Surfacing				\$132,720

Utilities				
Catch Basin	EA	5	\$3,500.00	\$17,500
Adjust Catch Basin Rims	EA	2	\$1,500.00	\$3,000
8" PVC Pipe	LF	520	\$45.00	\$23,400
Connection to existing sewer	EA	1	\$2,500.00	\$2,500
Subtotal Utilities				\$46,400

Site Furnishing				
Furnish and Install Bench (8')	EA	2	\$1,300.00	\$2,600
Furnish and Install Picnic Table	EA	2	\$1,100.00	\$2,200
Furnish and Install Bike Rack	EA	20	\$600.00	\$12,000
Furnish and Install Trash can	EA	4	\$550.00	\$2,200
Furnish and Install chain link fence gate @staff facility	EA	1	\$4,000.00	\$4,000
Subtotal Site Furnishing				\$23,000

Landscaping				
Furnish and Install Deciduous trees	EA	14	\$1,000.00	\$14,000
Furnish and Install Ornamental trees	EA	7	\$600.00	\$4,200
Furnish and Install Shrub beds	SF	600	\$12.00	\$7,200
Soil Restoration	SY	100	\$12.50	\$1,250
Subtotal Landscaping				\$26,650

Subtotal Phase B - Staff Parking Areas and Loop Walk				\$272,850
30% Contingency				\$81,855
Total Phase B - Staff Parking Areas and Loop Walk				\$354,704

Phase C - Ball Field and Backstop

Item	Unit	Qty	Price/Unit	Total
Removals and Site Preparation				
Construction fence at perimeter	LS	1	\$5,000.00	\$5,000
Tree Protection Fencing	LF	1	\$2,500.00	\$2,500
Erosion Control	LS	1	\$2,000.00	\$2,000
Tree removal	LS	1	\$2,500.00	\$2,500
Saw cut existing pavement	LF	80	\$4.00	\$320
Remove and haul off existing concrete sidewalk and base @ballfield area	SF	370	\$4.00	\$1,480
Remove existing ball field back-stop, post and footing	EA	1	\$6,000.00	\$6,000
Remove site furnishing (benches, bike racks, trash receptacles)	LS	1	\$500.00	\$500
Existing fence and footings	LF	290	\$13.00	\$3,770
Removal existing infill mix	SY	100	\$12.00	\$1,200
Tree Root Pruning	LF	300	\$15.00	\$4,500
Subtotal Removals and Site Preparation				\$29,570

Site Grading and Excavation				
Excavation and grading	LS	1	\$50,000.00	\$50,000
Subtotal Site Grading and Excavation				\$50,000

Paving and Surfacing				
Furnish and Install PCC Sidewalk, 5' path (includes CA-6 base)	SF	3,500	\$9.00	\$31,500
Subtotal Paving and Surfacing				\$31,500

Utilities				
Catch Basin	EA	5	\$3,500.00	\$17,500
Adjust Catch Basin Rims	EA	2	\$1,500.00	\$3,000
Perforated Pipe	LF	2,500	\$25.00	\$62,500
Connection to existing sewer	EA	1	\$2,500.00	\$2,500
Subtotal Utilities				\$85,500

Ballfield Surfacing				
infill mix	CY	120	\$120.00	\$14,400
Seed restoration	SY	8,000	\$3.00	\$24,000
Topsoil (50% reuse and 50% Imported)	CY	500	\$70.00	\$35,000
Subtotal Ballfield surfacing				\$73,400

Site Furnishing				
Furnish and Install Bench (8')	EA	2	\$1,300.00	\$2,600
Furnish and Install Picnic Table	EA	2	\$1,100.00	\$2,200
Reinstall Bike Ring Rack	EA	10	\$300.00	\$3,000
Furnish and Install Trash can	EA	2	\$550.00	\$1,100
Furnish and Install Ballfield backstop	EA	1	\$30,000.00	\$30,000
Furnish and Install chain link fence	LF	280	\$75.00	\$21,000
Repair existing stone seating area	LS	1	\$125,000.00	\$125,000
Subtotal Site Furnishing				\$184,900

