



OCTOBER 2018 Board Report





**GLENCOE PARK DISTRICT
REGULAR BOARD MEETING
Tuesday, October 16, 2018 – 7:00pm
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 September 17, 2018 Regular Board Meeting
 - B. Minutes of October 2, 2018 Finance Committee of the Whole Meeting
 - C. Minutes of October 2, 2018 Special Projects and Facilities Committee Meeting
 - D. Approval of the Bills
 - E. Approval of Mandated Reporter Policy
- IV. Matters from the Public
- V. Financial Report
- VI. Presentation on the Glencoe Active Transport Plan
- VII. Review of 2019 Health Insurance Renewal
- VIII. Presentation of the Glencoe Lakefront Annual Report
- IX. Staff Reports
 - A. Business
 - B. Recreation and Facilities
 - C. Parks and Maintenance
 - D. Marketing and Communications
 - E. Safety and Wellness Committee
- X. Executive Director Report
- XI. Action Items
 - A. Approval of Resolution No. 888: Truth in Taxation
 - B. Approval of Health Insurance Recommendation for 2019
 - C. Approval of Watts Recreation Center Rooftop HVAC Replacement Bid
 - D. Approval of IAPD Annual Meeting Delegates
 - E. Approval to Change the November Regular Board Meeting to Tuesday, November 13
- XII. Other Business
- XIII. Executive Session
 - A. Personnel 5ILCS 120/2 (c)(1)
- XIV. 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
October 2018 Board Meeting

MINUTES OF SEPTEMBER 17, 2018 REGULAR BOARD MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

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

Commissioners present:

Lisa Brooks, President
Stefanie Boron, Vice President
Dudley Onderdonk, Treasurer
Josh Lutton, Commissioner
Bob Kimble, Commissioner

Staff present:

Lisa Sheppard, Executive Director/Secretary
Carol Mensinger, Director of Finance/HR
Chris Leiner, Director of Parks/Maintenance
Bobby Collins, Director of Recreation/Facilities
Erin Maassen, Supt. of Marketing/Comm.
Jenny Runkel, Administrative Assistant

Members of the public in attendance who signed in or spoke: Michael Covey, Lynn Donaldson, Dan Dorfman, Betsy Leibson

Consent Agenda: A motion was made by Commissioner Lutton to approve the consent agenda items as presented including Minutes of July 10, 2018 Special Projects and Facilities Committee Meeting, Minutes of July 17, 2018 Regular Board Meeting, Minutes of August 7, 2018 Special Projects and Facilities Committee Meeting, September 11, 2018 Special Projects and Facilities Committee Meeting, Minutes of September 11, 2018 Special Board Meeting, and Approval of the Bills. Commissioner Boron seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Kimble, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

Motion passed.

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

Approval of Resolution No. 887 – Brad Janis 20 Years’ Service: President Brooks read the resolution. A motion was made by Commissioner Onderdonk to approve the Resolution No. 887 – Brad Janis 20 Years’ Service as presented. Commissioner Boron seconded the motion. Commissioners and staff commented on Brad Janis’ service. Roll call vote taken:

AYES: Boron, Kimble, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

Motion passed.

Financial Report: Director of Finance/Human Resources Mensinger stated we are six months into the fiscal year. The District is in line with the last two years in comparison. The Beach is slightly lower, but when all the numbers are in the Beach will be close to the last year at least if not the last two years.

Director Mensinger answered commissioner questions. Contractual Recreation indicates that the District takes in GJK's registration and then pays it back to them as a contractual provider, the bulk of that line item. Shared services with District 35 includes tree trimming and mowing of athletic fields, they do reimburse for fertilizer, etc. A standard agreement has been in place for years.

Presentation by the Friends of the Green Bay Trail on SOSA Project: President Brooks introduced Betsy Leibson who thanked the Board and staff and presented the SOSA Project including removal of invasive species, fencing, timeline, estimated expenses, and scheduled work. The Buckthorn BBQ event is October 17 featuring Bill Kurtis.

Presentation of the 2018 Summer Camp Report: Bobby Collins, Stephani Briskman, Chris Pietrini, and Jessica Stockl presented the 2018 Summer Camp Report attached to these minutes.

Commissioner comments included the caring and nice staff and likes the swim shirts and camp docs online for next year. Safety Town reduced revenue and changes were reviewed. ACA (similar to DCFS, but for day care) requirements are slowly being added. We also follow PDRMA and IPRA Camp Committee regulations. Camp Adventure was randomly boy heavy although this group of girls had no problem playing sports with the boys. Aging trends through our programs was reviewed.

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

Director Mensinger informed the Board that the financial legal calendar is included in the packet.

Director Collins announced that the swimming beach closed for the season although the boating beach remains open until October 14. Camp ended and staff are planning for next year. A successful Mud Run with 330 children signed up who enjoyed beautiful weather and created so much positivity in the community. Full programs and expanded Children's Circle started the first week in September.

Director Leiner expounded on the department synergy for the Mud Run event execution. Staff are working on closing the beach, prepping the ice rink, and just finished the shutdown. He thanked Erin for doing signage for the closure when Takiff's main entrance was closed. The final layer of asphalt during Columbus Day weekend, plantings and bench installation as well, with the project wrapping up in October.

Superintendent Classen has been busy with Mud Run social media feeds, construction, and winter brochure starting in about one week.

The Safety and Wellness Committee is working on the loss control review. Administrative will be next followed by the park section of the review.

Executive Director Report: Executive Director Sheppard shared that the Distinguished Agency two-year process is coming to an end at 8:00am tomorrow. A panel of 5 commissioners and executive directors make up the committee to review our information. Please join in for the welcome at 8:00am for about 5-10 minutes.

NRPA this coming Monday through Tuesday to find out if we win Gold Medal. Three commissioners are attending the opening session.

Old Elm Park opening is Friday, September 28. Woodlawn playground construction is just starting. Woodlawn construction will take about two months, the playground will be first and then the remainder of the work.

Takiff/Watts Facility Manager Adam Wohl welcomed his first child Henry.

Action Items:

Approval of IGS Natural Gas Contract: A motion was made by Commissioner Lutton to approve the and authorize the Executive Director to sign an agreement for a 36 month contract for fixed, per therm natural gas with IGS Energy at the rate of .3240 per therm as presented. Commissioner Boron seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Kimble, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

Motion passed.

Other Business: There was no other business.

Executive Session: There was no reason to go into closed session.

Adjourn: Commissioner Onderdonk moved to adjourn the meeting at 7:49pm. Commissioner Boron seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary

2018 Summer Camp Report



Glencoe Park District
September 17, 2018
Stephani Briskman
Chris Pietrini
Jess Stockl

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Appendices:

Appendix A – Participation Data

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Introduction

The Glencoe Park District summer camp programs provide a wide selection of experiences for participants 2 to 16 years old. A variety of activities take place in a typical camp week, including swimming, crafts, nature awareness, games, sports, special events, field trips, cookouts, and theme days. Camps are structured to provide opportunities for children to make new friends, grow, learn, discover, and, most importantly, to have fun within their surroundings.

This summer could be described as a year of successful transition for the summer camp program. There were a number of new part-time staff including counselors, head counselors, and camp directors. With staff new in their positions, it provided the opportunity to take a fresh approach and enhance the camp program. From small details like drop-off and pick-up procedures and new field trips like The Chicago Shakespeare Theatre, the camp experience in 2018 had a new and innovative feel while at the same time, maintaining the high standards of service and communication that have existed in previous years.

The camp season launched on June 11 with a week of Summer's Beginning camps. The full schedule of camp offerings began on June 18 and ran eight weeks through August 10. The camp season concluded the week of August 13-17 with the Summer's End camps.

Our camp staff had a number of overarching goals that were earmarked heading into the 2018 camp season. The goals were created with a vision of providing an exceptional experience for the residents of Glencoe.



- Provide a safe and fun camp experience for every participant
- Exceed camper and parent expectations with the highest levels of customer service and quality programming
- Provide activities that engage the camper and offer a variety of experiences
- Be flexible and solution oriented when weather or other factors dictate a change in schedule or planned activities
- Continue to develop our marketing/PR strategies to increase enrollment and minimize cancellations
- Seek opportunities to continue to build authentic relationships between staff, campers, and families through open lines of communication
- Identify and overcome barriers and roadblocks that may hinder camp participation or decrease the level of service provided

Camp Descriptions and Overview

The Glencoe Park District puts an emphasis on providing summer camps for children of all ages. Staff has acknowledged that parents sign their children up for camp for a variety of reasons such as social development, exposure to new experiences, the opportunity for adventure, or simply out of the necessity for childcare during the summer months. The variety in age offerings, time offerings, and weeks of camp offered have taken into consideration the constantly evolving family schedule and the need to accommodate many different situations.

In addition to these descriptions, all camps offered a number of additional services. This summer North Shore Catering provided a meal option to all campers. This service allowed parents to sign-up online to have a lunch delivered to their child at camp every day in lieu of sending them with a traditional sack lunch. The services of the North Suburban Special Recreation Association were also offered for every camp. NSSRA coordinates with the Glencoe Park District to provide inclusion companions for any camper with a disability or special needs. Additionally, NSSRA staff led a camp training session on inclusion services, behavior management, and disability awareness. Finally, the Glencoe Park District Scholarship Program was available to provide an opportunity for recreation for anyone with a financial barrier to participation.



The following is a brief description of each camp including age demographic served and a summary of what participants can expect.

Summer's Beginning and Summer's End Camps

These two camps serve as the "bookends" to the traditional summer camp program. These camps are offered the week prior to and the week after the regular camp season to accommodate parents that need childcare during those weeks or that want to start the camp experience early or extend it later into the season. These programs serve participants from kindergarten up through fifth grade and provide them a traditional camp experience during a time when camp is not customarily offered. Fieldtrips included waterparks, bowling, and a trip to laser tag.

Preschool Summer's Beginning and Summer's End Camps

These programs allow parents to add a week before the start of camp and to extend the end of camp by a week for children 3-5. Summer's Beginning focused on safety as they prepared for camp. The children had visitors including a lifeguard and a crossing guard. This camp focuses on instilling confidence in the young campers through exposure to safety related topics and places including crossing the street and sign recognition. Summer's End continued the safety education by preparing our little ones for safety during the school year.

Panda and Koala Bear Camps

The “bear-themed” preschool camps serve the following age groups:

- Panda Bear Camp: Age 2-3 (9:00-11:30am daily)
- Koala Bear Camp: Age 4 (9:00am-1:00pm daily)

These camps utilize a mixture of seasonal staff and preschool teachers to ensure a safe environment focused on child development. The Panda Bear Camp understands the attention and sensitivity needed for young campers. Koala Camp offers a slightly longer day than Panda Camp and takes the extra step of exposing campers to off-site field trips. The shortened camp days assist in a smooth transition to preschool as well as preparing for full day kindergarten.

Kinder Korner Camp

Geared for campers entering kindergarten in fall, this camp offers a variety of activities including cooking, singing, games, and crafts based on a weekly theme. The Kinder Korner Camp day runs from 9:00am-1:00pm. Staff take campers on field trips to visit the beach or a splash pad on a



weekly basis. The “stay and play” option for this camp, as well as the Koala Camp, gives campers the option to extend their day until 3:00pm if needed or desired.

Sun Fun Camp & Camp Adventure

Sun Fun and Camp Adventure are the signature camps of the Glencoe Park District. These programs serve participants in first through third grade (Sun Fun) and fourth and fifth grade (Camp Adventure). A normal camp day begins

at 8:45am with drop off. From there, campers are then off to a field trip to places like waterparks, arcades, professional sporting events, or a day around the Takiff Center full of activities planned and executed by the seasonal camp staff. By the end of the day at 3:00pm, campers should be worn out from an action-packed day of activities with their friends in their assigned groups. The camp includes two overnights at the Takiff Center.

Action Quest Camp

Action Quest Camp serves the older camp population of sixth through ninth graders. The most popular aspect of this program is advertising a camp that is always “on the go”. Action Quest campers spent every day, except for 4 days, away from their home base at the Watts Center by going on field trips that include a Cubs Game, numerous waterparks, and even Great America. This camp also visits the beach once a week for swimming and paddle boarding and also tries to spend two overnight outings at the beach camping in tents. Camp runs daily from 9:15am-3:15pm.



Counselor In Training (CIT)

The CIT camp combines a hybrid of camper experiences and camp staff experiences. In addition to providing the participants of this camp a fun and enjoyable summer of field trips and activities, this camp also puts a focus on preparing participants for a possible job on the camp staff team at the Glencoe Park District once they are sixteen years of age. CITs now receive training at the beginning of the season more similar to that of the camp counselors. CITs are then assigned to head counselors and camp groups spread across all of the Glencoe Park District camps based out of Takiff and charged with assisting the camp staff in daily camp operations. In turn, camp staff provides feedback and mentorship. CITs receive an evaluation from the camp director at the end of the session highlighting personal strengths and areas to improve upon, as well as weekly goals, in order to become the ideal candidate for a camp position in the future.



Marketing and Promotion

A significant amount of time and energy is placed into properly marketing and promoting the wide variety of summer camp offerings offered each year through the Glencoe Park District. This year, a 10-page detailed camp guide was published in both the winter and spring/summer brochures. Residents were encouraged to look online for specific camp details, including session options and early bird discounts.

Camp registration began two weeks after the winter program guide was mailed in late November. An early bird discount was offered from November 30 through February 28, which was marketed using email blasts, flyers, and posters. Information was also posted on the Glencoe Park District website, TV system, and on sponsored social media posts. Special event attendees were given flyers at events, which were also distributed to program participants. Staff also included camp articles in the summer Glencoe Quarterly and the Summer Sampler, a 4-page mailer with a variety of programming options sent to residents. A six foot banner, advertising camp registration, was also on display in the Takiff Center lobby.

Paid ads were included in the Glencoe PTO fundraiser book, Family Service of Glencoe's fundraiser book, and in the Chicago North Shore & Visitor's Bureau 2018 Guide.

Throughout the summer, we utilized Instagram Live, Facebook Live, and Snapchat to share brief videos and images from the camp day. We also posted images on Instagram and Facebook pages to promote the program, with links to our camp website. Once again, we used the rainout line software to post emergency notices quickly on the District's web page and social media feeds. Parents could also sign up for text alerts from rainout line. The system is easy for staff to deploy and automatically sent alerts to the website, Facebook, and Twitter.

At the end of the summer, a survey was sent to all parents, which will utilize parent comments to fuel future marketing pieces. Please see Appendix B for samples of marketing materials.

Staffing and Staff Training

The Glencoe Park District prides itself on hiring hardworking, motivated, and energetic staff members. This summer, our camp staff included over 65 individuals working as seasonal camp directors, head counselors, and counselors. Camp directors, with the full-time staff, are responsible for the day-to-day lesson planning of the camp program as well as communication with parents throughout the day. The camp directors are the primary leadership positions that are onsite day in and day out. Head counselors report to the camp directors and are responsible for the oversight of the camp counselors. Head counselors work to help counselors problem-solve throughout the day, as well as provide mentoring and feedback. Camp counselors are the staff members that interact with the campers on a constant basis throughout the summer. Their focus is to develop strong relationships with campers, provide a fun summer, and always keep safety at the forefront.



2018 Camp Directors

- Sun Fun: Cristina Pepe and Liza Rosenfeld
- Camp Adventure: Dana Baer
- Action Quest: Drew Suchsland
- Counselor In Training (CITs): Jon Pranian

A large focus of time and effort is spent on preseason training. All camp staff members go through over 16 hours of training that is presented by the full-time managers, Director of Recreation and Facilities, Executive Director, and other members of the Glencoe Park District full-time team. We also invited Sarah Kurtz McKinnon to speak about camp counselor skills. Additionally, staff had weekly meetings to refresh topics discussed at the preseason training or to address issues or concerns that come up throughout the week.

Camp staff is not only trained on Glencoe Park District camp procedures including safety, first aid, reporting, camper supervision, and proper interaction with campers, but also ways to provide memorable experiences for campers. For example, camp staff are taught innovative



games, how to keep campers entertained during transitions, how to interact with parents, and ways to develop relationships with campers. The training is also site specific, so that camp staff can get familiar with the site they will be working at. The training consists of a combination of a PowerPoint presentation, group activities, hands-on practice, discussion, and role-playing scenarios.

In addition to basic camp training, camp staff attend the summer employee orientation led by Executive Director Lisa Sheppard. At this training, Lisa welcomed staff to the Glencoe Park District team, explained the SPIRIT values that embody the agency, and impressed upon the staff the importance of their roles. The camp directors and head counselors also attended a five hour leadership staff training this season. In this training, the leadership staff was exposed to many challenging scenarios they would face this summer including staff discipline, dealing with upset patrons/participants, creating a culture of accountability, and success among the counselors. To kick off the summer, we invited Eddie Slowikowski to speak to our staff. Eddie inspired our staff to make meaningful connections with the children we are working with each day.

Changes Made for the 2018 Camp Season

Each year, Glencoe Park District staff examines and analyzes the successes and areas of improvement from the most recent camp season in an effort to constantly improve the experience for every camper and family.

Kinder Korner & Bear Camps

Under the direction of Early Childhood Program Manager Jessica Stockl, the Bear Camps saw changes in a variety of areas. There were a number of new field trips that were booked for Koala and Kinder Korner Camps. Some of these field trips included exploring different Glencoe parks as well as a trip to Medieval Times. These new field trips kept the camp fresh and kept kids excited about coming to camp every day.

Other changes that were implemented were based off of survey results collected in 2017. We added AM and PM care options for our younger campers. Pandas and Koalas had the opportunity to attend AM care from 7:00-9:00am, which gave working parents and families with early risers the chance to extend their camp day. Koala campers were also able to attend PM care from 3:00-6:00pm.

Sun Fun Camp and Camp Adventure

Under the direction of Arts and Youth Program Manager Stephani Briskman, Sun Fun and Camp Adventure saw changes in a variety of areas. New field trips, Camp Adventure Clubs, and special guests were added to keep the campers excited about coming to camp each day.

New field trips were added such as a trip to the Chicago Dogs baseball game, Roosevelt Aquatic Center, and the Mobile Escape room. We added a new special event day, Chicago Sports Day giving campers new and different opportunities to dress up and have fun. We also had the Chicago Blackhawks inflatable hockey rink visit us at camp.

Continuing for Camp Adventure for the summer of 2018, we offered clubs. Campers chose activities based on their interests to participate in 2 week intervals. This allowed the Camp Adventure campers to design their own schedules while Camp Adventure was on site.

Action Quest Camp & Counselor-In-Training

Our Manager of Athletics, Sports and Teen Camps Chris Pietrini, oversaw Action Quest and Counselor-In-Training camps. Action Quest Camp saw only minor changes from 2017 because of its popularity and track record of success, however 2018 participation dropped from 78 to 54. In comparison to other local teen camps, Winnetka Park District dropped from an average of 43 participants the past 3 years to 18 participants in 2018 and Glenview went from 28 participants in 2016 to 50 in 2017 and then down to 15 in 2018.

Staff eliminated Hot Ground Gym, Glenview Ice Center, and Par King Mini Golf, and replaced them with trips to Vernon Hills Waterpark, Centennial Aquatic Center in Park Ridge, and Roosevelt Pool in Glenview.

For Counselor-In-Training, more of the camp staff training was integrated in to both the pre-camp training and meetings with our camp director. Participant goals were also set weekly as opposed to bi-weekly. This was a very strong class of CIT's and more of them volunteered to lead games and help in additional ways than past groups.

2018 Year in Review – Highlights and Popular Activities

Bear Camps & Kinder Korner

These camps mean big fun for little campers ages two through five and reflect the commitment to quality programming that characterizes the school-year early childhood programs. A glowing positive this year, much like other summers, is the experienced camp counselors. Many of these staff members serve as Glencoe Park District Preschool and Kindergarten Enrichment teachers during the school year. This group of staff was able to plan a mix of outdoor play, creative expression times, and games. Staff lesson plans with specific goals of promoting friendships, learning, and fun.

One of the most memorable days for this camp was the last day of the summer. The impact of a great summer of programming and activities is recognized through the reactions of the campers when they realize that the season is over and they must part ways with staff and friends to which they have become so close. A highlight of the exceptional summer programming is evident as families enroll in year-round preschool with the Park District based on their camp experience. Other highlights of the camp season included new field trips to Medieval Times and the Lincoln Park Zoo. Campers had a wonderful time on these field trips as they were to partake in new experiences and learn more about the world around them.



With the experienced staff, and a full summer of age appropriate outings and activities, the camp program for these young participants creates a great introduction to Glencoe Park District

programs. With the use of a safe, nurturing environment and a play-based learning approach, the early childhood camps are very well received by the community!

Sun Fun Camp and Camp Adventure

A highlight of these two camps every year is the “camper’s choice” set of activities. These times allow for campers to break up into groups and spend time doing activities that specific groups of campers enjoy which might include sports, crafts, or other special interest games. Another highlight is the Sun Fun Camp swim lessons. These swim lessons, built into the cost of the program, utilize the Recreation Center in Highland Park for swim lessons for first, second, and third graders.

Sun Fun’s field trips are another highlight of a busy camp schedule. Trips to Glencoe Beach, waterparks, bowling, Lincoln Park Zoo, and much more add variety and excitement to each week of camp. Camp Adventure also goes on trips, which include Action Territory, Rainbow Falls Waterpark, Cubs game, and more. A camp favorite is the overnigher at Takiff Center, which takes place after the regular camp day and includes evening entertainment, dinner, movie, and special activities.

Sun Fun and Camp Adventure had a large amount of returning staff, which provided an opportunity for those staff to mentor the new staff. This summer, the camp staff was able to build upon the bonds made from previous summers, which made a strong impact in a customer service aspect towards the parents.

When analyzing camp enrollment numbers, grade size is positively correlated. Generally when a grade size grows or reduces, so does camp enrollment. This summer the incoming 3rd grade was smaller than the incoming 1st and 2nd grades, leading to a shift in enrollment. Sun Fun’s enrollment increased by 13, while Camp Adventure’s enrollment was in line with last summer, as campers aged out of Sun Fun and moved in to Camp Adventure.

Sun Fun was able to manage some additional expenses that occurred in 2017. We utilized the Park District bus to transport summer school campers . We also worked closely with the Park District of Highland Park to restore our original swim times, which decreased our bus rental expenses.

Action Quest Camp & Counselor-In-Training

The Action Quest Camp has the reputation of being a “traveling camp” with off-site activities planned every day but Thursdays. The highlight is generally the overnight beach campouts at Glencoe Beach that take place once every four-week session. The campers go kayaking and paddle boarding, make a fire, and spend the night sleeping in tents on the beach. Unfortunately we had poor weather (rain for the first, 90+ degree heat for the second) on each campout night, leading to decreased participation.

Another very popular trip is Great America, which is planned for each four-week session. On this day, campers have an extended day so they can spend more time at the theme park. Along with the Camp Adventure campers, the Action Quest Camp headed to Wrigley Field on July 25.

Action Quest had just over half of the staff returning, which provided continuity to those participants who were returning from camp the previous years, and aided in the new staff seeing how camp operates day-to-day.

The Counselor-In-Training (CIT) program is based out of Takiff Center. The CIT campers go on two "CIT only" field trips as a reward for their hard work and help throughout the summer. The CIT's loved going on their own field trips, particularly to Bartlett Waterpark with their lazy river and zip line.

Planning for Summer 2019

After a fun and successful 2018 camp season, staff is able to look for ways to improve the camp experience both from an internal and procedural perspective as well as to improve the customer experience. Where possible, staff will work with one another to develop more consistency in camp procedures from a parent perspective regardless of age or type of camp.



Below are some of the changes that staff will be investigating this winter.

Bears Camps and Kinder Korner Camp

- Extend the trainings for staff to include more early childhood specific trainings
- Offer more in-house visitors and entertainers for our younger campers
- Provide Kinder Korner campers the opportunity to visit Sun Fun camp to promote the transition for the following summer
- Provide flexible pick up times for parents with campers in multiple programs

Sun Fun Camp and Camp Adventure

- Research other swim lessons locations and options for Sun Fun campers
- Research options for swim lessons for Camp Adventure campers
- Add at least two new field trips and eliminate the least popular ones
- Review and work to improve the transition from summer school to camps for the first half of the camp season

Action Quest Camp & CIT

- AQ – Change to one week options to provide increased flexibility for this age group that has many outside options
- AQ – Consider themed options for each of the weeks, for example, waterparks, sports games, action/adventure
- CIT – Continue to integrate more training into the program through additional mid-season trainings that are shorter in length

All Camps

- Get Glencoe Park District issued rash guards for all campers to wear at water parks and the beach making campers more visible and identifiable as well as offer protection from the sun
- Investigate the use of technology to send pictures and updates to parents throughout the day
- Continue to improve the counselor-in-training program. Hold a focus group with counselors during winter break to provide input for improvement

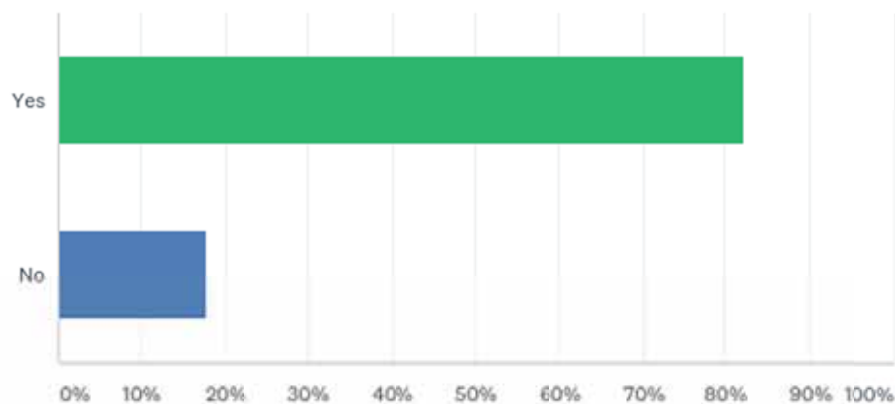
Customer Feedback and Survey Results

At the end of each season, a survey is sent to the families of all the camp participants to solicit feedback that is used to improve and make changes to the camp program the following year. This year, 97 camp participants completed the survey (80 in 2017), which is created, distributed, and analyzed using www.SurveyMonkey.com. Camp participants were asked questions ranging from the registration process, to staff, facilities, activities, field trips, and overall experience.

Scores from this survey were consistent with years past.

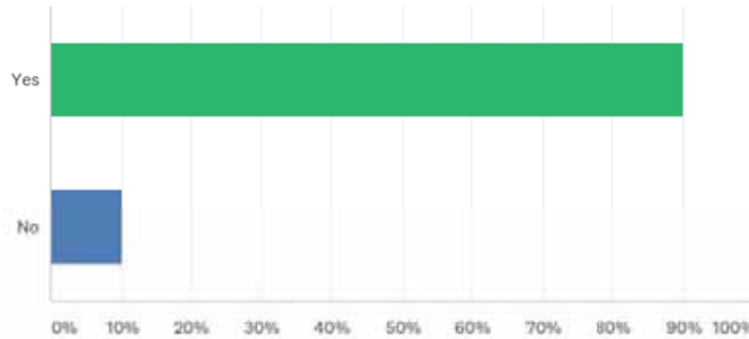
Q63: Would you register your child for camp again?

Answered: 79 Skipped: 18



Q64: Would you recommend the Glencoe Park District camp program to a friend?

Answered: 79 Skipped: 18



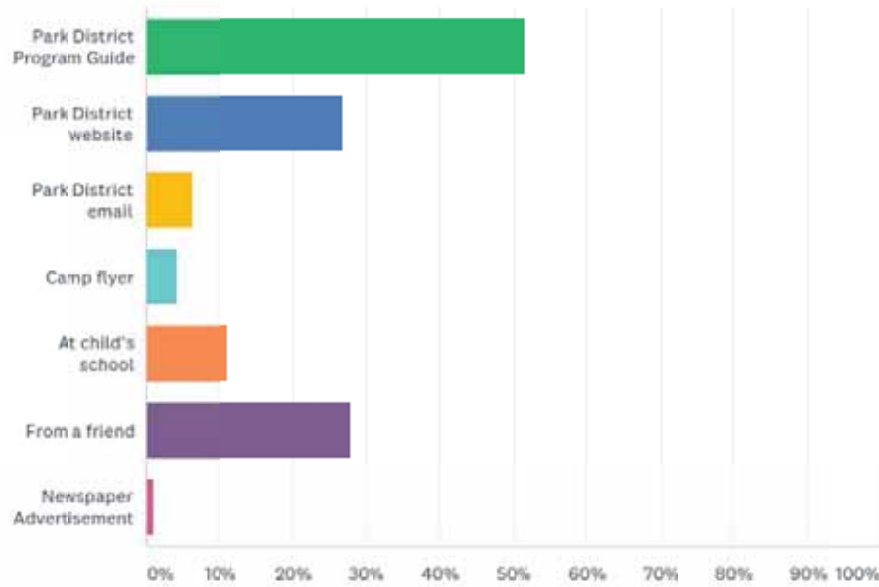
Q2: Why did you register your child/children for camp?

Answered: 97 Skipped: 0

ANSWER CHOICES	RESPONSES	
Wanted to attend camp with friends	43.30%	42
Fees are reasonable	43.30%	42
Days and times fit our schedule	48.45%	47
Session options (8/4/2 week camp options)	30.93%	30
Type of camp child wanted	29.90%	29
Recommended by someone	10.31%	10
Returning camper	44.33%	43
Other (please specify)	6.19%	6
Total Respondents: 97		

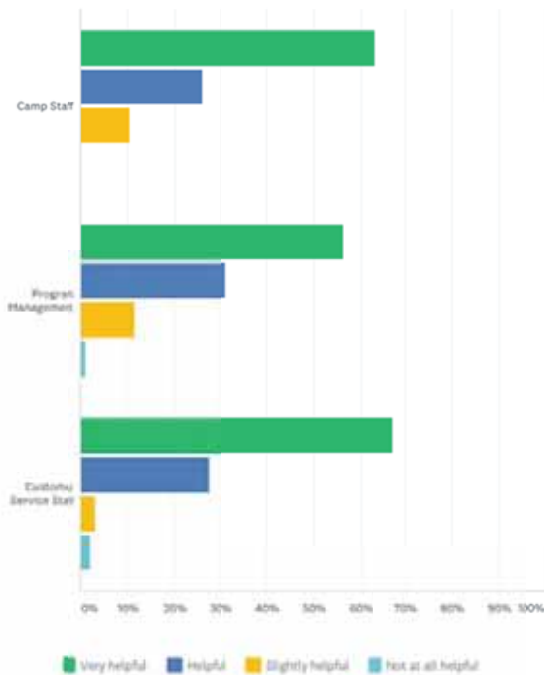
Q1: How did you hear about Glencoe Park District camps?

Answered: 97 Skipped: 0



Q3: How would you rate the Glencoe Park District staff?

Answered: 96 Skipped: 1



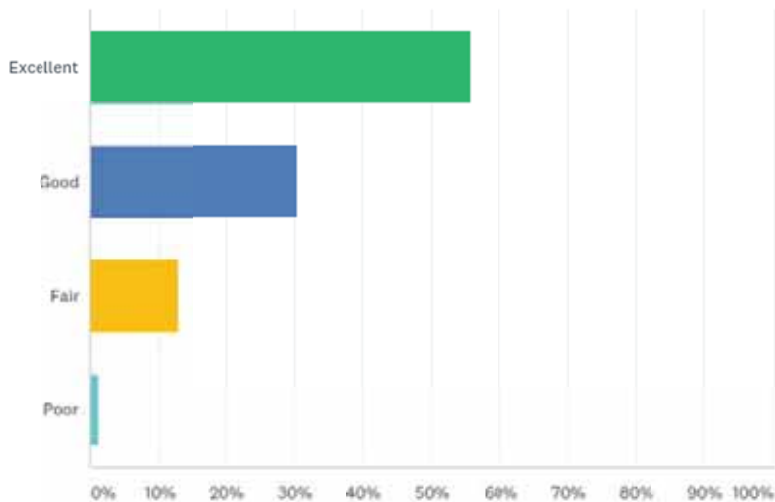
Q4: Please rate your satisfaction with Glencoe Park District camps.

Answered: 97 Skipped: 0

	VERY SATISFIED	SATISFIED	DISSATISFIED	VERY DISSATISFIED	N/A	TOTAL	WEIGHTED AVERAGE
Camp registration process	63.92% 62	27.84% 27	6.19% 6	2.06% 2	0.00% 0	97	3.54
Camp activities	52.08% 50	36.46% 35	11.46% 11	0.00% 0	0.00% 0	96	3.41
Camp staff courtesy	67.01% 65	30.93% 30	1.03% 1	1.03% 1	0.00% 0	97	3.64
Camp staff competency	55.21% 53	35.42% 34	7.29% 7	2.08% 2	0.00% 0	96	3.44
Camp staff knowledge	54.74% 52	35.79% 34	6.32% 6	0.00% 0	3.16% 3	95	3.50
Camp staff accessibility	63.92% 62	26.80% 26	5.15% 5	0.00% 0	4.12% 4	97	3.61
Camp operating hours	70.10% 68	26.80% 26	3.08% 3	0.00% 0	0.00% 0	97	3.67
Camp facility	61.86% 60	35.05% 34	2.06% 2	0.00% 0	1.03% 1	97	3.60
Cost of the program	52.58% 51	40.21% 39	7.22% 7	0.00% 0	0.00% 0	97	3.45

Q65: How would you rate the value of the camp(s) in relation to the fees?

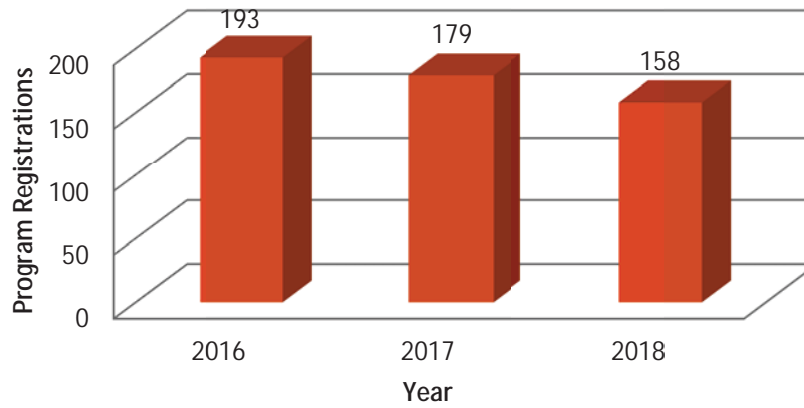
Answered: 79 Skipped: 18



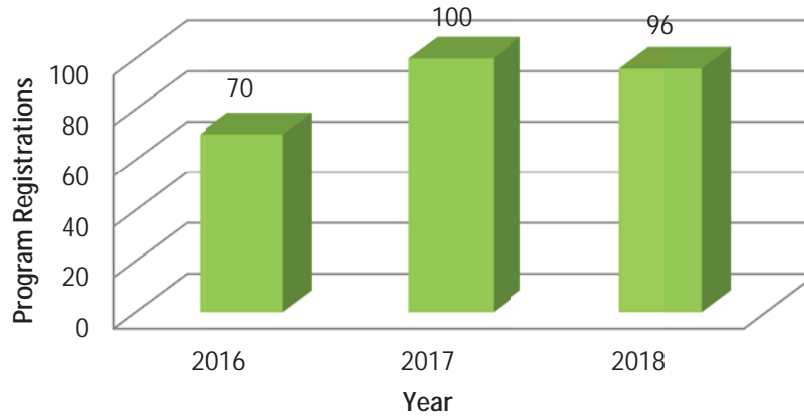
Appendix A – Camp Participation Information



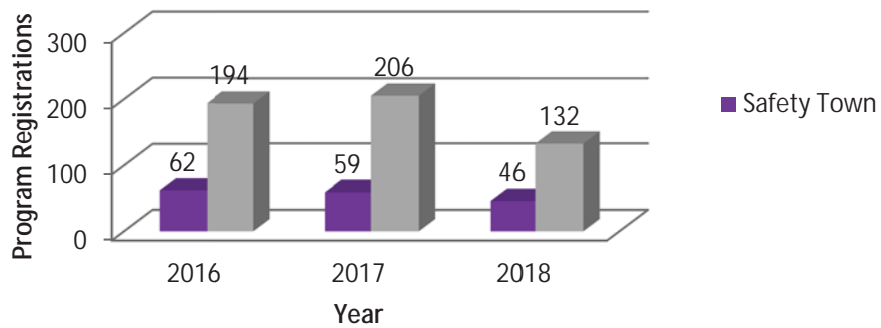
Bear Camps (Teddy, Panda, Koala)

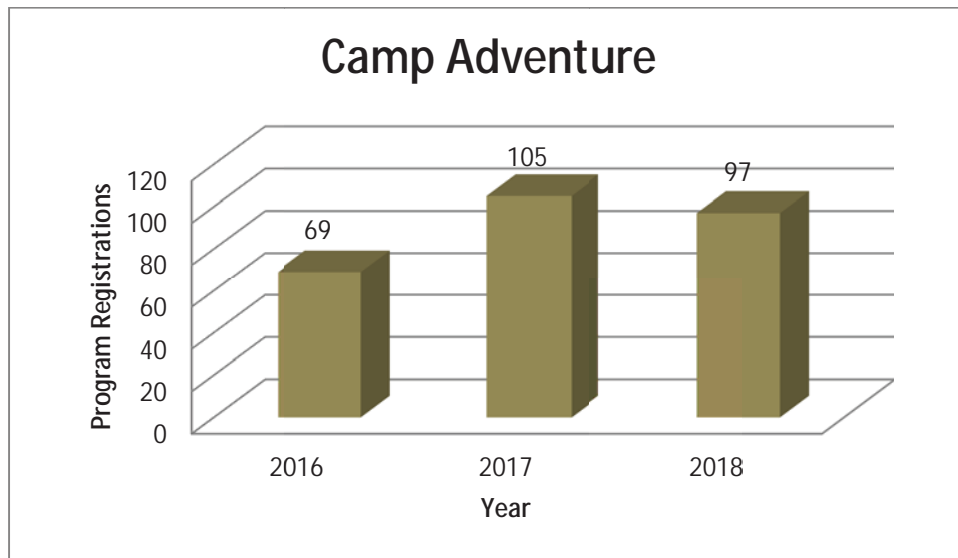
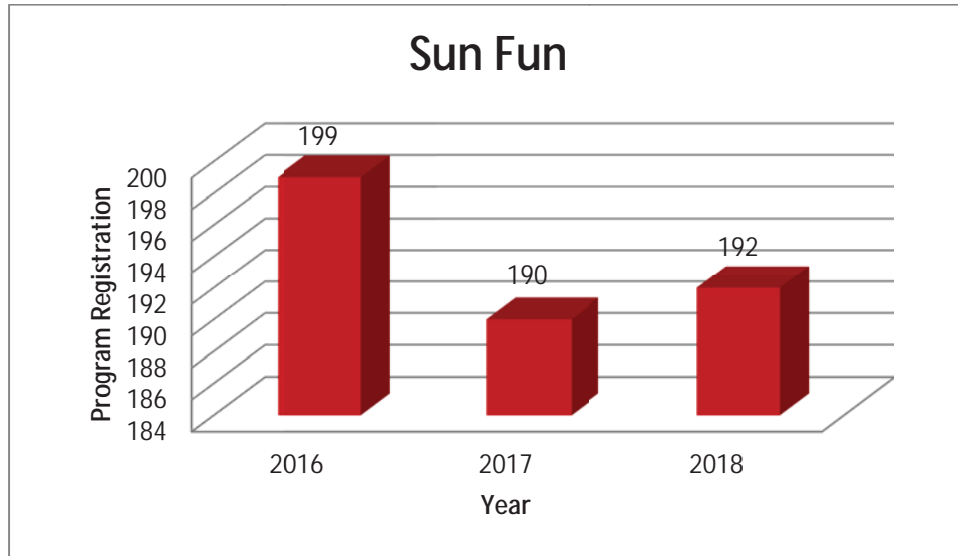


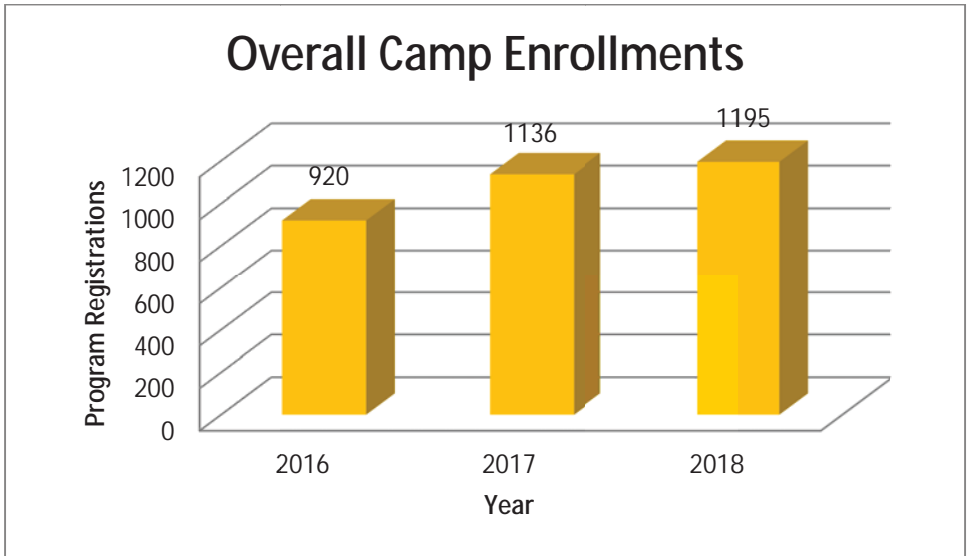
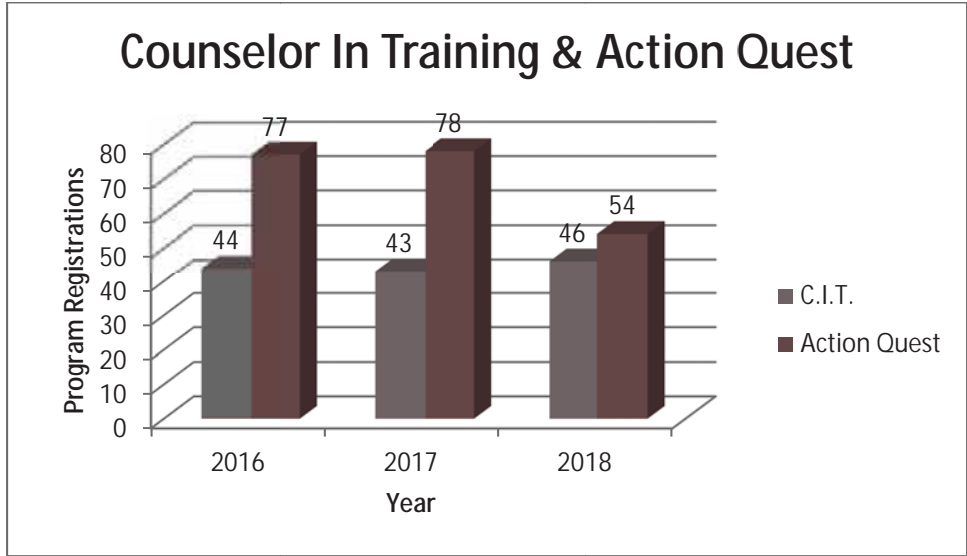
Kinder Korner



Safety Town & Summer's Beginning/End



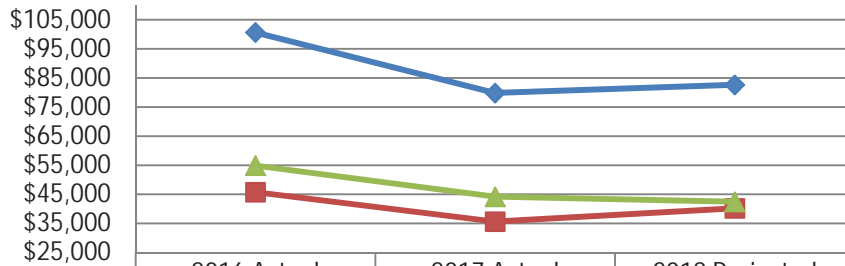




Appendix B – Financial Information

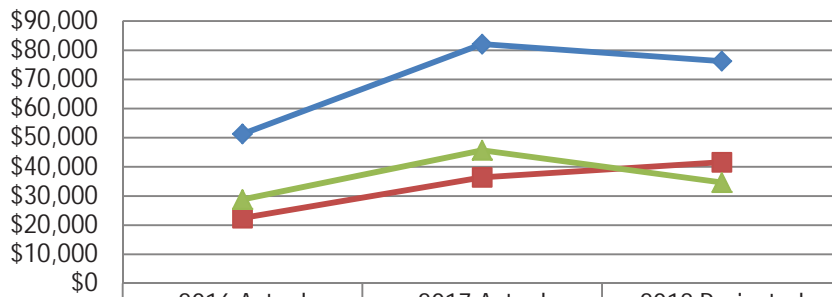


Bear Camps Financial Trends



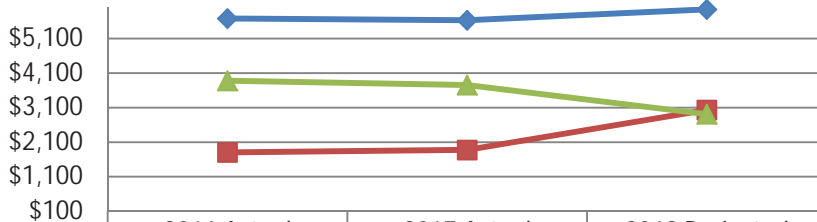
	2016 Actual	2017 Actual	2018 Projected
Revenue	\$100,635	\$79,804	\$82,617
Expense	\$45,751	\$35,625	\$40,201
Net	\$54,884	\$44,179	\$42,416

Kinder Korner Financial Trends



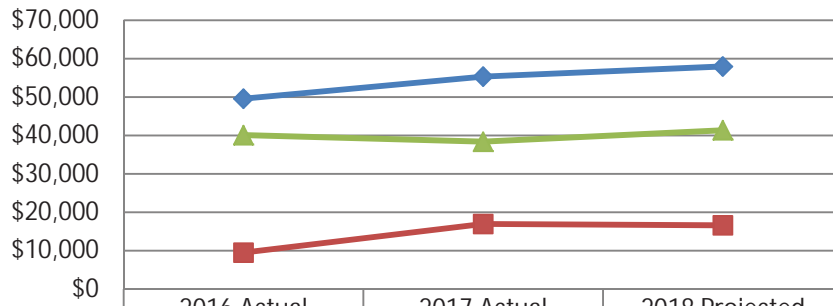
	2016 Actual	2017 Actual	2018 Projected
Revenue	\$51,283	\$82,089	\$76,245
Expense	\$22,456	\$36,409	\$41,606
Net	\$28,827	\$45,680	\$34,639