Landscaping				
Furnish and Install Deciduous trees	EA	10	\$1,000.00	\$10,000
Furnish and Install Ornamental trees	EA	4	\$600.00	\$2,400
Furnish and Install Shrub beds	SF	600	\$12.00	\$7,200
Soil Restoration	SY	90	\$12.50	\$1,125
Subtotal Landscaping				\$20,725

Subtotal Phase C - Ball Field and Backstop				\$475,595
30% Contingency				\$142,679
Total Phase C - Ball Field and Backstop				\$618,274

Phase D - Center Parking Lot

Item	Unit	Qty	Price/Unit	Total
Removals and Site Preparation				
Construction fence at perimeter	LS	1	\$1,000.00	\$1,000
Tree Protection Fencing	LS	1	\$1,000.00	\$1,000
Erosion Control	LS	1	\$500.00	\$500
Saw cut existing pavement	LF	950	\$4.00	\$3,800
Remove concrete Curb and gutter	LF	360	\$10.00	\$3,600
Remove and haul off existing asphalt surfacing and reuse base	SY	2,100	\$20.00	\$42,000
Remove and haul off existing concrete sidewalk and reuse base	SF	640	\$4.00	\$2,560
Remove site furnishing (boiswale)	LS	1	\$800.00	\$800
Subtotal Removals and Site Preparation				\$55,260
Paving and Surfacing				
Furnish and install 2" Asphalt overlay	TON	240	\$150.00	\$36,000
Furnish and install PCC Sidewalk, 5" path (includes CA-6 base)	SF	2,100	\$9.00	\$18,900
Furnish and install concrete curb and gutter	LF	500	\$30.00	\$15,000
Furnish and install ADA Tactile	EA	1	\$500.00	\$500
Furnish and install depressed concrete curbs at ADA ramps	LF	18	\$35.00	\$630
Subtotal Paving and Surfacing				\$71,030
Utilities				
Catch Basin	EA	2	\$3,500.00	\$7,000
Adjust Catch Basin Rims	EA	4	\$1,500.00	\$6,000
8" PVC Pipe	LF	50	\$45.00	\$2,250
Connection to existing sewer	EA	1	\$1,500.00	\$1,500
Subtotal Utilities				\$16,750
Site Furnishing				
Furnish and install Bench (8')	EA	2	\$1,300.00	\$2,600
Furnish and install Bike Rack	EA	16	\$600.00	\$9,600
Furnish and install Trash can	EA	3	\$550.00	\$1,650
Furnish and install curved bench in front of building entrance	LF	160	\$500.00	\$80,000
Subtotal Site Furnishing				\$93,850
Landscaping				
Furnish and install Deciduous trees	EA	10	\$1,000.00	\$10,000
Furnish and install Shrub beds	SF	1,300	\$12.00	\$15,600
Sod Restoration	SY	90	\$12.50	\$1,125
Subtotal Landscaping				\$26,725
Subtotal Phase D - Center Parking Lot				\$263,615
30% Contingency				\$79,085
Total Phase D - Center Parking Lot				\$342,700

Phase E - Driveway to Green Bay Parking

Item	Unit	Qty	Price/Unit	Total
Removals and Site Preparation				
Construction fence at perimeter	LS	1	\$1,000.00	\$1,000
Tree Protection Fencing	LS	1	\$1,800.00	\$1,800
Erosion Control	LS	1	\$2,000.00	\$2,000
Tree, shrubs and stumps removal	LS	1	\$5,000.00	\$5,000
Remove concrete Curb and gutter	LF	30	\$10.00	\$300
Remove and haul off existing concrete sidewalk	SF	2,413	\$4.00	\$9,652
Tree root pruning	LS	1	\$3,000.00	\$3,000
Subtotal Removals and Site Preparation				\$22,752
Site Grading and Excavation				
Excavation and grading	LS	1	\$20,000.00	\$20,000
Subtotal Site Grading and Excavation				\$20,000
Paving and Surfacing				
Furnish and install 2" Asphalt Binder	TON	53	\$105.00	\$5,565
Furnish and install 2" Asphalt Surface Course	TON	53	\$130.00	\$6,890
Furnish and install base (8")	CY	105	\$50.00	\$5,250
Furnish and install PCC Sidewalk, 5" path (includes CA-6 base)	SF	2,500	\$9.00	\$22,500
Furnish and install ramp and railing	EA	1	\$20,000.00	\$20,000
Subtotal Paving and Surfacing				\$60,205
Utilities				
Catch Basin	EA	8	\$3,500.00	\$28,000
8" PVC Pipe	LF	450	\$45.00	\$20,250
Connection to existing sewer	EA	2	\$1,500.00	\$3,000
Relocate existing light	EA	3	\$6,000.00	\$18,000
Subtotal Utilities				\$69,250
Site Furnishing				
Furnish and install Bench (8')	EA	3	\$1,300.00	\$3,900
Furnish and install Bike Rack	EA	5	\$600.00	\$3,000
Furnish and install Trash can	EA	2	\$550.00	\$1,100
Furnish and install retaining wall	LS	1	\$50,000.00	\$50,000
Subtotal Site Furnishing				\$58,000
Landscaping				
Sod Restoration	SY	80	\$12.50	\$1,000
Subtotal Landscaping				\$1,000
Subtotal Phase E - Driveway to Green Bay Parking				\$231,207
30% Contingency				\$69,362
Total Phase E - Driveway to Green Bay Parking				\$300,569

Phase F - Temporary Parking Areas

Item	Unit	Qty	Price/Unit	Total
Removals and Site Preparation				
Construction fence at perimeter	LS	1	\$1,000.00	\$1,000
Tree Protection Fencing	LS	1	\$2,500.00	\$2,500
Erosion Control	LS	1	\$2,000.00	\$2,000
Tree removal	LS	1	\$10,000.00	\$10,000
tree root pruning	LS	1	\$2,000.00	\$2,000
Subtotal Removals and Site Preparation				\$17,500
Site Grading and Excavation				
Excavation and grading	LS	1	\$90,000.00	\$90,000
Subtotal Site Grading and Excavation				\$90,000
Paving and Surfacing				
Furnish and Install grass grid	SF	20,000	\$3.00	\$60,000
Furnish and Install aggregate / topsoil (6")	CY	300	\$75.00	\$22,500
Subtotal Paving and Surfacing				\$82,500
Utilities				
Catch Basin	EA	4	\$3,500.00	\$14,000
8" PVC Pipe	LF	340	\$45.00	\$15,300
Connection to existing sewer	EA	2	\$1,500.00	\$3,000
Subtotal Utilities				\$32,300
Landscaping				
Furnish and Install Deciduous trees	EA	16	\$1,000.00	\$16,000
Furnish and Install Ornamental trees	EA	10	\$600.00	\$6,000
Furnish and Install Shrub beds	SF	600	\$12.00	\$7,200
Sod Restoration	SY	300	\$12.50	\$3,750
Subtotal Landscaping				\$32,950
Subtotal Phase F - Temporary Parking Areas				\$255,250
30% Contingency				\$76,575
Total Phase F - Temporary Parking Areas				\$331,825

Grand Total **\$2,208,681**

Wayfinding sign

Furnish and Install Wayfinding sign	LS	1	\$30,000.00	\$30,000
30% Contingency				\$9,000
Total Wayfinding sign				\$39,000

Concept B - Sustainable Elements Added

Removal of existing asphalt pavement and base	SY	745	\$19.00	\$14,155
Permeable pavers at drop-off	SF	7,500	\$26.00	\$195,000
Permeable pavers at traffic circle	SF	7,500	\$26.00	\$195,000
Base (2" depth)	CY	356	\$60.00	\$21,360
8" perforated Pipe	LS	1,400	\$50.00	\$70,000
Connection to existing sewer	EA	2	\$1,500.00	\$3,000
Grading and Excavation	CY	1,200	\$35.00	\$42,000
Bioretention Topsoil	CY	400	\$35.00	\$14,000
Bioretention planting	SF	20,000	\$4.00	\$80,000
Subtotal - Green Solution				\$388,215
30% Contingency				\$101,465
Grand Total - Sustainable Elements Added				\$489,680