Preschool Summer Beginning Financial Trends



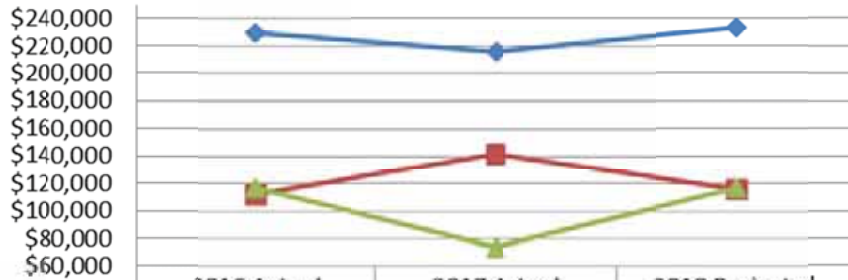
	2016 Actual	2017 Actual	2018 Projected
Revenue	\$5,678	\$5,626	\$5,942
Expense	\$1,802	\$1,874	\$3,033
Net	\$3,876	\$3,752	\$2,909

Summer's Beginning/End Financial Trends



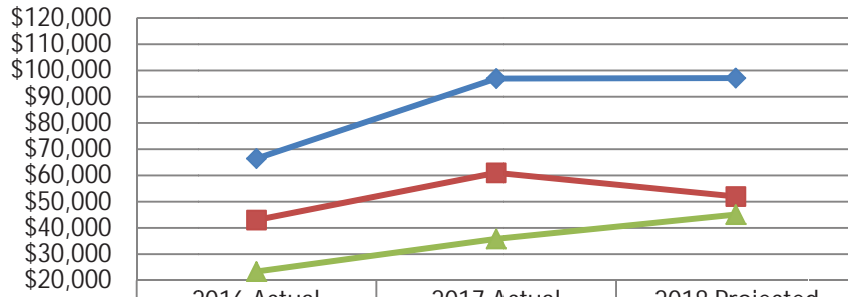
	2016 Actual	2017 Actual	2018 Projected
Revenue	\$49,563	\$55,321	\$57,942
Expense	\$9,494	\$16,960	\$16,600
Net	\$40,069	\$38,361	\$41,342

Sun Fun Financial Trends



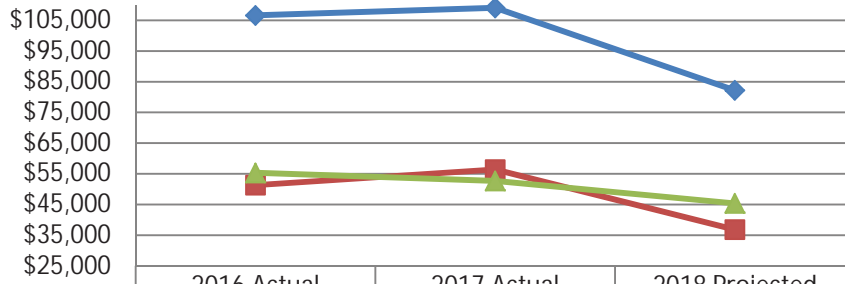
	2016 Actual	2017 Actual	2018 Projected
Revenue	\$229,313	\$215,883	\$233,553
Expense	\$112,360	\$141,899	116259
Net	\$116,953	\$73,984	\$117,294

Camp Adventure Financial Trends



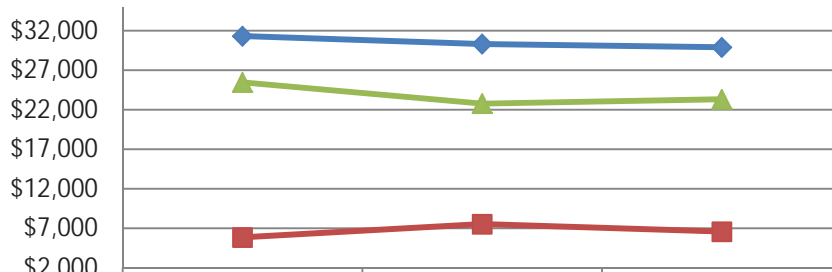
	2016 Actual	2017 Actual	2018 Projected
Revenue	\$66,452	\$96,914	\$97,097
Expense	\$43,017	\$61,044	\$52,000
Net	\$23,435	\$35,870	\$45,097

Action Quest Financial Trends



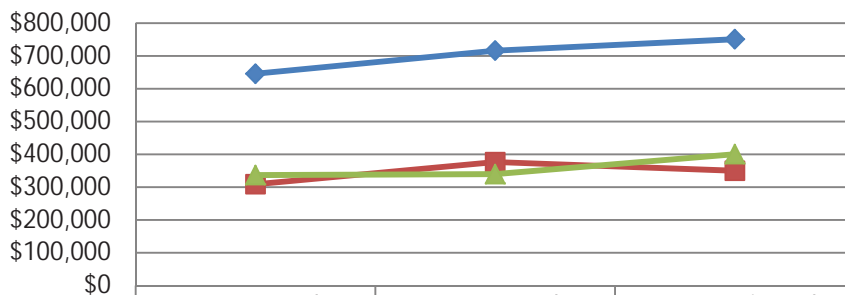
	2016 Actual	2017 Actual	2018 Projected
Revenue	\$106,610	\$109,074	\$82,171
Expense	\$51,303	\$56,397	\$36,810
Net	\$55,307	\$52,677	\$45,361

C.I.T Financial Trends



	2016 Actual	2017 Actual	2018 Projected
Revenue	\$31,312	\$30,313	\$29,904
Expense	\$5,850	\$7,526	\$6,582
Net	\$25,462	\$22,787	\$23,322

Overall Camp Financial Trends








	2016 Actual	2017 Actual	2018 Projected
Revenue	\$645,836	\$716,442	\$750,886
Expense	\$308,953	\$376,676	\$350,000
Net	\$336,883	\$339,766	\$400,886

Appendix C – Camp Schedules



Summer's Beginning Camp

Mon	Tue	Wed	Thu	Fri
June 11-15				
11 Pinstripes Bowling Field Trip  <small>shutterstock - 127102202</small> <i>Note: Pizza lunch provided; bring socks for bowling wear GPD camp shirt (if possible)!</i>	12 Laser Quest Field Trip  <i>Note: Pizza lunch provided; wear gym shoes for laser tag; wear GPD camp shirt (if possible)</i>	13 Nickel City Field Trip  <i>Note: Pizza lunch provided; wear gym shoes for laser tag; wear GPD camp shirt (if possible)</i>	14 Hawaiian Day!  <i>Note: Chicken Fingers and Macaroni lunch provided. Pack towel, sunscreen, wear GPD camp shirt (if possible);</i>	15 Beach Day Field Trip  <i>Note: Pack towel, sunscreen, wear GPD camp shirt (if possible);</i>

Summer's Beginning is an exciting way to start off summer camp! Each day children will also participate in sports, gym games, arts & crafts, and more! Please send your child with a water bottle and sunscreen labeled with their name each day. AM & PM Care is in Community Room 4.

Regular **Drop-Off:** 8:45am; at Takiff Center Bleachers; **Pick-Up:** 3:00pm; at Takiff Center Bleachers



Camp Directors:

Ashley and Riley






Contact Information

847-835-3030

Program Manager: Stephani Briskman

847-835-7536 or sbriskman@glencoe parkdistrict.com

Summer's End Camp

Mon	Tue	Wed	Thu	Fri
August 13-17				
<p>13 Wheeling Water Park</p>  <p><i>Note: Pack towel, sunscreen, wear GPD camp shirt (if possible)</i></p>	<p>14 Pinstripes Bowling Field Trip</p>  <p><i>Note: Pizza lunch provided; bring socks for bowling, wear GPD camp shirt (if possible)</i></p>	<p>15 Sports Day!</p>  <p><i>Note: Wear your favorite sports gear while participating in many activities around Watts! We will also be making a Rice Krispie treat</i></p>	<p>16 Beach Day Field Trip</p>  <p><i>Note: Pack towel, sunscreen, wear GPD camp shirt (if possible)</i></p>	<p>17 AMC Theatres Field Trip</p>  <p><i>Note: Popcorn snack provided. Wear GPD camp shirt (if possible)</i></p>

Summer's End is an exciting way to end your summer!! Each day children will also participate in sports, gym games, arts & crafts, and more! Please send your child with a water bottle and sunscreen labeled with their name each day.

AM & PM Care is in in the Program Room at Watts.

Regular **Drop-Off:** 8:45am; at Watts; **Pick-Up:** 3:00pm; at Watts

****Lunch is provided on days indicated on the calendar****



Head Camp Staff

Ashley and Riley









Contact Information

847-835-3030






Program Manager: Stephani Briskman

847-835-7536 or sbriskman@glencoeParkDistrict.com












1st Session: KOALA CAMP 2018

Mon	Tue	Wed	Thu	Fri
WEEK 1:				
6/18 <u>Orientation:</u> <u>10-10:45am</u>	6/19 <u>First Full</u> <u>Day of</u> <u>Camp!</u> 	6/20	6/21 <u>Skokie</u> <u>Exploratorium</u> <u>10-12</u> Wear camp shirt 	6/22
WEEK 2:				
6/25	6/26 <u>Tots & Tunes</u> <u>10-10:45</u> 	06/27	6/28	6/29 Super Stolie Music performance 10am 
WEEK 3:				
07/02	7/3 <u>Local Park</u> <u>Trip</u>  Wear camp t-shirt	7/4 No Camp Happy July 4th! 	7/5	7/6 <u>BG Spray & Play</u> <u>10-12</u>  Wear camp t-shirt
WEEK 4:				
7/9	7/10	7/11 <u>Beach Trip</u> Drop off/Pick up at Beach  Wear camp shirt	7/12	7/13

2nd Session: KOALA CAMP 2018

Mon	Tue	Wed	Thu	Fri
WEEK 5:				
7/16	7/17	7/18	7/19	7/20
				<u>Pirates Cove</u> <u>10-12</u>  Wear camp Shirt
WEEK 6:				
7/23	7/24	7/25	7/26	7/27
	<u>Tots & Tunes</u> <u>10-10-45</u> 		<u>Buffalo Grove</u> <u>Spray & Play</u>  Wear camp shirt	
WEEK 7:				
07/30	07/31	8/1	8/2	8/3
	<u>Beach Trip</u> Drop off/Pick up at Beach  Wear camp shirt			The Frog Lady 10:30-11 
WEEK 8:				
8/6	8/7	8/8	8/9	8/10
		<u>Friends Park</u> <u>Trip:</u> Drop off/ Takiff Pick up at Friends  Wear camp shirt		<u>Last Day</u>






1st Session: KINDER KORNER 2018


Mon	Tue	Wed	Thu	Fri
WEEK 1: FRIENDSHIP/WE ARE FAMILY				
<p>6/18 <u>First Day of Camp!</u></p> 	<p>6/19 Music with Mr. Shaun</p> 	<p>6/20</p>	<p>6/21 Friends Park Trip:</p>  <p>Wear green camp shirt</p>	<p>6/22</p>
WEEK 2: ALOHA SUMMER				
<p>6/25 <u>Beach Trip</u> Drop off/ Pick up at Beach</p>  <p>Wear green camp shirt</p>	<p>6/26 Music with Mr. Shaun</p> 	<p>6/27</p>	<p>6/28</p>	<p>6/29 Super Stolie Music performance 10am</p> 
WEEK 3: PARTY IN THE USA				
<p>07/02 <u>Field Trip to BG Spray & Play</u></p>  <p>Drop off/Pick up at Takiff Wear green camp shirt</p>	<p>07/03 Music with Mr. Shaun</p> 	<p>07/04 <u>No Camp</u> <u>Happy July 4th!</u></p> 	<p>07/05</p>	<p>7/6</p>
WEEK 4: PIRATES AND PRINCESSES				
<p>7/9 <u>Beach Trip</u> Drop off/Pick up at Beach</p>  <p>Wear green camp shirt</p>	<p>7/10</p>	<p>7/11 Medieval Times</p>  <p>Wear green camp shirt</p>	<p>7/12</p>	<p>7/13</p>

2nd Session: KINDER KORNER 2018

Mon	Tue	Wed	Thu	Fri
WEEK 5: SCIENCE LAB				
<p>7/16 <u>Field Trip to BG Spray & Play</u></p> <p style="text-align: center;"></p> <p>Drop off/Pick up at Takiff Wear green camp shirt</p>	<p>7/17 Music with Mr. Shaun</p> <p style="text-align: center;"></p>	<p>7/18</p>	<p>7/19 <u>Field Trip to Khols children's Museum</u></p> <p style="text-align: center;"></p> <p>Drop off/Pick up at Takiff Wear green camp shirt</p>	<p>7/20</p>
WEEK 6: WILD WEST				
<p>7/23 <u>Beach Trip</u></p> <p>Drop off/Pick up at Beach</p> <p style="text-align: center;"></p> <p>Wear green camp shirt</p>	<p>7/24 Music with Mr. Shaun</p> <p style="text-align: center;"></p>	<p>7/25</p>	<p>7/26</p>	<p>7/27</p>
WEEK 7: NATURE				
<p>7/30 <u>Field Trip to BG Spray & Play</u></p> <p style="text-align: center;"></p> <p>Drop off/Pick up at Takiff Wear green camp shirt</p>	<p>7/31 Music with Mr. Shaun</p> <p style="text-align: center;"></p>	<p>8/1 Field Trip to Lincoln Park Zoo</p> <p style="text-align: center;"></p> <p>Drop off/Pick up at Takiff Wear green camp shirt</p>	<p>8/2</p>	<p>8/3 The Frog Lady 10:30-11</p> <p style="text-align: center;"></p>
WEEK 8: SUPERHEROS				
<p>8/6 <u>Beach Trip</u></p> <p style="text-align: center;"></p> <p>Drop off/Pick up at Beach Wear green camp shirt</p>	<p>8/7 Music with Mr. Shaun</p> <p style="text-align: center;"></p>	<p>8/8</p>	<p>8/9 <u>Friends Park Trip:</u></p> <p style="text-align: center;"></p> <p>Drop off/Pick up at Friends Wear green camp shirt</p>	<p>8/10 <u>Last Day</u></p>

1st Session: Sun Fun 2018


Mon	Tue	Wed	Thu	Fri
WEEK 1: Goal of the Week: Sportsmanship				
<p>6/18</p> <p><u>First Day of Camp!</u></p>  	<p>6/19</p> <p><u>Brunswick</u> <i>(Wear socks!)</i></p>  	<p>6/20</p> <p>Campers' Choice</p>  	<p>6/21</p> <p><u>Olympics</u> <i>(Wear your country's colors)</i></p>  	<p>6/22</p> <p><u>Hidden Creek</u></p>  
WEEK 2: Goal of the Week: Teamwork				
<p>6/25</p> <p><u>Beach Trip</u> <i>(All Day)</i></p>  <p>Pizza lunch included</p>   <div style="border: 1px dashed orange; padding: 5px; margin-top: 10px;"> <p>1st Grade Swim Lessons (PM)</p> </div>	<p>6/26</p> <p>NEW! Mobile Room Escape</p>  	<p>6/27</p> <p>Campers' Choice</p>   <div style="border: 1px dashed orange; padding: 5px; margin-top: 10px;"> <p>2nd Grade Swim Lessons (PM)</p> </div>	<p>6/28</p> <p><u>Gold Rush</u> <i>(Wear your best Western gear)</i> <i>Hot Dog Cookout!</i></p>    <div style="border: 1px dashed orange; padding: 5px; margin-top: 10px;"> <p>3rd Grade Swim Lessons (PM)</p> </div>	<p>6/29</p> <p><u>Wheeling Water Park</u></p>  
WEEK 3: Goal of the Week: Appreciation				
<p>7/2</p> <p><u>Hidden Creek</u></p>   <div style="border: 1px dashed orange; padding: 5px; margin-top: 10px;"> <p>1st Grade Swim Lessons (PM)</p> </div>	<p>7/3</p> <p><u>Funtopia</u> Wear Socks!</p>  <p><i>AM Field Trip- PM Campers welcome to join!</i></p>	<p>7/4</p> <p><i>No Camp Today!</i> Join us at the parade or at the fireworks.</p>  <p>Happy 4th of July!!!</p>	<p>7/5</p> <p><u>Carnival Day</u> <i>(Dress in your favorite costume!)</i></p>   <div style="border: 1px dashed orange; padding: 5px; margin-top: 10px;"> <p>3rd Grade Swim Lessons (PM)</p> </div>	<p>7/6</p> <p><u>Beach Trip</u> <i>(All Day)</i></p>  <p>Pizza lunch included</p>  
WEEK 4: Goal of the Week: Respect				
<p>7/9</p> <p><u>Vernon Hills Water Park</u></p>  <div style="border: 1px dashed orange; padding: 5px; margin-top: 10px;"> <p>1st Grade Swim Lessons (PM)</p> </div>	<p>7/10</p> <p><u>Pump It Up</u> <i>(Wear socks)</i></p>  	<p>7/11</p> <p>Campers' Choice</p>   <div style="border: 1px dashed orange; padding: 5px; margin-top: 10px;"> <p>2nd Grade Swim Lessons (PM)</p> </div>	<p>7/12</p> <p><u>COLOR WARS</u> <i>(Wear your team color!)</i> <i>Hot Dog Cookout!</i></p>   <p><i>Popsicle Treat!</i></p> <div style="border: 1px dashed orange; padding: 5px; margin-top: 10px;"> <p>3rd Grade Swim Lessons (PM)</p> </div>	<p>7/13</p> <p><u>Barefoot Bay Water Park</u></p>   <div style="border: 1px dashed orange; padding: 5px; margin-top: 10px;"> <p>Sun Fun Over-nighter</p>  </div>

 = Lunch available to purchase through North Shore Catering

 = Pack Lunch













2nd Session: SUN FUN 2018


Mon	Tue	Wed	Thu	Fri
WEEK 5: Goal of the Week: Friendship				
<p>7/16</p> <p><u>First Day of second session!</u></p>  <p>1st Grade Swim Lessons PM</p>	<p>7/17</p> <p><u>Libertyville Sports Complex</u></p> 	<p>7/18</p> <p>Campers' Choice</p>  <p>Sports With Coach Tommy</p> <p>2nd Grade Swim Lessons (PM)</p>	<p>7/29</p> <p><u>Superhero Day</u> <i>(Dress like your favorite superhero)</i></p>  <p>3rd Grade Swim Lessons (PM)</p>	<p>7/20</p> <p><u>Beach Trip</u> (All Day)</p>  <p>Pizza Lunch Included</p>
WEEK 6: Goal of the Week: I Believe in Myself/Perseverance				
<p>7/23</p> <p><u>Wheeling Water Park</u></p>  <p>1st Grade Swim Lessons (PM)</p>	<p>7/24</p> <p><u>NEW! Chicago Dogs Baseball Game!</u></p> 	<p>7/25</p> <p><u>NEW! Roosevelt Aquatic Center</u></p>  <p>2nd Grade Swim Lessons (PM)</p>	<p>7/26</p> <p><u>NEW! Chicago Sports Day!</u></p> <p><i>Show your pride in Chicago by wearing your favorite Chicago sports team's gear</i></p>  <p>Hot Dog Cook Out</p> <p>3rd Grade Swim Lessons (PM)</p>	<p>7/27</p> <p><u>Hidden Creek</u></p> 
WEEK 7: Goal of the Week: Sensitivity				
<p>7/30</p> <p><u>Beach Trip</u> (All Day)</p>  <p>Pizza Lunch Included</p> <p>1st Grade Swim Lessons (PM)</p>	<p>7/31</p> <p><u>Lincoln Park Zoo</u></p> 	<p>8/1</p> <p>Campers' Choice</p>  <p>Sports With Coach Tommy</p> <p>2nd Grade Swim Lessons (PM)</p>	<p>8/2</p> <p><u>Hollywood Day</u></p> <p><i>Dress as your favorite TV, movie or book character!</i></p>  <p>3rd Grade Swim Lessons (PM)</p>	<p>8/3</p> <p><u>Beach Trip</u> (All Day)</p>  <p>Pizza Lunch Included</p>
WEEK 8: Goal of the Week: Health and Fitness				
<p>8/7</p> <p>1st Grade: Hidden Creek Water Park</p>  <p>2nd & 3rd Grade: Vernon Hills Water Park</p> <p>1st Grade Swim Lessons (PM)</p>	<p>8/8</p> <p>1st. Gr. Only: Pirates Cove</p> <p>2nd Gr. Only: Pump it Up!</p> <p>3rd Grade: On Site</p> 	<p>8/9</p> <p>Campers' Choice Sports</p>  <p>With Coach Tommy Gr. 1&2</p> <p>3rd grade only <u>Field trip with CA to Action Territory</u></p> <p>2nd Grade Swim Lessons (PM)</p>	<p>8/10</p> <p><u>COLOR WARS II</u> <i>(Wear your team color!)</i></p>  <p>Popsicle Treat!</p> <p>Parent Night 6:00pm</p> <p>3rd Grade Swim Lessons (PM)</p>	<p>8/11</p> <p><u>Beach Trip</u> (All Day)</p> <p>DJ Party PIZZA LUNCH @ BEACH</p>  <p>Sign up for Summer's End!</p>

 = Lunch available to purchase through North Shore Catering

 =Pack Lunch

1st Session: Camp Adventure 2018

Mon	Tue	Wed	Thu	Fri
WEEK 1: Goal of the Week: Sportsmanship				
6/18 <u>First Day of Camp!</u>  	6/19 <u>Brunswick Bowl</u> <i>(Wear socks!)</i>  	6/20 Camp Adventure Club Day!  	6/21 <u>Olympics</u> <i>(Wear your group's assigned country's colors!)</i>  	6/22 <u>Glencoe Beach</u>  Pizza Lunch Included  
WEEK 2: Goal of the Week: Teamwork				
6/25 <u>Wheeling Water Park</u>  	6/26 Camp Adventure Club Day!  	6/27 <u>NEW! Mobile Room Escape</u>  	6/28 <u>Gold Rush</u> <i>(Wear your best Western gear)</i> Hot Dog Cookout!   	6/29 <u>Glencoe Beach</u>  Pizza Lunch Included  
WEEK 3: Goal of the Week: Appreciation				
7/2 <u>Glencoe Beach</u>  Pizza Lunch Included  	7/3 Camp Adventure Club Day!  	7/4 No Camp Today! Join us at the parade or at the fireworks.  Happy 4th of July!!! 	7/5 <u>Carnival Day</u> <i>(Dress in your favorite costume!)</i>  	7/6 <u>Hidden Creek</u>  
WEEK 4: Goal of the Week: Respect				
7/9 <u>Glencoe Beach</u>  Pizza Lunch Included  	7/10 Camp Adventure Club Day!  	7/11 <u>NEW! Roosevelt Aquatic Center</u>  	7/12 <u>COLOR WARS</u> <i>(Wear your team color!)</i> Hot Dog Cookout!  Popsicle Treat!  	7/13 <u>Barefoot Bay Water Park</u>   <div style="border: 1px dashed orange; padding: 5px; width: fit-content; margin: 0 auto;"> Camp Adventure Overnighter </div> 

 = Lunch available to purchase through North Shore Catering

 =Pac Lunch

2nd Session: Camp Adventure 2018

Mon	Tue	Wed	Thu	Fri
WEEK 5: Goal of the Week: Friendship				
<p>7/16</p> <p style="text-align: center;"><u>First Day of Second Session!</u></p> <div style="text-align: center;">  </div> <div style="text-align: center;">  </div>	<p>7/17</p> <p style="text-align: center;">Camp Adventure Club Day!</p> <div style="text-align: center;">  </div> <p style="text-align: center;">Sports With Coach Tommy</p> <div style="text-align: center;">  </div>	<p>7/18</p> <p style="text-align: center;"><u>Funtopia</u> (Wear socks)</p> <div style="text-align: center;">  </div> <div style="text-align: center;">  </div>	<p>7/19</p> <p style="text-align: center;"><u>Superhero Day</u></p> <div style="text-align: center;">  </div> <div style="text-align: center;">  </div>	<p>7/20</p> <p style="text-align: center;"><u>Vernon Hills Water Park</u></p> <div style="text-align: center;">  </div> <div style="text-align: center;">  </div>
WEEK 6: Goal of the Week: I Believe in Myself/Perseverance				
<p>7/23</p> <p style="text-align: center;"><u>Glencoe Beach</u></p> <div style="text-align: center;">  </div> <p style="text-align: center;">Pizza Lunch Included</p> <div style="text-align: center;">   </div>	<p>7/24</p> <p style="text-align: center;">Camp Adventure Club Day!</p> <div style="text-align: center;">  </div> <p style="text-align: center;">Sports With Coach Tommy</p> <div style="text-align: center;">  </div>	<p>7/25</p> <p style="text-align: center;"><u>Chicago Cubs Game</u> <i>Bring \$\$ for Dinner!!</i></p> <div style="text-align: center;">  </div> <div style="text-align: center;">  </div>	<p>7/26</p> <p style="text-align: center;"><u>NEW! Chicago Sports Day!</u></p> <p style="text-align: center;"><small>Show your pride in Chicago by wearing your favorite Chicago sports team's gear</small></p> <div style="text-align: center;">  </div> <p style="text-align: center;">Hot Dog Cook Out</p> <div style="text-align: center;">   </div>	<p>7/27</p> <p style="text-align: center;"><u>Wheeling Water Park</u></p> <div style="text-align: center;">  </div> <div style="text-align: center;">  </div>
WEEK 7: Goal of the Week: Sensitivity				
<p>7/30</p> <p style="text-align: center;"><u>Bartlett Water Park</u></p> <div style="text-align: center;">  </div> <div style="text-align: center;">  </div>	<p>7/31</p> <p style="text-align: center;">Camp Adventure Club Day!</p> <div style="text-align: center;">  </div> <p style="text-align: center;">Sports With Coach Tommy</p> <div style="text-align: center;">  </div>	<p>8/1</p> <p style="text-align: center;"><u>Lincoln Park Zoo</u></p> <div style="text-align: center;">  </div> <div style="text-align: center;">  </div>	<p>8/2</p> <p style="text-align: center;"><u>Hollywood Day</u></p> <p style="text-align: center;"><small>Dress as your favorite TV, movie or book character!</small></p> <div style="text-align: center;">  </div> <div style="text-align: center;">  </div>	<p>8/3</p> <p style="text-align: center;"><u>Rainbow Falls</u></p> <div style="text-align: center;">  </div> <div style="text-align: center;">  </div>
WEEK 8: Goal of the Week: Health and Fitness				
<p>8/6</p> <p style="text-align: center;"><u>Wheeling Water Park</u></p> <div style="text-align: center;">  </div> <div style="text-align: center;">  </div>	<p>8/7</p> <p style="text-align: center;">Camp Adventure Club Day!</p> <div style="text-align: center;">  </div> <p style="text-align: center;">Sports With Coach Tommy</p> <div style="text-align: center;">  </div>	<p>8/8</p> <p style="text-align: center;"><u>Action Territory</u></p> <div style="text-align: center;">  </div> <div style="text-align: center;">  </div>	<p>8/9</p> <p style="text-align: center;"><u>COLOR WARS!</u> <small>Wear your team color!</small></p> <div style="text-align: center;">  </div> <p style="text-align: center;">Popsicle Treat! Parent Night 6:00pm</p> <div style="text-align: center;">  </div>	<p>8/10</p> <p style="text-align: center;"><u>Beach Trip</u></p> <p style="text-align: center;">DJ Party <u>PIZZA LUNCH @ BEACH</u></p> <p style="text-align: center;"><i>Sign up for Summer's End!</i></p> <div style="text-align: center;">  </div>

 = Lunch available to purchase through North Shore Catering

 =Pack Lunch

Appendix D – Marketing Materials



There's still time to register for Glencoe Park District

SUMMER CAMPS

Don't miss out on fun-filled summer! From spectacular special event days to fun field trips, sports, and crafts, there's something for everyone at Glencoe Park District Summer Camps.

REGISTER

Todd, Panda & Puddin' Bears Camp
Use healthy fun camp programs (pizza parties, coloring, painting, and fun with a puppeteer)
LIMITED SPACES AVAILABLE

Shower Shower
Designed for animal enthusiasts, this high-energy camp is a great place to learn facts, make friends, and challenge yourselves. **LIMITED SPACES AVAILABLE**

Sun Fun Camp
Bring the summer sunshine and activities indoors through crafts, sports, and exciting outdoor events.
LIMITED SPACES AVAILABLE

Camp Adventure
All about nature and water! Children learn the weekly field trip, special projects, and "Camp Adventure Cards" as a portion of the day to watch they are completed in advance of their choice. **2018**

Arctic Quest
Camps are available on the go, bringing fun field trips, special events, including excursions to other water parks are also in Glencoe Park District for participating, swimming, and more. **2018**

Summer-in-Training
Glencoe trainees who are working with "summer campers" for all their important camp activities and projects, and enjoy 17 hours per week. **2018**

SAVE NOW ON SUMMER CAMP
For the limited time only, register before February 28!

Don't forget! Our Early Bird Discount ends: **Wednesday, February 28!**

Save up to 10% on camp when you register before February 28!

Spent the summer having swimming, snacking, and enjoying Glencoe Park District Summer Camps? You'll love our special event days with all the exciting new field trips and special events. Register for eight, four, or two week sessions and receive fun at full day activities. Check our our program details, enrollment open already, and quickly sign up today. Register for a camp session before, visit on the camp site.

Registration Dates:

- Special Event Days (ages 6-12) - Feb 28 - 30
- Early Bird (ages 6-12) - Feb 28 - 30
- Special Event Days (ages 6-12) - Feb 28 - 30
- Early Bird (ages 6-12) - Feb 28 - 30
- Special Event Days (ages 6-12) - Feb 28 - 30
- Early Bird (ages 6-12) - Feb 28 - 30
- Special Event Days (ages 6-12) - Feb 28 - 30
- Early Bird (ages 6-12) - Feb 28 - 30

SUN FUN ACTION QUEST

CAMP REGISTRATION IS NOW OPEN

www.GLENCOEPARKDISTRICT.COM

Glencoe Park District
May 26

There's still time to register for Summer Camps... but space is getting limited!

WEB-EXTRACT.CONSTANTCONTACT.COM

There's still time to register for Camp

237 people reached

Ronald Post

Jane Sutelli and Jennifer Taylor

STEAM CAMPS

STEAM is a fun-filled week-long program that includes field trips, hands-on learning, and exciting projects.

STEAM Camps

- STEAM Camps
- STEAM Camps
- STEAM Camps
- STEAM Camps
- STEAM Camps
- STEAM Camps
- STEAM Camps
- STEAM Camps

Glencoe Park District
February 28 at 11:00 AM

And camp starts Monday!

Glencoe Park District
June 26, 2017

Friendships start at camp!

1,000 people reached

Pravey (Glencoe) and... (Glencoe) and... (Glencoe)

Funtopia

Funtopia is a fun-filled program for children ages 6-12. It includes field trips, special events, and exciting projects.

glencoe-park-district

glencoe-park-district

Funtopia is a fun-filled program for children ages 6-12. It includes field trips, special events, and exciting projects.

Glencoe Park District
Thursday, August 9, 8:15 PM

Notice - Thursday, August 9: Sun Fun and Camp Adventure Parent Night will be at the Talent Center Gym due to inclement weather. Open Gym at the... **Seek News**

Talent

Glencoe Park District
July 10 at 10:23 PM

Notice - Monday, July 10: Sun Fun and Camp Adventure for the will be moved due to inclement weather.

Talent

www.Sutelli.com News Events Photos

Glencoe Park District

Glencoe Park District

GLENCOE BEACH

GET A BEACHY FEEL

Funtopia

Funtopia is a fun-filled program for children ages 6-12. It includes field trips, special events, and exciting projects.

SUMMER CAMPS

Funtopia

Funtopia is a fun-filled program for children ages 6-12. It includes field trips, special events, and exciting projects.

GLENCOE PARK DISTRICT

SPECIALTY CAMPS

CAMP INFORMATION
CAMP OPEN HOUSE: JUNE 5, 2018

LUNCH SERVICE

IMPORTANT REGISTRATION INFORMATION

CAMP

Funtopia is a fun-filled program for children ages 6-12. It includes field trips, special events, and exciting projects.

STEAM CAMPS (GRADES 1-7)

Funtopia is a fun-filled program for children ages 6-12. It includes field trips, special events, and exciting projects.

SUMMER CAMP

Funtopia

Funtopia is a fun-filled program for children ages 6-12. It includes field trips, special events, and exciting projects.

glencoe-park-district

Welcome Summer's Beginning campers!

Funtopia is a fun-filled program for children ages 6-12. It includes field trips, special events, and exciting projects.

MINUTES OF OCTOBER 2, 2018 FINANCE COMMITTEE OF THE WHOLE MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 7:01pm and roll was called.

Committee Members present:

Dudley Onderdonk, Chair/Treasurer
Lisa Brooks, President
Stefanie Boron, Vice President
Josh Lutton, Commissioner
Bob Kimble, Commissioner

Staff present:

Lisa Sheppard, Executive Director/Secretary
Carol Mensinger, Director of Finance/HR
Chris Leiner, Director of Parks/Maintenance
Bobby Collins, Director of Recreation/Facilities
Erin Classen, Supt. of Marketing/Comm.

Members of the Public who signed in or spoke: Michael Covey, Dan Dorfman, Jim Nyeste, Barbara Sideman

Matters from the Public: Jim Nyeste asked about the timeline and changes to the Old Green Bay Linear Parks Plan, asked the Board to take into account the deferred capital projects in the decision, as well as, the maximization of open space, minimize clutter, locate fitness equipment within the playground area, minimize maintenance and upkeep, encourage kids creativity in play and open space play, path is redundant, and the mountain bike course is unnecessary. Mr. Nyeste gave positive feedback on making Veteran's Park Memorial more visible, improving drainage, and the playground refurbishment.

Barbara Sideman of Highland Park, asked the Board to consider restoring Stanley Shuman's prairie grass and leave the plan as green as possible.

Discussion of Proposed 2018 Tax Levy Amount: Director Mensinger explained that the Board tonight is determining the amount to levy for tax year 2018 for amounts to be received in fiscal year 2019/20. The Truth in Taxation Resolution would be passed at the October Regular Board Meeting, from which, the actual Levy Ordinance would be created and passed at the November Regular Board Meeting and then filed by the last Tuesday in December. Director Mensinger is recommending a 4.21% operating levy and reviewed detail behind the recommendation. The debt service levy is determined by the outstanding bond ordinances on file with the county. The total levy increase for operating and debt service would be 2.17%. Discussion ensued.

Chair/Treasurer Onderdonk, based on committee discussion, moved the 2018 Tax Levy amount forward for approval at the October 16 Regular Board meeting.

Other Business: There was no other business.

Adjourn: Commissioner Lutton moved to adjourn the meeting at 7:21pm. Commissioner Brooks seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary

MINUTES OF OCTOBER 2, 2018 SPECIAL PROJECTS AND FACILITIES
COMMITTEE MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 7:22pm and roll was called.

Committee Members present:

Josh Lutton, Chair/Commissioner
Lisa Brooks, President
Stefanie Boron, Vice President
Dudley Onderdonk, Treasurer
Bob Kimble, Commissioner

Staff present:

Lisa Sheppard, Executive Director/Secretary
Carol Mensinger, Director of Finance/HR
Chris Leiner, Director of Parks/Maintenance
Bobby Collins, Director of Recreation/Facilities
Erin Classen, Supt. of Marketing/Comm.

Members of the Public in attendance who signed in or spoke: Michael Covey, Dan Dorfman, Jim Nyeste

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

Discussion on Three Year Capital Projects including Old Green Bay Linear Parks Plan: Executive Director Sheppard presented the three-year capital plan with the committee. The Executive Director discussed the list of infrastructure needs (list attached). Committee discussion ensued.

Executive Director Sheppard asked the Board to take into account all the infrastructure needs of the District before deciding on adding new amenities. If new amenities are added, then commissioners may need to inform the community that they will need to wait for repairs on other items listed.

Fund 69 historical shows that we have been able to add additional monies to fund 69 through transfers from the Recreation department. However staff cautioned that we are expending more operationally to keep up with expectations and the District may need to increase hourly rates based on competition and potential minimum wage increase. This will all affect how much may be transferred in the future.

Discussion ensued.

After the discussion, the Board is leaning towards the following projects in 2019; Lincoln and Crescent Playground, Takiff Playground, North Overlook Stabilization, ADA Improvements, and design fees for the Green Bay Linear Park Trail. The Board also discussed the need to budget for a professional fundraiser to assist the District in raising funds for other components of the Green Bay Linear Park Design. The Board agreed to think about this and discuss further at the next Special Projects & Facilities Committee meeting.

Other Business: There was no other business.

Adjourn: President Brooks moved to adjourn the meeting at 9:04pm. Commissioner Kimble seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary

PROPOSED 3YR Master Plan - Staff Recommendation

OCTOBER 2018

	Actual 2016/17	Actual 2017/18	Current 2018/19	Proposed 2019/20	Proposed 2020/21	Proposed 2021/22 and later
Estimated Beginning Balance, 3/1/xx	2,480,432	1,500,569	1,673,805	1,096,095	(21,745)	(358,745)
Funding Sources:						
Transfer from Corp Fund	150,000	600,000	500,000	300,000	300,000	300,000
Transfer from Recreation Fund	250,000	1,100,000	500,000	700,000	500,000	500,000
Transfer from Impact Fund	24,040	28,313	8,000			
Donations	10,100	2,000				
Potential Sale of Linden house				TBD		
Interest Income	925	22,270	20,000	20,000	15,000	15,000
Annual ADA monies - Special Recreation Fund	150,000	Shown as reduction of expense moving forward				
New bonds (Non-Referendum - Watts Debt retires 12/1/2020)					TBD	
Total Funds Available	3,065,497	3,253,152	2,701,805	2,116,095	793,255	456,255
Projects To Be Funded:						
Design Services-Dog Park (for potential donor)	15,307					
Central Park/Berlin Project	824,593	41,524				
Shelton Park Playground	263,865					
Kalk Park Project	279,504					
Watts BB Court Project	9,823	47,603	25,000			
Design Services-Astor Park	3,246					
Design Services-Lakefront	1,383	35,636				
Design Services-West Playground Renovation	16,105					
Design Services-Takiff Parking Lot	1,102					
ADA Monies-Special Recreation Fund	150,000	(120,000)	(175,000)	(175,000)	(175,000)	(175,000)
Playground - West School (approved base bid)/design svcs		506,076				
Less: SD 35 contribution		(262,310)				
West Playground (Alternates 1, 2, and 3)		165,805				
Less: SD 35 contribution for Alternates 1, 2, and 3		(165,805)				
Playground - Astor Place (appvd bid/design svc/owner items)		162,987				
Fitness Center including Fitness Equipment		392,821				
Lakefront Park Improvements - tabled for this year - wait for geotech						
Takiff Parking - Phase A,B,C		637,495	113,500			
Takiff Parking-UST		40,453	15,000			
Beach Geotech and LT Maintenance Plan - moved from 18/19		951	80,000			
Shelton Pathway (grading and minor drainage)			20,000	70,000		
Playground Replacement- Lincoln & Crescent (By Camp Drop Off)		2,160		222,840		
Playground Replacement - Vernon and Jefferson		21,267	201,230			
Lakefront Park - Tennis Court				150,000		
Playground Replacement - Old Elm (Behind Takiff)		19,117	205,880			
Takiff Parking Lot-Phase D		9,102	447,000			
Playground Replacement - Lakefront Park				225,000		
Playground Replacement - Woodlawn		41,520	458,100			
Secret Garden Park and WLC Park Retaining Walls				200,000		
Everly Wildflower Sanctuary - moved to operating						
Playground Replacement-Milton Park and pathway (Off Dundee Rd)				130,000		
Playground Replacement-Takiff Early Childhood				300,000		
Playground Replacement-Surface Only				100,000		
Playground Improvements-Friends Park Phase 2			25,000		300,000	
Park Maintenance Garage						3,000,000
Lakefront-North Schuman Overlook					315,000	
Lakefront-Center/South Bluff					302,000	
Lakefront-Halfway House Architectual Survey					135,000	
Lakefront Park-Other						TBD
Watts Ice Rink-Total Board Replacement						300,000
Old Green Bay Linear Parks			65,000	365,000		
Less: Village Contribution						
Replacement Skate Park - TBD						350,000
Kalk Park - Phase 2						300,000
Sports Fields at West Park						800,000
Sports Fields at Watts Park						400,000
Veterans Park				275,000		
Annual ADATransition Costs				150,000	150,000	150,000
Contingency		2,945	25,000	25,000	25,000	
Design Fees for the FOLLOWING Year Projects			100,000	100,000	100,000	
Dog Park - Donation Item						
North Field (Takiff) Athletic Field-Donation Item						
Total Projects	1,564,928	1,579,347	1,605,710	2,137,840	1,152,000	5,300,000
Ending balance, 2/28/xx	1,500,569	1,673,805	1,096,095	(21,745)	(358,745)	(4,843,745)

CURRENT ASSESSMENT OF FUTURE CAPITAL - OCTOBER, 2, 2018

All figures are estimates!

Projects listed in no particular order

PLAYGROUND REPLACEMENTS:

Playground Replacement- Lincoln & Crescent (By Camp Drop Off)	275,000
Playground Replacement-Takiff Early Childhood	525,000
Playground Replacement-Milton Park and pathway (Off Dundee Rd)	130,000
Playground Improvements-Friends Park Phase 2 (fix poured and place and add one element)	325,000
Lakefront Park playground	225,000

SPORTS FIELD IMPROVEMENTS:

Sports Fields at West Park	800,000
Sports Fields at Watts Park	400,000
North Field Athletic Field	TBD

FACILITIES:

Watts 2nd Floor	750,000
Watts Ice Rink-Total Board Replacement	300,000
Watts Ice Rink System Replacement - 10 year out	TBD
Park Maintenance Garage	3,000,000
Takiff Roof Replacement	1,000,000

PARK IMPROVEMENTS:

Replacement Skate Park - TBD	350,000
Kalk Park - Phase 2	300,000
Dog Park	TBD
Secret Garden Park and WLC Park Retaining Walls	200,000
Everly Wildflower Sanctuary - <i>moved to operating</i>	
Shelton Pathway (grading and minor drainage)	70,000
Park Areas that retain water	TBD
Lighted Tennis Court	100,000

OLD GREEN BAY LINEAR PARKS:

Veterans Memorial and expanded entrance	275,000
Playground	315,000
Train	165,000
Interactive Water Feature	151,000
Children's Bike Circuit	122,000
Fitness Stations	77,000
Multi-Use Trail	845,666
Native Plantings	45,000

LAKEFRONT PARK AND BEACH:

Lakefront-North Schuman Overlook	315,000
Lakefront-Center/South Bluff	302,000
Lakefront-Halfway House	156,000
Bluff and Beach Surface Water Management	264,390
Lakefront Park-includes Entry and Pathways	1,250,000
Playground Replacement - Lakefront Park	225,000
Lakefront Park - Tennis Court	150,000
Pier Replacement	TBD
Beach House	56,000

Annual ADA Infrastructure Improvements	150,000
Annual Design Fee Costs (for the following year)	100,000
Annual Infrastructure Replacements	100,000

Recommend designating \$50,000 a year for next 10 years for future roof replacement.

While all items are important, there are items that need to be addressed in a certain timeframe or risk of failure.