VIII. Action Item E

Approval of Contract with Altamanu for Takiff Center Parking Project

Glencoe Park District
June 2017 Board Meeting



To: Board of Commissioners
From: Lisa Sheppard and Chris Leiner

Date: June 14, 2017

SUBJECT: Request for Architectural Design Services – Takiff Parking Project

On December 13, 2016, the board approved an inclusive contract for Altamanu encompassing several projects. In that contract, the sum of \$30,608 was earmarked for the Takiff parking lot renovation. At this time, the scope of the agreement only covered conceptual designs on two parking lots and construction designs on one parking area. After the Takiff/Reisndorf Field master plan was completed in April, new concepts were added to the scope of Altamanu's services.

Therefore, the previously approved sum of \$30,608 is insufficient to complete the entire project to the scope as directed by the Board. The total fee for design services for the approved scope is \$72,000. The added scope of the project represents an increase of \$41,392. The added fees cover the following additions to the scope: walking path, second parking lot, and sustainable elements.

Recommended Motion:

To approve the contract with Altamanu Inc. for additional architectural design services for the Takiff Center parking/pathway project in the amount of \$41,392 which brings the total design fees for the project to \$72,000. Note, this does not include additional specified professional services and meetings as outlined in their proposal. The board further directs and authorizes the executive director to fully develop and execute the terms of the contract.

May 18, 2017

Mr. Chris Leiner
Director of Parks and Maintenance
Glencoe Park District
999 Green Bay Road
Glencoe, Illinois 60022
cleiner@glencoe parkdistrict.com

**Re: Takiff Center Parking Lot Master Plan Improvements for Phase A and Phase B
Landscape Architecture and Civil Engineering Services--
Construction Documents and Construction Observation**

Dear Chris:

The Glencoe Park District (GPD) has requested a proposal from the Altamanu and SMP team to prepare Construction Documents and provide Construction Observation Services for Improvements to Phase A and Phase B of the Takiff Center Parking Master Plans prepared by Altamanu/SMP in May of 2017. Also to be included in the improvement project will be of the site and the large northern bio-swale as an add

We understand the scope to include:

- Phase A parking lot at the middle east portion of the site, to be located where the old skate park pavement is now.
- Phase B staff parking area in the west portion of the site, widening of the service drive to the staff parking and maintenance buildings and a loop path.
- The small bio-swale and plantings (frog pond) shown adjacent to the Phase A parking lot
- the larger bio-swale and plantings shown at the north end of the site to be included as an Add Alternate to the project

SCOPE OF WORK/PROJECT PLAN

The following is an outline of the "Scope of Work" to be carried out by Altamanu Inc.
Please note that work to be carried out by Altamanu unless specifically called out.

TASK 1: DETAILED DESIGN DEVELOPMENT & CONSTRUCTION DOCUMENTS

Goals: Finalize relevant design elements and incorporate Client's comments and produce the final Construction Documents.

1. Verify existing site conditions using available site data such as surveys, aerial photos, topographic maps, The Client will furnish Altamanu with an accurate base map, (site survey and