Key:	Subtotal (by color):
Light Green = Items that should be done within the next 1-3 years or risk failure	2,020,000
Light Blue = Items that should be done within the next 4-6 years or risk failure	1,064,000
Orange = Potential new improvements	3,505,666
White = Current infrastructure that will require replacement or improvement within 10 years	7,224,390

GRAND TOTAL: 13,814,056



Voucher List of Bills

By Vendor Set

Payment Dates 09/13/2018 - 10/10/2018

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor Set: AP Vendors - AP Vendors					
Vendor: 11315 - Abbey Paving & Sealcoating Co., Inc.					
Abbey Paving & Sealcoating C	09/18/2018	8961	69-00-000-5533	UST Paving	1,559.17
Abbey Paving & Sealcoating C	09/18/2018	8961	69-00-000-5551	Takiff Parking Ph 2 Constructi	213,768.37
Vendor 11315 - Abbey Paving & Sealcoating Co., Inc. Total:					215,327.54
Vendor: 10133 - Accuraty Solutions					
Accuraty Solutions	09/21/2018	8987	25-00-000-5321	Web Hosting	435.00
Vendor 10133 - Accuraty Solutions Total:					435.00
Vendor: 10136 - Advanced Disposal Services					
Advanced Disposal Services	09/18/2018	8962	10-12-000-5353	Trash/Recycling - Parks	772.00
Advanced Disposal Services	09/18/2018	8962	10-13-000-5353	Trash/Recycling - Watts	112.00
Advanced Disposal Services	09/18/2018	8962	25-00-000-5353	Trash/Recycling - Takiff	379.00
Vendor 10136 - Advanced Disposal Services Total:					1,263.00
Vendor: 10098 - AFLAC					
AFLAC	10/02/2018	9022	10-00-000-2170	Supplemental Aflac Coverage	310.48
Vendor 10098 - AFLAC Total:					310.48
Vendor: 10739 - Airespring					
Airespring	10/02/2018	9023	25-00-000-5210	Fiber Internet - September	1,728.37
Vendor 10739 - Airespring Total:					1,728.37
Vendor: 11275 - Albertsons Safeway					
Albertsons Safeway	09/21/2018	8988	25-26-000-5409	Day Care Food Supplies	103.73
Vendor 11275 - Albertsons Safeway Total:					103.73
Vendor: 10973 - Altamanu, Inc.					
Altamanu, Inc.	10/09/2018	9078	69-00-000-5544	Constr. Mgmt - Vernon Playgr	1,901.61
Altamanu, Inc.	10/09/2018	9078	69-00-000-5547	Constr. Mgmt - Old Elm Playgr	1,901.61
Altamanu, Inc.	10/09/2018	9078	69-00-000-5550	Constr. Mgmt - Takiff Parking	2,876.74
Vendor 10973 - Altamanu, Inc. Total:					6,679.96
Vendor: 10140 - Althoff Industries, Inc.					
Althoff Industries, Inc.	09/18/2018	8963	25-00-000-5351	Equipment Repairs - Takiff	203.00
Althoff Industries, Inc.	10/02/2018	9024	25-00-000-5351	Emergency Equipment Repair	3,145.08
Vendor 10140 - Althoff Industries, Inc. Total:					3,348.08
Vendor: 10946 - Amazon Capital Services					
Amazon Capital Services	09/27/2018	9005	25-00-000-5210	Phone Supplies	42.87
Amazon Capital Services	09/27/2018	9005	25-00-000-5420	General Rec Supplies	34.99
Amazon Capital Services	09/27/2018	9005	25-25-935-5400	Tails & Ales Supplies	158.55
Vendor 10946 - Amazon Capital Services Total:					236.41
Vendor: 10147 - American Outfitters, Ltd.					
American Outfitters, Ltd.	09/18/2018	8964	25-26-000-5360	Promotional Participant Shirts	760.00
American Outfitters, Ltd.	09/27/2018	9006	10-11-000-5342	Staff Uniforms - SPIRIT Drawi	18.50
American Outfitters, Ltd.	09/27/2018	9006	10-11-000-5420	Staff Uniforms - Admin/Desk	545.75
American Outfitters, Ltd.	09/27/2018	9006	10-12-000-5421	Staff Uniforms - Parks	64.15
American Outfitters, Ltd.	09/27/2018	9006	25-00-000-5421	Staff Uniforms - Rec Staff	328.50
American Outfitters, Ltd.	09/27/2018	9006	25-25-401-5400	Staff Uniforms - ELC	122.00
American Outfitters, Ltd.	09/27/2018	9006	25-25-402-5400	Staff Uniforms - ELC	74.50
American Outfitters, Ltd.	09/27/2018	9006	25-25-403-5400	Staff Uniforms - ELC	60.50
American Outfitters, Ltd.	09/27/2018	9006	25-25-601-5400	Staff Uniforms - Kids Club	74.50
American Outfitters, Ltd.	09/27/2018	9006	25-25-707-5400	Staff Uniforms - Athletics	12.92
American Outfitters, Ltd.	09/27/2018	9006	25-25-711-5400	Staff Uniforms - Athletics	12.92
American Outfitters, Ltd.	09/27/2018	9006	25-25-740-5400	Staff Uniforms - Athletics	12.91
American Outfitters, Ltd.	09/27/2018	9006	25-26-000-5420	Staff Uniforms - Day Care	675.75
Vendor 10147 - American Outfitters, Ltd. Total:					2,762.90

Voucher List of Bills

Payment Dates: 09/13/2018 - 10/10/2018

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10050 - Ancel, Glink, Diamond, Bush, Diacianni & Krefthefter P.C.					
Ancel, Glink, Diamond, Bush,	09/18/2018	8965	10-11-000-5310	Legal Services - August	1,245.00
Vendor 10050 - Ancel, Glink, Diamond, Bush, Diacianni & Krefthefter P.C. Total:					1,245.00
Vendor: 10717 - Applied Controls, Inc.					
Applied Controls, Inc.	10/09/2018	9079	25-00-000-5351	Equipment Repairs - Takiff	516.00
Vendor 10717 - Applied Controls, Inc. Total:					516.00
Vendor: 10970 - Aquarius Sail of Wisconsin					
Aquarius Sail of Wisconsin	10/02/2018	9025	10-15-000-5420	Replacement Parts for Hobie	3.75
Aquarius Sail of Wisconsin	10/02/2018	9025	10-15-000-5450	Replacement Parts for Hobie	274.81
Vendor 10970 - Aquarius Sail of Wisconsin Total:					278.56
Vendor: 10162 - AT & T					
AT & T	10/02/2018	9026	10-12-000-5210	Phone Svc - Parks	54.06
AT & T	10/02/2018	9026	10-13-000-5210	Phone Svc - Watts	42.46
AT & T	10/02/2018	9026	25-00-000-5210	Phone Svc - Takiff	1,280.14
Vendor 10162 - AT & T Total:					1,376.66
Vendor: 10455 - AT & T					
AT & T	10/09/2018	9080	10-14-000-5210	DSL Service - Beach	166.09
Vendor 10455 - AT & T Total:					166.09
Vendor: 10164 - Automatic Doors, Inc.					
Automatic Doors, Inc.	10/09/2018	9081	25-00-000-5351	Takiff Automatic Door Repairs	650.50
Vendor 10164 - Automatic Doors, Inc. Total:					650.50
Vendor: 10473 - BMO Harris Bank N.A.					
BMO Harris Bank N.A.	09/18/2018	8966	10-11-000-5340	All-Staff Training Lunch	44.02
BMO Harris Bank N.A.	09/18/2018	8966	10-11-000-5342	Admin Mtg Expenses	409.30
BMO Harris Bank N.A.	09/18/2018	8966	10-12-000-5490	Bee Pollen/Maintenance	88.94
BMO Harris Bank N.A.	09/18/2018	8966	10-15-000-5450	Boathouse Equipment Parts	45.90
BMO Harris Bank N.A.	09/18/2018	8966	25-00-000-5210	iCloud Storage - 1 Mo	0.99
BMO Harris Bank N.A.	09/18/2018	8966	25-00-000-5301	Postage	45.40
BMO Harris Bank N.A.	09/18/2018	8966	25-00-000-5321	Email Marketing Monthly Pla	201.88
BMO Harris Bank N.A.	09/18/2018	8966	25-00-000-5340	CPRP App & Exam Fee	265.00
BMO Harris Bank N.A.	09/18/2018	8966	25-00-000-5360	Marketing	447.46
BMO Harris Bank N.A.	09/18/2018	8966	25-00-000-5362	Stock Photography	98.00
BMO Harris Bank N.A.	09/18/2018	8966	25-00-000-5404	When To Work Software	480.00
BMO Harris Bank N.A.	09/18/2018	8966	25-00-000-5420	CREDIT - Late Fee Removed	-39.00
BMO Harris Bank N.A.	09/18/2018	8966	25-00-000-5420	General Rec Supplies	679.70
BMO Harris Bank N.A.	09/18/2018	8966	25-25-414-5400	Presch Enrichment Supplies	66.95
BMO Harris Bank N.A.	09/18/2018	8966	25-25-601-5400	Kids Club Lunches	52.34
BMO Harris Bank N.A.	09/18/2018	8966	25-25-615-5400	Ceramics Supplies	932.63
BMO Harris Bank N.A.	09/18/2018	8966	25-25-801-5400	Camp Supplies	8.50
BMO Harris Bank N.A.	09/18/2018	8966	25-25-806-5400	Presch Camp Ext Lunches	56.45
BMO Harris Bank N.A.	09/18/2018	8966	25-25-810-5400	Camp Supplies	8.50
BMO Harris Bank N.A.	09/18/2018	8966	25-25-825-5300	Contractual Camp Trip	745.25
BMO Harris Bank N.A.	09/18/2018	8966	25-25-825-5300	Contractual Camp Trips	347.05
BMO Harris Bank N.A.	09/18/2018	8966	25-25-825-5400	Summer's End Camp Supplies	171.79
BMO Harris Bank N.A.	09/18/2018	8966	25-25-833-5300	Contractual Camp Trip	244.25
BMO Harris Bank N.A.	09/18/2018	8966	25-25-912-5300	Contractual - Pumpkin Day En	150.00
BMO Harris Bank N.A.	09/18/2018	8966	25-25-932-5300	Contractual School Day Off Tri	200.00
BMO Harris Bank N.A.	09/18/2018	8966	25-25-941-5400	Race Bib Shipping	9.96
BMO Harris Bank N.A.	09/18/2018	8966	25-26-000-5360	Care.com Job Subscription	75.00
BMO Harris Bank N.A.	09/18/2018	8966	25-26-000-5404	Brightwheel Day Care App	175.00
BMO Harris Bank N.A.	09/18/2018	8966	25-26-000-5584	Day Care Rec Supplies	1,420.77
BMO Harris Bank N.A.	09/18/2018	8966	65-00-018-5534	Signs for Day Care Expansions	1,140.19
BMO Harris Bank N.A.	09/18/2018	8966	69-00-000-5532	Web Data Storage	45.00
BMO Harris Bank N.A.	09/18/2018	8966	69-00-000-5540	Park Plaques - Woodlawn	675.00
BMO Harris Bank N.A.	09/18/2018	8966	69-00-000-5546	Park Plaques - Vernon	675.00
BMO Harris Bank N.A.	09/18/2018	8966	69-00-000-5549	Park Plaques - Old Elm	675.00
BMO Harris Bank N.A.	09/18/2018	8966	69-00-000-5552	Takiff Parking Fencing	2,646.93
Vendor 10473 - BMO Harris Bank N.A. Total:					13,289.15

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Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10182 - BSN Sports					
BSN Sports	09/27/2018	9007	10-12-000-5496	Athletic Field Maintenance Su	649.29
Vendor 10182 - BSN Sports Total:					649.29
Vendor: 10184 - Burris Equipment Company					
Burris Equipment Company	09/18/2018	8969	10-12-000-5351	Equipment Repairs - Parks	1,400.49
Burris Equipment Company	09/18/2018	8969	69-00-000-5540	Woodlawn Plygrnd Owner Ite	1,500.00
Burris Equipment Company	10/02/2018	9027	10-12-000-5450	Equipment Parts - Parks	573.19
Vendor 10184 - Burris Equipment Company Total:					3,473.68
Vendor: 10552 - Chicago Tribune Media Group					
Chicago Tribune Media Group	09/27/2018	9008	10-11-000-5311	Legal Notices	28.58
Vendor 10552 - Chicago Tribune Media Group Total:					28.58
Vendor: 11212 - Chicagoland Paving Contractors, Inc.					
Chicagoland Paving Contracto	10/09/2018	9083	69-00-000-5515	Watts Basketball Court Renov	22,812.50
Vendor 11212 - Chicagoland Paving Contractors, Inc. Total:					22,812.50
Vendor: 10202 - Classic Design Awards					
Classic Design Awards	09/18/2018	8970	10-12-000-5585	Park Bench Plaques	380.15
Vendor 10202 - Classic Design Awards Total:					380.15
Vendor: 10802 - Clauss Brothers Inc.					
Clauss Brothers Inc.	10/09/2018	9084	69-00-000-2290	Takiff Pkg Ph 2 Construction	43,807.93
Clauss Brothers Inc.	10/09/2018	9084	69-00-000-5531	Takiff Pkg Ph 2 Construction	3,981.61
Vendor 10802 - Clauss Brothers Inc. Total:					47,789.54
Vendor: 10115 - Cloning Around Entertainment					
Cloning Around Entertainm	10/02/2018	9028	25-25-912-5300	Contractual - Harvest Fest Ha	529.50
Vendor 10115 - Cloning Around Entertainment Total:					529.50
Vendor: 10505 - Comcast					
Comcast	09/18/2018	8971	10-12-000-5210	Internet Svc - Parks	189.12
Comcast	09/18/2018	8971	10-13-000-5210	Internet Svc - Watts	195.94
Vendor 10505 - Comcast Total:					385.06
Vendor: 10208 - Commonwealth Edison					
Commonwealth Edison	10/02/2018	9029	10-12-000-5230	Electricity - Parks	404.21
Commonwealth Edison	10/02/2018	9029	10-13-000-5230	Electricity - Watts	878.68
Commonwealth Edison	10/02/2018	9029	10-14-000-5230	Electricity - Beach	412.71
Commonwealth Edison	10/02/2018	9029	10-15-000-5230	Electricity - Boathouse	214.17
Commonwealth Edison	10/02/2018	9029	25-00-000-5230	Electricity - Takiff	10,218.18
Vendor 10208 - Commonwealth Edison Total:					12,127.95
Vendor: 10210 - Conserv FS					
Conserv FS	10/09/2018	9085	10-12-000-5485	Ice Melt/Salt - Parks	774.00
Conserv FS	10/09/2018	9085	10-12-000-5493	Fertilizer/Chemicals	1,399.42
Conserv FS	10/09/2018	9085	10-13-000-5485	Ice Melt/Salt - Watts	500.00
Conserv FS	10/09/2018	9085	25-00-000-5485	Ice Melt/Salt - Takiff	637.00
Conserv FS	10/09/2018	9085	25-25-722-5400	Athletic Field Maintenance Su	519.82
Vendor 10210 - Conserv FS Total:					3,830.24
Vendor: 10215 - Craftwood Lumber Company					
Craftwood Lumber Company	09/18/2018	8972	10-12-000-5481	Construction Supplies - Parks	536.16
Craftwood Lumber Company	09/18/2018	8972	25-00-000-5481	Construction Supplies - Takiff	116.57
Craftwood Lumber Company	09/18/2018	8972	25-00-000-5483	Paint - Takiff	32.41
Craftwood Lumber Company	09/18/2018	8972	69-00-000-5549	Old Elm Playground Supplies	229.98
Craftwood Lumber Company	10/02/2018	9030	10-12-000-5483	Paint - Parks	67.44
Craftwood Lumber Company	10/02/2018	9030	25-00-000-5482	Hardware - Takiff	68.42
Craftwood Lumber Company	10/02/2018	9030	69-00-000-5549	Old Elm Plaques	132.50
Vendor 10215 - Craftwood Lumber Company Total:					1,183.48
Vendor: 10332 - Didier Farms					
Didier Farms	09/21/2018	8990	25-25-402-5300	Contractual - ELC Field Trip	323.00
Vendor 10332 - Didier Farms Total:					323.00

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Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 11221 - DirecTV					
DirecTV	09/27/2018	9009	25-27-000-5210	TV/Internet Svc - Takiff Fitnes	146.98
Vendor 11221 - DirecTV Total:					146.98
Vendor: 10334 - Discount School Supply					
Discount School Supply	10/02/2018	9031	25-26-000-5584	Day Care Recreation Equipme	543.12
Vendor 10334 - Discount School Supply Total:					543.12
Vendor: 11072 - Dog Waste Depot					
Dog Waste Depot	09/27/2018	9010	10-12-000-5489	Dog Poop Bags	943.92
Vendor 11072 - Dog Waste Depot Total:					943.92
Vendor: 10335 - Domino's Pizza					
Domino's Pizza	09/18/2018	8973	25-25-601-5400	Kids Club Lunches	26.97
Domino's Pizza	10/02/2018	9032	25-25-432-5400	Preschool Enrichment Lunche	34.97
Domino's Pizza	10/09/2018	9086	25-25-806-5400	Reissue Lost Check - Presch C	62.37
Vendor 10335 - Domino's Pizza Total:					124.31
Vendor: 11209 - Elite Coffee Service, Inc.					
Elite Coffee Service, Inc.	09/18/2018	8974	10-11-000-5420	Coffee Svc - Takiff	51.40
Elite Coffee Service, Inc.	09/18/2018	8974	10-12-000-5420	Coffee Svc - Parks	93.35
Vendor 11209 - Elite Coffee Service, Inc. Total:					144.75
Vendor: 10341 - Excalibur Technology Corporation					
Excalibur Technology Corpora	09/27/2018	9011	65-00-018-5502	Renewal - WatchGuard Firew	4,739.35
Excalibur Technology Corpora	10/02/2018	9033	65-00-018-5502	Network Battery Replacemen	348.65
Excalibur Technology Corpora	10/09/2018	9087	10-11-000-5355	TSS - Nov	6,153.80
Excalibur Technology Corpora	10/09/2018	9087	25-00-000-5321	WebTrac Hosting - Nov	749.00
Excalibur Technology Corpora	10/09/2018	9087	65-00-018-5502	Replacement SAN Drive	242.95
Vendor 10341 - Excalibur Technology Corporation Total:					12,233.75
Vendor: 10207 - F.E. Moran, Inc.					
F.E. Moran, Inc.	09/18/2018	8975	25-00-000-5355	Fire Protection Wet System In	2,400.00
Vendor 10207 - F.E. Moran, Inc. Total:					2,400.00
Vendor: 10342 - Family Services of Glencoe					
Family Services of Glencoe	10/02/2018	9034	25-00-000-5740	Annual Payment - Scholarship	1,200.00
Vendor 10342 - Family Services of Glencoe Total:					1,200.00
Vendor: 10673 - FAMOS! DJ Entertainment					
FAMOS! DJ Entertainment	09/18/2018	8976	25-25-941-5300	Contractual - DJ for Mud Run	433.00
FAMOS! DJ Entertainment	10/02/2018	9035	25-25-912-5300	Contractual - Harvest Fest DJ (510.00
Vendor 10673 - FAMOS! DJ Entertainment Total:					943.00
Vendor: 10344 - FedEx					
FedEx	10/02/2018	9036	25-00-000-5301	Shipping	29.77
Vendor 10344 - FedEx Total:					29.77
Vendor: 10405 - First Student					
First Student	09/21/2018	8991	25-25-801-5300	Contractual - Camp Bus Svc	653.64
First Student	09/21/2018	8991	25-25-810-5300	Contractual - Camp Bus Svc	207.50
First Student	09/21/2018	8991	25-25-813-5300	Contractual - Camp Bus Svc	145.25
First Student	09/21/2018	8991	25-25-833-5300	Contractual - Camp Bus Svc	373.51
First Student	09/21/2018	8991	25-25-932-5300	Contractual - Day Off Bus Svc	114.13
Vendor 10405 - First Student Total:					1,494.03
Vendor: 10570 - FP Mailing Solutions					
FP Mailing Solutions	10/02/2018	9037	10-11-000-5370	Mail Machine Equipment Ren	152.85
Vendor 10570 - FP Mailing Solutions Total:					152.85
Vendor: 10346 - Fun Express					
Fun Express	10/09/2018	9088	25-25-912-5400	Harvest Fest Supplies	400.00
Fun Express	10/09/2018	9088	25-25-913-5400	Boo Bash Supplies	181.96
Vendor 10346 - Fun Express Total:					581.96
Vendor: 10357 - Glenbrook Auto Parts Inc.					
Glenbrook Auto Parts Inc.	10/09/2018	9089	10-13-000-5417	Watts - Boards/Glass Supplies	210.20
Vendor 10357 - Glenbrook Auto Parts Inc. Total:					210.20

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Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10361 - Glencoe Junior High Project					
Glencoe Junior High Project	10/02/2018	9038	25-00-000-5740	Quarterly Contribution - 3rd	2,500.00
Vendor 10361 - Glencoe Junior High Project Total:					2,500.00
Vendor: 10076 - Glencoe Junior Kindergarten					
Glencoe Junior Kindergarten	10/02/2018	9039	25-25-473-4200	Refund for Drop (Hill Family)	1,251.50
Vendor 10076 - Glencoe Junior Kindergarten Total:					1,251.50
Vendor: 10364 - Glencoe Youth Services					
Glencoe Youth Services	10/02/2018	9040	25-00-000-5740	Quarterly Contribution - 3rd	2,750.00
Vendor 10364 - Glencoe Youth Services Total:					2,750.00
Vendor: 10837 - Gordon Food Service, Inc.					
Gordon Food Service, Inc.	09/21/2018	8992	25-25-601-5400	Kids Club Supplies	311.67
Gordon Food Service, Inc.	09/21/2018	8992	25-26-000-5409	Day Care Food Supplies	588.10
Gordon Food Service, Inc.	09/21/2018	8992	25-26-000-5460	Day Care Food Equipment	89.98
Gordon Food Service, Inc.	09/27/2018	9012	25-26-000-5409	Day Care Food Supplies	668.70
Gordon Food Service, Inc.	09/27/2018	9012	25-26-000-5460	Day Care Food Equipment	179.56
Gordon Food Service, Inc.	10/02/2018	9041	25-26-000-5409	Day Care Food Supplies	148.91
Gordon Food Service, Inc.	10/02/2018	9041	25-26-000-5460	Day Care Food Equipment	120.80
Vendor 10837 - Gordon Food Service, Inc. Total:					2,107.72
Vendor: 10370 - Grainger Inc.					
Grainger Inc.	10/02/2018	9042	10-12-000-5412	Cleaning Supplies - Parks	200.00
Grainger Inc.	10/02/2018	9042	10-12-000-5482	Hardware - Parks	593.00
Grainger Inc.	10/02/2018	9042	10-14-000-5482	Hardware - Beach	200.00
Grainger Inc.	10/02/2018	9042	25-00-000-5412	Cleaning Supplies - Takiff	646.42
Grainger Inc.	10/09/2018	9090	10-12-000-5582	Maintenance Equipment - Par	762.56
Grainger Inc.	10/09/2018	9090	25-00-000-5582	Maintenance Equipment - Tak	250.00
Vendor 10370 - Grainger Inc. Total:					2,651.98
Vendor: 10325 - Grand Food Center					
Grand Food Center	09/27/2018	9013	25-26-000-5409	Milk - Day Care	359.88
Vendor 10325 - Grand Food Center Total:					359.88
Vendor: 11282 - Hacienda Landscaping					
Hacienda Landscaping	09/27/2018	9014	69-00-000-5539	Payout 1-Woodlawn Playgrou	162,157.50
Hacienda Landscaping	10/02/2018	9043	69-00-000-5548	Old Elm Playground Construct	51,223.14
Vendor 11282 - Hacienda Landscaping Total:					213,380.64
Vendor: 10379 - HD Supply Facilities Maintenance					
HD Supply Facilities Maintena	10/02/2018	9044	10-12-000-5420	General Supplies - Parks	68.56
HD Supply Facilities Maintena	10/02/2018	9044	10-12-000-5481	Construction Supplies - Parks	195.00
HD Supply Facilities Maintena	10/09/2018	9091	25-00-000-5482	Hardware - Takiff	229.46
HD Supply Facilities Maintena	10/09/2018	9091	25-00-000-5484	Electrical Supplies - Takiff	107.70
Vendor 10379 - HD Supply Facilities Maintenance Total:					600.72
Vendor: 10384 - Home Depot Credit Services					
Home Depot Credit Services	09/27/2018	9015	10-12-000-5481	Construction Supplies - Parks	326.42
Home Depot Credit Services	09/27/2018	9015	10-12-000-5483	Paint - Parks	100.00
Home Depot Credit Services	09/27/2018	9015	10-12-000-5484	Electrical Supplies - Parks	86.20
Home Depot Credit Services	09/27/2018	9015	10-12-000-5486	Plumbing Supplies - Parks	300.00
Home Depot Credit Services	09/27/2018	9015	10-12-000-5487	Hand Tools - Parks	30.00
Home Depot Credit Services	09/27/2018	9015	10-12-000-5492	Trees/Shrubs	100.00
Home Depot Credit Services	09/27/2018	9015	10-12-000-5496	Athletic Field Maint Supplies	134.65
Home Depot Credit Services	09/27/2018	9015	25-25-941-5400	Mud Run Supplies	310.67
Home Depot Credit Services	09/27/2018	9015	25-26-000-5412	Day Care Cleaning Supplies	205.00
Home Depot Credit Services	09/27/2018	9015	25-26-000-5584	Day Care Rec Supplies	150.91
Vendor 10384 - Home Depot Credit Services Total:					1,743.85
Vendor: 10386 - Hufcor-Chicago, Inc.					
Hufcor-Chicago, Inc.	10/09/2018	9092	25-00-000-5355	Athletic Equipment Inspectio	810.00
Vendor 10386 - Hufcor-Chicago, Inc. Total:					810.00
Vendor: 10934 - IC Signs & Graphics					
IC Signs & Graphics	09/18/2018	8977	25-00-000-5360	Walking Path Signs - Takiff	195.75
Vendor 10934 - IC Signs & Graphics Total:					195.75

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Vendor: 10100 - IL Dept of Revenue					
IL Dept of Revenue	09/14/2018	DFT0000711	10-00-000-2110	IL State Tax W/H	5,248.25
IL Dept of Revenue	09/28/2018	DFT0000720	10-00-000-2110	IL State Tax W/H	5,323.35
Vendor 10100 - IL Dept of Revenue Total:					10,571.60
Vendor: 10101 - Illinois Municipal Retirement Fund					
Illinois Municipal Retirement	09/28/2018	DFT0000723	10-00-000-2150	IMRF Contributions - Sept 201	40,722.87
Illinois Municipal Retirement	09/28/2018	DFT0000723	10-00-000-2155	IMRF Contributions - Sept 201	3,373.84
Vendor 10101 - Illinois Municipal Retirement Fund Total:					44,096.71
Vendor: 10429 - Indecor, Inc					
Indecor, Inc	10/09/2018	9093	25-00-000-5352	Repair/Replace - ELC Window	6,180.00
Indecor, Inc	10/09/2018	9093	65-00-018-5534	Repair/Replace - Day Care Wi	7,360.00
Vendor 10429 - Indecor, Inc Total:					13,540.00
Vendor: 10106 - IRS/Dept of Treasury					
IRS/Dept of Treasury	09/14/2018	DFT0000709	10-00-000-2120	Social Security W/H	14,888.96
IRS/Dept of Treasury	09/14/2018	DFT0000710	10-00-000-2130	Medicare	3,482.08
IRS/Dept of Treasury	09/14/2018	DFT0000712	10-00-000-2100	Fed Income Tax W/H	9,514.69
IRS/Dept of Treasury	09/28/2018	DFT0000718	10-00-000-2120	Social Security W/H	15,120.92
IRS/Dept of Treasury	09/28/2018	DFT0000719	10-00-000-2130	Medicare	3,536.36
IRS/Dept of Treasury	09/28/2018	DFT0000721	10-00-000-2100	Fed Income Tax W/H	9,622.66
Vendor 10106 - IRS/Dept of Treasury Total:					56,165.67
Vendor: 9311 - Keri Werner					
Keri Werner	10/02/2018	9046	25-27-000-5365	Contractual - Personal Trainin	82.50
Vendor 9311 - Keri Werner Total:					82.50
Vendor: 10404 - Konica Minolta Business Solutions USA Inc.					
Konica Minolta Business Solut	09/18/2018	8978	10-11-000-5355	Copy Machine Mo Maint - Se	31.50
Konica Minolta Business Solut	09/18/2018	8978	25-00-000-5355	Copy Machine Mo Maint - Se	70.00
Vendor 10404 - Konica Minolta Business Solutions USA Inc. Total:					101.50
Vendor: 11290 - Korn Ferry Hay Group, Inc.					
Korn Ferry Hay Group, Inc.	10/02/2018	9047	10-11-000-5321	Consulting - Salary Survey	2,875.00
Vendor 11290 - Korn Ferry Hay Group, Inc. Total:					2,875.00
Vendor: 11261 - Lakeshore Athletic Services					
Lakeshore Athletic Services	09/27/2018	9016	25-25-941-5300	Contractual - Mud Run Race T	1,134.57
Vendor 11261 - Lakeshore Athletic Services Total:					1,134.57
Vendor: 10406 - Lakeshore Learning Material					
Lakeshore Learning Material	09/18/2018	8979	25-25-402-5400	ELC Supplies	132.92
Lakeshore Learning Material	09/18/2018	8979	25-26-000-5584	Day Care Recreation Supplies	5,494.05
Lakeshore Learning Material	09/21/2018	8993	25-25-429-5400	Presch Enrich Supplies	23.76
Lakeshore Learning Material	09/21/2018	8993	25-25-490-5400	Presch Enrich Supplies	54.30
Lakeshore Learning Material	09/21/2018	8993	25-25-601-5400	Kids Club Supplies	45.05
Vendor 10406 - Lakeshore Learning Material Total:					5,750.08
Vendor: 10082 - Marianne Nicolosi					
Marianne Nicolosi	10/02/2018	9049	25-25-785-5300	Contractual - Fitness Classes	637.68
Vendor 10082 - Marianne Nicolosi Total:					637.68
Vendor: 10160 - Market Access					
Market Access	10/09/2018	9094	25-00-000-5305	Liquor Liability Insurance - Se	700.00
Vendor 10160 - Market Access Total:					700.00
Vendor: 10174 - MCI					
MCI	10/02/2018	9050	25-00-000-5210	Long Distance Phone Svc	59.67
Vendor 10174 - MCI Total:					59.67
Vendor: 10932 - Memory Lane Stables					
Memory Lane Stables	10/02/2018	9051	25-25-912-5300	Contractual - Harvest Fest Po	831.00
Vendor 10932 - Memory Lane Stables Total:					831.00
Vendor: 10191 - Menoni & Mocogni					
Menoni & Mocogni	10/09/2018	9095	10-12-000-5495	Pulverized Dirt - Parks	612.30
Menoni & Mocogni	10/09/2018	9095	69-00-000-5549	Old Elm Playgrd Owner Items	721.90
Vendor 10191 - Menoni & Mocogni Total:					1,334.20

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Vendor: 10636 - Michiana, LLC					
Michiana, LLC	09/21/2018	8994	25-25-932-5300	Contractual - Sch Day Off Lun	262.25
Vendor 10636 - Michiana, LLC Total:					262.25
Vendor: 11267 - Milieu Design LLC					
Milieu Design LLC	10/09/2018	9096	10-12-000-5348	Mowing - Village of Glencoe	1,553.44
Milieu Design LLC	10/09/2018	9096	10-12-000-5349	Mowing - GPD	6,699.08
Vendor 11267 - Milieu Design LLC Total:					8,252.52
Vendor: 11319 - Monica McCarthy O'Connor					
Monica McCarthy O'Connor	10/02/2018	9052	25-25-785-5300	Contractual - Fitness Classes	415.05
Monica McCarthy O'Connor	10/02/2018	9052	25-25-786-5300	Contractual - Fitness Classes	45.00
Vendor 11319 - Monica McCarthy O'Connor Total:					460.05
Vendor: 10213 - Mutual Ace Hardware					
Mutual Ace Hardware	10/09/2018	9097	10-12-000-5482	Hardware - Parks	76.40
Vendor 10213 - Mutual Ace Hardware Total:					76.40
Vendor: 8125 - Natalie Steinmetz					
Natalie Steinmetz	09/18/2018	8980	25-25-615-5400	Reimbursement - Ceramics Su	66.26
Natalie Steinmetz	10/02/2018	9053	25-00-000-5305	Contractual - Ceramics Party	250.00
Vendor 8125 - Natalie Steinmetz Total:					316.26
Vendor: 10103 - NCPERS-IL IMRF					
NCPERS-IL IMRF	09/14/2018	8914	10-00-000-2160	IMRF Life-#03298	64.00
Vendor 10103 - NCPERS-IL IMRF Total:					64.00
Vendor: 10217 - Nels J. Johnson Tree Experts Inc.					
Nels J. Johnson Tree Experts I	10/02/2018	9054	10-12-000-5590	Tree Trimming	4,390.00
Vendor 10217 - Nels J. Johnson Tree Experts Inc. Total:					4,390.00
Vendor: 11141 - North Shore Catering					
North Shore Catering	09/21/2018	8995	25-25-801-5400	Camp Beach Day Pizzas	420.00
North Shore Catering	09/21/2018	8995	25-25-810-5400	Camp Beach Day Pizzas	882.00
Vendor 11141 - North Shore Catering Total:					1,302.00
Vendor: 10224 - North Shore Gas Company					
North Shore Gas Company	10/02/2018	9055	10-13-000-5220	Gas/Heat - Watts	144.47
North Shore Gas Company	10/02/2018	9055	25-00-000-5220	Gas/Heat - Takiff	754.77
North Shore Gas Company	10/09/2018	9098	10-12-000-5220	Gas/Heat - Parks	123.47
North Shore Gas Company	10/09/2018	9098	10-14-000-5220	Gas/Heat - Beach	40.79
Vendor 10224 - North Shore Gas Company Total:					1,063.50
Vendor: 10223 - North Suburban Basketball					
North Suburban Basketball	09/21/2018	8996	25-25-740-5300	Contractual - Travel BBall Entr	990.00
Vendor 10223 - North Suburban Basketball Total:					990.00
Vendor: 10340 - Northshore Omega					
Northshore Omega	10/02/2018	9056	25-26-000-5335	Pre-Placement Exam - Perez	292.00
Vendor 10340 - Northshore Omega Total:					292.00
Vendor: 10228 - NSSRA					
NSSRA	10/02/2018	9057	30-00-000-5758	Annual Capital Contribution	5,973.73
Vendor 10228 - NSSRA Total:					5,973.73
Vendor: 10233 - Orkin Pest Control					
Orkin Pest Control	10/09/2018	9099	25-00-000-5355	Takiff Mo Exterminator - Oct	182.73
Vendor 10233 - Orkin Pest Control Total:					182.73
Vendor: 10235 - Otis Elevator Company					
Otis Elevator Company	09/18/2018	8981	25-00-000-5355	Annual Takiff Elevator Testing	750.00
Otis Elevator Company	10/02/2018	9058	25-00-000-5355	Takiff Elevator Mo Maintenanc	482.97
Vendor 10235 - Otis Elevator Company Total:					1,232.97
Vendor: 10110 - PACT Administrative Services Corp					
PACT Administrative Services	09/21/2018	8997	10-11-000-5600	Section 125 Fee - October	77.00
PACT Administrative Services	09/27/2018	9017	10-00-000-2175	FSA Plan Withholding - Sept 2	2,231.40
Vendor 10110 - PACT Administrative Services Corp Total:					2,308.40

Voucher List of Bills

Payment Dates: 09/13/2018 - 10/10/2018

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10104 - Partnership Financial Credit Union					
Partnership Financial Credit U	09/14/2018	8915	10-00-000-2180	#86720 Janis	30.00
Partnership Financial Credit U	09/14/2018	8915	10-00-000-2180	#95910 Mensinger	275.00
Partnership Financial Credit U	09/14/2018	8915	10-00-000-2180	#880010320 Stowick	20.00
Partnership Financial Credit U	09/28/2018	9002	10-00-000-2180	#86720 Janis	30.00
Partnership Financial Credit U	09/28/2018	9002	10-00-000-2180	#95910 Mensinger	275.00
Partnership Financial Credit U	09/28/2018	9002	10-00-000-2180	#880010320 Stowick	20.00
Vendor 10104 - Partnership Financial Credit Union Total:					650.00
Vendor: 10242 - PDRMA					
PDRMA	09/27/2018	9018	10-11-000-5600	Health Insurance - September	34,643.28
PDRMA	09/27/2018	9018	25-26-000-5600	Health Insurance - September	6,089.37
PDRMA	10/09/2018	9100	25-26-000-5600	Nov Insurance Continuation -	982.33
PDRMA	10/09/2018	9101	10-11-000-5340	Safety Training	20.00
Vendor 10242 - PDRMA Total:					41,734.98
Vendor: 11116 - Personalized Awards					
Personalized Awards	09/18/2018	8982	25-25-941-5400	Mud Run Awards	1,236.56
Vendor 11116 - Personalized Awards Total:					1,236.56
Vendor: 10246 - Petty Cash					
Petty Cash	10/02/2018	9059	25-25-935-4200	Petty Cash for Tails & Ales	400.00
Vendor 10246 - Petty Cash Total:					400.00
Vendor: 10249 - Pioneer Manufacturing Co.					
Pioneer Manufacturing Co.	10/02/2018	9073	25-25-703-5400	AYSO Field Supplies /Paint	1,867.50
Pioneer Manufacturing Co.	10/09/2018	9102	10-12-000-5496	Athletic Field Maintenance Su	66.00
Vendor 10249 - Pioneer Manufacturing Co. Total:					1,933.50
Vendor: 10919 - Pizzo & Associates, Ltd.					
Pizzo & Associates, Ltd.	10/02/2018	9061	10-12-000-5585	2018 Stewardship/Shelton Pa	933.12
Vendor 10919 - Pizzo & Associates, Ltd. Total:					933.12
Vendor: 10259 - Quill Corporation					
Quill Corporation	09/18/2018	8983	10-11-000-5342	Admin Meeting Expenses	24.99
Quill Corporation	09/18/2018	8983	25-00-000-5401	Office Supplies - Rec	368.34
Quill Corporation	09/18/2018	8983	25-25-601-5400	Kids Club Supplies	28.72
Quill Corporation	09/18/2018	8983	25-26-000-5401	Day Care Office Supplies	118.86
Quill Corporation	09/21/2018	8998	10-11-000-5420	General Supplies - Admin	48.67
Quill Corporation	09/21/2018	8998	10-12-000-5420	General Supplies - Parks	112.02
Quill Corporation	09/21/2018	8998	25-00-000-5401	Office Supplies - Rec	39.59
Quill Corporation	09/21/2018	8998	25-00-000-5420	General Supplies - Rec	28.34
Quill Corporation	09/27/2018	9019	10-12-000-5401	Office Supplies - Parks	43.98
Quill Corporation	09/27/2018	9019	25-00-000-5401	Office Supplies - Rec	248.83
Quill Corporation	09/27/2018	9019	25-26-000-5401	Office Supplies - Day Care	8.39
Quill Corporation	10/09/2018	9103	25-00-000-5401	Office Supplies - Rec	763.54
Quill Corporation	10/09/2018	9103	25-00-000-5412	Cleaning Supplies - Takiff	5.99
Quill Corporation	10/09/2018	9103	25-25-401-5400	ELC Supplies	29.62
Quill Corporation	10/09/2018	9103	25-25-402-5400	ELC Supplies	29.62
Quill Corporation	10/09/2018	9103	25-25-403-5400	ELC Supplies	29.61
Quill Corporation	10/09/2018	9103	25-26-000-5401	Office Supplies - Day Care	67.60
Vendor 10259 - Quill Corporation Total:					1,996.71
Vendor: 10263 - Red's Garden Center Inc.					
Red's Garden Center Inc.	10/02/2018	9062	10-12-000-5490	Plantings/Flowers	24.00
Vendor 10263 - Red's Garden Center Inc. Total:					24.00
Vendor: 11318 - Registration Fee Trust					
Registration Fee Trust	10/02/2018	9063	45-00-000-5335	WI Drivers Abstract Fee (Runk	2.00
Vendor 11318 - Registration Fee Trust Total:					2.00
Vendor: 10767 - Rite Portable Restrooms					
Rite Portable Restrooms	09/18/2018	8984	10-14-000-5353	Portable Toilet Svcs - Beach	204.50
Rite Portable Restrooms	10/09/2018	9104	10-12-000-5353	Portable Toilet Svcs - Parks	335.00
Vendor 10767 - Rite Portable Restrooms Total:					539.50

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Payment Dates: 09/13/2018 - 10/10/2018

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10269 - RMC Inc.					
RMC Inc.	10/02/2018	9064	10-13-000-5357	Watts Refrig Mo Maint - Octo	265.00
Vendor 10269 - RMC Inc. Total:					265.00
Vendor: 1232 - Ronald P. Cadarian					
Ronald P. Cadarian	10/02/2018	9065	25-27-000-5365	Contractual - Personal Trainin	120.00
Vendor 1232 - Ronald P. Cadarian Total:					120.00
Vendor: 11320 - Roundy's Inc.					
Roundy's Inc.	10/09/2018	9105	10-11-000-5340	Food for All-Staff Training	146.10
Roundy's Inc.	10/09/2018	9105	10-11-000-5342	Board Meeting Supplies	14.98
Roundy's Inc.	10/09/2018	9105	10-14-000-5420	General Beach Supplies	12.45
Roundy's Inc.	10/09/2018	9105	25-00-000-5340	Meeting Supplies	24.53
Roundy's Inc.	10/09/2018	9105	25-00-000-5342	Adam's Baby Shower Supplies	41.48
Roundy's Inc.	10/09/2018	9105	25-00-000-5420	General Rec Supplies	22.50
Roundy's Inc.	10/09/2018	9105	25-25-403-5400	ELC Supplies	55.60
Roundy's Inc.	10/09/2018	9105	25-25-432-5400	Preschool Enrichment Supplie	11.98
Roundy's Inc.	10/09/2018	9105	25-25-806-5400	Preschool Camp Supplies	2.29
Roundy's Inc.	10/09/2018	9105	25-25-813-5400	Bears Camp Supplies	20.76
Roundy's Inc.	10/09/2018	9105	25-25-835-5400	Aquatics Camp Supplies	91.48
Roundy's Inc.	10/09/2018	9105	25-25-836-5400	Sailing Camp Supplies	91.47
Roundy's Inc.	10/09/2018	9105	25-25-932-5400	School Day Off Supplies	86.54
Roundy's Inc.	10/09/2018	9105	25-26-000-5342	Day Care Meeting Supplies	103.85
Roundy's Inc.	10/09/2018	9105	25-26-000-5403	Day Care Program Supplies	3.49
Roundy's Inc.	10/09/2018	9105	25-26-000-5409	Day Care Food Supplies	233.94
Roundy's Inc.	10/09/2018	9105	25-26-000-5430	First Aid Supplies - Day Care	4.98
Roundy's Inc.	10/09/2018	9105	25-26-000-5460	Day Care Food Equipment	36.79
Vendor 11320 - Roundy's Inc. Total:					1,005.21
Vendor: 10271 - Russo's Power Equipment Inc.					
Russo's Power Equipment Inc.	09/18/2018	8985	10-14-000-5450	Equipment Parts - Parks	243.44
Russo's Power Equipment Inc.	10/02/2018	9067	10-12-000-5582	Maintenance Equipment - Par	388.00
Vendor 10271 - Russo's Power Equipment Inc. Total:					631.44
Vendor: 10275 - Sam's Club Direct Commercial Account Program					
Sam's Club Direct Commercial	10/02/2018	9068	25-25-913-5400	Boo Bash Supplies	141.55
Sam's Club Direct Commercial	10/02/2018	9068	25-25-935-5400	Tails & Ales Supplies	34.88
Sam's Club Direct Commercial	10/02/2018	9068	25-25-941-5400	Mud Run Supplies	152.40
Vendor 10275 - Sam's Club Direct Commercial Account Program Total:					328.83
Vendor: 10654 - Sandra K Culver					
Sandra K Culver	10/02/2018	9069	25-25-785-5300	Contractual - Fitness Classes	167.70
Sandra K Culver	10/02/2018	9069	25-25-786-5300	Contractual - Fitness Classes	45.00
Vendor 10654 - Sandra K Culver Total:					212.70
Vendor: 11160 - Shaun Christopher Whitley					
Shaun Christopher Whitley	10/02/2018	9070	25-25-407-5300	Contractual - ELC Music Class	375.00
Shaun Christopher Whitley	10/02/2018	9070	25-26-000-5386	Contractual - Day Care Music	2,875.00
Vendor 11160 - Shaun Christopher Whitley Total:					3,250.00
Vendor: 10706 - Southeastern Security Consultants, Inc					
Southeastern Security Consult	10/09/2018	9108	25-25-722-5300	Background Checks - GBA	259.00
Southeastern Security Consult	10/09/2018	9108	45-00-000-5335	Background Checks - GPD Sep	203.50
Vendor 10706 - Southeastern Security Consultants, Inc Total:					462.50
Vendor: 10108 - State Disbursement Unit					
State Disbursement Unit	09/14/2018	8916	10-00-000-2190	M Barrios,335-98-0452,FIPS#	195.90
State Disbursement Unit	09/28/2018	9003	10-00-000-2190	M Barrios,335-98-0452,FIPS#	195.90
Vendor 10108 - State Disbursement Unit Total:					391.80
Vendor: 11131 - Thatcher Oaks Awnings					
Thatcher Oaks Awnings	09/21/2018	9001	65-00-018-5516	Kids Club Awning	800.00
Vendor 11131 - Thatcher Oaks Awnings Total:					800.00
Vendor: 11168 - TimeClock Plus, Inc.					
TimeClock Plus, Inc.	10/02/2018	9071	10-11-000-5355	Annual TCP Maint & License R	6,758.80
Vendor 11168 - TimeClock Plus, Inc. Total:					6,758.80

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Payment Dates: 09/13/2018 - 10/10/2018

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 11316 - TinkRWorks, LLC.					
TinkRWorks, LLC.	10/09/2018	9109	25-25-837-5300	Reissue Lost Check - Contract	13,940.00
Vendor 11316 - TinkRWorks, LLC. Total:					13,940.00
Vendor: 11321 - US Tennis Court Construction Co.					
US Tennis Court Construction	10/09/2018	9110	65-00-018-5513	Shelton Park Tennis Color Coa	13,000.00
Vendor 11321 - US Tennis Court Construction Co. Total:					13,000.00
Vendor: 10307 - Vanguard Energy Service, LLC					
Vanguard Energy Service, LLC	09/27/2018	9020	10-13-000-5220	Bulk Gas/Heat - Watts	21.73
Vanguard Energy Service, LLC	09/27/2018	9020	25-00-000-5220	Bulk Gas/Heat - Takiff	612.39
Vendor 10307 - Vanguard Energy Service, LLC Total:					634.12
Vendor: 10099 - Vantagepoint Trf Agents-457					
Vantagepoint Trf Agents-457	09/14/2018	8917	10-00-000-2140	ICMA - A/C#301403	1,309.61
Vantagepoint Trf Agents-457	09/28/2018	9004	10-00-000-2140	ICMA - A/C#301403	1,559.61
Vendor 10099 - Vantagepoint Trf Agents-457 Total:					2,869.22
Vendor: 10309 - Verizon Wireless					
Verizon Wireless	10/09/2018	9111	25-00-000-5210	Cell Phone Svc	1,137.56
Vendor 10309 - Verizon Wireless Total:					1,137.56
Vendor: 10308 - Vermont Systems, Inc.					
Vermont Systems, Inc.	10/02/2018	9072	65-00-018-5503	Signature Pads - Registration	1,206.91
Vendor 10308 - Vermont Systems, Inc. Total:					1,206.91
Vendor: 10457 - Village of Glencoe					
Village of Glencoe	10/09/2018	9112	10-12-000-5480	Gasoline - Parks	2,019.70
Village of Glencoe	10/09/2018	9112	10-14-000-5358	Beach Water Testing	1,691.00
Vendor 10457 - Village of Glencoe Total:					3,710.70
Vendor: 10314 - Walmart Community					
Walmart Community	09/27/2018	9021	25-25-403-5400	ELC Supplies	146.74
Walmart Community	09/27/2018	9021	25-25-432-5400	Preschool Enrichment Supplie	26.26
Walmart Community	09/27/2018	9021	25-25-490-5400	Preschool Enrichment Supplie	56.57
Walmart Community	09/27/2018	9021	25-25-601-5400	Kids Club Supplies	44.28
Walmart Community	09/27/2018	9021	25-26-000-5401	Day Care Office Supplies	32.73
Walmart Community	09/27/2018	9021	25-26-000-5403	Day Care Pgm Supplies	122.32
Walmart Community	09/27/2018	9021	25-26-000-5412	Day Care Cleaning Supplies	41.83
Walmart Community	09/27/2018	9021	25-26-000-5430	Day Care First Aid Supplies	220.30
Walmart Community	09/27/2018	9021	25-26-000-5584	Day Care Recreation Equipme	951.04
Vendor 10314 - Walmart Community Total:					1,642.07
Vendor: 10102 - Wisconsin Dept of Revenue					
Wisconsin Dept of Revenue	09/28/2018	DFT0000722	10-00-000-2111	WI Monthly Withholding-Sept	233.04
Vendor 10102 - Wisconsin Dept of Revenue Total:					233.04
Vendor: 11310 - WT Group, LLC					
WT Group, LLC	10/09/2018	9113	30-00-000-5321	ADA Transition Plan Timeline	5,570.00
Vendor 11310 - WT Group, LLC Total:					5,570.00
Vendor Set AP Vendors Total:					865,398.34

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Payment Dates: 09/13/2018 - 10/10/2018

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor Set: Employees - Employees					
Vendor: 7405 - Cari Resis					
Cari Resis	10/09/2018	9082	25-25-601-5400	Reimbursement - Kids Club Su	45.97
Vendor 7405 - Cari Resis Total:					45.97
Vendor: 5667 - Carol Mensinger					
Carol Mensinger	09/21/2018	8989	10-11-000-5341	Mileage Reimbursement	54.80
Vendor 5667 - Carol Mensinger Total:					54.80
Vendor: 7621 - Jenny Runkel					
Jenny Runkel	10/02/2018	9045	10-11-000-5341	Mileage Reimbursement	29.43
Vendor 7621 - Jenny Runkel Total:					29.43
Vendor: 9041 - Liz Visteen					
Liz Visteen	10/02/2018	9048	25-00-000-5341	Mileage Reimbursement	110.09
Vendor 9041 - Liz Visteen Total:					110.09
Vendor: 6989 - Rose Pepe					
Rose Pepe	10/02/2018	9066	25-26-000-5401	Reimbursement - Day Care Of	37.35
Vendor 6989 - Rose Pepe Total:					37.35
Vendor: 8133 - Sharon Stern					
Sharon Stern	10/09/2018	9107	25-25-414-5400	Reimbursement - Photos for P	13.20
Vendor 8133 - Sharon Stern Total:					13.20
Vendor: 7406 - Stacey Resnick					
Stacey Resnick	09/21/2018	8999	25-25-401-5400	Reimbursement - ELC Supplie	50.61
Vendor 7406 - Stacey Resnick Total:					50.61
Vendor: 9877 - Terri Zidron					
Terri Zidron	09/21/2018	9000	25-25-401-5400	Reimbursement - ELC Supplie	14.87
Vendor 9877 - Terri Zidron Total:					14.87
Vendor Set Employees Total:					356.32
Grand Total:					865,754.66

Report Summary

Fund Summary

Fund	Payment Amount
10 - CORPORATE FUND	205,500.55
25 - RECREATION FUND	106,375.34
30 - SPECIAL RECREATION FUND	11,543.73
45 - LIABILITY INSURANCE FUND	205.50
65 - CAPITAL PROJECTS FUND	28,838.05
69 - MASTER PLAN CAPITAL PROJECTS	513,291.49
Grand Total:	865,754.66

Account Summary

Account Number	Account Name	Payment Amount
10-00-000-2100	FEDERAL WITHHOLDING	19,137.35
10-00-000-2110	IL STATE WITHHOLDING	10,571.60
10-00-000-2111	WI STATE WITHHOLDIN	233.04
10-00-000-2120	SOCIAL SECURITY WITH	30,009.88
10-00-000-2130	MEDICARE WITHHOLDING	7,018.44
10-00-000-2140	ICMA DEF COMP WITHO	2,869.22
10-00-000-2150	IMRF WITHHOLDING	40,722.87
10-00-000-2155	IMRF VAC WITHHOLDING	3,373.84
10-00-000-2160	SUPPL IMRF LIFE WITHO	64.00
10-00-000-2170	AFLAC WITHHOLDING	310.48
10-00-000-2175	FSA PLAN WITHHOLDIN	2,231.40
10-00-000-2180	CREDIT UNION WITHOL	650.00
10-00-000-2190	GARNISHMENT WITHOL	391.80
10-11-000-5310	LEGAL SERVICES	1,245.00
10-11-000-5311	LEGAL NOTICES	28.58
10-11-000-5321	CONSULTING SERVICES	2,875.00
10-11-000-5340	CONFERENCES AND TRA	210.12
10-11-000-5341	MILEAGE REIMBURSEM	84.23
10-11-000-5342	OFFICIALS/MEETING EXP	467.77
10-11-000-5355	MAINTENANCE SERVICE	12,944.10
10-11-000-5370	RENTAL - EQUIPMENT	152.85
10-11-000-5420	SUPPLIES - GENERAL	645.82
10-11-000-5600	HEALTH INSURANCE PRE	34,720.28
10-12-000-5210	TELEPHONE/INTERNET	243.18
10-12-000-5220	FUEL/HEAT	123.47
10-12-000-5230	ELECTRICITY	404.21
10-12-000-5348	SHARED SVCS-CONT MO	1,553.44
10-12-000-5349	CONTRACTL-HORT/LAN	6,699.08
10-12-000-5351	REPAIRS - EQUIPMENT	1,400.49
10-12-000-5353	DISPOSAL/PORTOLET SE	1,107.00
10-12-000-5401	OFFICE SUPPLIES	43.98
10-12-000-5412	CUSTODIAL/CLEANING S	200.00
10-12-000-5420	SUPPLIES - GENERAL	273.93
10-12-000-5421	SUPPLIES - UNIFORMS	64.15
10-12-000-5450	SUPPLIES - EQUIPMENT	573.19
10-12-000-5480	GASOLINE/LUBRICANTS	2,019.70
10-12-000-5481	SUPPLIES-CONSTRUCTIO	1,057.58
10-12-000-5482	SUPPLIES-HARDWARE	669.40
10-12-000-5483	SUPPLIES-PAINT	167.44
10-12-000-5484	SUPPLIES-ELECTRICAL/B	86.20
10-12-000-5485	SUPPLIES-ICEMELT/SALT	774.00
10-12-000-5486	SUPPLIES-PLUMBING	300.00
10-12-000-5487	SUPPLIES-HAND TOOLS	30.00
10-12-000-5489	SUPPLIES-TRASH BAGS	943.92
10-12-000-5490	SUPPLIES-PLANTINGS/FL	112.94
10-12-000-5492	SUPPLIES-TREES/SHRUB	100.00
10-12-000-5493	SUPPLIES-FERTILIZER/CH	1,399.42

Account Summary

Account Number	Account Name	Payment Amount
10-12-000-5495	SUPPLIES-PULVERIZED D	612.30
10-12-000-5496	SUPPLIES-ATHLETIC MAI	849.94
10-12-000-5582	EQUIPMENT - MAINTEN	1,150.56
10-12-000-5585	PAVEMENT & SITE DEVE	1,313.27
10-12-000-5590	TREE TRIM/WORK-Outsi	4,390.00
10-13-000-5210	TELEPHONE/INTERNET	238.40
10-13-000-5220	FUEL/HEAT	166.20
10-13-000-5230	ELECTRICITY	878.68
10-13-000-5353	DISPOSAL/PORTOLET SE	112.00
10-13-000-5357	MAINT SERVICE-REFRIG	265.00
10-13-000-5417	SUPPLIES-BOARDS/GLAS	210.20
10-13-000-5485	SUPPLIES-ICEMELT/SALT	500.00
10-14-000-5210	TELEPHONE/INTERNET	166.09
10-14-000-5220	FUEL/HEAT	40.79
10-14-000-5230	ELECTRICITY	412.71
10-14-000-5353	DISPOSAL/PORTOLET SE	204.50
10-14-000-5358	DAILY WATER TESTING S	1,691.00
10-14-000-5420	SUPPLIES - GENERAL	12.45
10-14-000-5450	SUPPLIES - EQUIPMENT	243.44
10-14-000-5482	SUPPLIES-HARDWARE	200.00
10-15-000-5230	ELECTRICITY	214.17
10-15-000-5420	SUPPLIES - GENERAL	3.75
10-15-000-5450	SUPPLIES - EQUIPMENT	320.71
25-00-000-5210	TELEPHONE/INTERNET	4,249.60
25-00-000-5220	FUEL/HEAT	1,367.16
25-00-000-5230	ELECTRICITY	10,218.18
25-00-000-5301	POSTAGE	75.17
25-00-000-5305	PARTY RENTAL ENTERM	950.00
25-00-000-5321	CONSULTING-ONLINE/O	1,385.88
25-00-000-5340	CONFERENCES AND TRA	289.53
25-00-000-5341	MILEAGE REIMBURSEM	110.09
25-00-000-5342	OFFICIALS/MEETING EXP	41.48
25-00-000-5351	REPAIRS - EQUIPMENT	4,514.58
25-00-000-5352	REPAIRS - BUILDINGS	6,180.00
25-00-000-5353	DISPOSAL/PORTOLET SE	379.00
25-00-000-5355	MAINTENANCE SERVICE	4,695.70
25-00-000-5360	PRINTING/MARKETING/	643.21
25-00-000-5362	PHOTOGRAPHY	98.00
25-00-000-5401	OFFICE SUPPLIES	1,420.30
25-00-000-5404	COMPUTER PROGRAMS	480.00
25-00-000-5412	CUSTODIAL/CLEANING S	652.41
25-00-000-5420	SUPPLIES - GENERAL	726.53
25-00-000-5421	SUPPLIES - UNIFORMS	328.50
25-00-000-5481	SUPPLIES-CONSTRUCTIO	116.57
25-00-000-5482	SUPPLIES-HARDWARE	297.88
25-00-000-5483	SUPPLIES-PAINT	32.41
25-00-000-5484	SUPPLIES-ELECTRICAL/B	107.70
25-00-000-5485	SUPPLIES-ICEMELT/SALT	637.00
25-00-000-5582	EQUIPMENT - MAINTEN	250.00
25-00-000-5740	COMMUNITY GRP CONT	6,450.00
25-25-401-5400	SUPPLIES-ELC 3YR	217.10
25-25-402-5300	CONTRACTL-ELC 4YR	323.00
25-25-402-5400	SUPPLIES-ELC 4YR	237.04
25-25-403-5400	SUPPLIES-ELC 2YR	292.45
25-25-407-5300	CONTRACTL-PARENT/TO	375.00
25-25-414-5400	SUPPLIES-EXPL N DISCVR	80.15
25-25-429-5400	SUPPLIES-AMAZING ANI	23.76
25-25-432-5400	SUPPLIES-PRESCHOOL D	73.21

Account Summary

Account Number	Account Name	Payment Amount
25-25-473-4200	REV-GJK 3'S	1,251.50
25-25-490-5400	SUPPLIES-PRESCH JR TR	110.87
25-25-601-5400	SUPPLIES-KIDS CLUB PM	629.50
25-25-615-5400	SUPPLIES-YOUTH CERA	998.89
25-25-703-5400	SUPPLIES-AYSO	1,867.50
25-25-707-5400	SUPPLIES-BOYS HOUSE	12.92
25-25-711-5400	SUPPLIES-PEE WEE BASK	12.92
25-25-722-5300	CONTRACTL-YOUTH BAS	259.00
25-25-722-5400	SUPPLIES-YOUTH BASEB	519.82
25-25-740-5300	COTNRACTL-TRAVELING	990.00
25-25-740-5400	SUPPLIES-TRAVELING BA	12.91
25-25-785-5300	CONTRACTL-FITNESS PU	1,220.43
25-25-786-5300	CONTRACTL-FITNESS DR	90.00
25-25-801-5300	CONTRACTL-SUN FUN C	653.64
25-25-801-5400	SUPPLIES-SUN FUN CAM	428.50
25-25-806-5400	SUPPLIES-PRESCHL SUM	121.11
25-25-810-5300	CONTRACTL-CAMP ADV	207.50
25-25-810-5400	SUPPLIES-CAMP ADVEN	890.50
25-25-813-5300	CONTRACTL-KOALA BEA	145.25
25-25-813-5400	SUPPLIES-KOALA BEAR C	20.76
25-25-825-5300	CONTRACTL-SUMMERS	1,092.30
25-25-825-5400	SUPPLIES-SUMMERS EN	171.79
25-25-833-5300	CONTRACTL-ACTION QU	617.76
25-25-835-5400	SUPPLIES-AQUATIC CAM	91.48
25-25-836-5400	SUPPLIES-SAILING CAMP	91.47
25-25-837-5300	CONTRACTL-STEM CAM	13,940.00
25-25-912-5300	CONTRACTL-HARVEST F	2,020.50
25-25-912-5400	SUPPLIES-HARVEST FEST	400.00
25-25-913-5400	SUPPLIES-HALLOWEEN P	323.51
25-25-932-5300	CONTRACTL-SCHOOL DA	576.38
25-25-932-5400	SUPPLIES-SCHOOL DAYS	86.54
25-25-935-4200	REV-TAILS N ALES	400.00
25-25-935-5400	SUPPLIES-TAILS N ALES	193.43
25-25-941-5300	CONTRACTL-GREAT MU	1,567.57
25-25-941-5400	SUPPLIES-GREAT MUD R	1,709.59
25-26-000-5335	WELLNESS/PRE-PLACEM	292.00
25-26-000-5342	OFFICIALS/MEETINGS EX	103.85
25-26-000-5360	PRINTING/MARKETING/	835.00
25-26-000-5386	SERVICES-DAYCARE PRO	2,875.00
25-26-000-5401	OFFICE SUPPLIES	264.93
25-26-000-5403	DAYCARE PROGRAM SU	125.81
25-26-000-5404	COMPUTER PGMS/APPs	175.00
25-26-000-5409	SUPPLIES-INTERNAL FO	2,103.26
25-26-000-5412	SUPPLIES-CLEANING/CU	246.83
25-26-000-5420	SUPPLIES - GENERAL	675.75
25-26-000-5430	SUPPLIES - FIRST AID	225.28
25-26-000-5460	SUPPLIES-FOOD EQUIP	427.13
25-26-000-5584	EQUIPMENT - RECREATI	8,559.89
25-26-000-5600	HEALTH INSURANCE PRE	7,071.70
25-27-000-5210	DEDICATED TV/INTERNE	146.98
25-27-000-5365	CONTRACTL-PERSONAL	202.50
30-00-000-5321	CONSULTING SERVICES	5,570.00
30-00-000-5758	NSSRA CAPITAL CONTRI	5,973.73
45-00-000-5335	WELLNESS/PRE-PLACEM	205.50
65-00-018-5502	ANNUAL HARDWARE RE	5,330.95
65-00-018-5503	SIGNATURE PADS/ELECT	1,206.91
65-00-018-5513	SHELTON TENNIS CT CO	13,000.00
65-00-018-5516	KIDS CLUB ENTRYWAY I	800.00

Account Summary

Account Number	Account Name	Payment Amount
65-00-018-5534	CHILDRENS CIRCLE EXPA	8,500.19
69-00-000-2290	RETAINAGE PAYABLE	43,807.93
69-00-000-5515	WATTS BB COURT PROJE	22,812.50
69-00-000-5531	TAKIFF PARKING-Ph 1-C	3,981.61
69-00-000-5532	TAKIFF PARKING-Ph1-O	45.00
69-00-000-5533	TAKIFF PARKING-UST Iss	1,559.17
69-00-000-5539	PLAYGRD-WOODLAWN-	162,157.50
69-00-000-5540	PLAYGRD-WOODLAWN-	2,175.00
69-00-000-5544	PLAYGRD-VERNON/JEFF-	1,901.61
69-00-000-5546	PLAYGRD-VERNON/JEFF-	675.00
69-00-000-5547	PLAYGRD-OLD ELM-Desi	1,901.61
69-00-000-5548	PLAYGRD-OLD ELM-Cons	51,223.14
69-00-000-5549	PLAYGRD-OLD ELM-Own	1,759.38
69-00-000-5550	TAKIFF PARKING Ph 2-D	2,876.74
69-00-000-5551	TAKIFF PARKING Ph 2-Co	213,768.37
69-00-000-5552	TAKIFF PARKING Ph 2-O	2,646.93
	Grand Total:	865,754.66

Project Account Summary

Project Account Key	Payment Amount
None	865,754.66
Grand Total:	865,754.66

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 October 16, 2018 and you are hereby authorized to pay them from the appropriate funds.

Treasurer, Park Board of Commissioners

Secretary/Executive Director

Glencoe Park District Abused and Neglected Child Reporting Act Policy

It shall be the policy of the Glencoe Park District to fully comply with the State of Illinois Abused and Neglected Child Reporting Act. The Park District will make every reasonable effort and precaution to prevent, detect, handle, and report cases of suspected child abuse and neglect for children that come in direct contact with Park District programs, areas, and facilities.

ABUSED AND NEGLECTED CHILD REPORTING PROCEDURES

Specific hiring, training, supervision, employee conduct, and reporting procedures have been developed for applicants and employees who will supervise children, specifically:

1. An acknowledgment form will be signed by all full and part-time staff and by contractual service providers who work with children.
2. Prior employment verification will be completed by the Park District and is inclusive with the policies set forth by the Board of Park Commissioners.
3. All prospective staff will be interviewed in person prior to the decision to accept them as an employee for the Park District. Reference checks will be conducted.
4. All full and part-time staff will receive in-service training by supervisory administrative staff. This orientation may include audio-visual, verbal, and/or written materials on Park District policies and procedures regarding child abuse and neglect. Specific training guidelines will also include:
 - a. Periodic training programs to explain what are abuse and neglect indicators and reporting procedures
 - b. Appropriate discipline and rewarding practices
 - c. Using expressions of normal affection through physical contact
 - d. Requiring that one adult and one child situations be avoided
 - e. Respect and protecting the privacy of children, as well as their own
 - f. Avoiding sexually suggestive discussions in front of children
 - g. Wearing a means of staff identification at all times, when appropriate
 - h. Being alert to the physical and emotional state of children in their care
5. Administrative/supervisory staff will make periodic unannounced visits to program sites to observe staff interaction with children and the behavior of individual children.
6. Attendance/illness records of children participating in programs will be periodically reviewed by administrative/supervisory staff for instances of unusual absenteeism or reluctance of children to participate in the programs.
7. All reports of suspected child neglect or abuse will be channeled through the Director of Recreation/Facilities or the Executive Director. A written notice will be submitted to the Director of Recreation/Facilities within 24 hours of the suspected child neglect or abuse. Details of the report shall not be discussed with other staff or participants.
8. The Executive Director will notify the President of the Board of Park Commissioners of all reports of child neglect/abuse, which are suspected and reported to the Department of Children and Family Services.

Excerpts from the State Of Illinois Abused and Neglected Child Reporting Act

“Abused Child” means a child whose parent or immediate family member, or any person responsible for the child’s welfare, or any individual residing in the same home as the child:

1. Inflicts, causes to be inflicted, or allows to be inflicted upon such child physical injury, by other than accidental means, which causes death, disfigurement, impairment of physical or emotional health, or loss of impairment of any bodily function.
2. Creates a substantial risk of physical injury to such child by other than accidental means, which would be likely to cause death, disfigurement, impairment of physical or emotional health, or loss of impairment of any bodily function
3. Commits or allows to be committed any sexual offense against such child, as such sexual offenses are defined in the Criminal Code 1961, as amended, and extending those definitions of sexual offense to include children under the age of 18 years of age.
4. Commits or allows to be committed an act or acts of torture upon such a child.
5. Inflicts excessive corporal punishment

“Neglected Child” means any child whose parents or other person responsible for the child’s welfare, withholds or denies nourishment or medically indicated treatment including food or care denied solely on the basis of the present or anticipated mental or physical impairment as determined by a physician acting alone or in consultation with other physicians or otherwise, does not provide the proper or necessary support, education as required by law, or medical or other remedial care recognized under State Law as necessary for a child’s well-being, or other care necessary for the child’s well-being, including adequate food, clothing and shelter or a child who is abandoned by their parents or other person responsible for the child’s welfare. A child shall not be considered neglected or abused for the sole reason that such child’s parent or other person responsible for the child’s welfare depends upon spiritual means through prayer alone for the treatment or cure of the disease or remedial care.

Reporting

Any recreational program or facility personnel having reasonable cause to believe a child known to them in their professional or official capacity may be an abused child or a neglected child shall immediately report or cause a report to be made to the Department of Children and Family Services (DCFS). Whenever such person is required to report under this Act in their capacity as a member of the staff, they shall make the report immediately to DCFS in accordance with the provisions of this Act and may also notify the person in charge of the facility, or agency, or their designated agent that such report has been made. Under no circumstances shall any person exercise any control, restraint, modification or other change in the report or forwarding of such report to DCFS. The privileged quality of communication between any professional person required to report and their client shall not apply to situations involving abused or neglected children, and shall not constitute grounds for failure to report as required by this Act. In addition to the above persons required to report suspected cases of abused or neglected children, any other person may make a report if such person has reasonable cause to believe a child may be an abused or neglected child.

Any person who enters employment on or after July 1, 1986 and is mandated by virtue of that employment to report under this Act, shall sign a statement on a form prescribed by DCFS, to the effect that the employee has knowledge and understanding of the reporting requirements of this Act.

By signing the Personnel Policy Employee Acknowledgement Form, you are affirming that you have read this statement and have knowledge and understanding of the reporting requirements, which apply to me under the Abused and Neglected Child Reporting Act. If you instruct a DCFS program, you will be required to sign the DCFS Acknowledgement of Mandated Reporter Status Form.

More Information and Training

DCFS Website

<https://www.illinois.gov/dcfs/Pages/default.aspx>

DCFS Mandated Reporter Training

<https://mr.dcfstraining.org/UserAuth/Login!loginPage.action;jsessionid=6DB263FF0EA78A798219768DE2A5FBE1>

DCFS CANTS22 Form (Acknowledgement of Mandated Reporter Status Form)

<https://www.illinois.gov/dcfs/aboutus/notices/Documents/cants22.pdf>

Abused and Neglected Child Reporting Act

<https://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=1460&ChapterID=32>

PDF Version: [insert hyperlink to document following approval](#)

Word Version: [insert hyperlink to document following approval](#)

V. Financial Report

Glencoe Park District
October 2018 Board Meeting



G/L MONTHLY Pooled Cash Report

Glencoe Park District
For the Period Ending 9/30/2018

ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE	
CLAIM ON CASH					
10-00-000-1000	CASH/INVESTMENTS	3,036,871.26	(91,760.86)	2,945,110.40	
25-00-000-1000	CASH/INVESTMENTS	4,658,962.33	(114,115.08)	4,544,847.25	
30-00-000-1000	CASH/INVESTMENTS	331,829.84	(853.75)	330,976.09	
35-00-000-1000	CASH/INVESTMENTS	396,773.61	(30,346.82)	366,426.79	
36-00-000-1000	CASH/INVESTMENTS	169,707.00	(18,200.70)	151,506.30	
40-00-000-1000	CASH/INVESTMENTS	1,347,191.26	2,065.20	1,349,256.46	
45-00-000-1000	CASH/INVESTMENTS	207,961.81	(2,218.81)	205,743.00	
50-00-000-1000	CASH/INVESTMENTS	60,200.58	84.47	60,285.05	
55-00-000-1000	CASH/INVESTMENTS	8,561.60	9.00	8,570.60	
65-00-000-1000	CASH/INVESTMENTS	463,049.97	(78,233.60)	384,816.37	
67-00-000-1000	CASH/INVESTMENTS	0.00	0.00	0.00	
69-00-000-1000	CASH/INVESTMENTS	2,263,332.27	(443,470.63)	1,819,861.64	
70-00-000-1000	CASH/INVESTMENTS	40,998.76	41.18	41,039.94	
75-00-000-1000	CASH/INVESTMENTS	0.00	0.00	0.00	
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		<u>12,985,440.29</u>	<u>(777,000.40)</u>	<u>12,208,439.89</u>	
CASH IN BANK					
99-00-000-1011	Operating Corporate Account	518,118.00	(343,038.93)	175,079.07	
99-00-000-1012	Operating PR Account	3,189.09	16.45	3,205.54	
99-00-000-1013	IL Funds	3,797,379.76	6,315.15	3,803,694.91	
99-00-000-1014	IPDLAF CD's	1,952,000.00	0.00	1,952,000.00	
99-00-000-1015	IPDLAF MM	3,846,174.46	(440,964.47)	3,405,209.99	
99-00-000-1016	PMA CD's	2,454,000.00	0.00	2,454,000.00	
99-00-000-1017	PMA MM	414,578.98	671.40	415,250.38	
TOTAL CASH IN BANK		<u>12,985,440.29</u>	<u>(777,000.40)</u>	<u>12,208,439.89</u>	
DUE TO OTHER FUNDS					
99-00-000-2400	Due To Other Funds	12,985,440.29	(777,000.40)	12,208,439.89	
TOTAL DUE TO OTHER FUNDS		<u>12,985,440.29</u>	<u>(777,000.40)</u>	<u>12,208,439.89</u>	
Claim on Cash	12,208,439.89	Claim on Cash	12,208,439.89	Cash in Bank	12,208,439.89
Cash in Bank	12,208,439.89	Due To Other Funds	12,208,439.89	Due To Other Funds	12,208,439.89
Difference	<u>0.00</u>	Difference	<u>0.00</u>	Difference	<u>0.00</u>

**Glencoe Park District
Monthly Funds Report
September 2018**

Corporate and Other Funds:

	<u>Sept 2018</u>	<u>Aug 2018</u>
Harris Bank Corporate Account - 0.558%	445,846.05	625,047.00
Illinois Park District Liquid Asset Fund (IPDLAF) - 1.88%	3,405,209.99	3,846,174.46
The Illinois Fund (Public Treasurers' Investment Pool) - 2.02%	3,803,694.91	3,797,379.76
Harris Payroll Account - 0.558%	14,643.90	19,466.91
PMA Financial Account - 1.97%	415,250.38	414,578.98
Reconciling Items(Dep in Transit, O/S Checks, etc.)	(282,205.34)	(123,206.82)
IPDLAF Certificates of Deposit:		
1 CDs at \$245,000 each maturing January 14, 2019 (2.05% net)	245,000.00	245,000.00
1 CDs at \$245,000 each maturing January 22, 2019 (2.10% net)	245,000.00	245,000.00
1 CDs at \$246,000 each maturing February 7, 2019 (1.90% net)	244,000.00	244,000.00
2 CDs at \$244,000 each maturing March 21, 2019 (2.08%)	488,000.00	488,000.00
1 CDs at \$244,000 each maturing April 24, 2019 (2.30% net)	244,000.00	244,000.00
2 CDs at \$243,000 each maturing June 12, 2019 (2.415% net)	486,000.00	486,000.00
PMA Certificates of Deposit:		
4 CDs totaling \$984,400 maturing October 18, 2018 (1.56% net)	984,400.00	984,400.00
2 CDs totaling \$490,400 maturing January 22, 2019 (1.94% net)	490,400.00	490,400.00
3 CDs at \$244,900 each maturing February 27, 2019 (2.06% net)	734,700.00	734,700.00
1 CDs at \$244,500 each maturing April 24, 2019 (2.24% net)	244,500.00	244,500.00
Grand Total	\$12,208,439.89	\$12,985,440.29

Glencoe Park District
 Monthly Financial Analysis
 September 2018

	<u>As of</u> <u>9/30/2016</u>	<u>As of</u> <u>9/30/2017</u>	<u>As of</u> <u>9/30/2018</u>
<u>Recreation Department - Programs</u>			
Revenues	2,469,033	2,531,840	2,632,670
Wages	(402,471)	(417,883)	(425,777)
Contractual	(919,325)	(955,461)	(937,608)
Supplies	(60,989)	(43,088)	(70,616)
Net Surplus	1,086,248	1,115,408	1,198,669
<u>Day Care Department</u>			
Revenue	511,149	526,811	659,156
Expense	(410,316)	(422,060)	(559,408)
Net Surplus/(Deficit)	100,833	104,751	99,748
<u>Fitness Department</u>			
Revenue	n/a	n/a	21,885
Expense	n/a	n/a	(21,423)
Net Surplus/(Deficit)	n/a	n/a	462
<u>Beach Department</u>			
Revenue	323,837	318,034	321,353
Expense	(204,479)	(208,255)	(190,094)
Net Surplus/(Deficit)	119,358	109,779	131,259
<u>Boating Department</u>			
Revenue	95,464	104,738	94,791
Expense	(80,382)	(103,379)	(118,471)
Net Surplus/(Deficit)	15,082	1,359	(23,680)
Beach/Boating Total:	134,440	111,138	107,579
<u>Watts Department</u>			
Revenue	1,037	4,520	4,240
Expenses	(72,973)	(86,556)	(83,525)
Net Surplus/(Deficit)	(71,936)	(82,036)	(79,285)
<u>G & A (Administration)</u>			
Revenue (excl G&A Tfr)	17,170	19,950	19,288
Expense	(619,583)	(666,922)	(684,361)
Net Surplus/(Deficit)	(602,413)	(646,972)	(665,073)
<u>Parks Department</u>			
Revenue	19,863	755	16,859
Expense	(609,084)	(647,718)	(634,751)
Net Surplus/(Deficit)	(589,221)	(646,963)	(617,892)
<u>Rec-Admin/Takiff Department</u>			
Revenues	1,086,324	1,113,527	1,152,796
Expenses	(1,243,138) (1)	(2,133,537) (1)	(1,573,829) (1)
Net Surplus/(Deficit)	(156,814)	(1,020,010)	(421,033)

(1) Due to interfund transfers to Master Plan Capital Fund 69.

VI. Presentation of the Glencoe Active Transport Plan

Glencoe Park District
October 2018 Board Meeting



VILLAGE OF GLENCOE MEMORANDUM

675 Village Court, Glencoe, Illinois 60022
p: (847) 835-4111 | info@villageofglencoe.org | Follow Us: @VGlencoe

www.villageofglencoe.org

DATE:

TO: Lisa Sheppard, Director, Glencoe Park District

FROM: Adam Hall, Management Analyst, Village of Glencoe

SUBJECT: Glencoe Active Transportation Plan

Last year, the Sustainability Task Force presented an overview and funding request for a biking and walking planning study, also known as an active transportation plan to the Park District. The Task Force requested that the Park District support the proposed Glencoe Active Transportation plan, a portion of which would focus on improving connectivity and safe travel to parks and Park District facilities. The report would consider traffic patterns near the Takiff Center and document safe routes to/from the facility and area parks based on the surrounding roads and crosswalk options, and provide recommendations to improve connectivity to important destinations throughout Glencoe. The Park District expressed support of the project generally, and committed \$5,000 towards the proposed Active Transportation Plan, in partnership with the Village and District #35. At their September 2017 regular meeting, the Glencoe Village Board contracted with the Active Transportation Alliance to complete the Glencoe Active Transportation Plan. Work commenced on the plan in October 2017.

To begin the planning process, the Village assembled a steering committee of interested community stakeholders representing a broad spectrum of Glencoe. Steering committee members from the Park District included: Park Board President Lisa Brooks, Park Board Commissioner Josh Lutton, Director Lisa Sheppard, and Director of Recreation and Facilities Bobby Collins. The steering committee met formally seven times over the past year to discuss goals and priorities, develop a plan vision, identify issues and concerns, and review and approve plan recommendations.

A robust program of activities aimed at gaining resident and parent input on barriers to bicycling and walking and identifying key destinations that residents and children might want to reach by bicycle or on foot, was developed. The Active Transportation Alliance solicited input from residents and parents at community events, hosted a community meetings, online mapping exercises, social media outreach, updates to partnering organization websites and online surveys.

Throughout the process, the Active Transportation Alliance worked closely with the four partnering organizations to investigate existing conditions as they relate to walking and cycling, and recommend initiatives, policies, and infrastructure improvements that will promote and improve transportation. The proposed recommendations include a special focus on improving access to schools and parks and identifying safe routes, and improve connectivity in Glencoe for residents and children.



Glencoe Active Transportation Plan

Glencoe Park District Board

October 16, 2018

Introduction

Background

- Detailed Action Plan for Biking/Walking Improvements
 - Study Cost \$20,300.
- Includes:
 - Safe Connections
 - Improving Access
 - Public Engagement
 - Recommendations

Timeline

- Steering Committee established
- Study began in October 2017
- Public engagement throughout the planning process
- Community open house meeting on October 10



Support and Funding

Community Support

- Presented proposed study to School District and Park District Boards.
- Commitment from governance organizations

Funding

- Pledge of funding amounting to \$11,900
- Applied for Invest in Cook Program

Scope Refinement

- Reduced cost of study
- Retained important components of the study



Sustains Ongoing Initiatives

- The approved Downtown Plan by the Village Board includes recommendation to prepare bicycle and alternative vehicle accommodation plan.
- Glencoe Park District Master Plan includes recommendations to complete sidewalk or trail improvements to increase connectivity.
- Advances School District #35's guiding principle to provide and promote a safe and secure learning environment.
- Biking and walking plan can result in more efficient capital planning, and coordination for educational and encouragement campaigns.
- Continues to foster intergovernmental cooperation and partnership.



Plan Deliverables

- Total Cost: \$20,300

Existing Condition Assessment

- Review of Local and Regional Plans for consistency
- Locate shortfalls in our public infrastructure system (i.e. sidewalk gaps, trail improvements)

Public Engagement

- Planning workshops open to all residents
- Prioritization workshops open to all residents
 - Community members invited to prioritize recommended capital projects

Recommendations

- Map of community-wide network and recommendations.
- Project list and implementation matrix



Glencoe Park District Board Presentation

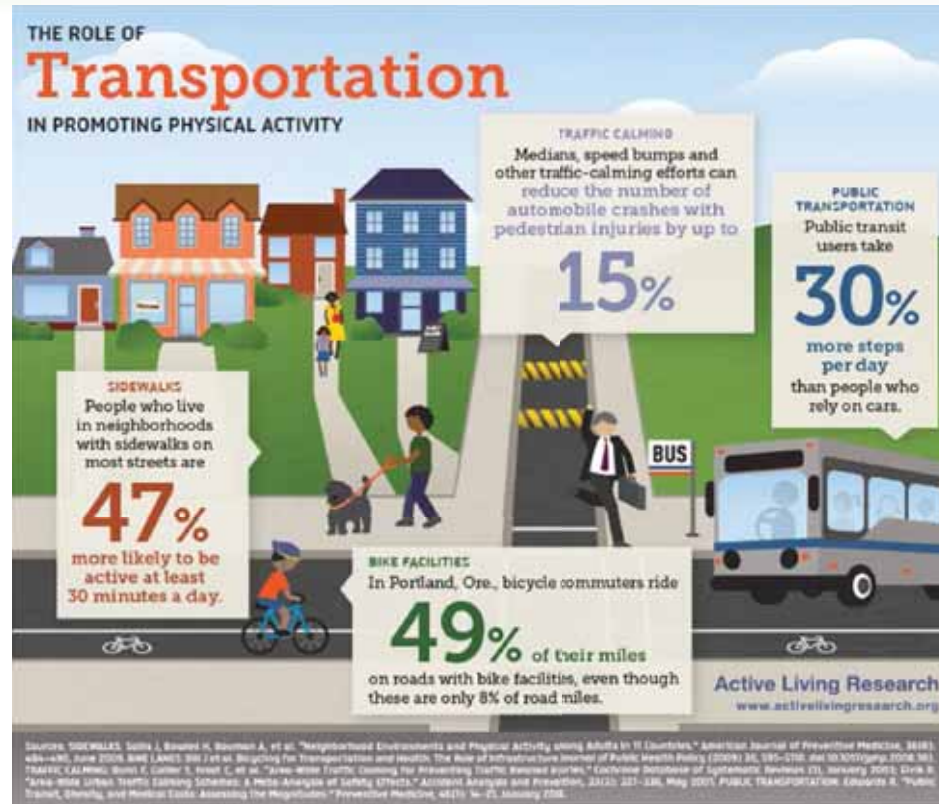
- Introduction
- Existing Conditions
- Recommendations
- Implementation

Chapter 1: Introduction

- Why active transportation matters?
- Vision
- Process

Why active transportation matters

- Health
- Safety
- Transportation
- Connectivity
- Social
- Economic development
- Environment
- Equity



Vision

Imagine a Glencoe where people of all ages are encouraged to walk and bike to its many amenities. Its streets and sidewalks are packed with children each day on route to schools and parks. Its downtown bustles with activity as people shop, eat and linger. Its lakefront bike racks are full on summer days. Its trails burst with walkers, runners and bikers of all ages and abilities.

Mission

Walking and biking are healthy and fun modes of transportation for people of all ages, but Glencoe residents do not yet have complete access to all active transportation options. By working together to build a consistent network of sidewalks, bike facilities, safe crossings and increasing awareness of transportation options, the District 35, Glencoe Park District, Sustainability Task Force and the Village of Glencoe can provide the tools necessary to reach our vision and derive the many benefits of a walking and biking friendly community, including: a better quality of life, improved public health, reduced negative impacts to the environment, new opportunities for economic development

Actions and strategies

Actions

Build a comprehensive network of comfortable sidewalks in good repair

Create a network of bikeways that connect to local destinations and link to the neighboring communities

Create safe crossings for pedestrians and cyclists

Develop a community-wide campaign to promote walking and biking

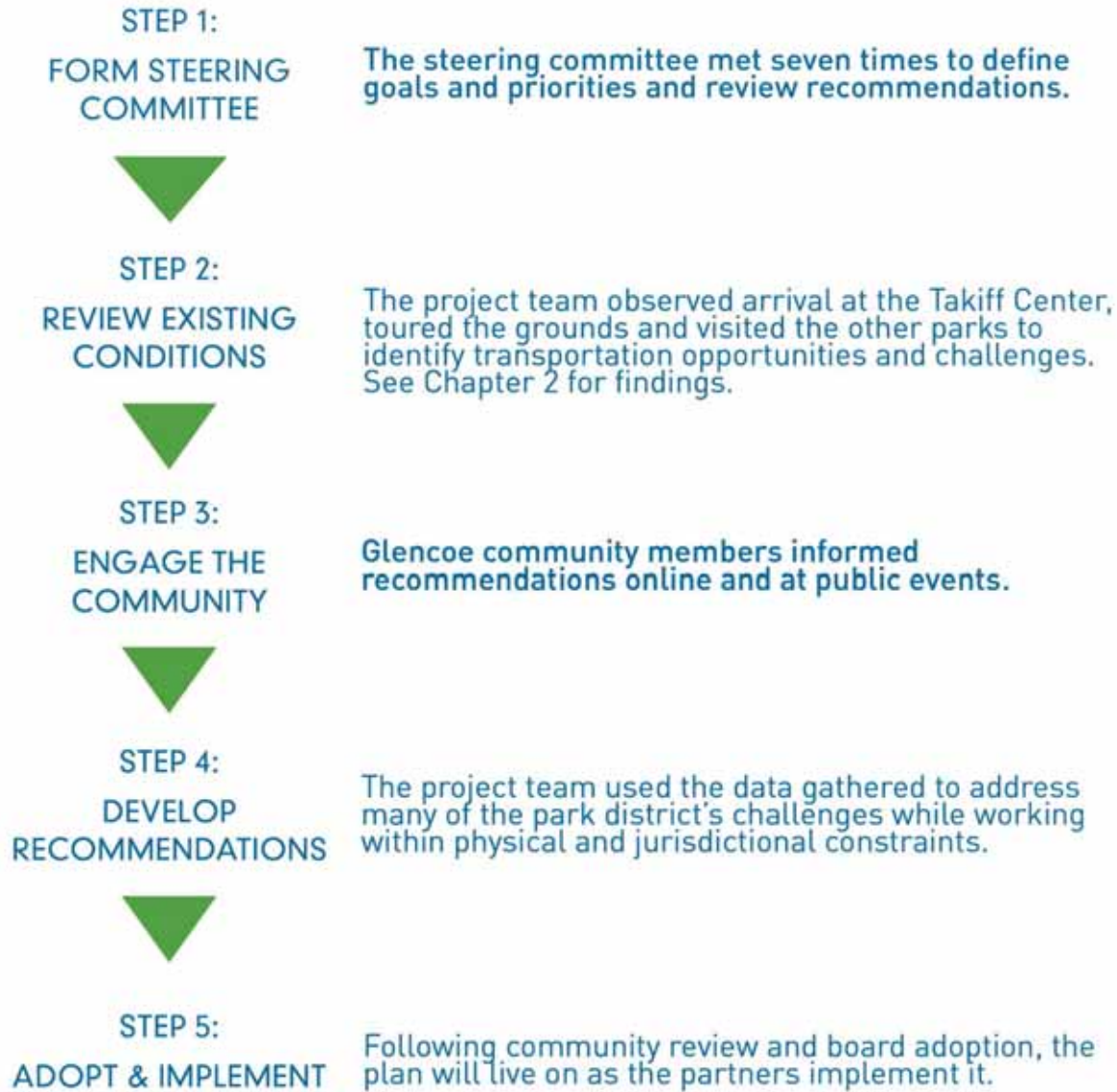
Strategies

Create Safe Routes to Schools for Pedestrians and Cyclists

Improve Walking and Biking Access to Parks

Build and maintain a network of Complete Streets

Process



Chapter 2: Existing Conditions

- Service areas for select parks
- Sidewalks
- Multi-use paths and bikeways
- Intersections
- Parent survey responses

Service areas

- More than 67% of Glencoe residents live within ½ mile of a park.
- The Takiff Center is centrally located, but is challenging to access.

Sources: US Census, Glencoe CIP,
Glencoe Park District Master Plan



ACTIVE
TRANSPORTATION
ALLIANCE

Travel Times and Distances to Residences from Select Glencoe Parks

Lakefront Park Service Area



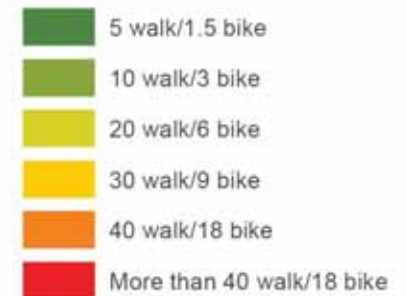
Takiff Center Service Area



Watts Park Service Area



Walking and Biking Distance to/from
destinations in minutes



0 0.75 1.5
Miles



Sidewalks

- 70 miles of sidewalks in Glencoe.
- Intermittent gaps throughout the Village
- The Village will replace 20,000 square feet of sidewalk this year

Sidewalk Network



Multi-use paths and bikeways

- 3 north/south routes: Green Bay Trail, North Branch Trail, Sheridan Road
- Many neighborhood paths and cut-throughs
- No official east/west routes

Multi-Use Trails and Paths



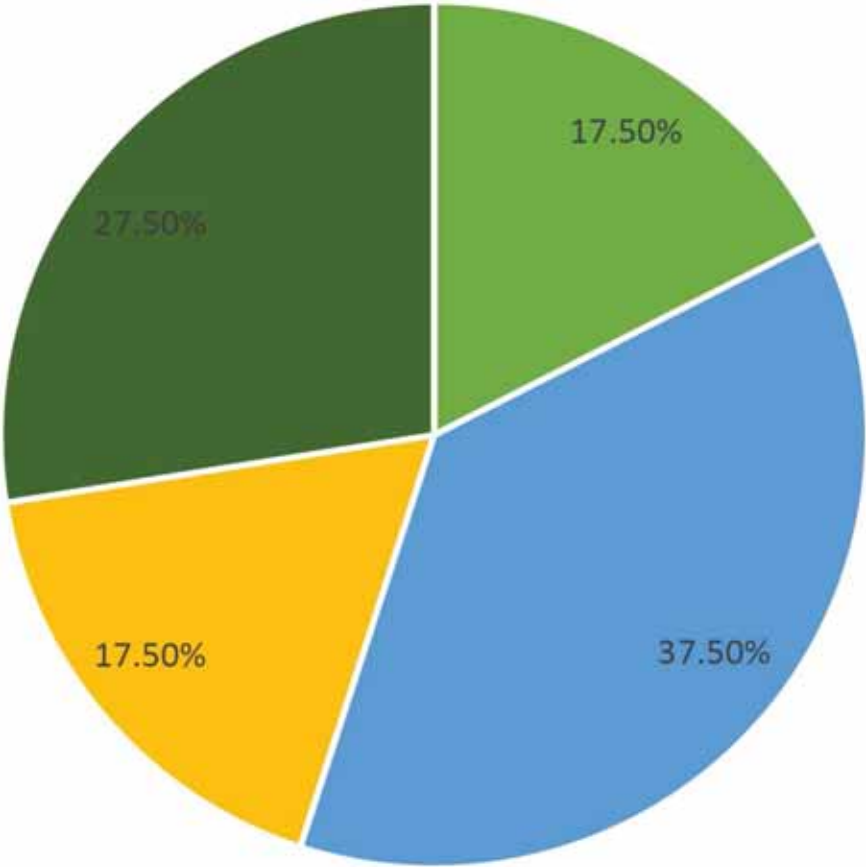
Intersections

- Traffic controls

Traffic Signals, Stop Signs and School Crossing Guards



In a typical month with nice weather, how often do you walk/bike to parks?



■ Daily ■ Weekly ■ Seldom ■ Never

Survey results: Takiff Center

- The grass and hill near Maple Hill and Green Bay Road obstruct driver views of pedestrians
- Pedestrians cannot tell when flashing light at Green Bay Road and Vernon is activated
- Driveway configurations at the Takiff Center make crossing the street difficult for pedestrians
- Drivers can't see cyclists in the morning due to the angle of the sun on Green Bay Road
- Needs more bike parking at the Takiff Center
- Need a curb ramp at the Early Childhood entrance adjacent to the crosswalk

Survey results, continued

- Additional comments by people about parks included:
- The Lakefront Park needs more bike racks to accommodate cyclists visiting the beach in the summer.
- The Village and Park district should partner on installing a sidewalk on Old Elm Lane in conjunction with reconstruction of the Old Elm Park and Playground.
- It's difficult to cross Dundee Road at Greenwood to get to Milton Park because drivers are traveling too fast.