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- topographic map) at a workable scale for the preparation of site improvement construction documentation. The survey will show existing contours, detailed site features, and existing utilities to the curb line of adjacent streets. The Client has already provided the design team with a current topographic map dated March 15, 2017. The team will verify if the extents of the survey are sufficient for the intended scope of improvements and advise the Client if any further topographic information is required.
2. Review available Zoning/Landscape Code.
 3. Review potential MWRD permit requirements for the improvements
 4. Prepare Design Development/Construction Documents for a 60%, 90% and 100% review with the Client. The Construction Documents will include the following (it is possible that some of these items will be shown on the same plans):
 - Detailed Final Landscape Plan (1"=20')
 - Layout and Dimension Plan (1"=20')
 - Enlarged Site/Landscape Plans as needed for clarity.
 - Site Detail Sheets - Layout/Dimensioned of Related Special Site Elements
 - Drainage/Utility Details, utility connections, (SMP)
 - Grading and Drainage Plan and Details (SMP)
 - Planting Details, Plant Schedules and General Notes
 - Related Technical Specifications (Altamanu and SMP)
 5. Continue to field verify existing conditions as necessary to prepare the construction document set.
 6. Coordinate design decisions with Client throughout the DD and CD process.
 7. Coordinate Landscape Plan with Civil Engineer's Grading/Drainage and Utility Plans.
 8. Revise Opinion of Probable Costs to reflect adjustments to Landscape/Engineering Plans.
 9. Submit 60% Construction Set and Outline Specifications to Client for review.
 10. Meet with Client to review 60% Construction Set. (Meeting 1)

11. Coordinate with Village of Glencoe and MWRD (if necessary), and verify permit submission requirements.
12. Submit 90% Construction Set and Outline Specifications to Client for review.
13. Meet with Client to review 90% Construction Set. (Meeting 2)
14. Make revisions and submit 100% Construction Set and Specifications to Client for final review.
15. Submit Final 100% Construction Documents Package and related Technical Specifications, including SWPP plan for permit, to Client for review and subsequently for bidding.

TASK 2: PERMITTING, BIDDING & BID ASSISTANCE

Goal: Assist in obtaining appropriate approvals as required for construction. Assist in the packaging and distribution of construction drawing sets and specifications to selected contractors for pricing. Bids will be reviewed, assessed and clarified with Client to assist in the selection of a contractor(s). Time tables and schedules for construction will be established with selected contractors.

1. Assist Client in submitting Permit Set for appropriate approvals and coordinate with Village of Glencoe on any permit approvals from MWRD. (SMP will manage permit approvals)
2. Provide Client Construction Set prior to bidding for review.
3. Issue addenda as appropriate to interpret, clarify or expand the Construction Documents.
4. Meet with Client to assist in preparation of Bid Packages. Use Site Landscape Construction Bid Form, cover letter and related addenda to include with Bid/Drawing Package. Distribute Bid/Drawing Package to contractors on selected list as vetted by team.
5. Assist the Client in conducting a Pre-Bid Review Meeting with selected Contractors. (Meeting 3)
6. Assist Client in preparing Bid Analysis for comparison of proposed bids.
7. Assist Client with the selection(s) of appropriate contractors.

8. Assist in the preparation AIA/GPD Contract between contractors and Glencoe Park District (GPD).
9. Develop Landscape Installation Timetable with Client & Contractor.

TASK 3: CONSTRUCTION ADMINISTRATION & PROJECT CLOSEOUT

Goal: Provide on-site review and observation of landscape construction related to the Site Landscape Construction Package and its Related Specifications.

1. Provide on-site observation of site and landscape construction related to the Altamanu-SMP Landscape and Engineering Plans and their related elements. Visit site twelve times (12) at intervals appropriate to the stage of landscape construction to review proper construction methods and adherence to the design intent. (Site Meetings 4 through 15). SMP/Civil Engineer will visit the site six times (6) at intervals appropriate to the stage of civil engineering items
2. Make written reports regarding site construction progress for landscape improvements.
3. Provide interpretations and clarifications for the Construction Documents as needed.
4. Review and approve samples of materials and shop drawings and assess change order requests.
5. Review and respond to contractor's requests for information.
6. Review contractor's request for payments.
7. Conduct a final on-site observation/inspection of Landscape Construction with Client and Contractor. (Site Meeting 16)
8. Prepare a Final Punch List prior to final acceptance of job.
9. Troubleshoot for 2 months until project closeout. (16 hours)

PROFESSIONAL FEES

Fees for the project are broken down by discipline are as follows:

Landscape Architecture Fees (Altamanu)

- Task 1 & 2 Design Development & Construction Documents & Permitting, Bidding and Bid Assistance \$ 41,945.00
- Task 3 Construction Administration & Project Closeout \$ 11,495.00
- **Total Landscape Architecture Fees (Altamanu) \$ 53,440.00**

Civil Engineering Fees (SMP)

- Task 1 Construction Documents, Bidding & Permitting \$ 13,500.00
- Task 2 (Construction Observation) \$ 2,800.00
- Total Civil Engineering Fees (SMP) \$ 16,300.00**

Expenses

- Estimated Expenses - Altamanu \$ 1,850.00
- Estimated Expenses - SMP \$ 200.00
- **Total Expenses \$ 2,050.00**

TOTAL PROFESSIONAL FEES (Altamanu & SMP) \$ 69,740.00

TOTAL PROFESSIONAL FEES & EXPENSES (Altamanu & SMP) \$ 71,790.00

The above estimated fees do not include reimbursable expenses which will be billed at direct expense. Reimbursable expenses related to this project shall include, but may not be limited to the following:

- Transportation/Parking
- Reproduction
- Special Supplies
- Photography
- Copies
- Messenger/Delivery
- Large Scale Scans
- Soils Analysis/Consultation

Professional fees and expenses will be billed monthly for work completed and are due within 30 days.

ASSUMPTIONS

- All base information (architectural building plans, site survey) will be provided by the Client to Altamanu.

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- Site base information will be provided to in a form compatible with AutoCAD 2017 format.
- Any services beyond what is outlined above will be considered extra services and will be billed at our standard hourly rates.
- This agreement does not include: soils or environmental studies or property surveys.
- This agreement may be terminated by either party 15 days after written notice. Altamanu shall be compensated for all services performed up to this date.
- *This agreement becomes an Addenda to our AIA contract document B101, Standard Form of Agreement between Owner (Glencoe Park District) and Landscape Architect (Altamanu, Inc.) dated January 18th, 2017*

If the aforementioned terms are acceptable to you, we would appreciate the execution of this document in the space provided below and the return of a copy for our files.

We at Altamanu Inc. appreciate this opportunity to continue working with the Glencoe Park District.

Very truly yours,



Josephine Bellalta, PLA, ASLA, President Altamanu Inc.

ACCEPTED BY:

Signature

Printed Name

Title

Date

EXHIBIT A

SMP GROUP DESIGN ASSOCIATES, LLC

CIVIL ENGINEERING PROPOSAL
TAKIFF CENTER, GLENCOE, IL

DATED
MAY 17, 2017



SMP Group Design Associates, LLC
165 N. Canal Street, Ste. 804
Chicago, Illinois 60606

Ms. Josephine Bellalta, PLA, ASLA
Altamanu, Inc
1700 W Irving Park Road, Suite 202
Chicago, Illinois 60613
773.528.7492
josephine@altamanu.com

May 17, 2017

Civil Engineering Proposal
Takiff Center, Glencoe, IL

Dear Ms. Bellalta,

We are pleased to provide Altamanu with a proposal for civil engineering services for the development of Phase A and B as well as sustainability alternates pertaining to improvements at the Takiff Center located within the Village of Glencoe, Illinois. We understand this work to be the first of a multi-phased project to develop the Master Plan created by your office.

The Takiff Center is on a property measuring approximately 11.6 acres in size and located at 999 Green Bay Road. The site acts as the Glencoe Park District administrative office as well as the central hub for the majority of District programming. Work shall include;

- Preparation of construction documents for Phase A of the Master Plan. This includes the rehabilitation of the existing asphalt surface that was previously used as a skate park. The new area, roughly equal in size, will be for vehicular parking. Phase A also includes the construction of a traffic circle, sidewalks, drainage improvements, as well as modifications to the burning near the existing playground. As the surface generally slopes from NE to SW, a bio-swale/raingarden will be included to capture and infiltrate/retain stormwater.
- Preparation of construction documents for Phase B of the Master Plan. This area focuses on the area adjacent to the western property line. Here, the driveway will be widened and repaved to accommodate additional parking. Drainage will reviewed and added as needed to accommodate the improvements. A perimeter sidewalk around the existing baseball field will also be added.
- Alternate 1 shall be designed and added into the construction documents. This alternate is for the design of a large wetland/raingarden at the north end of the baseball field. The raingarden will be fed by existing storm sewers that will be modified and re-routed.