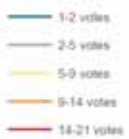
Public Engagement Results - Walking



Barriers to Walking Number of Votes



Desired Walking Routes Number of Votes



Public Engagement Results - Biking



Barriers to Biking Number of Votes



Desired Bike Routes Number of Votes



Chapter 3: Recommendations

- Education
- Encouragement
- Infrastructure

Education Initiatives

- Offer learn to ride classes for adults
- Offer bike maintenance classes for people of all ages
- Distribute information about proper helmet fitting
- Educate park users about the benefits of walking and biking

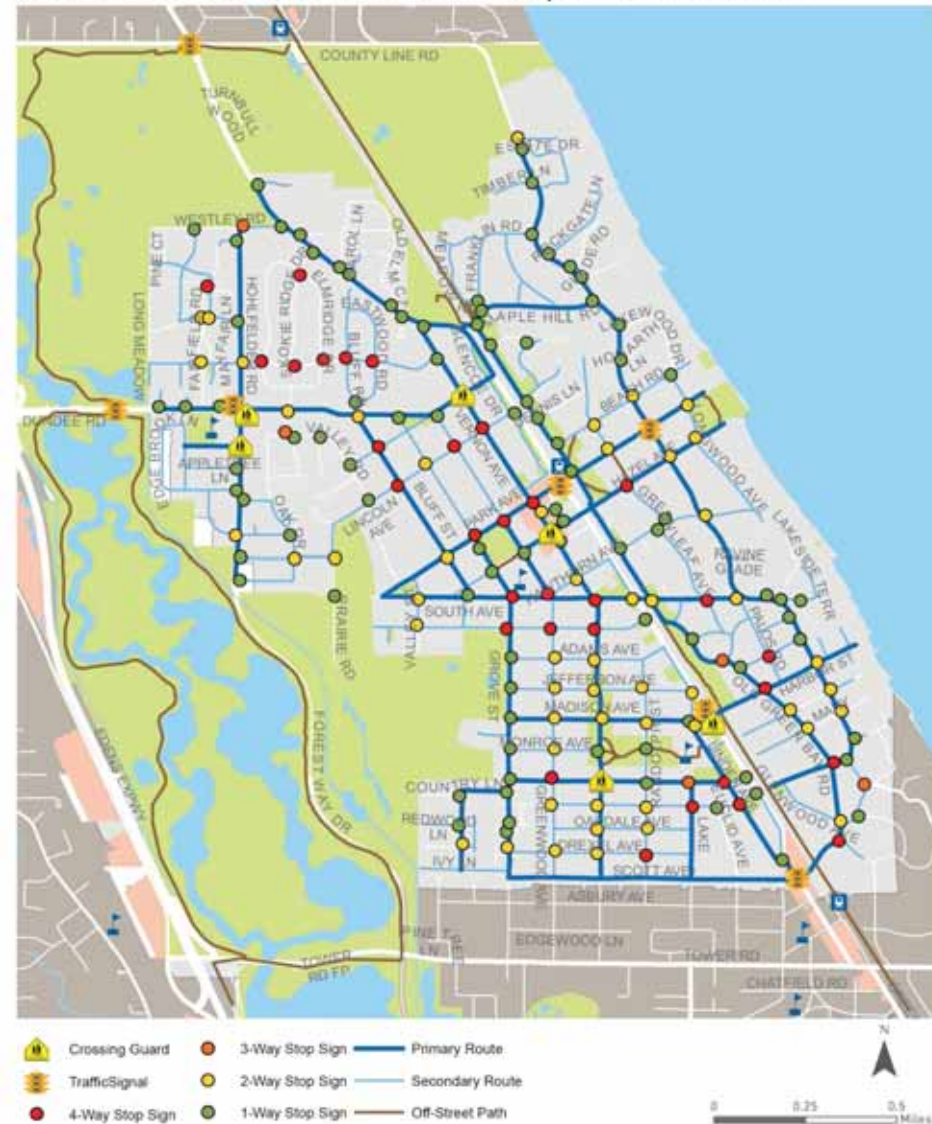


Encouragement

- Continue to host bike safety rodeo and Summer Safety
- Co-host community-wide active transportation challenge
- Encourage park district users to participate in walk to/from park days
- Distribute park walking/biking route maps



Suggested Walking and Biking Routes | Village of Glencoe



Sidewalks

Average Sidewalk Condition by Block*



Sidewalk Network



Pedestrian tools

- Install new sidewalks
- Continue to work with residents to improve landscaping encroachments
- Install school crossing ahead pavement markings (Dundee Road, Green Bay Road)



Properly
maintained shrubs



Improperly
maintained shrubs



Intersection tools

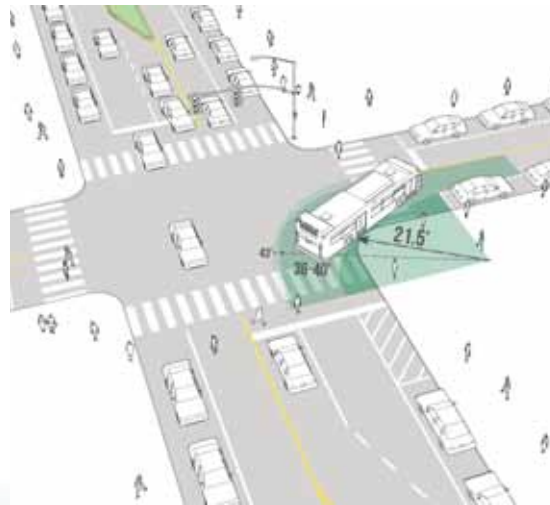
- Curb ramps (Sycamore and Forest Way)
- School, pedestrian, and bike crossing signage Pedestrian waiting areas (TBD)
- Stand back areas (Dundee at Hohlfelder/Forestway)



Mike Cynecki

Intersection tools, continued

- Reduced corner radii (Green Bay Road at Westley)
- Pedestrian crossing islands (Green Bay Road at Linden)
- Bump-outs (Green Bay Trail at Hazel & Park)
- Raised crosswalks or intersections (Vernon at Hazel, Vernon at Jefferson)



Intersection tools, continued

- Bicycle loop detectors (Green Bay Road)
- Countdown signals (Sheridan Road)
- Rectangular rapid flashing beacons (Takiff Center)
- Bicycle crosswalk (Green Bay Trail)



Bike network

- Bike lanes
- Sharrows
- Trails and sidepaths
- Bike parking (South School)

Proposed Bike Network - Village Wide



Implementation

- Implementation matrix
- Other best practices

Implementation Matrix

Walking & Biking Campaign Implementation Matrix		
Step	Agency	Timeline
Establish a coordinating committee across all agencies	Village, Sustainability Task Force, Glencoe Park District, School District 35	Month 1-2
Develop an approach for collecting baseline data	Village, Sustainability Task Force, Glencoe Park District, School District 3	Month 1-2
Identify additional partners to include in campaign initiatives	Village, Sustainability Task Force, Glencoe Park District, School District 3	Month 1-2
Collect baseline data	Village, Sustainability Task Force, Glencoe Park District, School District 3	Months 3-6
Identify campaign branding, messaging and logo	Village, Sustainability Task Force, Glencoe Park District, School District 3	Months 3-6
Create schedule of events for campaign to target	Village, Sustainability Task Force, Glencoe Park District, School District 3	Months 3-6
Research and identify educational materials to use in conjunction with the campaign	Village, Sustainability Task Force, Glencoe Park District, School District 3	Months 3-6
Purchase collateral materials and giveaways	Village, Sustainability Task Force, Glencoe Park District, School District 3	Months 3-6
Launch Campaign	Village, Sustainability Task Force, Glencoe Park District, School District 3	Month 7
Track Campaign Progress through surveys, counts and other data collection methodologies developed in months 3-6.	Village, Sustainability Task Force, Glencoe Park District, School District 3	Months 7+

Other best practices

- Partner with agencies, businesses and residents to implement plan
- Establish a system for vetting and approving projects that impact roads
- Set realistic and measurable goals for each initiative
- Inform the community about initiatives and measure project impact
- Seek out grant funding & private donations

VII. Review of 2019 Health Insurance Renewal

Glencoe Park District
October 2018 Board Meeting

MEMORANDUM

TO: Board of Park Commissioners

FROM: Carol Mensinger, Director of Finance/HR
Lisa Sheppard, Executive Director

DATE: October 9, 2018

SUBJECT: Recommendation for 2019 Health Insurance Renewal

The District's total health insurance program consists of the following coverages: medical, dental, EAP, and life. Per the Board's decision in July 2017 to remain in the PDRMA Health Program for another three-year commitment, the decisions relating to the 2019 insurance renewal for the District are slightly limited. The renewal for our current PDRMA Health Program medical, dental, EAP and life insurance coverage is effective January 1, 2019. (Specific instructions on our plan, however, must be submitted to PDRMA by October 26 for the open enrollment period which runs from October 29 through November 20).

Currently, the PDRMA Health Program includes 92 member agencies covering over 2,500 employees, and over 4,000 covered lives. In 2016, PDRMA completely revamped their coverage structure by adding new \$1,500, \$2,000 and \$3,000 deductible plans with a HRA option as well for each of these new deductible plans. They also continue to offer the HMO plan, and added a new tier level for prescription coverage. The intent in offering these new plan options two years ago was to allow more flexibility to member agencies in offering coverage to their employees. The majority of PDRMA Health agencies utilize the \$250 or \$500 PPO deductible plans, or some form of high deductible plan along with a HRA option. Almost all offer the HMO option as an alternative as well.

The premium contribution for the PDRMA Health Program for 2019 for PPO/HMO, prescription, dental and EAP coverage will increase 2.17%. This compares to an increase of 4.09% in 2018, 0% in 2017, 5% in 2016, 11.2% in 2015, and 10.2% in 2014. In 2019, the increases by insurance type are as follows: PPO 1.5%, HMO 6.7%, Dental 0% and there is also no increase for the Life and EAP coverages. The reason for the higher increase in HMO rates is due to a shift in employees participating in the HMO versus the PPO.

On October 4, the PDRMA Health Program Council (i.e. governing board of directors) approved rates and benefit plan changes to the plan for 2019. Many of the previous changes, especially in 2014 and 2015 (including an increase in out-of-pocket maximums and required payment of regulatory fees) were due to the Affordable Care Act (ACA). Since then, there is a lot less fluctuation in ACA required changes.

For 2019, the following benefit changes will be made by the Health Program Council:

1. Changing the third party claims administrator (TPA) from Coresource to Healthsmart effective January 1, 2019. This will mean new ID cards for all employees.
2. Discontinuing the \$3,000 deductible PPO Plan, and adding new \$2,500 deductible/\$2,000 HRA plan option.
3. Implementing a new opioid utilization management strategy effective January 1, 2019.
4. Implementing new Specialty Medication Variable Co-pay strategy for PPO Rx.
5. Adding three types of allowable gene therapies to the PPO plan.
6. Extending dental coverage to HMO for specific oral surgery that previously was not covered.
7. Adding third tier to vision plan. (Our District does not offer vision plan.)
8. With new TPA, adding additional pre-certification requirements for MRI, CT Scan, PET Scan, Chemotherapy, Radiation and Infusion Treatment.
9. Discontinuing adult dependent participation in the PATH program. (Note, this does not impact spouse participation.)

Applying the new PDRMA 2019 rates to our current \$500 deductible PPO/HMO plans for 34 current eligible full-time enrollees, the total amount of dollars for medical/dental/life/EAP premiums equates to \$506,298. Please see the attached information. This compares to an amount of current enrollees with last year's 2018 rates of \$496,826 – resulting in an additional premium cost of \$9,472. This is an increase of approximately 1.91%. It should be noted that unplanned changes during 2019 are possible which may also impact these costs, i.e. employee changes due to resignations, new hires, new babies, and changes in marital status. Further, due to the fact that four employees opted out of coverage for 2018 due to spousal or other family coverage, and three employees opted for dental coverage only, the budgeted cost will include contingency amounts for changes in coverage.

Historically, the Board has been willing to absorb up to 10% of premium increases without considerable plan modification. The District's Medical Reserve balance currently stands at \$13,000. (The Medical Reserve was created in 1998 when dependent coverage was waived by several employees when dependent contributions were implemented. Over the years, as fund balance levels in the Corporate Fund have allowed, additional monies have also been set aside in this reserve.)

Last year, employees were given the option to move to the higher \$1,500 deductible plan with the added \$1,000 HRA component added...and in exchange, pay a lower monthly contribution. The downside to moving to this option is that it increases in IN-Network maximum out-of-pocket

amounts for those with dependent coverage. Even more impactful is the fact that it increases OUT-Network deductibles/maximum out-of-pockets drastically as the HRA reimbursement is for IN-network deductibles only. For example, for single coverage, the OUT-Network deductible increases from \$1,000 to \$3,000. Similarly, for family coverage, this deductible increases from \$3,000 to \$9,000.

In effort to persuade current PPO employees to consider the higher deductible/HRA option if they tend to stay in network, this year staff is recommending a change in this option from \$1500/\$1000 HRA to \$1250/\$1000 HRA, which would lower the deductible to \$250. As in 2018, the District would recommend continue to offer the \$500 PPO plan and HMO plan options. The hope is that with a lower monthly employee contribution and lower deductible, many of our employees will choose either the HMO or PPO/HRA options and potentially save the District additional monies.

In comparison to other area Park Districts as far as employee contribution amounts, our district typically falls within the median range as compared to the other districts. Historically, the goal is to bring premium contributions for all coverage types (excluding single) to be 10% of monthly premium (with a slight incentive given to those that choose the new \$1250 PPO/HRA option). As such, staff recommends that employee contributions for 2018 be adjusted as follows:

<u>Type of Coverage</u>	[----- CURRENT-----]			[----- PROPOSED -----]		
	<u>PPO</u>	<u>HRA</u>	<u>HMO</u>	<u>PPO</u>	<u>HRA</u>	<u>HMO</u>
Single (12)	\$ 35	\$25	\$15	\$35	\$20	\$15
Employee + Child (2)	\$135	\$100	\$80	\$140	\$120	\$80
Employee + Spouse (3)	\$190	\$140	\$110	\$190	\$150	\$110
Family (7)	\$260	\$195	\$170	\$265	\$200	\$170

*Four employees with Life/EAP coverage only and three employees with Dental only make no monthly contribution.

For the 2019 renewal, staff recommends to Board of Park Commissioners that the District provide three PDRMA plan options: the \$500 deductible PPO plan, the \$1,250 deductible/\$1,000 HRA option and the HMO Plan. Further, staff also recommends that there be an increase in employee contribution levels as shown above, and that \$1,000 of the Medical Reserve be utilized. (These changes will result in an estimated increase in net cost to the District of approximately 1.43%, with a potential for further *savings* if employees sign up for the \$1,250 deductible/HRA option and do not meet their net IN-network deductible).

PDRMA HEALTH PROGRAM 2018 vs. 2019 RATE COMPARISON

Plan - \$500 Deductible PPO/HMO with Dental,EAP,Life Insurance

Coverage	Employee's Name	# of EE's	2018 Rate/ Month	2018 Rate/ Year	2019 Rate/ Month	2019 Rate/ Year
SINGLE						
		12	1,014.56	146,096.64	1,033.89	148,880.16
SINGLE DENTAL only		2	51.49	1,235.76	51.49	1,235.76
SINGLE HMO		1	677.56	8,130.72	715.35	8,584.20
TOTAL		15		155,463.12		158,700.12
FAMILY PPO (more than one dependent)						
		7	2,597.70	218,206.80	2,636.03	221,426.52
FAMILY HMO (more than one dependent)						
		1	1,790.92	21,491.04	1,907.95	22,895.40
FAMILY DENTAL only		1	105.15	1,261.80	105.15	1,261.80
TOTAL		9		240,959.64		245,583.72
EMP + SPOUSE		3	1,847.79	66,520.44	1,877.10	67,575.60
EMP+SPOUSE DENTAL		1	83.86	1,006.32	83.86	1,006.32
TOTAL		4		67,526.76		68,581.92
EMP + CHILD		2	1,349.27	32,382.48	1,372.40	32,937.60
TOTAL		2		32,382.48		32,937.60
Life/EAP only		4	10.30	494.40	10.30	494.40
Total Medical Coverage (Medical, Dental,Life, EAP)		34		\$496,826		\$506,298

1.91%

Less: Additional Employee Contributions
Less: Portion of Medical Insurance Reserve

(\$1,345)
(\$1,000)

Net Total

\$503,953 1.43%

2019 Medical Plans - Rx 1 (\$10/\$30/\$50)

\$250 Deductible			\$500 Deductible			\$1,250 Deductible			\$1,500 Deductible			\$2,000 Deductible			**\$2,500 Deductible**			\$3,000 Deductible			HMO Plan			
Enrollment	2019 Rate Estimate	Annual Cost Estimate	Enrollment	2019 Rate Estimate	Annual Cost Estimate	Enrollment	2019 Rate Estimate	Annual Cost Estimate	Enrollment	2019 Rate Estimate	Annual Cost Estimate	Enrollment	2019 Rate Estimate	Annual Cost Estimate	Enrollment	2019 Rate Estimate	Annual Cost Estimate	Enrollment	2019 Rate Estimate	Annual Cost Estimate	Enrollment	2019 Rate Estimate	Annual Cost Estimate	
EE Only	12	\$1,021.99	\$147,167	12	\$982.40	\$141,466	12	\$920.22	\$132,512	12	\$901.28	\$129,784	12	\$841.77	\$121,215	12	\$855.35	\$123,170	12	\$779.71	\$112,278	1	\$663.86	\$7,966
EE + CH	2	\$1,345.47	\$32,291	2	\$1,290.04	\$30,961	2	\$1,202.99	\$28,872	2	\$1,176.47	\$28,235	2	\$1,093.16	\$26,236	2	\$1,112.17	\$26,692	2	\$1,006.27	\$24,150	0	\$889.58	\$0
EE + SP	3	\$1,871.09	\$67,359	3	\$1,789.94	\$64,438	3	\$1,662.46	\$59,849	3	\$1,623.63	\$58,451	3	\$1,501.65	\$54,059	3	\$1,529.47	\$55,061	3	\$1,374.42	\$49,479	0	\$1,256.39	\$0
Family	7	\$2,639.34	\$221,705	7	\$2,520.58	\$211,729	7	\$2,334.03	\$196,059	7	\$2,277.20	\$191,285	7	\$2,098.69	\$176,290	7	\$2,139.41	\$179,710	7	\$1,912.50	\$160,650	1	\$1,792.50	\$21,510
Total EEs	24		\$468,522	24		\$448,593	24		\$417,291	24		\$407,755	24		\$377,800	24		\$384,634	24		\$346,558	2		\$29,476
HRA Plans																								
Option A			\$1,000 HRA			\$1,250 HRA			\$1,500 HRA			\$2,000 HRA												
			<i>HRA Reimbursement</i>	<i>Maximum Exposure</i>		<i>HRA Reimbursement</i>	<i>Maximum Exposure</i>		<i>HRA Reimbursement</i>	<i>Maximum Exposure</i>		<i>HRA Reimbursement</i>	<i>Maximum Exposure</i>		<i>HRA Reimbursement</i>	<i>Maximum Exposure</i>								
EE Only			\$1,000	\$12,000		\$1,250	\$15,000		\$1,500	\$18,000		\$2,000	\$24,000											
EE + CH			\$2,000	\$4,000		\$2,500	\$5,000		\$3,000	\$6,000		\$4,000	\$8,000											
EE + SP			\$2,000	\$6,000		\$2,500	\$7,500		\$3,000	\$9,000		\$4,000	\$12,000											
Family			\$3,000	\$21,000		\$3,750	\$26,250		\$4,500	\$31,500		\$6,000	\$42,000											
				\$43,000			\$53,750			\$64,500			\$86,000											
Annualized Cost Per Plan			\$1,250 Deductible/\$1,000 HRA Plan			\$1,500 Deductible/\$1,250 HRA Plan			\$2,000 Deductible/\$1,500 HRA Plan			\$2,500 Deductible/\$2,000 HRA Plan												
			<i>Minimum</i>	<i>Maximum</i>		<i>Minimum</i>	<i>Maximum</i>		<i>Minimum</i>	<i>Maximum</i>		<i>Minimum</i>	<i>Maximum</i>		<i>Minimum</i>	<i>Maximum</i>								
			\$417,291	\$460,291		\$407,755	\$461,505		\$377,800	\$442,300		\$384,634	\$470,634											
Option B																								
						\$1,000 HRA			\$1,250 HRA															
						<i>HRA Reimbursement</i>	<i>Maximum Exposure</i>		<i>HRA Reimbursement</i>	<i>Maximum Exposure</i>														
EE Only						\$1,000	\$12,000		\$1,250	\$15,000														
EE + CH						\$2,000	\$4,000		\$2,500	\$5,000														
EE + SP						\$2,000	\$6,000		\$2,500	\$7,500														
Family						\$3,000	\$21,000		\$3,750	\$26,250														
							\$43,000			\$53,750														
Annualized Cost Per Plan						\$1,500 Deductible/\$1,000 HRA Plan			\$2,000 Deductible/\$1,250 HRA Plan															
						<i>Minimum</i>	<i>Maximum</i>		<i>Minimum</i>	<i>Maximum</i>														
						\$407,755	\$450,755		\$377,800	\$431,550														
Option C																								
									\$1,000 HRA															
									<i>HRA Reimbursement</i>	<i>Maximum Exposure</i>														
EE Only									\$1,000	\$12,000														
EE + CH									\$2,000	\$4,000														
EE + SP									\$2,000	\$6,000														
Family									\$3,000	\$21,000														
										\$43,000														
Annualized Cost Per Plan									\$2,000 Deductible/\$1,000 HRA Plan															
									<i>Minimum</i>	<i>Maximum</i>														
									\$377,800	\$420,800														

VIII. Presentation of the Glencoe Lakefront Annual Report

Glencoe Park District
October 2018 Board Meeting

2018 GLENCOE BEACH ANNUAL REPORT



10/16/2018

2018 Glencoe Lakefront Report

The following document provides a summary and analysis of the 2018 operation of the Glencoe Boat House and Glencoe Beach.

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INTRODUCTION

Glencoe Beach is one of the premier lakefront facilities on the north shore region of Chicago on Lake Michigan. The beach sits below a towering bluff and spans almost a quarter mile of shoreline. The beach is accessible by two access roads leading down the bluff as well as a flight of stairs from the “halfway house” which acts as a check-in point for guests when a cashier is staffed. Glencoe Beach is comprised of the south side of the beach featuring a swimming area and beach house and the north end, which features boat storage as well as a boathouse. The Glencoe Public Works Water Plant divides the beach.

In 2018, a revitalized focus was placed on a number of areas of beach operation including revenue collection, facility cleanliness, patron safety, and customer service. Beach Facility Manager, Matt Walker, as well as Director of Recreation and Facilities, Bobby Collins, took a fresh approach at beach operations and were able to work with agency leadership and the Parks staff to implement a number of changes and improvements that significantly improved the operation as well as resulted in a better experience for beachgoers.

FACILITY IMPROVEMENTS

Prior to the start of the season, a number of upgrades and repairs were made to the swimming beach, beach house, and boathouse. Based on the replacement of the water main on the Boating Beach the existing boater lockers and boat racks were demolished. Staff constructed new larger lockers and new boat racks. Staff battled against very poor weather to complete three sections of lockers before the start of major operations. This was a major construction project completed in-house by Parks & Facilities maintenance staff. In addition, the sanitary sewer line at the Boat House collapsed and required replacement mid-season. This was a significant project due to the site conditions.

- Built new paddleboard racks on the boating and swimming beaches
- Painted pier railings
- Routine repairs were made to the stone stairs
- The trellis picnic tables were replaced
- Dead trees were removed from the bluff
- Replaced the boardwalk on the boating beach
- Painted the interior of the beach house
- Replaced three control valves on the spray park
- Removed the arch climber on the swimming beach due to safety concerns
- Replaced shower valves in the beach house

MARKETING

Traditional Marketing

Staff included beach articles and information in the Spring/Summer Brochure, the summer *Inside Glencoe* newsletter, and the Summer Sampler, our 4-page mailer to residents. Information on pass sales, special events, and classes was also promoted on District TVs, flyers, posters, website, at special events, and on signage at the beach.

Glencoe Beach was in the news a number of times. In addition to the Glencoe News and Glencoe Anchor, Men's Journal named Glencoe Beach as one of the "Best Urban Beaches in America". We also purchased ads in the Chicago North Shore Convention and Visitor Bureau Visitor's Guide as well as a targeted ad in the Chicago Botanic Garden seasonal magazine.

Signage

Staff focused on making the rentals and beach services more prominent at the beach this year. We added 24 signs, either replacing information or with new information about Trellis rentals, sailing classes, kayak/sailboat/paddleboard rentals, and sun shelter rentals.



Online Marketing

On social media, we focused on the visual beauty of Glencoe Beach. Utilizing Facebook, Twitter, Instagram, and Pinterest, we worked to curate user content and share stunning images of Glencoe Beach. The content is shared throughout the year, with a greater focus on sharing in the months leading up to the official start of the season and during the beach season.

In addition to the Glencoe Park District's general Facebook page, Glencoe Beach has its own business page. To date, the page has 1,938 likes (up from 1,168 from 2017). On a daily basis, the page is tagged with people's beach photos and check-ins. The page has also become a customer service channel, with Facebook users opting to use the private message service to inquire about beach conditions and rental services.

On Instagram and Facebook, we shared user's images on a weekly basis, generating more likes and fulfilling the very social nature of social media. We also post beach closures due to inclement weather or high bacteria on these channels, thereby reaching people where they naturally "hang" out.

During the season, the Beach landing page on our website receives the highest amount of traffic. Unique page views increased 2% this summer, with over 33,500 visitors to the Beach's webpage from May-September.

STAFFING AND TRAINING

Staffing

Seasonal summer beach staffing continues to be an industry wide issue on the North Shore, with many facilities struggling to recruit staff with high-level qualifications. A total number of 62 employees were hired in 2018 compared to 61 in 2017. Of that group, 26 of those employees were returning while 36 were new to the Park District. With the difficulty of hiring, a focus was placed on increasing the flexibility of staff. As a result, all staff members working on both the bathing and boating beach were required to successfully complete the American Red Cross Lifeguard Certification, making them capable of working two or more positions at either beach. Due to the cross training, major staff shortages were not experienced during the regular season. There was no tangible increase in labor costs as a result of this cross training and staff was accepting of the cross training.

Staffing Levels by Position

	Total Staff	Operations Manager	Beach/Boat Manager	Lifeguards	Beach Services	Boat Guards	Sailing Instructors
2018	62	1	7	35	24	15	6
2017	61	2	8	26	21	27	9
2016	44	1	9	26	15	25	7
2015	55	2	8	14	12	13	6

Cross training and job rotation also improved staff morale by reducing fatigue and developing new skills. A notable improvement in lifeguard moral was noted when they worked additionally as boat guards. Supervisors on both beaches also observed an improvement in communication between the boating and swimming beach.

Training

Lifeguard training

In addition to successfully completing the Red Cross Lifeguard Certification, Matt Walker, Arun Sundarum Justin Wong, Giulia Liebovich, and Jackson Brownlee led 16 hours of preseason training at Centennial Pool in Wilmette. During this training, guards were required to demonstrate their swimming abilities by passing a timed 500-yard swim, treading water for 2 minutes, and swim a timed event. Guards also practiced rescue techniques and watched videos on active/passive/multiple/submerged victim rescues, water entries, and back boarding.

During on land training, emergency action plans, blood borne pathogen training, first aid training, CPR with AED training and operating protocols were discussed in detail. Guards also completed 8 hours of training at the beach. During the training guards were walked through an average day at the beach, learned how to administer swim tests, practiced a "Code Adam", performed deep water line searches, and practiced activating the EAP. At the end of this training, all guards were required to pass a waterfront exam, practical exam, and written exam in order to receive their Red Cross Waterfront Lifeguard certification.

Additional in-service training was held one day per week for one hour throughout the course of the summer. Lifeguards, Boat Guards, and Beach Services were required to attend four hours of training every month and could come based on their preference. Additionally, lifeguards were required to complete twenty minutes of daily physical training in the form of running, swimming or in the event of inclement weather, online training via training portals offered through the American Red Cross Trainers Corner.

Boathouse Training

Boat guards and sailing instructors were all required to complete nine hours of training at the Glencoe boathouse prior to the season starting. During this training staff learned about the daily operations of the boathouse, safety equipment, water/medical emergencies, "Code Adam", and radio use.

Some boat guards also took an 18-hour powerboat training course led by Martin Heft with the Northwestern Sailing School. During this training, our boat guards first learned about boat safety/parts, safety equipment, docking, storage, and rescue equipment. After learning these basic skills guards were then taught how to drive and dock our boats used for on water assistance to our boaters as well as for observation of our Aquatics and Sailing Camps. At the end of this course all participating boat guards were required to pass both a written and practical exam.

This training course is recommend by PDRMA and is a Coastguard recognized qualification. Any staff member who operates a Park District motorized vessels must complete the course.

All lead and sailing staff either obtained or renewed their US Sailing instructor qualifications. The program is a 40-hour training course that focuses on running safe sailing classes, developing teaching skills, and creating a fun learning environment for students. This qualification is required for our head sailing instructor and strongly encouraged for all sailing staff.

Beach Services

Beach services staff engaged in four hours of pre-season training that took place at the Glencoe Beach. During this training, staff were taught the basic functions of the beach house, how to use the point of sale computer system, beach rules/regulations, customer service skills, and were run through an average shift. Staff members who were qualified to drive the golf cart underwent additional training to become familiar with that position.

Manager Training

A manager training was held again this year to improve customer service both internally and externally. Bobby Collins conducted leadership and customer service training for all beach and boathouse managers. The focus of the training was to develop leadership skill in managers and help them trouble shoot common staffing conflict. Customer service expectations were a core element and the end of season survey results reflect the diligent work of the staff to improve customer experiences at the beach. Managers were additionally scheduled for shadow shifts so they could learn how to manage tasks such as deposits and opening/closing procedures.

All managers were required to attend a managers meeting held every Tuesday morning at 8:00am in the Beach House during the regular beach season. This meeting was developed to keep all managers up to date on each aspect of the operation as well as discuss any issues that may have come up during the previous week's operation. Matt Walker led the meetings with specific agendas and each manager had time to discuss any issues during a round table discussion.

In-Service

Bi-monthly, 2-hour lifeguard trainings were conducted to ensure guards were prepared to deal with emergencies throughout the season. These in-services covered various topics ranging from CPR to mock rescues to "Code Adams".

In addition to these in-services, guards were also audited by beach managers on a regular basis with simulated rescue/emergency scenarios. This heightened degree of training that was implemented this year allowed the beach to be significantly more successful in the audit conducted by PDRMA.

Camp Staff Training

Camp staff spent approximately four hours training on location at the boathouse. Led by the Aquatics and Sailing Camp Director, Jackson Brownlee, staff training focused on daily operations at the boathouse, emergency procedures, as well as camp curriculum. Staff reviewed procedures for inclement weather, beach closure, and special accommodations for campers who needed them. Any Aquatics or Sailing camp counselor operating a Park District powerboat was required to successfully obtain their powerboat certification from Martin Heft. Any new or returning Aquatics or Sailing Camp counselor directly supervising children in the

water was also required to renew or obtain their American Red Cross Lifeguard certificate with the waterfront module.

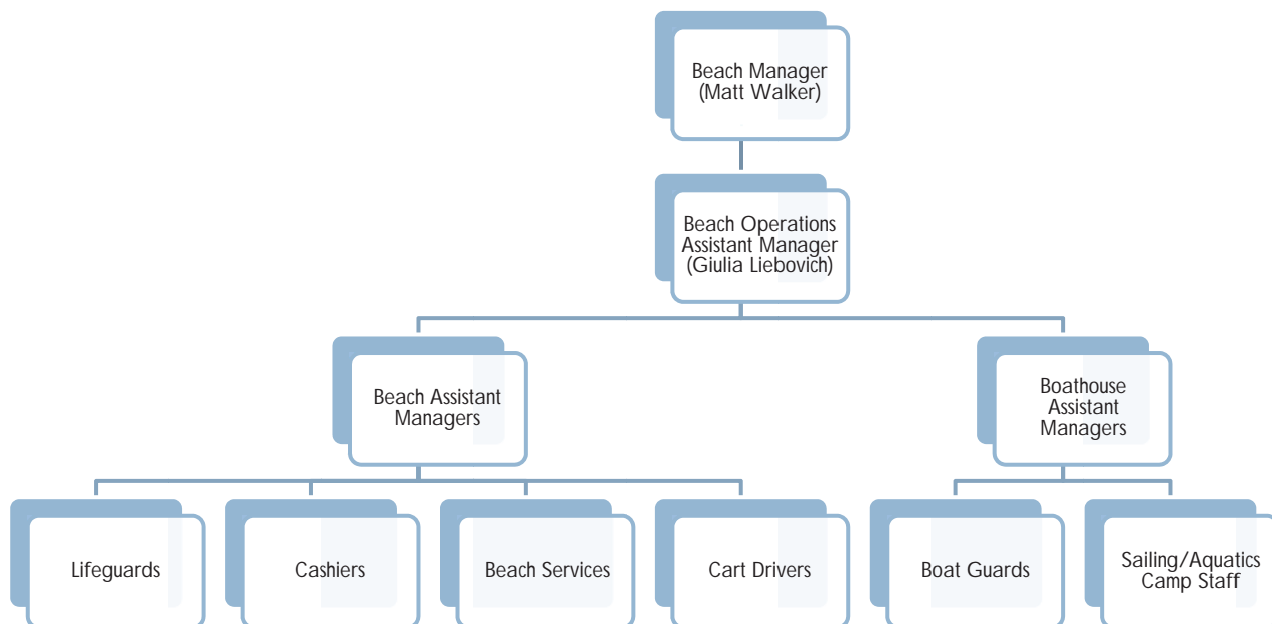
Aquatics Camp

Our Aquatics Camp spent their time paddleboarding, kayaking, sailing, swimming, playing on water fixtures, and enjoying Lake Michigan. Campers were expected to adhere to camp rules such as staying within eyesight of a counselor at all times and wearing a lifejacket whenever their group was near the water, which was discussed on the first day of each session of camp. It was expected of all campers to attempt reasonable activities but our counselors would not push them past their limits or make them uncomfortable. Safety was first and foremost and if counselors or the camp directors found conditions to be unsafe on the water, water activities were stopped and all campers returned to shore. It was our goal to create an enjoyable experience while on Lake Michigan and to strive for growth in their comfort with the lake and aquatic activities.

Sailing Camp

Our Sailing Camp focused on teaching campers about the basics of sailing and seamanship in a fun environment while giving them experience on the water in Hobie Getaways and for campers that demonstrated competency in sailing skills and seamanship, RS Qubas. We anticipated campers to come to camp without a fear of boats or water and a willingness to go out in winds up to 15 knots or waves up to 3 feet. On high wind or high surf days and at the discretion of the camp director, offer to take campers sailing, but there was no expectation that campers go on the water in winds in excess of 15 knots or waves in excess of 3 feet if they were not comfortable doing so. On days where weather conditions were not favorable or safe to be out on the lake, we continued to teach the campers the different parts of the boat, rigging and de-rigging vessels, as well as basic sailing knowledge. Given the popularity of the sailing camp, we are confident we will have numerous returning campers for the 2019 summer season as well as new campers looking to participate.

Beach Organizational Chart



SWIMMING BEACH OPERATION

Swimming Beach Overview

The swimming beach is staffed from Memorial Day to Labor Day. Outside of those dates, the beach is still accessible to the public but visitors are not charged and lifeguards are not staffed. The swimming beach uses the Paul and Ada Safran Beach House as its hub. This facility features men's and women's changing rooms, a customer service desk, manager's office, staff break room, maintenance closet, and a concession stand which is contracted out to local vendor, North Shore Catering. The swimming beach also features a designated swimming area measuring 50' deep by 175' long, a playground in the sand, a large trellis and five sun shelters available for rent, two volleyball nets, a pier, and boardwalk.

Daily Operations and Usage

Dates and Hours of Operation

Preseason:	May 26-28, June 2-4	10:00am-7:00pm
Regular Season:	June 4-July 29	10:00am-8:00pm
Post Season:	July 30-August 19, August 25-26, Sept. 1-3	10:00am-7:00pm
*Glencoe Beach is CLOSED July 4 Boating Beach Open July 4 from 10:00am-6:00pm		

During the pre-season, all areas of beach operations were examined. Looking back at the 2017 season and survey results, improving customer service, increasing revenue collection and cleanliness of the beach house were identified as operational priorities for 2018.

Customer Service

Weekends and holidays are traditionally high traffic days for the swimming beach. To improve the quality of customer service, on weekends a front desk cashier was again assigned to the beach house. This position increased the level of customer service by reducing the number different staff interactions necessary to help the customer. In previous years, lifeguards would attend the front desk for 30 minutes and would then rotate to a different area of the beach. Customers would end up interacting with multiple guards and become frustrated with miscommunications and a lack of continuity.

After Labor Day, the beach house was opened almost daily to accommodate beach goers. The bathrooms were accessible but no staff was on site. On weekends with nice weather, an attendant would maintain the beach house. Positive feedback was received by many patrons for having access to the restroom during this time of year when this facility is usually closed.

Facility Cleaning

During peak times, the cleanliness of bathrooms, trellis, and sun shelter were identified as areas needing improvement. Beach services and supervisors made diligent efforts to ensure that these areas were attended to on a regular basis. Patrons noted noticeable improvements.

After the beach closes at 8:00pm during the regular season, many patrons would remain on the beach until 10:00pm when they were required to leave. To increase beach cleanliness, the Parks team performed early morning beach grading and cleaning to ensure that the beach was ready for residents and patrons who utilize the facility early in the morning and that the beach was ready for daily opening.

Revenue Collection

Again this season, we collected revenue for daily admission at the halfway house. We had one POS station located at the Park Ave ramp and one by the steps on the Hazel entrance side. We staggered staff over the

middle of the day, so we could direct guests to the appropriate cash register either to swipe their season membership card or to pay the daily admission. On busy weekends, an additional staff member was also scheduled between 11:00am and 6:00pm to rove the area between the two cash registers and keep visitors from walking down the ramp or steps without paying. This proved to be very helpful in getting those guests who may have slipped by without paying while one of the cashiers was assisting another visitor with their payment.

Private Fitness Classes

Private fitness classes utilizing the Glencoe Park District beach facilities are now required to purchase season permit at a cost of \$75 and produce a certificate of insurance. This was implemented to formalize relationships with local fitness businesses and reduce the potential liability to the Park District. Two permits were filed this summer and staff will continue to be vigilant with the enforcement of these permits.

Outside Camps and Swim Testing

Visiting camps love coming to the Glencoe Beach and often comment on their positive experience. Statistically, camps visiting a beach facility increase the risk of potential rescues and other emergencies at that facility. To improve the level of safety, management staff worked with PDRMA to develop operating standards necessary to ensure camper, counselor, and staff safety. A revised camp check-in form was developed and used again this season. All camps, both internal and external, were required the check in with the manager on duty on each visit to the beach to ensure the head counselor was aware of swim test procedures, safety concerns, and facility rules. In addition to talking to the head counselor, staff talked to all the campers about beach rules and meeting locations.

Lifeguards and supervisors were trained in the new swim test wristband coloring system recommend by PDRMA. The yellow band (identifying weak swimmers) has been removed. Swimmers are identified as swimmer (green band) and non-swimmers (red band). Swim tests were only administered to Glencoe Park District camps. External camps were required to pre-swim test their campers and maintain accurate lists of swimmers and non-swimmers.

Swim Area

This summer the width of the swim area was consistent with the past couple of years. Three long white buoys define the swim area, which was 50 feet into the lake and spanned 175 feet of sand. This designated space has proven to be more than adequate in accommodating swimmers on even the busiest of days and still provides a 40-second response time to the farthest corner of the swim area by our lifeguards. The size of a swim area is tested each year to ensure Glencoe Park District lifeguards can meet PDRMA requirements.

Water Testing

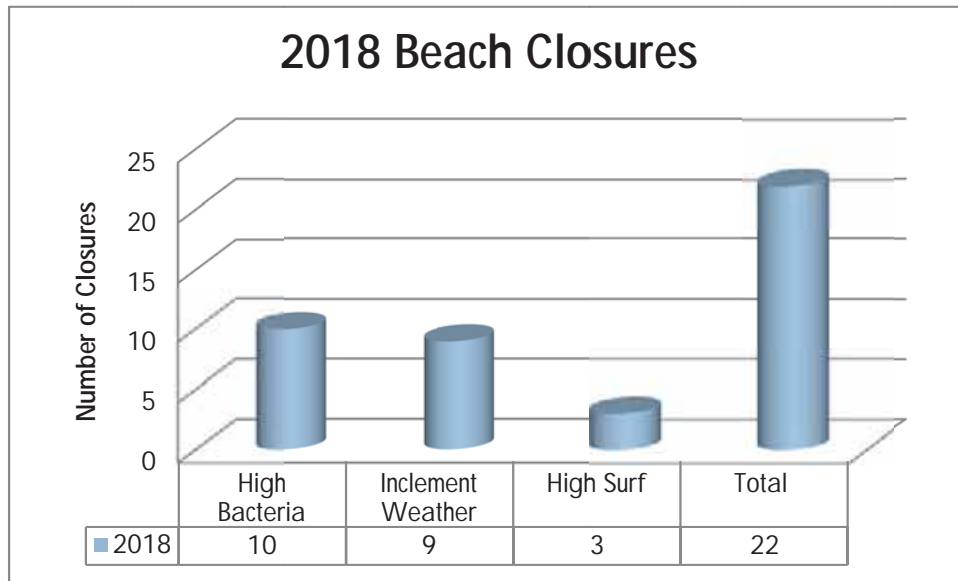
A high bacteria count is difficult to predict and unfortunately the testing methods currently used to test for bacteria takes 24 hours to complete. This is the current testing method required by the Illinois Department of Health. Staff has continued to stay current with the Lake Michigan Federation, the Illinois Department of Public Health, the U.S. and Illinois Environmental Protection Agency, as well as the Metropolitan Water Reclamation District in order to share information on new methods for water testing and to prevent closures.

The swimming beach was closed a total of 22 days in 2018. This was due to a combination of high bacteria closures, bad weather, and dangerous surf. The water was closed 10 times in 2018 due to high bacteria (E.coli), nine times due to poor weather conditions (rain/low temperatures and three times due to high surf

conditions. It is more likely that high levels of bacteria are observed after heavy rain or beach hazards. The bacteria count threshold is 235, at which point the water is closed for the day. The beach may remain open but patrons are not permitted in the water.

History of Beach Closures (bacteria) by Season

	2018	2017	2016	2015	2014	2013	2012	2011	2010
High Bacteria Closures	10	6	2	9	11	7	8	22	7



Note: In accordance with the grant for water testing, the District is required to have water test results before the facility opens to the public.

Beach Risk Management and Lifeguard Audit

The safety of swimmers and boaters at the Glencoe Beach is a top priority. Staff invests countless hours ensuring the safety of the facility, equipment, and water as well as dedicating numerous hours to development, training, and implementation of safety policies, processes, and procedures. The Park District Risk Management Agency (PDRMA) provides a set of operating standards and safety recommendations for both swimming beaches and boating beaches. Staff reviews those guidelines well in advance of the season then translates them into trainings, facility set-up and operational manuals to ensure they are implemented throughout the season.

PDRMA came on-site for a visit on June 27. The PDRMA representative for the Glencoe Park District met with Bobby Collins, Chris Leiner, Matt Walker, and Operations Manager Giulia Liebovich to review the beach operation as well as to review processes and make recommendations to enhance safety practices even further. During the meeting staff received praise for detailed and consistent documentation including facility checklists, training logs, camp procedures, and overall knowledge of the beach operation. Beach staff had placed a focus on improving training as it had been an area of weakness in the past allowing the beach to receive very high ratings. It was also noted that boathouse operations has been standardized and aligned with PDRMA recommendations and equipment was well maintained.

Because the Red Cross does not visit sites and provide lifeguard audits, PDRMA offers a program where another lifeguard certification company, Councilman-Hunsaker, will provide an audit of the lifeguards to ensure they are well trained to proactively prevent emergencies before they occur or respond appropriately in the event of emergency. This summer, the beach was audited on July 8, a very busy Sunday afternoon. Staff was secretly videotaped while scanning the water so that a realistic representation of that skill could be captured. Staff was also asked to perform skills like first aid and a simulated CPR scenario. Staff performed admirably during this audit and received an overall score of "A".

Rentals

Trellis & Sun Shelter Rentals

The trellis is a covered outdoor structure located on the south side of the Safran Beach House. The trellis is available for rent daily during the beach season from 5:00-10:00pm to both residents and non-residents. It typically can hold 75-100 people. Peak rental times are Saturday and Sunday evenings in July and August. The Park District uses the area for special events including the Beach Campout and Tails and Ales.

Typical parties that rent the trellis are birthdays, weddings, family reunion's, church groups, and corporate functions. The rental price for the trellis includes admission to the beach for up to 75 guests. The beach house and trellis are staffed with one manager and one attendant for the duration of the rental who keep the facility and restrooms clean during the party. For an additional fee of \$25 an hour, patrons can pay for a staff member to operate the golf cart for the evening to transport their guests after the beach closes. Parties are eligible to purchase an alcohol liability insurance policy for \$175. Approximately 50% of parties purchase the alcohol permit. In 2018, the trellis was rented 26 times generating \$9,091 in revenue.

Sun Shelters

Five sun shelters are located on the north side of the beach house between the stairs and ramp. There are four 12-person shelters and one 24-person shelter. They are available to rent in three-hour increments. Reservations can be taken in advance and walk-ins are subject to availability. Staff is investigating the ability to reserve shelter online for the 2019 season.

The shelters are generally rented for small family gatherings or birthday parties. Each sun shelter is equipped with its own grill. Renters are responsible for bringing their own grill supplies and food. Alcohol is not allowed in the shelters. Rental of a shelter does not include admission to the beach. A group admission rate of \$10 per person is available to parties of 10 or more.

The resident rates are \$20/\$40 for residents compared to \$40/\$80 per time slot for non-residents. Peak rental times are generally Saturdays and Sunday in July and August. Internal and external camps use the shelter on weekday visits to the beach

In 2018, sun shelter revenue was \$8,677. In 2017, sun shelter revenue was \$13,034. The decrease is attributed to low attendance in the month of June and the overall number of closures recorded during the summer.

Equipment Rentals

To further improve the level of customer service and satisfaction, new beach rental equipment including chairs and umbrellas were purchased for the 2018 season. The operational process to rent equipment remained the same and rentals were conducted in the beach house. The rental signs and visibility of the equipment led to

being sold out on busy days. Both chairs and umbrellas were popular. During periods of windy weather, umbrella rentals were suspended as damage to umbrellas would occur and increased the potential for it becoming air born and potentially causing an injury. Staff is examining new rental options to introduce for the 2019 season.

Patrons can rent chairs for \$4, umbrellas for \$3, or \$6 for both. Revenue from beach rentals this summer was \$3,639 compared to \$2,967 in 2017.

BOATING BEACH OPERATION

The boating beach opens in early May each season and operates into mid-October. Patrons are able to store their boats on the boating beach for a fee both in-season and during the winter. Boats that are stored include Hobie Catamarans, Hobie Getaways, Qubas, kayaks, and paddleboards. Larger boats are stored on the sand in designated spots, whereas smaller crafts are stored in racks. The Pearlman Boathouse consists of a manager’s office, restrooms, storage areas, and as a place where boaters can congregate, regattas can be organized and as a base for our Aquatics and Sailing Camps. The District powerboat assistance fleet is also stored in the boathouse. The boathouse staff organizes the rentals of sailboats, catamarans, kayaks, and paddleboards. Boathouse staff also assists boaters in moving, rigging, and repairing their boats as well as offering boater assistance up to one mile out into the lake.