We understand that each of the projects will be split into two phases. Phase 1 will include construction documents, bidding and permitting and Phase 2 will include construction assistance services. We understand the civil scope of the projects will include assistance with the following;

Takiff Center Parking Improvements

Phase 1: Data Collection, SD, CD, Bidding

- Assistance with obtaining a survey update to cover the limits of the project,
- Assist with developing a construction cost estimate,
- Preparation of a civil grading, and detail plans,
- Preparation of site utility plan for stormwater management and sewer tie-in as required,
- Staff meetings at 60% (DD), 90%CD, 100% CD, and Bidding
- Assistance with the development of details for bio-swales and other green infrastructure being considered for the project,
- Preparation of bid specifications for civil items as necessary,
- Preparation of a SWPP plan for permit application with the Village of Glencoe,
- Communication with MWRD as necessary for permit and construction,
- Assistance with bid reviews,

Phase 2: Construction assistance services

- Review of contractor RFI's and product submittals for Civil Items
- Attend up to six construction observation visits.

This fee proposal is based on our conversations with the Park District at the conclusion of the Master Plan presentation and our emails since.

Schedule

Upon agreement on scope of work and receipt of signed fee proposal, we will commence with the preparation of Design Development drawings and correspondence with MWRD. We understand the tight schedule and need to start immediately in order to meet the scheduled deliverables.

Compensation

We offer the above services at the fees outlined below. Expenses such as travel, reproductions, supplies, public utility atlases, and postage will be invoiced as a reimbursable. An estimate of reimbursable expenses has been provided.

TASK	FEE
Takiff Center Parking Improvements	
Phase 1: Construction Documents, Bidding and Permitting	\$13,500.00
Phase 2: Construction Assistance	\$2,800.00
Subtotal	\$16,300.00
<u>Standard Hourly & Material Rates</u>	
Additional staff level meetings	\$200.00
Additional site construction meeting (with report) – per visit	\$600.00
Attendance at Community/Board/Committee meeting (2 hours)	\$220.00
Reimbursables (estimated)	\$200.00

Additional Services

Changes to completed documents due to revised input or direction, change of project limits or scope and preparation of additional drawings shall be invoiced as an Additional Service. Stormwater detention is assumed to not be included as part of this project. Work will not be performed without your expressed, written consent. Estimates for additional services will be provided upon your request.

Acceptance

This proposal, with the signature of the appropriate personnel, constitutes acceptance of fee and terms as stated herein. Please return one copy of the signed proposal to me as authorization to begin work.

If you have any questions or need clarification on any of the above, please do not hesitate to call. We look forward to working with you on this project and appreciate you including us on your team.

Yours truly,



Jerry Pilipowicz, P.E.
Civil Engineer

Principal & Managing Member
SMP Group Design Associates, LLC

j.pilipowicz@smpgroupllc.com

ACCEPTED BY

Date: _____

Printed name: _____

Signed name: _____

Title: _____

VIII. Action Item F

Approval of District Park Sign Design

Glencoe Park District
June 2017 Board Meeting



INTEROFFICE MEMORANDUM

TO: BOARD OF COMMISSIONERS
FROM: LISA SHEPPARD, EXECUTIVE DIRECTOR AND ERIN MAASSEN,
MANAGER OF MARETING AND COMMUNICATIONS
SUBJECT: PARK ID SIGNS
DATE: JUNE 12, 2017
CC:

In our Master Plan, it was recommended that we should establish branded signage at park locations to identify the area as park district property.