Boat Storage

As with most other beaches along the Northshore, sand erosion is a continuing problem on the boating and swimming beaches. This was very problematic again this year as a significant portion of the north beach was lost due to heavy wave action of heavy storm water runoff. In addition to the sand erosion, Lake Michigan water levels are still elevated. With this water height, the number of sand spots has been reduced by approximately 10 on both beaches. Currently there are no available sand spots to new boaters. Looking towards 2019 boat storage, the beach is at full capacity. Staff will be identifying ways to increase storage for stand up paddleboards and other vessels as necessary.

112 new personal lockers and 66 rack spaces were constructed in the spring of 2018 after the north side lockers and racks were removed in the fall of 2017, so the Village could replace a water main line that was unearthed during a severe fall storm.

Staff has sent out winter storage forms and has started to collect and process them.

To prevent delinquent boat issues in the future, a new data collection and boat identification process was designed. A paperless master grid was created and is stored on the cloud for controlled access and version control. Important information such as model and color of boat, serial number, and unique features are now being collected. Lockers and sail storage numbers are now being tracked and linked to specific boats and owners on the grid.

Boat Rental Spaces by Boat Type

	Kayaks& Sups	Lasers/Sunfish/Others	Catamarans	Total
2018	103	6	59	168
2017	100	6	66	172

Daily Operations

Dates and Hours of Operation

Preseason Hours: May 12-June 3 | Saturdays & Sundays, Memorial Day | 11:00am-6:00pm

Regular Season Hours: June 4-August 12 | Monday-Thursday | 11:30am-7:30pm

Friday-Sunday | 10:00am-8:00pm

July 4 | 10:00am-6:00pm

Post Season Hours: August 17-October 14 | Saturdays, Sundays, Labor Day | 12:00am-6:00pm

Powerboats

The Park District maintains three support boats, three inflatable Zodiac motorboats. These support boats are used for rental and boater assistance, aquatics/sailing camps and other various beach maintenance tasks. All three boats are stored inside the boathouse and launched as needed. A Toro Dingo (tracked machine) was purchased this year and has been a reliable machine to assist in the daily launching and retrieval of our powerboat fleet.

A new Zodiac Milpro 4.7 was purchased for the 2018 season and has been a tremendous addition to the powerboat fleet. The new Zodiac replaced our old red zodiac, which had passed its useful life span.

Boat Valet, Boater Assistance, and Safety

The boathouse is staffed with boat guards and a manager. Boat guards maintain the boathouse and beach; they offer boater and rental assistance while maintaining surveillance and a boat valet service. This valet service helps boaters move their boats to and from the water. Catamarans are heavy and two or more people are needed to move them. This valet service is highly valued by boating beach patrons.

Boater assistance is a high priority for boating beach patrons. Boat guards maintain surveillance for boaters only within the sailing boundary. That boundary stretches north to south from Tower Road Beach to Highland Park Beach and east of Glencoe Beach by one mile. That one mile is signaled by a marker buoy placed one mile east of the boathouse. If boater assistance is required for a boater outside of the boundary, boat guards will call the Coastguard to assist the boater. The Coastguard did not have to be notified for assistance during the 2018 boating season.

Safety training and the safety of patrons is of highest priority. Boat guards are trained in boater assistance through a 16-hour US Powerboating program (Safe Powerboat Handling and Safety and Rescue). Staff consistently receives in-service training and is encouraged to complete daily on-water training as much as possible when it does not interfere with normal daily operations.

Regattas

Glencoe Boat Club co-hosted a four regatta series that constituted the George Cup. The boathouse provides staff and equipment necessary to run the regattas, including race officials, racing marks, safety boats, and drivers. A long distance format was chosen to entice new boaters to participate. The average attendance of each regatta was between 7-10 boats. After each regatta, social events were held at the boathouse. Feedback from competitors was very positive. Staff was praised for their organization and professionalism in running the events.

Kayak, Paddleboard, and Sailboat Rentals

Providing patrons with access to enjoy the water improves the beach experience and attracts new and returning patrons to the beach. The extra revenue generated from rentals offsets some of the expenses for the boathouse. The rental equipment can also be used for camps and recreation programs, such as aquatics camp and stand-up paddleboard yoga.

Revenue for 2018 was \$15,500 compared to \$17,215 in 2017. Rental revenue fluctuates depending on lake conditions, weather, and the volume of patrons at the beach. This year offered more challenging conditions and resulted in less rental activity.

Stand-up paddle boarding was the most popular activity, accounting for 41% of rental revenue with kayaking similar at 40%. Sailboat rentals account for 19% of rental revenue, but sailboats are utilized for adult sailing and beach camps. Peak rental times are Sunday afternoons, with long waitlists experienced on nice weather days.

Lake Rental Revenue by Craft

	Kayak	Paddleboard	Hobie	Quba	Total
Total Revenue	\$6,190	\$6,350	\$2,460	\$500	\$15,500
% of Total Revenue	40%	41%	16%	3%	100%

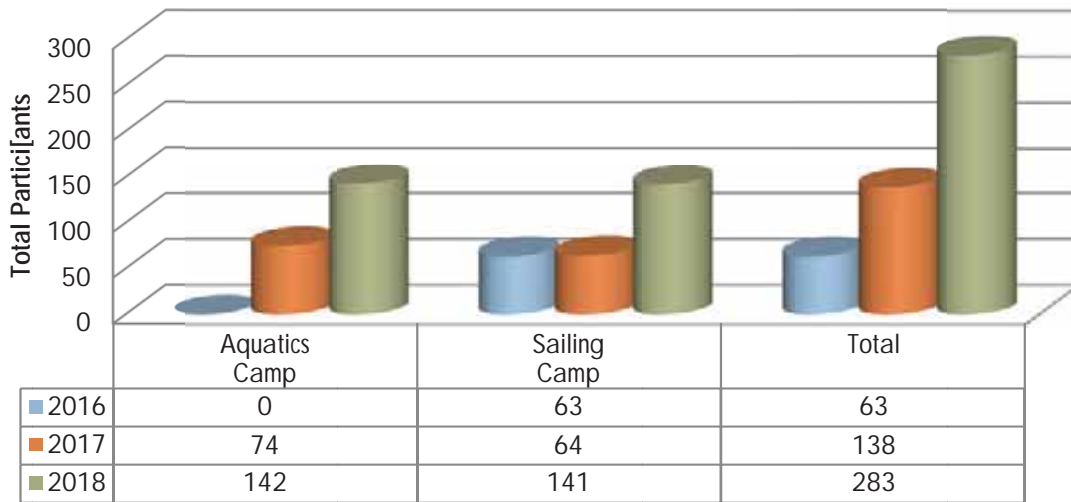
Beach Programming

Aquatics Camp is operated and administered by beach staff. Day to day activities include kayaking, paddle boarding, sailing, beach volleyball, along with many other outdoor beach activities. The camp is available in 1-week sessions and runs from 9:30am-12:00pm Monday through Friday. Total enrollment for 2018 was 142 participants.

Sailing Camp was extremely successful again this summer. This camp operates Monday through Friday from 12:30-3:30pm. Participants were divided into two groups based on skill levels. Like Aquatics Camp, Sailing Camp ran every week starting in early June until early August. Participants could extend their day at the beach by signing up for both camps. Total enrollment for 2018 was 141 participants.

A four week adult learn to sail class was offered again this summer. We had three participants and staff has recognized this is an area of opportunity to expand enrollment for 2019.

Beach Program Participation



SPECIAL EVENTS

June 7 - GJHP Beach Bash

Over 200 kids from Central School registered for the annual GJHP Beach Bash held at Glencoe Beach on Friday, June 7. The weather was perfect for the end of school celebration. Most of the participants came directly from Central School to attend the event from 2:30-6:00pm. North shore catering grilled burgers and hot dogs accompanied by chips and cookies. The event also featured DJ Famos.

Fourth of July Celebration

The Fourth of July event and activities were a big success. The evening festivities at Lakefront Park kicked off with food vendor at 6:00pm, which included North Shore Catering, LaCocinita, Dippity Dog, and Resurrection Coffee followed Spoken Four, starting at 6:30pm. The fireworks were set off from the beach by Melrose Pyrotechnics. Staff received many compliments about the fireworks display. During the day, staff was positioned at the bluff entrances to ensure no one was allowed down while fireworks set-up was going on. The stairs leading to the water plant were opened so that the boathouse could operate on an adjusted schedule for the day.

July 7 - Cardboard Regatta

Participants ages 6-17 were tasked with building a boat out of solely cardboard and duct tape to race around two buoys and back to the beach. This was the second year this event took place and it was very successful as we had six teams show up to race. At the end of the event awards were presented for both speed and team spirit

July 27-28 - Beach Camp Out

The Beach Camp Out was a lot fun! It was a bit cold and windy that night but the event had great attendance with 60 families registered. The event featured a big bonfire, dinner provided by North Shore Catering, S'mores, and the movie Finding Nemo on a large 35' screen. Families enjoyed breakfast consisting of assorted cereal and coffee Saturday morning before packing up and heading out.

September 16 - Doggie Dip

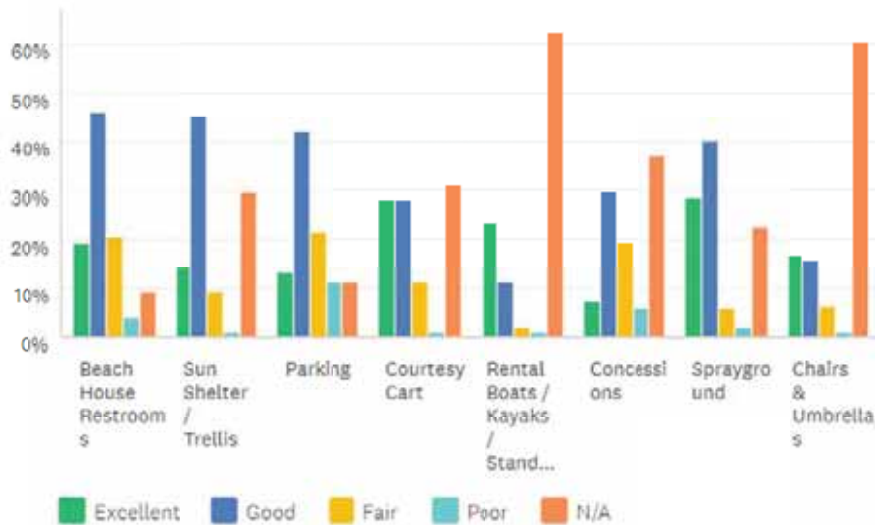
Well over 40 dogs and their owners/families attended the event. Staff had doggie give-a-ways including tennis balls, bandanas, and frisbees. Staff also had crafts for the kids, but the big hit was the dogs being able to swim and run along the shore with their families and other dogs.

FEEDBACK AND SURVEY RESULTS

Each year a survey is sent to beach token holders as well as individuals who rent boat spaces to solicit feedback on their experience. Staff appreciates this invaluable information to assess areas of strength or potential areas for improvement. This year there were 98 responses collected, compared to 95 in 2017. Noted areas of concern included concessions operation, facility cleanliness, and parking. When asked about overall experience during the summer of 2018, 86% of responses marked either excellent or good, compared to 76% in 2017. The continuous training throughout the entire summer by our lifeguard and boat guards showed as 92% of our guests felt their safety as a swimmer was either excellent or good. Other areas scoring high marks included staff friendliness, attentiveness, and responsiveness, spray ground and lake rentals. Below are some of the overall survey statistics.

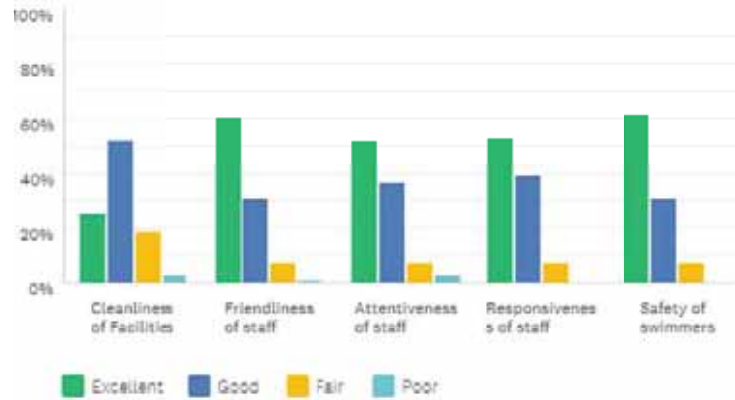
Please rate the following Glencoe Beach amenities. If you did not use a particular amenity, please mark N/A for not applicable.

Answered: 98 Skipped: 0



When thinking about the beach staff, including lifeguards, beach attendants, cart drivers, and management, please rate the following attributes:

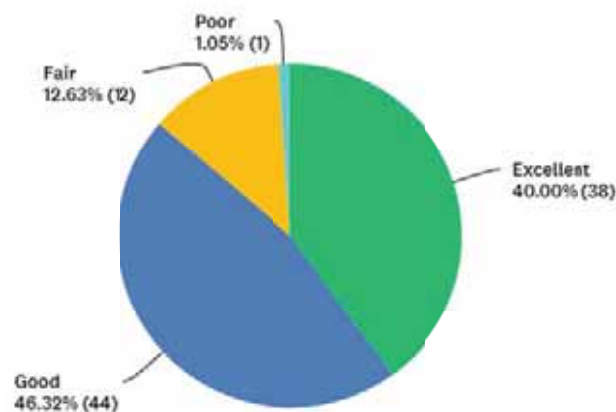
Answered: 95 Skipped: 3



	EXCELLENT	GOOD	FAIR	POOR	TOTAL	WEIGHTED AVERAGE
Cleanliness of Facilities	25.26% 24	52.63% 50	18.95% 18	3.16% 3	95	3.00
Friendliness of staff	60.84% 57	30.85% 29	7.45% 7	1.08% 1	94	3.51
Attentiveness of staff	52.13% 49	37.23% 35	7.45% 7	3.19% 3	94	3.38
Responsiveness of staff	53.19% 50	39.36% 37	7.45% 7	0.00% 0	94	3.46
Safety of swimmers	61.70% 58	30.85% 29	7.45% 7	0.00% 0	94	3.54

Please rate your overall satisfaction with the Glencoe Beach during the 2018 season. (Select one)

Answered: 95 Skipped: 3



FINANCIALS AND FUTURE PLANNING

The summer of 2018 was very positive with many aspects of the operation. With the addition of a new facility manager, there was a learning curve on behalf of both the new manager and the returning staff members. The beaches management team was able to work with one another in order to streamline the processes of the past operation and the vision of new manager and their goals for the beach season.

Operationally, the beach was at its best right from the beginning of the season. The weather over Memorial Day weekend was optimal for beach goers with temperatures in the 90's, with partly cloudy skies. Our busiest day of the season was Memorial Day with 1,444 visiting the beach. Overall, the summer of 2018 had very good weather on the weekends, which is by far our busiest time of the season. Statistically, Sundays are our busiest day of the week with an average attendance of 782 guests for 2018. Most of our guests came to the beach between 11:00am-2:00pm.

Resident pass sales were only slightly lower in revenue at \$35,207 for 2018 compared to \$36,804 in 2017. Revenue remained steady, as there was a \$15 increase in the season pass fee for additional family members. The average number of visits per season pass hold was 3.56 over the course of the summer. Daily resident guest visits for 2018 totaled 10,005 visits compared to 19,387 total visits by non-residents. We also had a significant jump in resident daily fees from \$25,763 in 2017 to \$40,288 in 2018. Staff attributes the increase in daily fees to the lower number of season passes purchased by residents for the summer of 2018.

Staff worked hard again this summer in a concerted effort to make sure all available sand rental spaces were paid for by our boaters. The slight decrease in revenue for summer storage is due to the loss of sand spaces on both the north and south boating beaches. Staff was also able to assign new paddleboard and kayak spaces to help offset some of the revenue lost from the loss of sand spaces. Staff will review the layout of the sand and rack spaces to make sure all available space is utilized within the current space available.

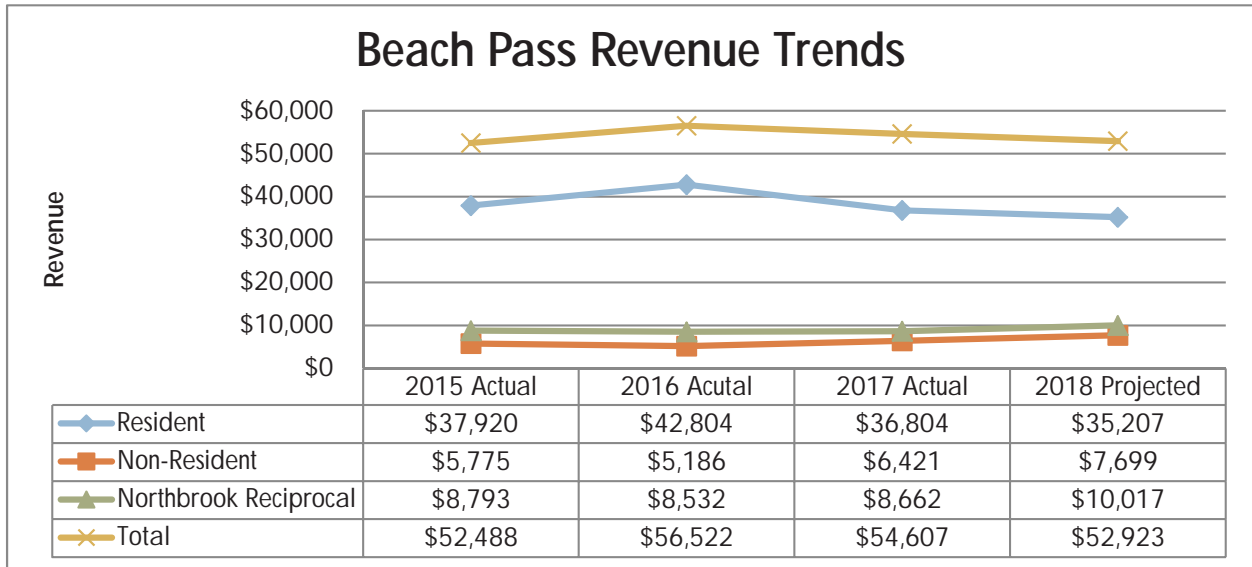
In an effort to consolidate training and to insure all lifeguards and boat guards are properly trained, Matt Walker will be obtaining his Lifeguard Instructors Certification through the American Red Cross in the off-season. This will give Matt the opportunity to train lifeguards in house and provide the onsite training necessary to work an open waterfront environment. A focus will also be placed on continuing to ensure lifeguards exceed standards of training, are the most knowledgeable, and well prepared on the north shore. Staff will also continue to review and refine process and procedure to ensure efficient operation and a great experience for guests.

It will be required again that all lifeguards, boat guards and camp staff have a valid Red Cross Lifesaving Certification in order to work on the beach. Matt will also obtain his Powerboat Instructors certification through US Powerboating. All boathouse and camp staff will have to pass a 16 hours course in order to operate and powerboat owned by the Park District.

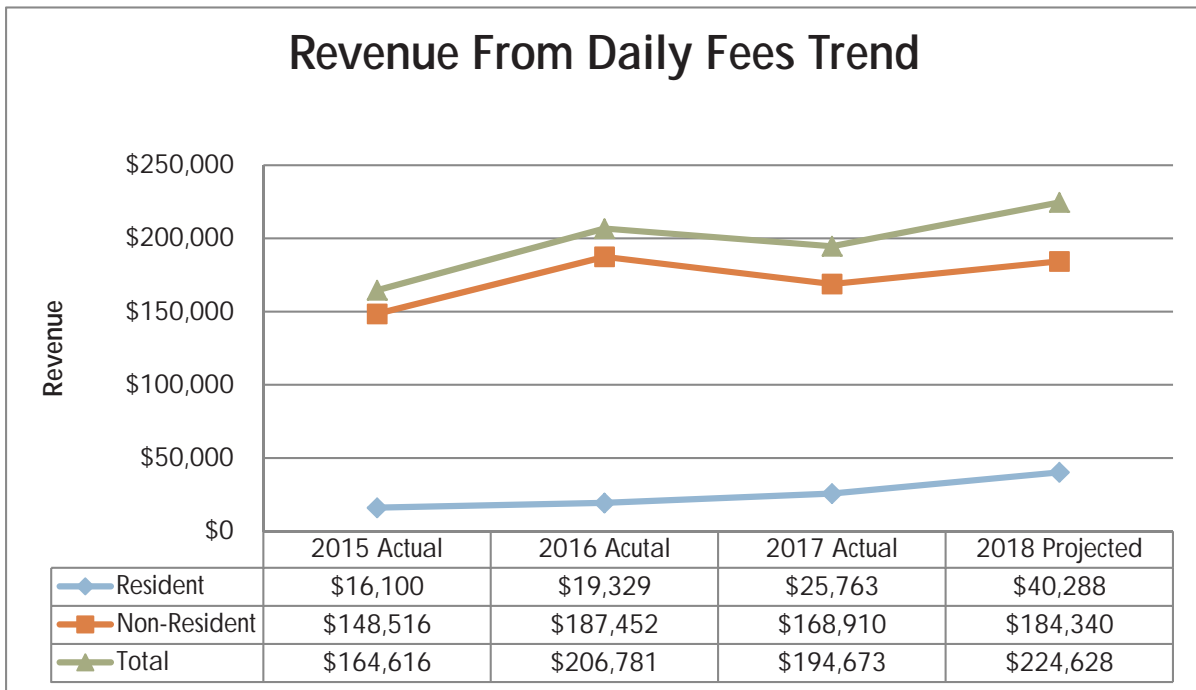
Staff will also look into the concession operation given the current vendor's agreement is only through 2018. One of the areas of concern from our annual beach survey was the concession operation and the same concerns were expressed in 2017. Staff will weigh the options of continuing to out-source the operation or bring the operation back in house under the direct supervision of Park District staff.

APPENDICIES

Appendix A – Detailed Financial Trends

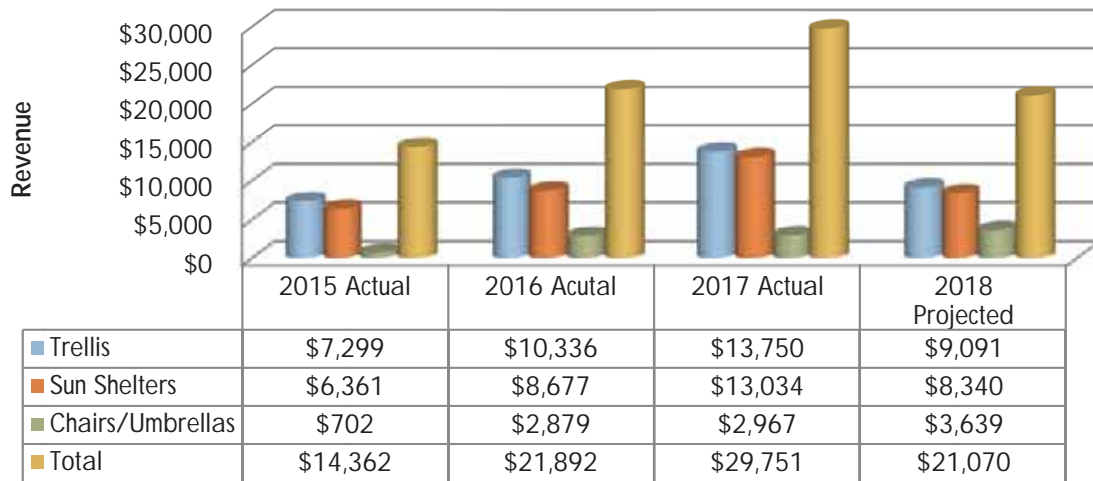


*Although we saw a decrease in the resident season pass revenue, we did have a large increase in the amount of resident daily fees.



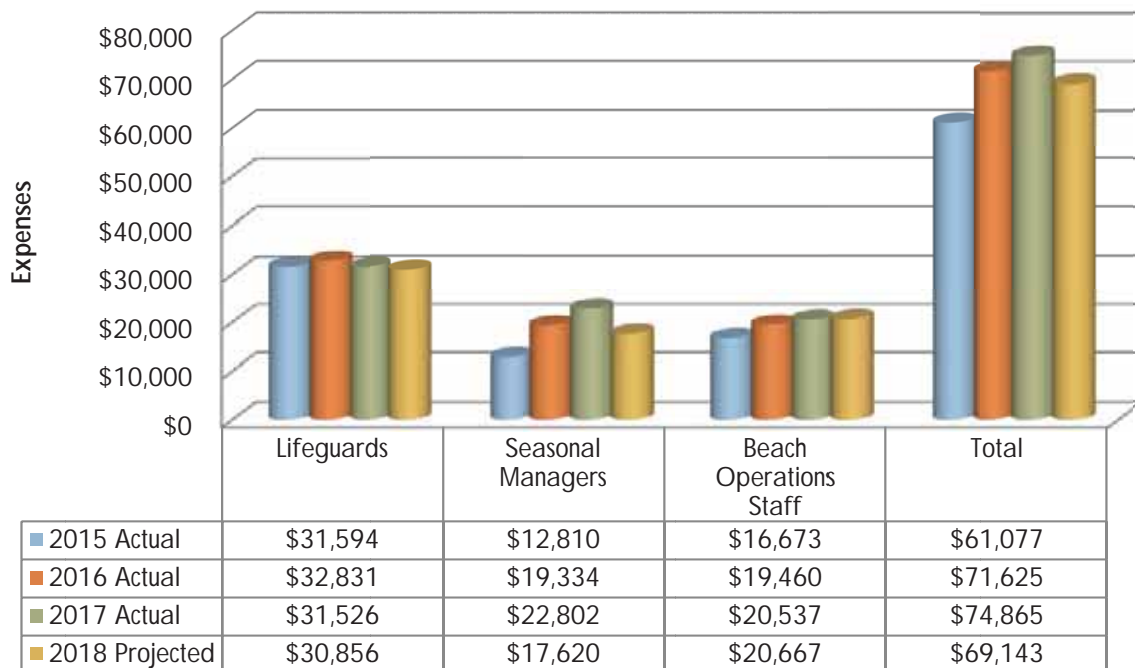
*Daily Revenues were strong due in part to very hot weather over Memorial Day weekend.

Beach Facility and Equipment Rental Trends

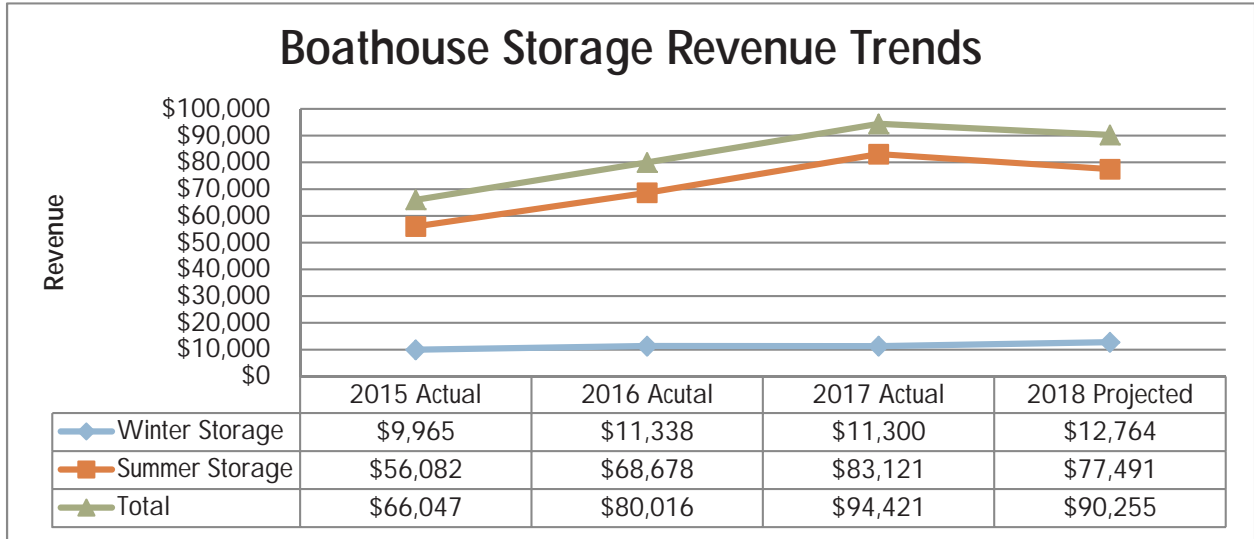
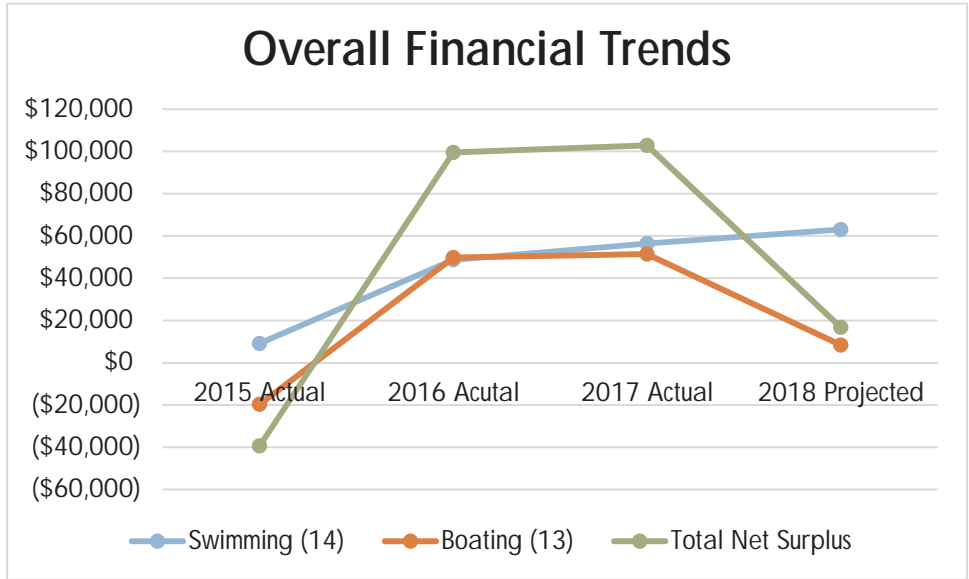


*Facility and equipment rentals depend entirely on the weather conditions. Staff attributes the lower number of Trellis rentals to the unseasonably cold and wet month of June. Most graduation parties were planned for later in the summer when they normally take place in June, so those hosting summer parties, weddings, reunions were not able to rent on the most popular weekends in July and August.

Seasonal Staff Expense Trends



- Staff salaries were increased by 12% over 2017 wages in order to stay competitive with surrounding beach operations. Staff was diligent about watching staff hours on days when the beach was closed for high bacteria, inclement weather, or high surf. The month of June was particularly low for staffing costs due to the large number of beach closures.



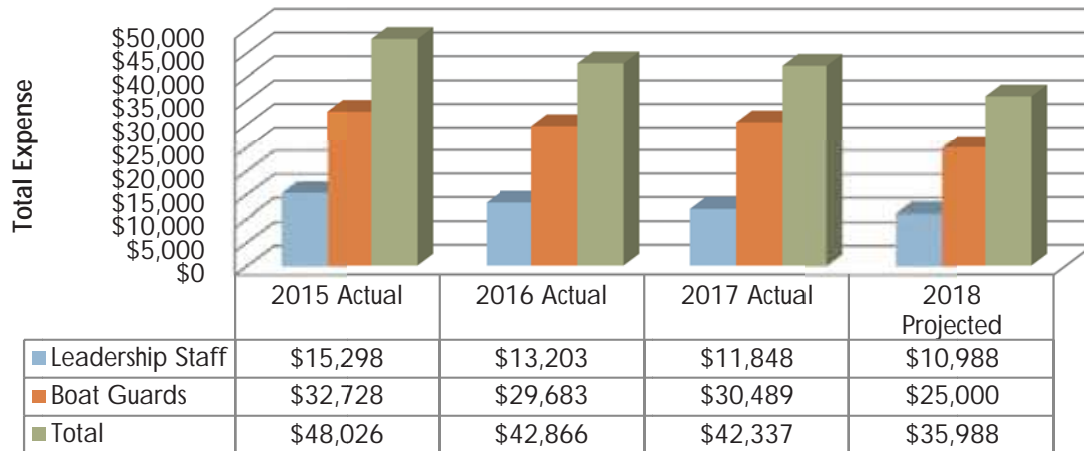
*The loss of sand spaces on both the north and south beach has played a major role in revenue collection. Staff has maximized the number of sand spaces available and will continue to monitor the water levels to determine if we can accept new boaters off of our growing waitlist.

Boat, Kayak, Paddleboard Rental Trends



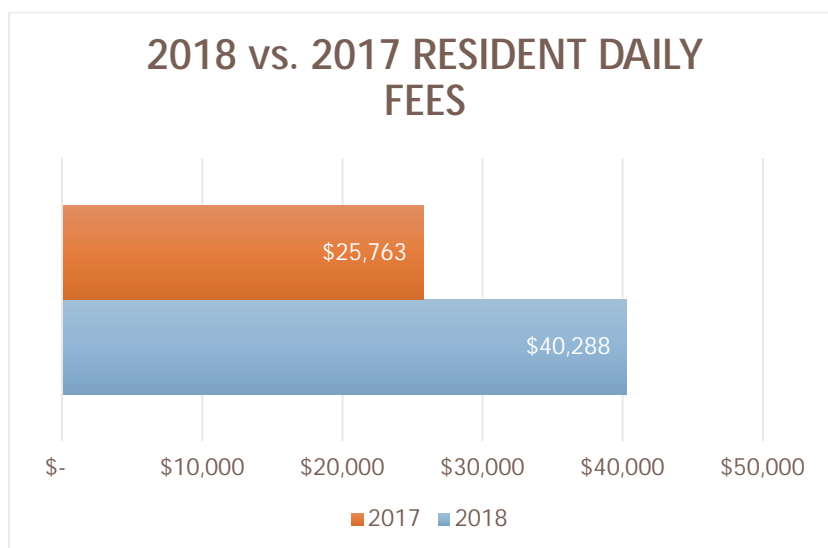
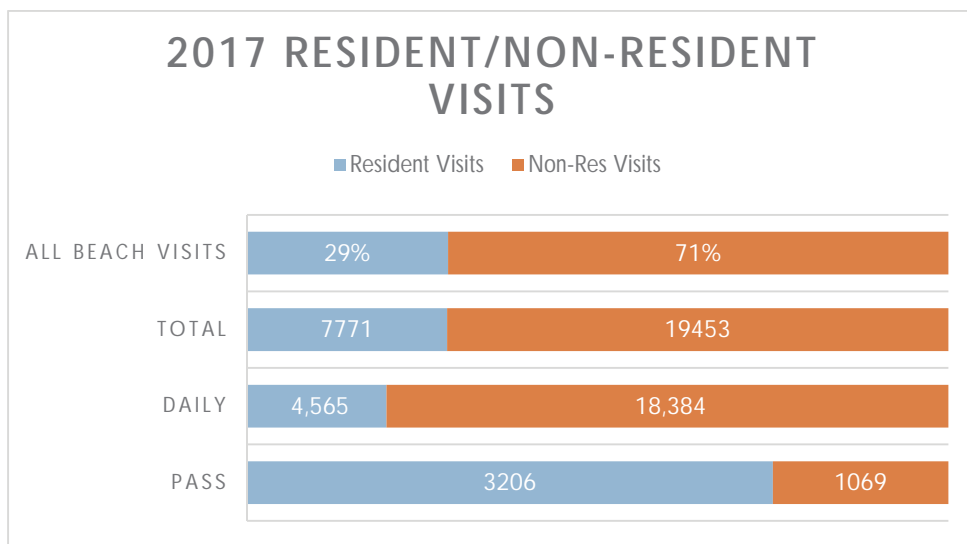
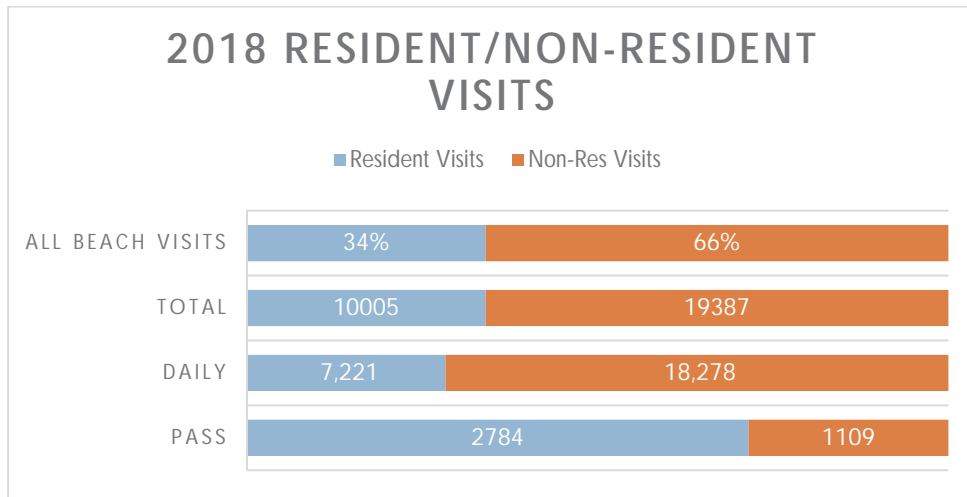
*Rental revenue greatly depends on the conditions of the lake. Staff was very cautious this summer and erred on the side of caution when conditions were forecast to change or wave heights posed as stability issue to kayaks and paddleboards.

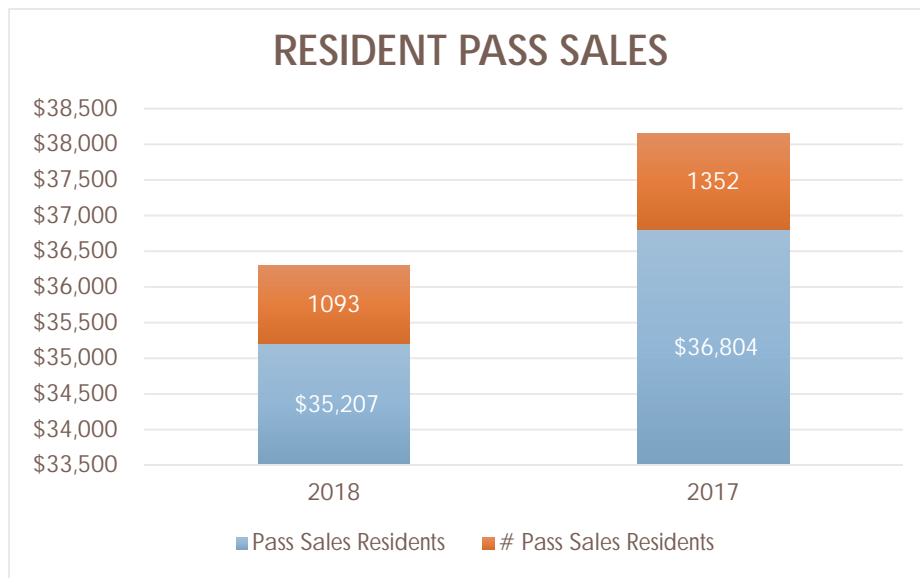
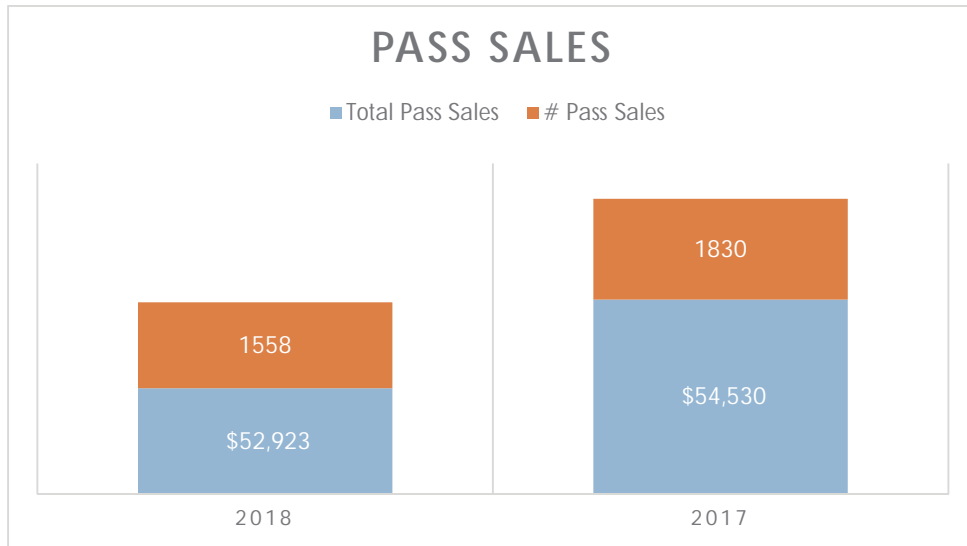
Boat House Staff Expense Trend



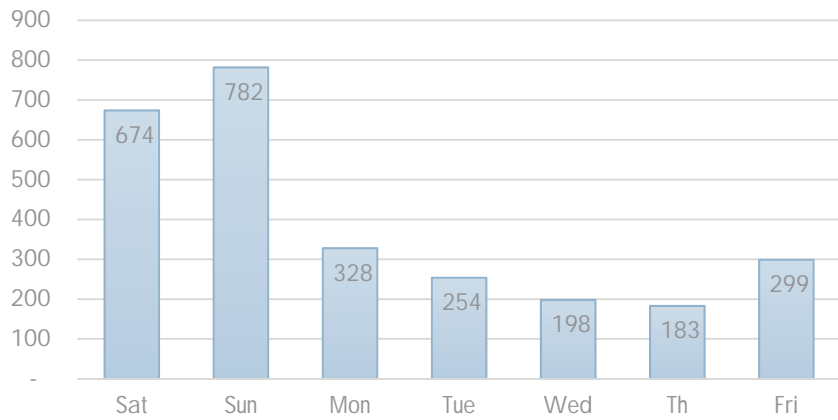
* Staff wages are down in part to the number of closures in the beginning of the season and the lack of availability of staff in the pre and post season. Many of our high school aged staff members are also on the New Trier sailing teams and have regattas over the weekends making them unavailable to work over the weekends.

Appendix B –Attendance Comparisons

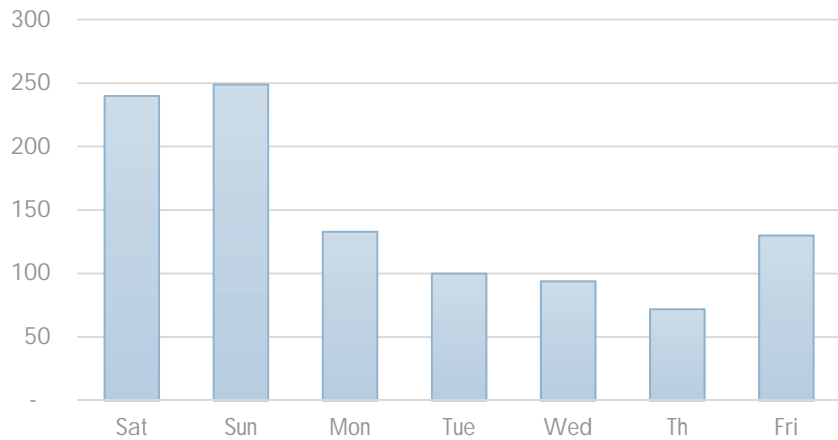




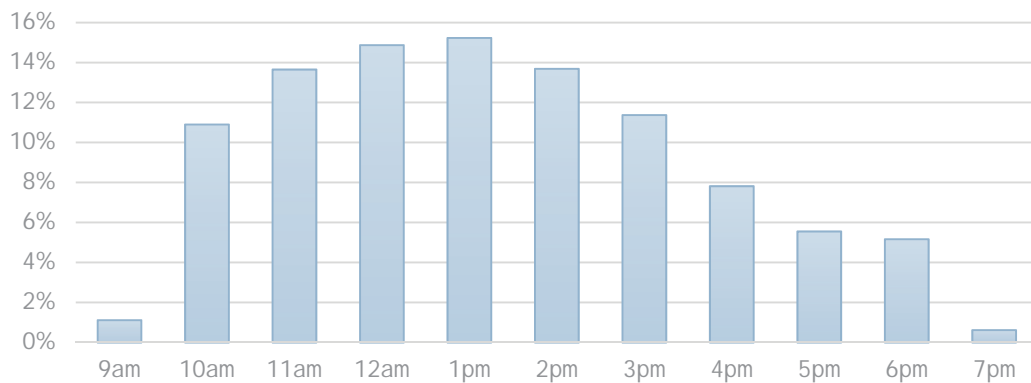
2018 DAY AVERAGE ATTENDANCE



2018 RESIDENT AVERAGE ATTENDANCE



2018 BUSIEST TIMES



Appendix C – Pricing Comparisons

Standard Daily Admissions and Passes

Town	Hours	Daily Fees Res/NR	Individual Pass Res/NR	Family Pass for 4 Res/NR
Glencoe	10:00a–8:00p	Adult \$7/\$14 Child \$5/\$10	\$95/\$132	\$140/\$219
Wilmette	9:00a–8:00p	Adult \$6/\$10 Child \$4.75/\$9.50 Daily Parking \$12/\$15	\$45/\$115 Parking Pass \$25/\$150	\$115/\$273 Parking Pass \$25/\$150
Winnetka	9:00a–7:00p	Adult \$5/\$10 Child \$5/\$10	\$60/\$128	\$95/\$125
Evanston	10:30a–7:30p	Adult \$8/\$8 Child \$6/\$6	\$34/\$58	\$136/\$232

Last Daily Rate Increase:

- 2002: \$1 increase for nonresident only; resident rate remained \$4/\$6
- 2012: \$1 increase for nonresident adult fee only to \$10
- 2017: \$1 increase for residents, \$4 increase for non-residents
- 2018: Group rate increased to \$10 per person for groups of 10 people or more

Last Season Pass Increase:

- 2010: \$5 increase to all pass types
- 2012: New rate created for seniors (age 65 and older)
- 2017: \$26 decrease for resident first member and \$22 decrease for non-resident first member
- 2018: \$19 increase in additional pass cost

Note: Due to Illinois Department of Natural Resources and the OSLAD Grant the District received in 1996, the non-resident rates/fees for the Beach are not allowed to be more than twice the resident rate.

Sun Shelter and Trellis Rentals

Town	Sun Shelter (12 person) 3 Hour Rental R/NR	Sun Shelters (24 person) 3 Hour Rental R/NR	Trellis (75-100 person) 5 Hour Rental R/NR
Glencoe	\$20/\$40	\$40/\$80	M-Th \$232/\$348 F-Sun \$370/\$556
Wilmette	Free/\$30	Free/\$60	Not Available
Winnetka	Not Available	Not Available	\$125/\$225
Evanston	Not Available	Not Available	Not Available

Lake Rentals*

Town	Kayak Res/NR	Paddleboard Res/NR	Sailboat Rental Res/NR
Glencoe	*\$25/\$30	* \$25/\$30	*\$40/\$50
Wilmette	*M-F \$40/\$40 Sa-Su \$50/\$50	*M-F \$25/\$25 Sa-Su \$35/\$35	*M-F \$63/\$63 Sa-Su \$83/\$83
Winnetka	Not Available	*M-F Not Available Sa-Su \$25/\$40	Not Available
Evanston (45 min rentals)	*M-F \$25/\$35 Sa-Su \$25/\$35	*M-F \$25/\$35 Sa-Su \$25/\$35	*M-F \$50/\$60 Sa-Su \$50/\$60

*Prices per hour

Boat Storage Spaces

Town	Sand Res/NR	Rack Paddle Res/NR	Winter Sand Res/NR	Winter Rack Res/NR
Glencoe	\$607/\$936	\$365/\$563	\$248/\$310	\$128/\$192
Wilmette	\$673/\$953	\$391/\$653	\$296/\$296	\$206/\$206
Winnetka	\$375/\$500	\$335/\$670	\$100/\$150	\$100/\$150
Evanston	\$370/\$500	\$230/\$290	Not Available	Not Available

Appendix D – Samples of Marketing Materials

put some *play* in your week!

June 8-17

School's out...let's play!

SATURDAY: Coffee with the Boats

Star to the Finish Market (575) Village Court is their local alternative to a cup of coffee. Learn about our programs and initiatives, and give your children-market your feedback. The event is 100% free, as there is no commitment to stay for the whole day or...

THURSDAY: SWIMMER CLUB

Start your swim season at the Surf Center today for FREE, inflatable and a float are given.

FRIDAY: SUMMER 'N'

Join this Whimsical and a FREE community visit, part. All events welcome! All participants in better class.

MONDAY-FRIDAY: Summers Beginning Camp

Join up before camp starts for more fun ideas of our 100 activities. Register now and receive a FREE Camp Guide.

MONDAY-FRIDAY: Game of Thrones Camp

Design, create, program, and learn to be their very own "Daenerys" (Dany) with a prop made from scratch.

MONDAY-FRIDAY: Sailing & Aquatics Camp

Board the Aquatic sailing. We're not sailing, running, and stand-up paddleboarding. Here you'll learn about the sport of sailing.

Next Week...

- June 18: Beach, Surf, and Sailing
- June 19: Beach, Surf, and Sailing
- June 20: Beach, Surf, and Sailing
- June 21: Beach, Surf, and Sailing
- June 22: Beach, Surf, and Sailing

Cardboard Regatta

Sign up at www.glencoeParkDistrict.com

GLENCOE PARK DISTRICT

It's Cardboard Regatta Day! What's competing at Glencoe Beach today?

Instagram: @glencoeParks

Good morning sunshine! #glencoebeach #glencoeParks #glencoeParks #glencoeParks #glencoeParks

Bring your friends to the beach

Glencoe Beach Guest Passes Are Now Available!

Want to bring a friend to Glencoe Beach? Guest passes allow you to purchase one or more passes which expire at the end of the season.

10-guest pass: \$50/100 AINR

Guest passes may be purchased at the Surf Center or Glencoe Beach. All passes must be accompanied by the season pass holder. Limit one guest pass per household. Guest passes are only available for purchase by season pass holders.

Learn More

PLEASE NOTE: Glencoe Beach will be closed on July 4th safety preparations for the fireworks show. You may use your season pass at Veterans Park District's Silver Surf at Glencoe Beach (FREE BEACH).

Glencoe Beach 10 Month Season \$100.00 + \$10.00	Regular Season Pass 10 Month Season \$75.00 + \$10.00
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www.glencoeParkDistrict.com

GLENCOE PARK DISTRICT

2018 SPRING/SUMMER GUIDE

GLENCOE BEACH

IDEAL FOR FAMILY OUTINGS, KIDZ OR GROUP TRIPS

ADULT SAILING

AQUATICS CAMP

WILDFLOWERING

SAILING CAMP

REGISTRATION REQUIRED

GET A SEASON PASS!

Pass Type	Price
10-guest pass	\$50/100
10-guest pass	\$100/200

GET FIT AT GLENCOE BEACH

NEW! PADDLEBOARD CORE!

NEW! PADDLEBOARD YOGA!

FIRST SUMMER YOGA

pet FIT GLENCOE FITNESS

\$99 for 90 DAYS!

SUMMER STUDENT SPECIAL

BEACH CAMPOUT

FRIDAY-SATURDAY, JULY 27-28
6 PM - 9 AM

SPEND AN EVENING CAMPING AT GLENCOE BEACH. ENJOY DRINKS, THE MOVIE, GOOD ROAD MARSHALLS AND HAVE BREAKFAST AT 10AM.

REGISTER AT WWW.GLENCOE-PARKDISTRICT.COM

Instagram: @glencoeParks

Post Caption: Sunset from view of iPhones...shot from iPhoneX... (@yogeshsingh)

IX. Staff Reports

**No Safety & Wellness Committee meeting minutes this month
as two were included last month.**

Glencoe Park District
October 2018 Board Meeting

**Glencoe Park District
Business Department Report
October 2018**

2018 Tax Levy

The proposed 2018 tax levy was discussed at the Finance Committee of the Whole meeting on October 2. Given the Board's agreement with staff's recommendation, the Truth-In-Taxation Resolution is included in your packet and can then be approved at the October 16 regular meeting. The levy hearing will then be held at the November 20 regular meeting, and the levy ordinance will be approved by the Board at that same meeting. The ordinance can then be filed at the County Clerk's office, well before the December 25 filing deadline.

Health Insurance

Staff attended the PDRMA Health Plan Membership Council meeting on October 4. The rates for health insurance for 2019, as well as benefit plan changes, were discussed and approved by the council. A full memo on the renewal was prepared by staff and is scheduled to be discussed at the Finance Committee of the Whole meeting on October 16 at 7:00pm. Staff asks the Board to approve this recommendation at the following regular board meeting as plan selection forms must be returned to PDRMA Health by October 26, and open enrollment begins on October 29.

Budget In-Service Training/Proposed Capital

A budget in-service training session was held in early September for department head and supervisory staff who helped to complete the annual budget. As in prior years, it helps to ensure budget worksheets are completed accurately and on a timely basis, and that staff are aware of key dates in this process. Capital wish list items are being submitted to the Executive Director in early October, and eventually the management team will rank these items for inclusion in the proposed FY2019/20 Budget.

Trainings/Meetings

September 13 A Supervisor's Role in Claims Reporting
September 13 Mud Run Staff Training
September 18 Distinguished Agency Review
September 20 Safety Coordinator Training
September 21 Meeting with GJK To Clarify Payment Procedures/Info
September 24-25 NRPA Congress in Indianapolis
October 1 Conference call with Amanda Wethington, Hay Group/Korn Ferry
October 2 IT Discussion/Planning with Excalibur
October 4 PDRMA Health Council Meeting
October 9 PDRMA Loss Control Review-Admin
October 11 Training on New Signature Pads/Waivers-Front Desk
October 11 Webinar for Health Coordinators for Open Enrollment for 2019

PDRMA Loss Control Review

The administration section of the PDRMA Loss Control Review was completed on October 9, and all went well. Final sections include parks and Watts Ice operations, and all scoring should be finalized by early November.

Hay Group/Korn Ferry Salary Survey

Staff has been working with Amanda Wethington, representative from Hay Group/Korn Ferry, who did a review and analysis of the District's current grade levels and salary ranges for all full-time positions. Staff will look to bring a recommendation to the Board in November.

Submitted by:

Carol Mensinger, Director of Finance/Human Resources

**Glencoe Park District
Recreation and Facilities Department
October 2018**

Recreation Department Report

Takiff Center is alive with activity with the start of preschool, fall programming, construction and the usual rental season. Adam has been busy planning for the start of fitness season and optimizing membership renewals. Staff is also working closely with the Parks Team on the parking lot project.

With fall programs in full swing, the Recreation Team is already planning winter programs and preparing to open summer camp enrollment. Program managers are working on the winter brochure, developing new programs, and have begun working on the FY2018/19 budget.

The Great Mud Run brought the whole community together on September 15. The Recreation Team worked tirelessly with the Parks Team on this event, which was a huge hit in the community including 331 attendees. Staff is already planning for next year's event.

The beach and boat houses are getting ready to be winterized just in time for staff preparing Watts Ice Center to open the day after Thanksgiving.

Beach: Matt Walker

The boat house is preparing to close October 14. Boaters have received their winter storage application. Again, boaters can now sign up for winter storage online in a continuing effort to make the registration process more efficient for the boaters and staff alike. Winter storage revenue is expected to be similar to previous years.

Fall beach weather has been very pleasant with many visitors coming down to the beach on warm days. On days when the weather permitted during the month of September, staff opened the beach house for the public so they could use the restrooms and showers. Staff received many compliments from beach goers who were very pleased we have offered this convenience. Parks staff did a great job cleaning the building, especially on weekend days, when we had perfect beach weather and the facility was heavily used.

Early Childhood: Jessica Stockl

Fall is in full swing in the early childhood wing. Both Children's Circle and the Early Learning Center are enjoying fall field trips and visitors including Glencoe Public Safety, Didier Farms, and The Grove. All children aged three and older were provided vision and hearing screenings in mid-September. With fall moving quickly, we held our first staff meetings to review DCFS requirements and District policies with all of the early childhood staff.

Preschool enrichments started again with our Parent & Tot class, which is now a Parent & Tot Music class. Students have enjoyed seeing the magic of math, traveling the world with their own passports, and dancing to the beat of the music. Enrichment classes provide families who sign up for half-day preschool the flexibility to extend their child's day. We have had two preschool day-off programs, Dino Kids and Art Safari, which were well received by children and families alike.

Children’s Circle has seen another increase in inquiries as families settle into Glencoe and search for care. Our waitlist for the Jellyfish (infant) room is growing yet again. We are keeping the Frog class small as more than half of the Jellyfish (infants) will need to move up mid-year. The mid-year openings in Jellyfish are already full with many current families expecting their second child.

Children’s Circle continues working on their sustainability goal by implementing more food bought in bulk instead of individual packaging. We also introduced preschool self-pour milk containers. These containers offer the children the opportunity to serve themselves, practice fine motor skills, and partake in family style dining.

Children’s Circle Enrollment as of 9/6	2018	2017
Jellyfish	10	15
Frogs	8	14
Turtles (NEW)	15	0
Starfish	13	17
Dolphins (NEW)	15	0
Belugas	17	21
Total	78	67

Early Learning Center is working toward introducing the Brightwheel app to all of their families. Brightwheel, which was introduced to Children’s Circle last September, allows parents to receive updates about their child’s day to their phone. Parents can access pictures, reminders, and messages. One of the best features in the app is the parent’s ability to see what their child learned that day, so they can continue the conversation at home.

ELC Enrollment as of 9/4	2018-2019	2017-2018
2’s classes	15	19
3’s classes	17	19
4’s classes	26	42
Kindergarten Readiness (Replaced ELC 4s PM)	8	7
Total	66	87

Arts and Youth - Stephani Briskman:

Stephani has been busy planning for summer 2019. Our goal for next summer is to create an easier registration process for the participant and our staff. Stephani and Erin are redesigning the Sun Fun and Camp Adventure brochure pages to assist parents in creating their child’s summer schedule. We are working to implement Camp Docs, an electronic management system to track forms, allergies and medications throughout the summer. We are in the onboarding process with Camp Docs and are excited to see how we can implement it in our camp programs.

Following District 35's institute days and holidays, we have one "School Day Off" program during the month of October. The children will be traveling to Lincoln Park Zoo.

School Day Off Enrollment

2018 as of 10/3		2017	
September 10	44	September 21	32
September 19	45	October 3	33
October 8	26	October 9	31
November 8	27	November 9	35
November 9	21	November 10	35
November 21	13	November 22	28
Total	176	Total	194

Special Events & Active Adults: Liz Visteen

On Saturday, September 15, the District hosted the Second Annual The Great Mud Run. It was an overwhelming success! Registration increased by 25% from the previous year. New obstacles for this year included the rope swing, balance beam challenge, and the foam maze slip & slide. In addition, the Park District added new features/upgrades including b-tag timing, confetti cannons at the awards ceremony, showers at the finish line, more motivational signs, spectator seating, and music along the course. The District received numerous compliments from spectators, parents, and participants.

Special Event Attendance	2018	2017
Sep 15 – The Great Mud Run	331	265
Sep 16 – Doggie Dip	~ 40 dogs	~ 50 dogs
Oct 6 – Harvest Fest	~400	<i>Not offered</i>
Oct 6 – Tails & Ales	~30 dogs ~80 humans	<i>Not offered</i>

Upcoming Fall events:

- October 19 – Art Show
- October 25 – Boo Bash
- November 3 – Nerf Battle
- November 19 – Snoopy Thanksgiving

Fall Enrollment as of 10/4	2018	2017
Adult Ceramics	26	38
Youth Ceramics	46	53
Adult Art Programs	50	17
Adult Art Workshops	1	10
Teen Programs	10	9

Adult Ceramics enrollment is still low compared to this time last year. However, fewer people are currently enrolled in the second session which starts the last week of October. Therefore,

overall enrollment will increase once participants register for the second session. Adult art is still going strong and our art participants are excited to showcase their work in the first Glencoe Park District Art Show on October 19. Art workshop enrollment is low; however, neither scheduled workshop has taken place. There is still time for students to register.

Athletics/Teen Camp - Chris Pietrini:

Our basketball coaches hosted tryouts for travel basketball in September. For the 2018-19 season there will be 4 boys’ teams. Our 4th and 5th grade teams will compete in the Mid Suburban Basketball League. Our 5th grade developmental team and 6th grade team will compete in the Play Hard Hoops League in Long Grove. This league gives our players a chance to compete at a more appropriate level. While having a second team at 5th grade will decrease the numbers for house league, it does provide additional developmental options for participants since there are more practices and games. For 5th and 6th grade girls, we will have 16 girls spread out over three teams in conjunction with Winnetka, Wilmette, and Northfield Park Districts.

Fall Travel Basketball Tryout Numbers	2018	2017	2016
4th Grade Boys	14	16	13
5th Grade Boys	20	16	12
6th Grade Boys	15	8	12
5th Grade Girls	9	8	12
6th Grade Girls	9	12	0
Total	67	60	49

Chris has been working closely with the school district and instructors to ensure a smooth start to fall programs. Our Saturday Hot Shots Sports classes continue to grow with 18 signups between four classes. These classes were new in the spring and increase our sports offerings to younger children on Saturdays.

Takiff, Fitness, Dance & Watts: Adam Wohl

Facility rentals in 2018 continue to trend consistently above 2017. Switching to facility rentals versus birthday party packages has helped streamline the process. We have booked quite a few large rentals that are helping to improve our numbers overall.

Takiff Center Rental as of 10/1/2018	2018	2017
Facility Rentals	\$59,928	\$43,913

Glencoe Fitness

The Glencoe Fitness Center continues to grow in membership.

Active Fitness Members as of 10/1/2018	Fees
199	\$55,782

During the month of September, we ran a back to school special for all Children’s Circle, ELC, and GJK parents. They were able to try the fitness center for the entire month of September for

free. Eleven parents tried the fitness center during the month and three joined as a result. Adam is working on winter and new year promotions, as well as membership renewals for the one year anniversary of Glencoe Fitness.

We started a new fall season of fitness classes in September. A new class was brought in by instructor Monica O'Connor called Adult Broadway Dance. Monica had 37 students participate in four Tuesday morning classes. We are currently exploring options for additional class options for the winter.

Submitted by:
Bobby Collins, Director of Recreation & Facilities

**Glencoe Park District
Parks & Maintenance Report
October 2018**

Administrative

I have continued to work with Altamanu relating to the playground replacement projects and Takiff Parking project. I am continuing to coordinate ACG relating to the Watts RTU HVAC replacement project. I have begun the planning process for the 2019 capital projects.

I attended the NRPA conference in Indianapolis and enjoyed my sessions and the exhibit hall. I was able to connect with several new vendors and educate myself on emerging industry trends.

Grounds/Horticulture

The horticulture crew has been busy maintaining planting beds throughout the District. The crew has also been working to continue to ring trees throughout the District. Seasonal flowers needed replacement in Lakefront Park and Friends Park. Staff has spent considerable time assessing the condition of outlying planting beds to prepare for next year.

Staff has been busy top dressing and seeding areas where stumps were ground.

Parks Maintenance & Construction

Parks staff has been busy making repairs and improvements throughout the District. Staff installed the fencing, site amenities, and a park ID sign at Old Elm Park.

Staff has continued to balance seasonal tasks with routine maintenance such as trash removal, grass cutting, park grooming, and beach cleaning.

Facilities

Facilities staff has been focusing on seasonal preparations at the Watts Ice Center. Staff is working on repairing the ice rink boards and touching up paint throughout the building.

At the beach, staff has begun the winterizing process by turning off the water and taking down the shade covers.

Athletic

Staff is now lining all soccer fields. We continue to provide weekend field preparation support to GBA for fall baseball. Staff has begun the process of fall aerating, fertilizing, and over seeding. Each park site takes about four hours to aerate seed and fertilize. This is the third season with this new approach and we have begun to see the dividend of healthy turf grass that holds up to heavy use better than in previous seasons.

Equipment

We have been focusing on staff training, to continue to familiarize staff with all facets of equipment and District operations.

Shared Services

Village and Park District staff continue to partner thru the shared services agreement. We have made extensive use of the Villages new stump grinder.

Submitted by:

Chris Leiner, Director of Parks & Maintenance

Glencoe Park District Marketing/Communications Report October 2018

Social Media/Email

We ended the month of September with 45,900 Facebook impressions (in 2017, we ended the month with 60,465 impressions). We now have 1,539 followers on Facebook, 1,006 followers on Twitter and 1,042 followers on Instagram. Glencoe Beach has 1,938 followers on Facebook. We sent out several targeted email blasts, primarily focused on fall classes and special events.

Date	Subject	Total Sent	Open Rate	Click Rate	Link
9/20/2018	Old Elm Park Opening	5113	34.00%	6.60%	https://conta.cc/2Dck7aZ
9/19/2018	Tails & Ales	5118	35.20%	1.50%	https://conta.cc/2D8NDyg
9/13/2018	New Yoga Classes	318	53.10%	9.10%	https://conta.cc/2CQt5e0
9/12/2018	3 more days to Mud Run	2449	20.80%	9.00%	https://conta.cc/2CSB75U
9/11/2018	Mud Run Participant Details	214	83.60%	27.00%	https://conta.cc/2oWTBIG
9/7/2018	Mud Run This Week	5082	29.40%	10.00%	https://conta.cc/2LMzdTX

Inside Glencoe

The fall issue of *Inside Glencoe* was sent out in late September. The newsletter includes our Village-wide *See Something, Say Something* campaign, along with project updates and upcoming special events.

Preschool Marketing

As a benefit to our preschool parents, we offered a 1-month free deal at Glencoe Fitness, along with 20% off all adult art classes.

We redesigned signage for the new Children's Circle and ELC classrooms. As a result, we are now taking a hard look at all the communication coming from the early childhood wing and devising a branding strategy for all future communication pieces. This includes revising forms, newsletters, schedules, brochure pages, welcome packets, handbooks, and more. We expect to have an initial strategy completed in early 2019.

Special Events

We worked with the Recreation Team to promote the Great Mud Run, Doggie Dip, and pop-up parties for Vernon Playground and Old Elm Park. We created an email blast, flyers, posters, event signage, and social media posts to promote the events.

The Great Mud Run

The Great Mud Run marketing included multiple targeted email blasts, social media posts to promote the course, sponsors, challenges, deadlines, four outdoor banners, and a variety of posters and flyers to promote the event. Our department also created artwork for bibs, medals, T-shirts, as well as 30+ other directional signs and banners (including a new selfie banner!). We also created three short videos to promote the event on social media and made a picture the cover

of the fall brochure (and had info in both the spring and fall brochures). Advertisements included an online ad from the Chicago North Shore Visitor's Bureau and several promoted posts on Instagram/Facebook. A special thank you to the Grand Food Center and GJHP for partnering with us for the event!

NRPA

I was proud to represent the District at NRPA in Indianapolis as a Gold Medal Finalist. In addition to exploring the exhibit hall, meeting with vendors, and networking with professionals from across the country, I was able to attend a variety of fantastic educational seminars on creativity, marketing automation, brainstorming, and promoting youth engagement.

Submitted by:

Erin Classen, Superintendent of Marketing and Communications



X. Executive Director Report

Glencoe Park District
October 2018 Board Meeting

Glencoe Park District Executive Director's Report October 2018

Gold Medal

For the second year in a row the Glencoe Park District was selected to be one of the finalists in population 30,000 and below category for a National Gold Medal. What a great accomplishment for the Board, Staff, and Community to compete and be named one of the top four in this category. I found out at the conference that there were over 200 submittals for the Gold Medal. There are thousands more who did not take the leap and apply. While we did not win the Grand Plaque it is truly an honor to be nominated and our finalist plaque will hang proudly in our lobby. I am very proud of the accomplishments of the Glencoe Park District Board and Staff. I hope you share the same pride in what you helped accomplish.



IAPD/IPRA Distinguished Accreditation

After a two-year extensive review of our policies, procedures, staff development, and practices the Glencoe Park District is proud to announce we are a Distinguished Accredited Agency. There are less than 100 agencies in Illinois that have this accreditation. We will be formally recognized for this accomplishment at the IPRA/IAPD Annual Conference in January.

Goal of Distinguished Accreditation

The goal of the Illinois Distinguished Accreditation program is to improve the delivery of recreation services to the residents of Illinois through a voluntary comprehensive evaluation process. The desired result is to improve the quality of life for Illinois residents and to recognize those agencies that provide this quality service.

Benefits

Successful completion of the Distinguished Park and Recreation Accreditation process has the following benefits:

Agency

- Recognition that the recreation agency provides exceptional Park and Recreation services to their community
- Increased operational efficiency and effectiveness
- Opportunity for updating and clarification of policies and procedures
- Provides professional standards for both internal & external comparisons
- Enhances credibility within the community.

Community

- Improve quality of life for community through delivery of exceptional park and recreation services
- Meet professional standards for facilities and services
- Acknowledged as employing qualified professionals
- Recognized as a leader in the State of Illinois in the field of parks and recreation
- Perceived as having quality programs and services

Staff

- Recognizes that the recreation agency provides exceptional Park and Recreation services to their community
- Educates all staff involved
- Promotes and encourages teamwork and team building
- Reinforces that nothing significant is ever accomplished without significant effort
- Increases pride and morale
- Provides opportunity for updating and clarification of policies and procedures.
- Requires and stresses staff training

Board

- Acknowledges elected officials as effective and efficient guardians of the public interest in parks and recreation, and of the public resources provided for recreation opportunities
- Gains confidence in ability of board, staff and agency to provide exceptional park and recreation services
- Forces board to address policy issues in an established timetable

Park Projects

During the Old Elm Playground reopening our hard worked and planning paid off as we witnessed the smiles and laughter of the children playing in the park. This is a wonderful neighborhood park that will be enjoyed for years to come.

Woodlawn Park construction has begun and we look to a late fall completion of that park, if weather cooperates.

Takiff Parking lot improvements are wrapping up. The only items that have to be completed are the benches at the front entrance, signage, and bike racks. Those should be installed in the next couple of weeks.

ADA Transition Plan Timeline

Attached is a yearly timeline that was developed to address our long-term ADA improvements. The items will be evaluated yearly and added to the budget if funds are available. Items may be moved up on the list if we are replacing items or addressing other items in the same area.

Disability Awareness Training

The Recreation and Facility Managers, Customer Service personnel and the Administrative team attended an excellent Disability Awareness Training. This group was able to provide this training due to a grant from New Trier Township. The trainings goal was to help build confidence and comfort when interacting with people with disabilities. 5-6 individuals with different ability levels put on the seminar that allowed for participant interaction.



Special Events

The return of Harvest Fest was well attended, despite less than ideal weather.

We will host our annual Boo Bash on Thursday, October 25 at Takiff Center from 5:30-7:00pm Please let Liz Visteen know if you are interested in volunteering at the event at 847-835-7538. ELC and Children's Circle are once again organizing a Trunk or Treat event for early childhood parents and their children on Monday, October 31 from 10:30am-12:00pm. I will be participating and I invite you to come out and join in the fun!

IAPD Legal Symposium

Chris, Bobby, and I will be attending the IAPD Legal Symposium on Thursday, November 8.

IPRA Conference

The IAPD/IPRA Soaring to New Heights Conference will be held at the Hyatt Hotel in Chicago on January 24-26, 2019. We welcome commissioners to attend this excellent learning opportunity, even if it is for one day. Details of the conference can be found in the September/October issue of Illinois Park and Recreation magazine. Please let us know if you would like to attend.

IAPD does have the Association's Annual Business meeting on Saturday, January 26, 2018 at 3:30pm at the Hyatt Regency Hotel. They are requesting a representative attend the meeting. The by-laws state, "Each member district shall be entitled to be represented at all Association meetings and conferences by a delegate or delegates. Delegates of the Association meetings or conference may include members of the governing boards or member districts, the Secretary, Attorney, Treasurer, Director or any paid employee of the member district." I will be there and would be happy to represent the District, if you so desire, or you can appoint a Board Member.

Recommendation on Health Insurance for Employees

Included in our action items is a memo on our recommendation for 2019 Health Insurance Renewal. We will be asking for action on this item during this month's Board meeting.

Additional Holiday Request

This request is traditionally made every five years when the Christmas Holiday falls on a Tuesday. I would like to request that this year we make December 24 (Christmas Eve) an additional holiday day. Takiff, with traditional hours until noon, will still be open until then. Watts will be open until 5:00pm. Parks staff would also be required to come in if there is snowfall that morning. This does not require formal approval just a consensus from the Board.

Freedom of Information Report

There were two FOIA requests during September through October.

- IIFFC requested Hacienda Landscaping documents regarding the 2018 playground and park renovations on September 26 and was responded to in full on October 3.
- Sheet Metal Workers' LU73 requested information for new construction, renovation, or maintenance work planned in any building and our current HVAC maintenance contract on October 4 and was responded to in full on October 11.

Submitted by:
Lisa Sheppard, CPRP
Executive Director

**AMERICANS WITH DISABILITIES ACT
TRANSITION PLAN**

REPORT TO GLENCOE (IL) PARK DISTRICT

SUMMARY AND RECOMMENDATIONS

SEPTEMBER 7, 2018

**Glencoe Park District Report
Transition Plan Summary and Recommendations
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Park District Board of Commissioners

Lisa M. Brooks, President
Dudley Onderdonk, Treasurer
Josh Lutton, Commissioner

Stefanie Boron, Vice-President
Robert W. Kimble, Treasurer

Park District Staff Project Team

Lisa Sheppard, Executive Director

Chris Leiner, Director of Parks and Maintenance

WT Group Accessibility Practice Project Team

John McGovern, Principal-in-Charge
Tanya Scheibe, Project Manager
Bill Krause, Accessibility Specialist

Shelley Zuniga, Principal
Dana Esposito, Senior Accessibility Specialist



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Introduction

The accessibility of Glencoe Park District sites is mandated by state and federal requirements. This report introduces the Integrated Transition Plan and briefly describes the mandates of the Americans with Disabilities Act (ADA), our process, how priorities were established, and other subjects. The purpose of the Integrated Transition Plan is to make Glencoe Park District parks and facilities more accessible to people with disabilities.

This is not a stand-alone report. In late 2017, we delivered reports for each Park District site. Those contained a description of each access deficit at each site, specific recommendations as to how to retrofit those deficits, in what phase we saw the work occurring, and the District employee responsible for barrier removal. The details are in the site reports. This report is a complement to our earlier work.

A Guide to this Report

The District cannot implement all of our recommendations at once; no local government can do so. We suggest a phased approach to retrofits, that requires a seven-year period.

It is important that Glencoe Park District staffs gain a good understanding of the original findings and recommendations. We suggest a step-by-step approach below.

There are approximately 1,302 access deficits identified in the 30 site reports. The ADA requires that the access audit identify every access deficit at every site. For each deficit, a solution must be identified. We typically see a ratio of one-to-ten of noncompliant to compliant elements, and we saw that at Glencoe sites. In other words, we saw approximately 13,000 compliant features.

There is a lot of information to digest. We suggest the following approach.

First, read this report. It describes the concepts and requirements invoked throughout the development of the Integrated Transition Plan.

Second, review the Integrated Transition Plan. It provides an order of work for the District.

Third, if necessary to see the detail again, revisit the 30 site reports. Use your computer and you'll have instant access to the report for that site, the photos, and the checklists.

Fourth, use your knowledge of the sites and the expertise of Park District staff. Park District staff know Glencoe sites better than we do, and Park District staff know the staff better than we do. Blend in what you know with what we recommend in the report. There are many ways to solve access problems, and the successful alternative may well be one you define.

Americans with Disabilities Act (ADA) History and Transition Plan Mandates

The ADA prohibits discrimination on the basis of disability by units of state and local government, such as the Glencoe Park District, in title II. The ADA applies as well to privately owned entities that make goods, services, or facilities accessible to the general public, in title III of the ADA.

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The United States District of Justice (US DOJ) issued implementing regulations for title II and title III, in 1991. The title II regulation became effective for the Park District on January 26, 1992. The US DOJ also issued a design standard in 1991, and that too became effective for the Park District on January 26, 1992.

In the ensuing 26 years, much has changed. Technologies we did not know would exist, today play a role in making the world more accessible for people with disabilities. Advances in medical science have resulted in more people living longer with disabilities and health conditions, thereby increasing the incidence of disability. Because of that, US DOJ issued an amended title II regulation, and it became effective March 15, 2011. The US DOJ also issued the 2010 Standards for Accessible Design, and that final and enforceable Standard became effective March 15, 2012. Of note, the 2010 Standards was the first to include specific design standards for park assets such as playgrounds, sports fields and courts, ice rinks, and more.

There is not a final and enforceable standard for some Park District assets. That includes beaches, trails, and picnic areas, to name a few. There is very effective guidance in the form of a final guideline, and we have used that in our work for reasons made clear later in this report.

The US DOJ title II regulation has by far the greatest impact on the District. It has many requirements for the District, such as:

- making programs available in the most integrated setting (35.130(d));
- adopting a service animal policy (35.136);
- permitting the use of other power-driven mobility devices in District parks and facilities (35.137);
- making reasonable modifications that facilitate participation by people with disabilities in District programs (35.130); and
- making District communications, including the District website, as effective for people with disabilities as these are for people without disabilities (35.160).

This report **does not** address the title II requirements above. However, it will address the title II mandates that apply to the transition plan. Those are:

1. **35.105 Self-Evaluation (access audit):** The District retained our firm in 2016 to complete a comprehensive access audit of all sites and facilities. That is specifically what 35.105 requires.
2. **35.150(b) Program Access Test.** The District must make the programs or opportunities it offers accessible. US DOJ states clearly that not necessarily every existing facility must be made accessible.

The program access test gives the District great flexibility to determine which sites will be retrofit to meet the 2010 Standards, and when that work will occur. In guidance materials, the US DOJ acknowledges that a phased retrofit schedule is an effective approach, so long as the work does occur annually.

3. **35.150(d) Transition Plan:** The title II regulation requires that the phased retrofit schedule, a transition plan, have at least four elements:
- It must, at every site, describe access deficits (this is found in our site reports)
 - It must, for every deficit at every site, describe a retrofit recommendation (this is found both in our site reports and in the Integrated Transition Plan)
 - It must identify the person responsible for barrier removal (this is found both in our site reports and in the Integrated Transition Plan), and
 - It must note the date by which barrier removal will occur (this is found in the Integrated Transition Plan).

In our experience, units of local government need a fifth element, and that is a cost reference for planning purposes. That is found in our Integrated Transition Plan.

4. The transition plan includes a public feedback requirement. The Park District invited people with disabilities to comment when the transition plan was presented to the Board in early 2017. The Park District also established a way for consumers to communicate regarding the transition plan by creating an email dedicated to the transition plan. Consumers can comment at transitionplan@glencoe parkdistrict.com.

The Park District is urged to follow smart practices and exceed the minimum requirements. The ADA sets a floor, not a ceiling.

The Program Access Test

The program access test is not a new concept; it was embodied in Section 504 of the 1973 Rehabilitation Act. It was made a key part of the Congressional and US DOJ efforts to assure that community members have access to local government services. In a sense, it is a simple concept: a program is ***an opportunity*** made available to the public by the Glencoe Park District.

A program can be:

- Using a Park District playground
- Using a Park District sports field
- Skating at Watts
- Sunning at the Glencoe Beach
- Enjoying Glencoe Park District summer camp
- Dropping a child off for Glencoe Park District early childhood programs
- Getting fit at Glencoe Park District fitness classes, whether conducted by District staffs or contractors

**Glencoe Park District Report
Transition Plan Summary and Recommendations
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- Enjoying a lunch in the sun at a picnic table at a park, and
- Making public comment at a Park District Board meeting

The regulation includes little concrete guidance. We note early in this section that the program access test does not apply to new construction. New construction must be designed and constructed to comply with the 2010 Standards for Accessible Design, and as we are in Illinois, the Illinois Accessibility Code.

In the title II regulation, section 35.150(b) describes the methods an entity can use to make programs accessible. They include:

- Redesign or acquisition of equipment;
- Reassignment of services to accessible buildings;
- Assignment of aides to program beneficiaries;
- Delivery of duplicated services at alternate accessible sites;
- Alteration of existing facilities and construction of new facilities;
- Constructing a new accessible facility with the same programs;
- Use of accessible rolling stock or other conveyances; and
- Any other methods that result in making its services, programs, and activities readily accessible to and usable by individuals with disabilities.

Importantly, this section notes that a “...public entity is not required to make structural changes in existing facilities...” when any other method, such as those noted above, are effective. An element of the program access test is dispersion. For example, if there are 20 recurring assets in Glencoe, the number to be accessible shall be dispersed throughout Glencoe.

What is the right number, or ratio of accessible to inaccessible, for recurring assets? No one knows. US DOJ has not and likely never will establish a ratio or percentage. We do know that DOJ guidance indicates that unique assets like the Takiff Center or infrequently occurring assets are more likely to require alteration than frequently occurring assets, such as playgrounds or sports fields. Our approach is that a minimum of one of three recurring sites shall be accessible. Additionally, unique sites shall be accessible.

There is an important exception. The 2010 Standards for Accessible Design note that when meeting the technical requirements, if the movement of a load bearing wall or element is required, technical infeasibility may arise. The Glencoe Park District need not make alterations at a site when it is technically infeasible to do so.

Our approach of one-of-three has been accepted by Federal District Courts, the US DOJ, the District of Interior, state courts, and state enforcement agencies. It is an effective approach that allows local governments to optimize resources and make sites accessible to residents.

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In the subsequent discussions regarding playgrounds and other assets we will apply our interpretation of the program access test. We note again that this is a summary; for the detailed retrofit recommendations, see the individual site reports. For each category of asset, we will note whether we believe the asset is accessible; whether the asset should be retrofit for accessibility; or whether the asset should be left as is and inaccessible, because the asset category satisfies the program access test.

We take no position as to whether the Park District has a number of assets in a category that is adequate to the demand for that asset in Glencoe.

The Park District Capital Improvement Plan (CIP)

The Park District uses a Master Plan, with an embedded Capital Improvement Plan (CIP) to schedule anticipated work. It is important to mesh the transition plan with projects already scheduled in the CIP. Towards that end, we have modified our retrofit recommendations to include CIP projects. Those projects are:

- Playground replacement at Lincoln and Crescent in FY 19 (Transition Plan Phase One)
- Playground replacement at Vernon and Jefferson in FY 19 (Transition Plan Phase One)
- Playground replacement at Old Elm in FY 19 (Transition Plan Phase One)
- Playground replacement at Woodlawn in FY 19 (Transition Plan Phase One)
- Playground replacement at Lakefront Park in FY 20 (Transition Plan Phase One)
- Playground replacement at Milton Park in FY 20 (Transition Plan Phase One)
- Playground replacement at Takiff playground for 2 to 5 year olds in FY 20 (Transition Plan Phase One)
- Playground replacement at Friends Park in FY 21 (Transition Plan Phase One)

We recognize that circumstances change. Should the District redirect CIP monies to a site earlier than anticipated, or delay for any reason CIP work at a site, the transition plan should be adjusted by District staff. Master Plans, CIPs, and yes, transition plans must recognize that at times circumstances cause an acceleration or a slowing of work on a project. Do remember that replacement projects, such as playground projects, must fully meet the requirements of the 2010 Standards.

Establishing Priorities

We believe that unique sites such as the Takiff Center should be a high priority.

We believe that recurring sites should be a high priority, but that a dispersion of retrofits should occur at recurring assets, such as playgrounds.

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We believe that complex or costly sites can be made a later priority, as we noted in this report regarding Watts Ice Center.

We have blended these concepts with the District CIP to the best of our knowledge. The result is the Integrated Transition Plan.

The Integrated Transition Plan

Generally, local government resources are hard-fought and scarce. The Park District has an excellent relationship with the community and that allows the CIP and transition plan to be complemented with private giving.

Redundant plans impede the delivery of services to Glencoe residents. The best approach is to blend transition plan retrofits with other District plans, such as the Master Plan and the CIP. We have done so in this report, and it resulted in a shifting of our recommendations from 2016.

As noted earlier, the District must have a transition plan per 35.150(d) of the US DOJ title II regulation. The plan should identify the barrier, the corrective work, the date by which the work will occur (in our reports, the Phase), and the person responsible for barrier removal.

Barriers should be removed as soon as is possible. Phasing the work to be done allows for access to park assets to occur and makes the best use of Glencoe Park District resources. We recognize that each phase requires more than one year for implementation.

We recommend work in three phases. Some retrofits, we believe, need not be completed. We note those in a category titled District Option (DO). Should the District plans change, or should other resources become available, the corrective work needed at these sites is known.

We have made cost **references** for the corrective work recommended. We note that these are not estimates and should be used only for planning purposes. The final design, the year in which the work will occur, the relationship with the contractor, and many other factors must be considered before a cost estimate is made.

Our total of all cost references is \$1,364,027. We have not aged our cost references over the seven-year period, and believe Park District staff can accomplish that more effectively.

- In Phase One, we recommend work in two categories: easy to do with existing staff and fiscal resources (low-hanging fruit), and requirements (such as parking) at sites otherwise accessible. The District asked for the integration of the CIP projects and we have done so.

We suggest that completion of this phase requires three fiscal years, starting with the year ending February 28, 2019 (FY 19). This Phase includes FY 19, FY 20, and FY 21. We value Phase One cost references at \$647,946.

- In Phase Two, we recommend work in areas that are new to the 2010 Standards. This typically includes sports fields and courts, playgrounds surfaces, playground components (other than those in Phase One), and other park assets.

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We suggest that completion of this phase requires two fiscal years, ending with the fiscal year that ends February 28, 2023. We value Phase Two cost references at \$217,135.

- In Phase Three, we recommend work in areas in two categories: elements not yet addressed by a final Standard, such as trails, and elements where correction is complex or costly, such as at Watts.

We suggest that completion of this phase requires two fiscal years, ending with the fiscal year that ends February 28, 2025. We value Phase Three cost references at \$264,064.

We do phase some work as District Option. There may be two reasons for this assignment. The first is that this is work at a site or element with access deficits where we believe the District already meets the program access test and need not make these sites accessible, until later altered for another purpose. The second is that some work may be technically infeasible, such as making stairs riser heights the same in an existing building. We value District Option cost references at \$234,883.

While no one can say with certainty how long the District can stretch access retrofit projects, the District should make access retrofits an ongoing part of its annual plans and budgets. US DOJ officials have said work must be completed as soon as is possible.

Be certain to understand that the District could be forced to accelerate its pace. Making access work a high priority is critical.

Funding the Transition Plan Retrofits

The Glencoe Park District has a source to fund these retrofits. Illinois statutes permit a park district that is a partner in a special recreation joint agreement to use the Illinois Park District Code section 5-8 levy to fund the purposes of that special recreation joint agreement. The District is a partner in the Northern Suburban Special Recreation Association (NSSRA). NSSRA was formed by the area park districts in 1970, and Glencoe was one of the first to recognize the value of this type of collaboration.

The District uses the 5-8 levy to fund three activities: its share of the costs of operating NSSRA, inclusion costs incurred when people with disabilities choose Glencoe Park District programs, and accessibility retrofits for existing facilities. No other state has a statutory source of funds dedicated to services and facilities for people with disabilities. It is important that the primary purpose of the 5-8 levy, the programs conducted by NSSRA, not be jeopardized in any way.

The 5-8 levy does not require a referendum or any other type of voter approval. The Illinois General Assembly recognized the need for this funding and made the 5-8 levy the only operating levy for any unit of local government to be exempt from the Property Tax Extension Limitation Law (PTELL) in 2003.

Currently, the equalized assessed valuation (EAV) of the District is \$941,200,637. The District levies in this fund at approximately .00033 and that generates in 2018 \$31,545. The District could levy for an additional \$65,000.

**Glencoe Park District Report
Transition Plan Summary and Recommendations
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In 2019, the Cook County Triennial reassessment occurs and the District EAV will rise, conservatively, by 20% to \$1,129,440,764. This affords a greater opportunity for the District to fund the transition plan. An additional \$140,000 can be applied to these projects, annually.

Strategic Implementation Recommendations

Plans change. It is important that the District comply with ADA requirements, but also remain flexible. We make three recommendations:

1. Accept the Integrated Transition Plan and direct staff to implement it.
2. In 2019 and beyond, consider levying for more of the 5-8 resource, and dedicate it to transition plan tasks, bearing in mind the needs of NSSRA.
3. Continue to seek ways to integrate transition plan activity with Master Plan and CIP objectives.

Conclusion

The Glencoe Park District is a thriving service provider that improves the quality of life for all Glencoe residents, including those with disabilities. The Integrated Transition Plan will aid the District in efficiently making District programs accessible to and usable by people with disabilities.

The WT Group Accessibility Practice stands ready to assist the District in any way we can. Please reach John McGovern at 224-293-6451 or by email at john.mcgovern@rac-llc.com.