The Master Plan also recommends the establishment of way-finding signage (mile markers, direction signage to different parks and key locations). Staff will be working with the village to develop correlating way-finding signage in the village.

The recommended park signs attached were discussed in committee in November 2016 and then again on June 6, 2017 at the Committee of the Whole meeting. Based on that discussion, we recommend that the board adopt the attached document as our park sign guidelines moving forward. Next to each size of sign, staff has indicated which park will get that size sign. The largest sized signs are only for Kalk, Veterans and Berlin Parks, and would only be used moving forward by board approval.

The drawing on page 2 is the recommended post structure moving forward, based on ideas discussed at the June 6 Committee of the Whole meeting.

Recommended Motion: To approve the park ID sign guidelines as presented.

PARK SIGNS

Park signs come three sizes. All are cut into Ash and painted blue (Pantone 540C). The type and logo should be white. All signs have rounded corners.

The Glencoe Park District name is set in Nimbus Sans. The Park name is in Georgia Bold. The size of the park name varies with number of characters.

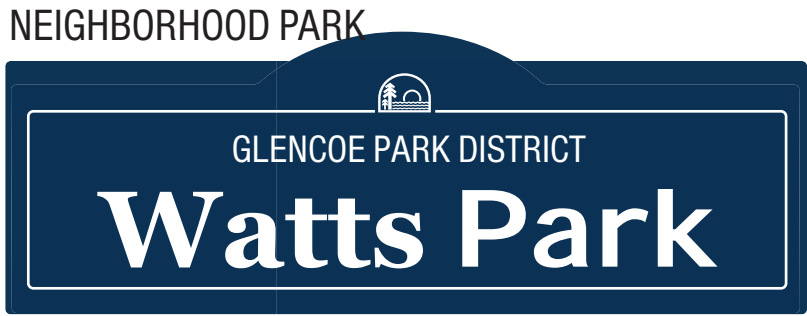
COMMUNITY PARK



Dimensions: 95 (width), 30.2 (height of main text area), 37.2 (total height)

Community Parks:
 Kalk Park
 Veterans Park
 Berlin Park


NEIGHBORHOOD PARK



Dimensions: 72 (width), 22.75 (height)

Neighborhood Parks:
 Friends Park
 Reinsdorf Field
 Lakefront Park
 Watts Park
 Clara Dietz Bird Sanctuary
 Robert Everly Wildflower Sanctuary
 Glencoe Beach
 West Park
 Phil Thomas Memorial Playground

MINI PARK



Dimensions: 48 (width), 15.25 (height)

Mini Parks:
 19S
 Astor Place
 10S (Green Bay & South AVE)
 Lincoln Drive & Green Bay
 Milton Park
 Old Elm & Park Place 10N
 Vernon & Jefferson 13S
 Woodlawn Park

Parkways/Undeveloped Land (11N, 12N, 13N, 25S, 11S, 18S, 21S, 2S, Green Bay Road Park, 12S, 14S, 15N, 18S, 26S, 3N, 3S, 6N, 7-8N, 9S, 21-22S)



The distance of the name from the outline should be equal to the distance of the line from the edge of the sign. The park's name is centered vertically between the Glencoe Park District name and the bottom line.



The weight of each sign's outline should be proportional to the weight of the lines on the sign's logo.



customer: Glencoe Park District
location:

work order #: Sandblasted
date: 6.9.17
revision: 00

SIGN PROOF

quantity: (1) single-sided
size: 72"w x 27 3/4"h
material: 1 1/2"thick redwood
color: pantone 540/white
process: sandblasted/paint
mounting: 6"w x 120"h posts

APPROVAL

X _____
Customer Approval Date

X _____
Landlord Approval Date

ARTWORK CHARGE INCLUDES 1 DRAWING AND 1 REVISION.
Any subsequent revisions will be billed at \$75/hour.

847.640.1335 | signpalace.com

68 north lively blvd. elk grove village, IL 60007