Submitted by:

**John N. McGovern, JD
Partner, Principal-in-Charge
WT Group Accessibility Practice**

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

Site	Cite	Recommendation	Total cost	Phase	FY 19			FY 20		FY 21		FY 22		FY 23		FY 24		FY 25		DIS I OPTION
Astor Place Park	1.2.1	Create AR with crushed and compacted stone or similar outdoor material from sidewalk to all site elements	\$960	DO																\$ 960
Astor Place Park	1.2.2	Create a curb ramp to be max running slope 8.33%, max cross slope 2%, having a top landing as wide as the ramp and 36" deep and side flares with a max slope 10%	\$1,063	DO																\$ 1,063
Astor Place Park	1.3.1	Create designated entry by removing 60" portion of play area boundary as a smart practice	\$500	DO																\$ 500
Astor Place Park	1.3.2	Acquire and install intended user signage and mount at play area border designating an entry as a smart practice	\$150	DO																\$ 150
Astor Place Park	1.5.1	Remove bar at transfer for overhead clearance	\$250	DO																\$ 250
Astor Place Park	1.5.2	Correct or repair slope in clear floor space of the transfer system to max 2.08%	\$0	DO																\$ -
Astor Place Park	1.5.3	Correct transfer step riser height to 8" max and uniform	\$1,000	DO																\$ 1,000
Astor Place Park	1.7.1	Adjust height of platform decks to max 8" for access to EPCs, in the alternative, install compliant transfer steps	\$2,000	DO																\$ 2,000
Astor Place Park	1.7.2	Leave as is , remaining EPC's	\$0	DO																\$ -
Astor Place Park	1.8.1	Lower the seat, or raise the surface fill level to achieve entry height to one swing of 11" to 24" agl	\$0	DO																\$ -
Astor Place Park	1.10.1	Relocate garbage can to be along an AR	\$0	DO																\$ -
Astor Place Park	1.10.2	Raise bench seat to 17" to 19" alt as a smart practice	\$250	DO																\$ 250
Astor Place Park	1.10.3	Acquire and install at least one armrest to 20% of existing benches as a smart practice	\$70	DO																\$ 70
Astor Place Park	1.10.4	Replace one picnic table with one with knee and toe clearance, 9" deep at 27" high and 25" deep at 9" high, with a 36" AR around table as a smart practice	\$800	DO																\$ 800
Breakwater Sculpture	1.10.1	Create AR with crushed and compacted stone or similar outdoor material from sidewalk to the Breakwater Sculpture, information rock, and park benches	\$2,880	2									\$	2,880						
Breakwater Sculpture	1.10.2	Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of benches, and locate along an AR	\$115	2									\$	115						
Breakwater Sculpture	1.10.3	Acquire and install at least one armrest to 20% of existing benches and raise seat to 17" to 19" agl as a smart practice	\$320	2									\$	320						

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

Site	Cite	Recommendation	Total cost	Phase	FY 19 - FY 25					DIS OPTION	
					FY 19	FY 20	FY 21	FY 22	FY 23		FY 24
Clara Dietz Bird Sanctuary	1.2.1	Create AR with crushed and compacted stone or similar outdoor material to all site elements	\$3,600	3					\$ 3,600		
Clara Dietz Bird Sanctuary	1.10.1	Replace existing path with crushed and compacted stone or similar outdoor material within the bird sanctuary	\$14,400	3					\$ 14,400		
Clara Dietz Bird Sanctuary	1.10.2	Raise bench seat to 17" to 19" alt as a smart practice	\$250	3						\$ 250	
Clara Dietz Bird Sanctuary	1.10.3	Acquire and install at least one armrest to 20% of existing benches as a smart practice	\$70	3						\$ 70	
Clara Dietz Bird Sanctuary	1.10.4	Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of benches, and locate along an AR	\$115	3						\$ 115	
Friends Park	1.1.1	Repair or correct slope of parking space and access aisle to max 2% in any direction	\$0	DO							\$ -
		Not owned or operated by the District, property of the Village of Glencoe									
Friends Park	1.1.2	Resurface stalls and access aisles to eliminate gaps and cracks	\$2,000	1			\$ 2,000				
Friends Park	1.1.3	Remount parking sign to be within 5' of the front of the stall	\$0	1			\$ -				
Friends Park	1.1.4	Add one van parking sign to one accessible stall	\$150	1			\$ 150				
Friends Park	1.1.5	Reconfigure stall and access aisle so parked cars will not block adjacent curb ramp	\$263	1			\$ 263				
Friends Park	1.2.1	Correct slope of curb ramp side flares to max 10%	\$725	1			\$ 725				
Friends Park	1.2.2	Correct curb ramp slopes to max 8.33%	\$1,450	1			\$ 1,450				
Friends Park	1.2.3	Install compliant detectable warning at curb ramps as a smart practice	\$470	1			\$ 470				
Friends Park	1.2.4	Repair and reset pavers to eliminate CIL and gaps	\$1,500	1			\$ 1,500				
Friends Park	1.2.5	Repair gap at curb to be max .5"	\$138	1			\$ 138				
Friends Park	1.2.6	Correct or repair sidewalk cross slope along AR to max 2%	\$2,188	1			\$ 2,188				
Friends Park	1.2.7	Correct or repair sidewalk running slope along AR to max 5%	\$2,188	1			\$ 2,188				
Friends Park	1.4.1	Consider providing a rail or guard at ramp edge to prevent wheels from going off the edge	\$375	1			\$ 375				
Friends Park	1.4.2	Fill and compact EWF surface so that it maintains its accessibility characteristics	\$5,000	1			\$ 5,000				

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

Site	Cite	Recommendation	Total cost	Phase	DIS 1 OPTION						
					FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25
Friends Park	1.4.3	Establish protocols for regular and frequent inspection and maintenance of accessible playground surface	\$0	1			\$ -				
Friends Park	1.5.1	Relocate supports to provide 30" X 48" CFS at transfer	\$250	1			\$ 250				
Friends Park	1.10.1	Regularly maintain surface at <u>drinking fountain</u> to be free of sand and debris	\$0	1			\$ -				
Friends Park	1.10.2	Leave as is , <u>swinging bench</u> ; other benches are accessible	\$0	1			\$ -				
Glencoe Beach (2016)	1.1.1	Repaint stalls and access aisles to be 8' and 8' each and maintain stalls to be free of debris	\$53	2				\$ 53			
Glencoe Beach (2016)	1.1.2	Acquire and mount correct violation sign for all stalls per state or local statute	\$150	2				\$ 150			
Glencoe Beach (2016)	1.2.1	Install compliant detectable warning at transitions from walkways to vehicular ways as a smart practice	\$235	2				\$ 235			
Glencoe Beach (2016)	1.2.2	Correct or repair boardwalk cross slope along AR to max 2%	\$4,375	2				\$ 4,375			
Glencoe Beach (2016)	1.2.3	See 1.10 below for AR to site elements	\$0	2				\$ -			
Glencoe Beach (2016)	1.4.1	Extend PIP surfacing to the egress points of the elevated structure	\$4,080	2				\$ 4,080			
Glencoe Beach (2016)	1.5.1	Maintain area around transfer system to be free of sand and debris	\$0	2				\$ -			
Glencoe Beach (2016)	1.7.1	See 1.4 and 1.5 for corrections	\$0	2				\$ -			
Glencoe Beach (2016)	1.8.1	Extend PIP surfacing to the slide and at least one interactive component	\$1,200	2				\$ 1,200			
Glencoe Beach (2016)	1.10.1	Extend accessible surfacing to at least one of the sprayground features	\$960	2				\$ 960			
Glencoe Beach (2016)	1.10.2	Replace drinking fountain with a hi-lo bowl fountain	\$3,999	2				\$ 3,999			
Glencoe Beach (2016)	1.10.3	Extend an AR to the <u>rental hut</u> and lower service counter to max 34" above the ground	\$720	2				\$ 720			
Glencoe Beach (2016)	1.10.4	Designate 5% of the <u>lockers</u> as accessible and provide hardware usable without a tight pinch or grasp	\$900	2				\$ 900			
Glencoe Beach (2016)	1.10.5	Replace at least one <u>table</u> with one of an accessible design and place along an AR as a smart practice	\$800	2				\$ 800			
Glencoe Beach (2016)	1.11.1	Relocate tables to provide 36" AR throughout shelter interior and access to the accessible table	\$0	2				\$ -			
Glencoe Beach (2016)	1.11.2	Provide a smooth stable surface within the shelter	\$5,000	2				\$ 5,000			

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Site	Cite	Recommendation	Total cost	Phase	DIS 1			OPTION			
					FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25
Glencoe Beach (2016)	1.11.3	Add hooks in a location that provides CFS for approach and lower to max 48" above the ground	\$250	2				\$	250		
Glencoe Beach (2016)	1.11.4	Provide accessible tables in at least one small shelter as a smart practice and place fully under the shade	\$800	2				\$	800		
Glencoe Beach (2016)	1.11.5	Extend an AR from the designated small shelter to the grill	\$480	2				\$	480		
Glencoe Beach (2016)	1.11.6	Extend an AR from the large shade shelter to the grill	\$480	2				\$	480		
Glencoe Beach (2016)	1.12.1	Replace portable toilet with compliant model	\$780	2				\$	780		
Glencoe Beach (2016)	1.13.1	Provide a 36" wide AR connecting to normal recreational water level of a firm and stable material as a smart practice	\$20,250	2				\$	20,250		
Glencoe Beach Building (2011)	1.3.1	Mount compliant signage at entrance designating it as accessible	\$150	2				\$	150		
Glencoe Beach Building (2011)	1.4.1	Regularly inspect and maintain surfaces outside of exterior doorways to be free of debris	\$0	2				\$	-		
Glencoe Beach Building (2011)	1.4.2	Correct or repair slope at doorway landing to max 2% in any direction for level CFS	\$2,188	2				\$	2,188		
Glencoe Beach Building (2011)	1.4.3	Relocate storage, furniture, and other obstacles to create adequate 60" maneuvering space around doors	\$0	2				\$	-		
Glencoe Beach Building (2011)	1.4.4	Replace doors with doors having 80" overhead clearance	\$3,960	2				\$	3,960		
Glencoe Beach Building (2011)	1.4.5	Repair, bevel, or ramp CIL at 7 door entries to be max .25"	\$344	2				\$	344		
Glencoe Beach Building (2011)	1.4.6	Fill and maintain gaps at doorways to max .5"	\$69	2				\$	69		
Glencoe Beach Building (2011)	1.4.7	Replace hardware with lever hardware where indicated	\$368	2				\$	368		
Glencoe Beach Building (2011)	1.4.8	Inspect, adjust, and maintain 8.5 lbf to open exterior doors	\$0	2				\$	-		
Glencoe Beach Building (2011)	1.6.1	Relocate storage, furniture, and other obstacles to create 60" maneuvering space around doors	\$0	2				\$	-		
Glencoe Beach Building (2011)	1.6.2	Leave as is , maneuvering clearance in closet or storage, correction is technically infeasible	\$0	2				\$	-		
Glencoe Beach Building (2011)	1.6.3	Remove and rehang door to swing outward rather than inward to provide adequate 18" maneuvering clearance on the pull side of door	\$1,369	2				\$	1,369		

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Site	Cite	Recommendation	Total cost	Phase	DIS 1			OPTION			
					FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25
Glencoe Beach Building (2011)	1.6.4	Correct or repair slope at doorway landing to max 2% in any direction for level CFS	\$2,188	2				\$	2,188		
Glencoe Beach Building (2011)	1.6.5	Remove and rehang door to open from the opposite side to create required 18" of maneuvering clearance on the pull side	\$1,369	2				\$	1,369		
Glencoe Beach Building (2011)	1.6.6	Remove and rehang both men's locker doors to swing outward rather than inward to provide adequate 54" maneuvering clearance	\$2,738	2				\$	2,738		
Glencoe Beach Building (2011)	1.6.7	Replace doors with doors having 80" of overhead clearance	\$15,840	2				\$	15,840		
Glencoe Beach Building (2011)	1.6.8	Replace doors ones having 32" clear width where indicated	\$7,920	2				\$	7,920		
Glencoe Beach Building (2011)	1.6.9	Replace hardware with lever hardware where indicated	\$1,838	2				\$	1,838		
Glencoe Beach Building (2011)	1.6.10	Replace hardware on hazardous area doors with knurled hardware	\$368	2				\$	368		
Glencoe Beach Building (2011)	1.6.11	Inspect, adjust, and maintain 5 lbf to open interior doors	\$0	2				\$	-		
Glencoe Beach Building (2011)	1.6.12	Inspect, adjust, and maintain closing speed on door closers so that doors do not close to 3" faster than 3 seconds when started at 70 degrees	\$0	2				\$	-		
Glencoe Beach Building (2011)	1.6.13	Relocate protruding objects along the interior AR or place cane detectable warning at foot of drinking fountains	\$250	2				\$	250		
Glencoe Beach Building (2011)	1.6.14	Raise higher drinking fountain to correct the height of spout outlet	\$250	2				\$	250		
Glencoe Beach Building (2011)	1.7.1	Lower 36" wide segment of service counter to max 34" aff	\$785	2				\$	785		
Glencoe Beach Building (2011)	1.8.1	Lower operating mechanisms in first aid/reception to max 48" aff to the highest operable part	\$250	2				\$	250		
Glencoe Beach Building (2011)	1.8.2	Remove base panel and lower sink height to max 34" aff	\$2,485	2				\$	2,485		
Glencoe Beach Building (2011)	1.9.1	Employee only area permit approach, entry, and exit, relocate obstacles such as tables and chairs to create AR through boat storage and exterior storage	\$0	2				\$	-		
Glencoe Beach Building (2011)	1.9.2	Room/closet too small for access, leave as is	\$0	2				\$	-		
Glencoe Beach Building (2011)	1.9.3	Employee only areas permit approach, entry, and exit, relocate obstacles to create turning space of 60" in boating manager's office, office, and exterior storage	\$0	2				\$	-		

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

Site	Cite	Recommendation	Total cost	Phase	FY 19			FY 20		FY 21		FY 22		FY 23		FY 24		FY 25		DIS OPTION
Glencoe Beach Building (2011)	1.9.4	For all other deficits. <i>leave as is</i> , employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here	\$0	2										\$	-					
Glencoe Beach Building (2011)	1.11.1	Acquire and mount compliant signage with access symbol, on wall, latch side of door, 60" to center of sign	\$300	2										\$	300					
Glencoe Beach Building (2011)	1.11.2	Lower mirrors so reflective surface is max 40" aff	\$0	2										\$	-					
Glencoe Beach Building (2011)	1.11.3	Replace toilet seat, or re-set or replace toilet in M RR to 17" to 19" aff	\$1,306	2										\$	1,306					
Glencoe Beach Building (2011)	1.11.4	Replace stall door hardware in M RR with compliant hardware	\$150	2										\$	150					
Glencoe Beach Building (2011)	1.11.5	Correct or repair slopes in both to max 5% running and 2% cross	\$4,375	2										\$	4,375					
Glencoe Beach Building (2011)	1.11.6	Replace stall door of W accessible stall with one that swings out and is self-closing	\$300	2										\$	300					
Glencoe Beach Building (2011)	1.11.7	Remount rear grab bar to the correct placement behind toilet, 12" to one side of center and 24" in W RR	\$281	2										\$	281					
Glencoe Beach Building (2011)	1.11.8	Remount grab bars in women's accessible stall to 33" to 36" aff	\$281	2										\$	281					
Glencoe Beach Building (2011)	1.11.9	Adjust stall door in women's to be self closing and re-hang to swing outward due to lack of addition depth in stall	\$300	2										\$	300					
Glencoe Beach Building (2011)	1.13.1	Lower hooks to max 48" aff	\$0	2										\$	-					
Glencoe Beach Building (2011)	1.13.2	Replace bench in dressing area with one having a seat depth of 24" deep, 48" long, affixed to the wall or having a back and mounted 17" to 19" aff	\$1,200	2										\$	1,200					
Glencoe Beach Building (2011)	1.13.3	Create compliant accessible shower in each locker room	\$9,763	2										\$	9,763					
Glencoe Beach Building (2011)	1.14.1	Upon renovation install audible and visual alarms in all rooms and spaces	\$3,260	2										\$	3,260					
Glencoe Beach Building (2011)	1.15.1	Create template for signs that addresses height of sign, size of characters, location of Braille, and other requirements	\$0	2										\$	-					
Glencoe Beach Building (2011)	1.15.2	Implement a sign revision program throughout the building, discriminating between directional signs and signs for permanent spaces	\$0	2										\$	-					

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Site	Cite	Recommendation	Total cost	Phase	DIS 1 OPTION						
					FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25
Glencoe Beach Building (2011)	1.15.3	Mount compliant signage at all permanent rooms/spaces having Braille and the international symbol of accessibility, mounted at 60" to the middle of the sign and on the latch side of the door	\$900	2					\$ 900		
Glencoe Beach Building (2011)	1.16.1	Replace menu with one having pictures (smart practice) and lettering of compliant size based on viewing distance	\$100	2					\$ 100		
Glencoe Beach Building (2011)	1.16.2	Employee only areas must permit approach, entry and exit, relocate obstacles to create AR with min clear width 36"	\$0	2					\$ -		
Glencoe Beach Building (2011)	1.16.3	For all other deficits, leave as is , employee work area pursuant to ADA/ABA guidelines 106.5 Defined Terms, until an employee with a disability works here	\$0	2					\$ -		
Glencoe Boating Beach	1.2.1	Create an AR that connects from the accessible stall at Lakefront to the boating beach that is firm, stable and slip resistant; in the alternative, provide an alternate means to transport patrons with disabilities to the boating area	\$28,800	3						\$ 28,800	
Glencoe Boating Beach	1.4.1	Upon renovation of restrooms, provide required maneuvering clearance on push and pull side of doors	\$2,500	3						\$ 2,500	
Glencoe Boating Beach	1.4.2	Replace doors with doors having 80" overhead clearance and 32" clear width	\$3,960	3						\$ 3,960	
Glencoe Boating Beach	1.4.3	Repair, bevel, or ramp CIL at restroom door entries to max .25"	\$1,238	3						\$ 1,238	
Glencoe Boating Beach	1.4.4	Inspect, adjust, and maintain 8.5 lbf to open exterior doors	\$0	3						\$ -	
Glencoe Boating Beach	1.6.1	Provide required maneuvering clearance around janitor and restrooms doors upon renovation of restrooms	\$3,750	3						\$ 3,750	
Glencoe Boating Beach	1.6.2	Replace doors with doors having 80" overhead clearance and 32" clear width	\$3,960	3						\$ 3,960	
Glencoe Boating Beach	1.6.3	Replace hardware with lever hardware at janitor	\$368	3						\$ 368	
Glencoe Boating Beach	1.6.4	Inspect, adjust, and maintain 5 lbf to open interior doors	\$0	3						\$ -	
Glencoe Boating Beach	1.6.5	Inspect, adjust, and maintain closing speed on door closers	\$0	3						\$ -	
Glencoe Boating Beach	1.9.1	For all deficits, leave as is , employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here	\$0	3						\$ -	

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

Site	Cite	Recommendation	Total cost	Phase	FY 19			FY 22		FY 24		DIS OPTION
					FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	
Glencoe Boating Beach	1.11.1	Acquire and mount signage, including Braille and access symbol, mounted on wall, latch side of door, 60" to the center of sign upon renovation	\$300	3						\$ 300		
Glencoe Boating Beach	1.11.2	Renovate restrooms to provide accessible stalls and features in both	\$11,850	3						\$ 11,850		
Glencoe Boating Beach	1.16.1	Extend new AR to <u>boat storage</u> and <u>storage lockers</u>	\$7,200	3						\$ 7,200		
Glencoe Boating Beach	1.16.2	Replace one table on <u>patio</u> with an accessible table and ramp stairs for access	\$800	3						\$ 800		
Glencoe Boating Beach	1.16.1	Provide a 36" wide AR connecting to normal recreational water level of a firm and stable material as a smart practice	\$16,875	3						\$ 16,875		
Green Bay & Jefferson	1.2.1	Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to park elements	\$9,600	DO							\$ 9,600	
Green Bay & Jefferson	1.10.1	Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of <u>benches</u> , and locate along an AR	\$115	DO							\$ 115	
Green Bay & South	1.2.1	See 1.3 and 1.10 for corrections to route to site elements	\$0	DO							\$ -	
Green Bay & South	1.3.1	Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to play area border, designating an entry	\$9,840	DO							\$ 9,840	
Green Bay & South	1.10.1	Relocate 20% of <u>garbage cans</u> to be along AR	\$0	DO							\$ -	
Green Bay & South	1.10.2	Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of <u>benches</u> , and locate along an AR	\$115	DO							\$ 115	
Grove & Dundee	1.2.1	Install compliant detectable warning at curb ramps as a smart practice	\$235	2				\$ 235				
Grove & Dundee	1.2.2	Repair, bevel, or ramp CIL along AR	\$206	2				\$ 206				
Grove & Dundee	1.2.3	Correct or repair sidewalk cross slope along AR to max 2%	\$6,563	2				\$ 6,563				
Grove & Dundee	1.2.4	Correct or repair sidewalk running slope along AR to max 5%	\$4,375	2				\$ 4,375				
Grove & Dundee	1.3.1	Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to play area	\$480	2				\$ 480				
Grove & Dundee	1.3.2	Correct or repair running slope of designated entry to max 5%	\$0	2				\$ -				

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

Site	Cite	Recommendation	Total cost	Phase	DIS 1			OPTION	
					FY 19	FY 20	FY 21	FY 22	FY 23
Grove & Dundee	1.4.1	Frequently inspect and regularly maintain accessible portions of play area surface that are comprised of loose fill such as EWF so that surface is level with other surfaces	\$0	2				\$ -	
Grove & Dundee	1.4.2	Establish protocols for regular and frequent inspection and maintenance of accessible playground surface	\$0	2				\$ -	
Grove & Dundee	1.5.1	See 1.4.1 for correction to surface of play area	\$0	2				\$ -	
Grove & Dundee	1.5.2	Fill and compact EWF surface so that it maintains its accessibility characteristics	\$5,000	2				\$ 5,000	
Grove & Dundee	1.5.3	Remove bar to provide overhead clearance at transfer	\$250	2				\$ 250	
Grove & Dundee	1.7.1	Adjust height of platform decks to max 8" for access to EPCs	\$2,000	2				\$ 2,000	
Grove & Dundee	1.7.2	Leave as is , remaining EPCs as the above correction will meet 50%	\$0	2				\$ -	
Grove & Dundee	1.8.1	Lower the seat, or raise the surface fill level to achieve entry height of red spinner to 11" to 24" agl	\$250	2				\$ 250	
Grove & Dundee	1.8.2	Lower entry point for one swing to 11" to 24" aff	\$0	2				\$ -	
Grove & Dundee	1.8.3	Leave as is , remaining GLPCs as the above correction will meet incentive scoping	\$0	2				\$ -	
Grove & Dundee	1.10.1	Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to <u>swinging</u> bench, and locate along an AR	\$115	2				\$ 115	
Grove & Dundee	1.10.2	Relocate dog waste bags to be along AR	\$250	2				\$ 250	
Grove & Dundee	1.10.3	Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of benches, and locate along an AR	\$115	2				\$ 115	
Grove & Dundee	1.10.4	Raise bench seat to 17" to 19" aff as a smart practice	\$250	2				\$ 250	
Grove & Dundee	1.10.5	Acquire and install at least one armrest to 20% of existing benches as a smart practice	\$70	2				\$ 70	
Grove & Dundee	1.10.6	Replace the picnic table with one with knee and toe clearance, 9" deep at 27" high and 24" deep at 9" high, with a 36" AR around the table as a smart practice	\$800	2				\$ 800	
Henry J Kalk Park		newly constructed	\$0	1					
Holmes Warming Shelter-GYS Building	1.3.1	Mount signage at inaccessible entrances directing patrons in wheelchairs to accessible entrance	\$150	3					\$ 150

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Site	Cite	Recommendation	Total cost	Phase	DIS 1 OPTION						
					FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25
Holmes Warming Shelter-GYS Building	1.3.2	Mount signage at entrance designating it as accessible	\$150	3						\$ 150	
Holmes Warming Shelter-GYS Building	1.4.1	Provide required maneuvering clearance on push and pull side of doors	\$3,750	3						\$ 3,750	
Holmes Warming Shelter-GYS Building	1.4.2	Replace threshold at exterior doors with ADA thresholds	\$181	3						\$ 181	
Holmes Warming Shelter-GYS Bldng	1.4.3	Fill and maintain gaps at doorways to max .5"	\$138	3						\$ 138	
Holmes Warming Shelter-GYS Building	1.4.4	Inspect, adjust, and maintain 8.5 lbf to open exterior doors	\$0	3						\$ -	
Holmes Warming Shelter-GYS Building	1.4.5	Inspect, adjust, and maintain closing speed on door closers	\$0	3						\$ -	
Holmes Warming Shelter-GYS Building	1.6.1	Provide required maneuvering clearance on push and pull side of doors	\$1,250	3						\$ 1,250	
Holmes Warming Shelter-GYS Building	1.6.2	Replace doors with doors having 32" clear width	\$3,960	3						\$ 3,960	
Holmes Warming Shelter-GYS Building	1.6.3	Replace hardware with lever hardware where indicated	\$368	3						\$ 368	
Holmes Warming Shelter-GYS Building	1.6.4	Inspect, adjust, and maintain 5 lbf to open interior doors	\$0	3						\$ -	
Holmes Warming Shelter-GYS Building	1.8.1	Relocate obstacles such as tables and chairs to create AR through main room	\$0	3						\$ -	
Holmes Warming Shelter-GYS Building	1.8.2	Relocate protruding objects in main room or place cane detectable warning or bollard at foot of fire extinguisher	\$250	3						\$ 250	
Holmes Warming Shelter-GYS Building	1.8.3	Remove, or relocate storage in CFS at fixtures and operable parts	\$0	3						\$ -	
Holmes Warming Shelter-GYS Building	1.8.4	Lower operating mechanisms in main room to max 48" aff to the highest operable part; leave as is if employee only operated	\$250	3						\$ 250	
Holmes Warming Shelter-GYS Building	1.8.5	Replace or add one work surface max 34" to surface and allowing knee and toe clearance	\$1,600	3						\$ 1,600	
Holmes Warming Shelter-GYS Building	1.9.1	Employee only area permit approach, entry, and exit, relocate obstacles to create AR through office	\$0	3						\$ -	
Holmes Warming Shelter-GYS Building	1.9.2	Employee only areas permit approach, entry, and exit, relocate obstacles to create turning space of 60" in office	\$0	3						\$ -	
Holmes Warming Shelter-GYS Building	1.11.1	Acquire and mount signage, including Braille and access symbol, mounted on wall, latch side of door, 60" to the center of sign	\$150	3						\$ 150	

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Site	Cite	Recommendation	Total cost	Phase	FY 19			FY 22		FY 24		DIS OPTION
Holmes Warming Shelter-GYS Building	1.11.2	Remount side grab bar to max 12" from the rear wall at the close end and min 54" on the far end, if technically infeasible leave as is	\$281	3						\$	281	
Holmes Warming Shelter-GYS Building	1.11.3	Remount rear grab bar to behind toilet, 12" to one side of center and 24" to the other, if technically infeasible leave as is	\$281	3						\$	281	
Holmes Warming Shelter-GYS Building	1.11.4	Remount grab bars in accessible stall to 33" to 36" aff	\$563	3						\$	563	
Holmes Warming Shelter-GYS Building	1.11.5	Remount flush mechanism to the open side, in the alternative, install an auto flush unit	\$211	3						\$	211	
Holmes Warming Shelter-GYS Building	1.11.6	See 1.6.2 for correction to door width	\$0	3						\$	-	
Holmes Warming Shelter-GYS Building	1.11.7	Remount toilet paper dispenser max 7" to 9" from front of toilet, 15" to 48" aff and min 12" above or 1.5" below grab bar	\$0	3						\$	-	
Holmes Warming Shelter-GYS Building	1.11.8	Relocate or recess hand dryer and hand towels to not interfere with clear floor space at the sink, protrusions can't be greater than 4"	\$250	3						\$	250	
Holmes Warming Shelter-GYS Building	1.11.9	Remove under sink cabinets to provide knee and toe clearances under sinks and insulate exposed pipes	\$840	3						\$	840	
Holmes Warming Shelter-GYS Building	1.11.10	Lower paper towel dispenser to max 48" to highest operable part	\$250	3						\$	250	
Holmes Warming Shelter-GYS Building	1.11.11	Repair, bevel, or ramp CIL along AR	\$69	3						\$	69	
Holmes Warming Shelter-GYS Building	1.14.1	Upon renovation install audible and visual alarms in all rooms and spaces	\$1,223	3						\$	1,223	
Holmes Warming Shelter-GYS Building	1.15.1	Create template for signs that addresses height of sign, size of characters, location of Braille, and other requirements	\$0	3						\$	-	
Holmes Warming Shelter-GYS Building	1.15.2	Implement a sign revision program throughout the building, discriminating between directional signs and signs for permanent spaces	\$0	3						\$	-	
Holmes Warming Shelter-GYS Building	1.15.3	Mount signage at all permanent rooms/spaces having Braille and the international symbol of accessibility, mounted 48" to baseline of lowest character and 60" to the baseline of the highest character sign and on the latch side of the door	\$450	3						\$	450	

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

Site	Cite	Recommendation	Total cost	Phase	DIS 1 OPTION						
					FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25
Lakefront Park	1.1.1	Repaint stalls and access aisles to be 8' and 8' each	\$210	2		\$ 210					
Lakefront Park	1.1.2	Repair or correct slope of parking space and access aisle to max 2% in any direction	\$2,188	2		\$ 2,188					
Lakefront Park	1.1.3	Reconfigure accessible stalls to avoid requiring pedestrians to cross vehicular way, in the alternative, leave as is with striped crosswalk	\$263	2		\$ 263					
Lakefront Park	1.2.1	Create a curb ramp to be max running slope 8.33%, max cross slope 2%, having a top landing as wide as the ramp and 36" deep and side flares with a max slope 10% where indicated	\$2,125	2		\$ 2,125					
Lakefront Park	1.2.2	Correct slope of adjacent street surfaces to max 5%	\$725	2		\$ 725					
Lakefront Park	1.2.3	Correct slope of curb ramp side flares to max 10%	\$1,450	2		\$ 1,450					
Lakefront Park	1.2.4	Correct curb ramp slope to max 8.33%	\$1,450	2		\$ 1,450					
Lakefront Park	1.2.5	Correct curb ramp cross slope to max 2%	\$1,450	2		\$ 1,450					
Lakefront Park	1.2.6	Install compliant detectable warning at curb ramps	\$470	2		\$ 470					
Lakefront Park	1.2.7	Repair, bevel, or ramp CIL along AR	\$206	2		\$ 206					
Lakefront Park	1.2.8	Correct or fill gaps along AR	\$206	2		\$ 206					
Lakefront Park	1.2.9	Correct or repair sidewalk running slope along AR to max 5%	\$6,563	2		\$ 6,563					
Lakefront Park	1.2.10	See 1.10 for corrections to route to site elements	\$0	2		\$ -					
Lakefront Park	1.3.1	Correct or repair running slope of designated entry to max 5%	\$0	2		\$ -					
Lakefront Park	1.3.2	Repair, bevel or ramp CIL at playground entry/border	\$69	2		\$ 69					
Lakefront Park	1.5.1	Remove overhead bar at transfer for 80" clearance	\$250	2		\$ 250					
Lakefront Park	1.8.1	Remount maze panel to be within reach range for a child seated in a wheelchair. In the alternative, acquire and install additional maze panel or other manipulable component	\$250	2		\$ 250					
Lakefront Park	1.10.1	Correct or repair running slope to max 5% to tennis courts	\$2,188	2		\$ 2,188					
Lakefront Park	1.10.2	Correct or repair slope to max 2.08% in any direction for CFS at information sign	\$1,050	2		\$ 1,050					
Lakefront Park	1.10.3	Replace drinking fountain with a hi-lo bowl fountain	\$3,999	2		\$ 3,999					

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

Site	Cite	Recommendation	Total cost	Phase						DIS OPTION		
					FY 19	FY 20	FY 21	FY 22	FY 23		FY 24	FY 25
Lakefront Park	1.10.4	Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to <u>swinging bench</u> and locate along an AR	\$115	2		\$ 115						
Lakefront Park	1.10.5	Replace one picnic table with one with knee and toe clearance, 9" deep at 27" high and 25" deep at 9" high, with a 36" AR around table as a smart practice	\$800	2		\$ 800						
Lincoln & Old Green Bay	1.2.1	Create a level landing at the top of the curb ramp, 36" deep and as wide as ramp and max 2% slope	\$2,500	DO								\$ 2,500
Lincoln & Old Green Bay	1.2.2	Correct curb ramp cross slope to max 2%	\$1,450	DO								\$ 1,450
Lincoln & Old Green Bay	1.2.3	Install compliant detectable warning at curb ramps and transitions from walkways to vehicular ways	\$1,175	DO								\$ 1,175
Lincoln & Old Green Bay	1.2.4	Maintain overhead clearance of min. 80"	\$0	DO								\$ -
Lincoln & Old Green Bay	1.2.5	Repair, bevel, or ramp CIL along AR	\$69	DO								\$ 69
Lincoln & Old Green Bay	1.2.6	Correct or fill gaps along AR	\$344	DO								\$ 344
Lincoln & Old Green Bay	1.2.7	Correct or repair sidewalk cross slope along AR to max 2%	\$32,813	DO								\$ 32,813
Lincoln & Old Green Bay	1.3.1	Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to border of play area to designate an entry	\$1,200	DO								\$ 1,200
Lincoln & Old Green Bay	1.4.1	Fill and compact EWF surface so that it maintains its accessibility characteristics	\$5,000	DO								\$ 5,000
Lincoln & Old Green Bay	1.4.2	Frequently inspect and regularly maintain accessible portions of play area surface that are comprised of loose fill such as EWF so that surface is level with other surfaces	\$0	DO								\$ -
Lincoln & Old Green Bay	1.4.4	Establish protocols for regular and frequent inspection and maintenance of accessible playground surface	\$0	DO								\$ -
Lincoln & Old Green Bay	1.5.1	See 1.4.2 for correction to play area surface	\$0	DO								\$ -
Lincoln & Old Green Bay	1.5.2	Remove overhead bar to 80" clearance	\$250	DO								\$ 250
Lincoln & Old Green Bay	1.5.3	Correct transfer step riser height to 8" max and uniform	\$1,000	DO								\$ 1,000
Lincoln & Old Green Bay	1.9.1	Install raised sand table with knee clearance or provide a means of transfer to the sand surface	\$2,000	DO								\$ 2,000
Lincoln & Old Green Bay	1.10.1	Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to the athletic fields	\$3,600	DO								\$ 3,600

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

See site reports for description of deficit

Site	Cite	Recommendation	Total cost	Phase	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	DIST OPTION
Lincoln & Old Green Bay	1.10.2	Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to <u>swinging bench</u>	\$115	DO								\$ 115
Lincoln & Old Green Bay	1.10.3	Relocate 20% of garbage cans to be along AR	\$0	DO								\$ -
Lincoln & Old Green Bay	1.10.4	Relocate dog waste bags to be along AR	\$250	DO								\$ 250
Lincoln & Old Green Bay	1.10.5	Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of <u>benches</u> , and locate along an AR	\$115	DO								\$ 115
Lincoln & Old Green Bay	1.10.6	Raise <u>bench seat</u> to 17" to 19" aff as a smart practice	\$250	DO								\$ 250
Lincoln & Old Green Bay	1.10.7	Acquire and install at least one armrest to 20% of existing <u>benches</u> as a smart practice	\$70	DO								\$ 70
Lincoln & Old Green Bay	1.10.8	Replace one picnic table with one with knee and toe clearance, 9" deep at 27" high and 25" deep at 9" high, with a 36" AR around table as a smart practice	\$800	DO								\$ 800
Melvin Berlin Park	1.1.1	Assure that a means of access from street parking exists such as curb ramps	\$1,063	1			\$ 1,063					
Melvin Berlin Park	1.2.1	Repair, bevel, or ramp CIL along AR to tennis	\$69	1			\$ 69					
Melvin Berlin Park	1.10.1	Assure AR is installed connecting the sidewalk to the ball field	\$9,600	1			\$ 9,600					
Melvin Berlin Park	1.10.2	Create AR with crushed and compacted stone or similar outdoor material from sidewalk to the athletic field	\$4,800	1			\$ 4,800					
Melvin Berlin Park	1.10.3	Replace portable toilet with compliant model and place along AR	\$780	1			\$ 780					
Melvin Berlin Park	1.10.4	Correct or repair slope at <u>tennis</u> entries to max 5% running	\$4,375	1			\$ 4,375					
Melvin Berlin Park	1.10.5	Create AR with crushed and compacted stone or similar outdoor material from sidewalk to the back entry of <u>tennis</u> and to the spectator bleachers/seating	\$1,200	1			\$ 1,200					
Melvin Berlin Park	1.10.6	Extend AR to <u>tennis shed</u> and replace hardware with one operable without a tight pinch or grasp	\$1,440	1			\$ 1,440					
Melvin Berlin Park	1.10.7	Replace or add picnic table with knee and toe clearance, 9" deep at 27" high and 25" deep at 9" high, with a 36" AR around table as a smart practice	\$800	1			\$ 800					

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

Site	Cite	Recommendation	Total cost	Phase	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	DIST OPTION
Melvin Berlin Park	1.11.1	Replace one of the picnic tables with one with knee and toe clearance, 9" deep at 27" high and 24" deep at 9" high, with a 36" AR around the table as a smart practice	\$800	1			\$ 800					
Melvin Berlin Park	1.12.1	Relocate storage, furniture, and other obstacles to create 60" maneuvering space around door	\$0	1			\$ -					
Melvin Berlin Park	1.12.1	For all deficits, leave as is , employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here	\$0	1			\$ -					
Melvin Berlin Park	1.12.1	Remount side grab bar to max 12" from the rear wall at the close end and min 54" on the far end, and 33" to 36" aff	\$281	1			\$ 281					
Melvin Berlin Park	1.12.2	Mount rear grab bar to behind toilet, 12" to one side of center and 24" to the other and 33" to 36" aff	\$281	1			\$ 281					
Melvin Berlin Park	1.12.3	Relocate or recess hand dryer to not interfere with clear floor space at the urinal, protrusions can't be greater than 4"	\$250	1			\$ 250					
Melvin Berlin Park	1.12.4	Remount toilet paper dispenser max 7" to 9" from front of toilet, 15" to 48" aff and min 12" above or 1.5" below grab bar	\$0	1			\$ -					
Melvin Berlin Park	1.12.5	Insulate exposed pipes under sink	\$55	1			\$ 55					
Old Elm & Park Place Park	1.2.1	See 1.3.1 for correction to route from entry	\$0	1	\$ -							
Old Elm & Park Place Park	1.2.2	Create a level landing at the top of the curb ramp, 36" deep and as wide as ramp	\$625	1	\$ 625							
Old Elm & Park Place Park	1.2.3	Correct curb ramp cross slope to max 2%	\$725	1	\$ 725							
Old Elm & Park Place Park	1.3.1	Create AR with crushed and compacted stone or similar outdoor material from curb ramp to play area	\$1,440	1	\$ 1,440							
Old Elm & Park Place Park	1.3.2	Create designated entry by removing 60" portion of play area boundary as a smart practice	\$5,000	1	\$ 5,000							
Old Elm & Park Place Park	1.4.1	Fill and compact EWF surface so that it maintains its accessibility characteristics	\$5,000	1	\$ 5,000							
Old Elm & Park Place Park	1.4.2	Frequently inspect and regularly maintain accessible portions of play area surface that are comprised of loose fill such as EWF so that surface is level with other surfaces	\$0	1	\$ -							

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

Site	Cite	Recommendation	Total cost	Phase	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	DIS I OPTION
Old Elm & Park Place Park	1.4.4	Establish protocols for regular and frequent inspection and maintenance of accessible playground surface	\$0	1	\$ -							
Old Elm & Park Place Park	1.5.1	Install descending step on transfer system as a smart practice	\$250	1	\$ 250							
Old Elm & Park Place Park	1.8.1	Lower or relocate manipulable components to have required CFS and lower to be within reach range	\$500	1	\$ 500							
Old Elm & Park Place Park	1.9.1	Install raised sand table with knee clearance or provide a means of transfer to the sand surface	\$2,000	1	\$ 2,000							
Old Elm & Park Place Park	1.10.1	Replace drinking fountain with a hi-lo bowl fountain and extend AR	\$3,999	1	\$ 3,999							
Old Elm & Park Place Park	1.10.2	Relocate 20% of garbage cans to be along AR	\$0	1	\$ -							
Old Elm & Park Place Park	1.10.3	Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to <u>swinging bench</u>	\$115	1	\$ 115							
Old Elm & Park Place Park	1.10.4	Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of benches, and locate along an AR	\$115	1	\$ 115							
Old Elm & Park Place Park	1.10.5	Acquire and install at least one armrest to 20% of existing benches as a smart practice	\$70	1	\$ 70							
Old Elm & Park Place Park	1.10.6	Replace one picnic table with one with knee and toe clearance, 9" deep at 27" high and 25" deep at 9" high, with a 36" AR around table as a smart practice	\$800	1	\$ 800							
Park 6N	1.10.1	Replace drinking fountain with a hi-lo bowl fountain placed along the AR	\$3,999	DO								\$ 3,999
Park 6N	1.10.2	Relocate 20% of garbage cans to be along AR)	\$0	DO								\$ -
Park 6N	1.10.3	Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of benches, and locate along an AR	\$115	DO								\$ 115
Park 14N	1.2.1	See 1.10 for correction to route to site elements	\$0	DO								\$ -
Park 14N	1.10.1	Replace surface of <u>woodchip path</u> with an accessible surface	\$10,000	DO								\$ 10,000
Park 14N	1.10.2	Create AR with crushed and compacted stone or similar outdoor material from sidewalk or street to the <u>woodchip path</u>	\$3,600	DO								\$ 3,600
Park 14N	1.10.3	Relocate 20% of garbage cans to be along AR	\$0	DO								\$ -

DO = District Option, 1 = Phase One, 2 = Phase Two, 3 = Phase Three

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

Responsible Person: Chris Leiner

See site reports for description of deficit

Site	Cite	Recommendation	Total cost	Phase	FY 19					FY 22		FY 23		FY 24		FY 25		DIS OPTION	
Park 14N	1.10.4	Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of benches, and locate along an AR	\$115	DO														\$	115
Park 14N	1.10.5	Acquire and install at least one armrest to 20% of existing benches as a smart practice	\$70	DO														\$	70
Park 19S	1.2.1	See 1.3.1 for correction to route to play area	\$0	DO														\$	-
Park 19S	1.3.1	Create AR with crushed and compacted stone or similar outdoor material from sidewalk to play area boundary designating and entry	\$4,800	DO														\$	4,800
Park 19S	1.8.1	Lower entry point for one swing to 11" to 24" aff	\$0	DO														\$	-
Park 19S	1.10.1	Relocate bike rack to be along AR	\$0	DO														\$	-
Park 19S	1.10.2	Relocate garbage can to be along AR	\$0	DO														\$	-
Robert Everly Wildflower Sanctuary	1.2.1	Create AR with crushed and compacted stone or similar outdoor material throughout garden paths	\$45,600	3														\$	45,600
Robert Everly Wildflower Sanctuary	1.2.2	Create AR with crushed and compacted stone or similar outdoor material from sidewalk to garden entries	\$4,800	3														\$	4,800
Robert Everly Wildflower Sanctuary	1.10.1	See 1.2.1 for correction to surface of paths in garden	\$0	3														\$	-
Robert Everly Wildflower Sanctuary	1.10.2	Repair, bevel, or ramp CIL at bridge in garden	\$69	3														\$	69
Robert Everly Wildflower Sanctuary	1.10.3	Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to bench, and locate along an AR	\$115	3														\$	115
Robert Everly Wildflower Sanctuary	1.10.4	Replace existing bench with one that has armrests, back support, and an entry height between 17" and 19" agl as a smart practice	\$600	3														\$	600
Shelton Park	1.1.1	Create one or more 8' accessible parking stalls, with one 8' adjacent access aisle, with proper signage and striping in tennis lot	\$1,135	DO														\$	1,135
Shelton Park	1.1.2	Add one van parking sign to one accessible stall and repaint stall and access aisle to 11' and 5' or 8' and 8' at play area	\$203	DO														\$	203
Shelton Park	1.1.3	Resurface stalls and access aisles to eliminate gaps and cracks at play area	\$2,000	DO														\$	2,000
Shelton Park	1.1.4	Raise existing accessible parking signs so that lowest end of bottom sign is min 60" aff at play area	\$0	DO														\$	-
Shelton Park	1.2.1	Remove parking stops at tennis curb ramp	\$900	DO														\$	900

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

Site	Cite	Recommendation	Total cost	Phase	DIS I OPTION								
					FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25		
Shelton Park	1.2.2	Re-cut or re-pour curb ramp at tennis to be max running slope 8.33%, max cross slope 2%, having a top landing as wide as the ramp, 36" deep, and max 2.08% slope and side flares max slope 10%	\$1,450	DO									\$ 1,450
Shelton Park	1.2.3	Replace AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to garden	\$235	DO									\$ 235
Shelton Park	1.2.4	Repair, bevel, or ramp CIL along AR	\$138	DO									\$ 138
Shelton Park	1.2.5	Correct or repair sidewalk cross slope along AR to max 2%	\$4,375	DO									\$ 4,375
Shelton Park	1.2.6	Correct or repair sidewalk running slope along AR to max 5%	\$2,188	DO									\$ 2,188
Shelton Park	1.3.1	Correct slope of entry ramp to max 6.25%	\$2,188	DO									\$ 2,188
Shelton Park	1.3.2	Widen entry to min 60" clear width as a smart practice	\$500	DO									\$ 500
Shelton Park	1.3.3	Frequently inspect and regularly maintain accessible portions of play area surface that are comprised of loose fill such as EWF so that surface is level with other surfaces	\$0	DO									\$ -
Shelton Park	1.4.1	Fill and compact EWF surface so that it maintains its accessibility characteristics	\$5,000	DO									\$ 5,000
Shelton Park	1.4.2	Establish protocols for regular and frequent inspection and maintenance of accessible playground surface	\$0	DO									\$ -
Shelton Park	1.8.1	Add one more interactive GLPC to meet one of each type accessible; leave as is, existing interactive components	\$2,000	DO									\$ 2,000
Shelton Park	1.8.2	Lower entry point for one swing to 11" to 24" aff in 2 to 5 area	\$0	DO									\$ -
Shelton Park	1.9.1	Acquire and install an accessible sand play structure and place along AR	\$2,000	DO									\$ 2,000
Shelton Park	1.10.1	Relocate park sign to be closer to the AR for viewing	\$250	DO									\$ 250
Shelton Park	1.10.2	Replace brick drinking fountain with a hi-lo bowl fountain	\$3,999	DO									\$ 3,999
Shelton Park	1.10.3	See 1.4 above for surface corrections and access to swinging bench	\$0	DO									\$ -
Shelton Park	1.10.4	Widen path to bike repair station to 60" and provide 30" x 48" CFS, leave as is, hardware	\$480	DO									\$ 480
Shelton Park	1.10.5	Replace portable toilet with compliant model and place along AR	\$780	DO									\$ 780
Shelton Park	1.10.6	Correct or fill gap at tennis to max .5"	\$69	DO									\$ 69

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

Site	Cite	Recommendation	Total cost	Phase	FY						DIS OPTION	
					19	20	21	22	23	24		25
Shelton Park	1.10.7	Relocate bench at tennis to an area providing adjacent CFS that doesn't interfere with the AR to the gate	\$250	DO								\$ 250
Shelton Park	1.10.8	Replace hardware at <u>garden</u> entry and greenhouse with one operable without a tight pinch or grasp	\$368	DO								\$ 368
Shelton Park	1.10.9	Fill and compact loose surface in <u>garden</u> to eliminate CIL and correct slopes to max 5% running	\$5,000	DO								\$ 5,000
Shelton Park	1.10.10	Lower hose in <u>garden</u> or add a second hose mounted max 48" above the ground	\$250	DO								\$ 250
Shelton Park	1.10.11	Widen route to <u>gardens</u> to min 36" clear width; in the alternative, consider adding raised garden beds for access to individuals in wheelchairs	\$2,400	DO								\$ 2,400
Shelton Park	1.10.12	Provide a level 30" X 48" CFS adjacent to a least one bench in <u>garden</u> as a smart practice	\$115	DO								\$ 115
Shelton Park	1.10.13	Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of benches as a smart practice	\$230	DO								\$ 230
Shelton Park	1.10.14	Adjust height of <u>bench</u> seats to 17" to 19" as a smart practice	\$500	DO								\$ 500
Shelton Park	1.10.15	Replace one table with one of accessible design and place on a firm, stable surface that is connect to the AR	\$800	DO								\$ 800
Shelton Park	1.11.1	Correct or fill 1" gap on shelter entry	\$69	DO								\$ 69
Shelton Park	1.11.2	Repair, bevel or ramp CIL at shelter entry	\$69	DO								\$ 69
Shelton Park	1.11.3	Relocate tables to provide route to accessible table	\$0	DO								\$ -
Vernon and Jefferson Park	1.2.1	Create AR with crushed and compacted stone or similar outdoor material from sidewalk to park features	\$1,920	1	\$	1,920						
Vernon and Jefferson Park	1.3.1	Create designated entry by removing 60" portion of play area boundary as a smart practice and connect to new AR per 1.2.1 above	\$500	1	\$	500						
Vernon and Jefferson Park	1.7.1	Leave as is , existing structure until replaced, designate other play areas in the district as accessible	\$0	1	\$	-						
Vernon and Jefferson Park	1.8.1	Leave as is , existing structure until replaced, designate other play areas in the district as accessible	\$0	1	\$	-						

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

Site	Cite	Recommendation	Total cost	Phase	DIS 1 OPTION							
					FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	
Vernon and Jefferson Park	1.9.1	Leave as is , existing structure until replaced, designate other play areas in the district as accessible	\$0	1	\$ -							
Vernon and Jefferson Park	1.10.1	Replace drinking fountain with a hi-lo bowl fountain and extend an AR to new fountain	\$3,999	1	\$ 3,999							
Vernon and Jefferson Park	1.10.2	Relocate garbage can to be along AR	\$0	1	\$ -							
Vernon and Jefferson Park	1.10.3	Leave as is , swinging bench; correct other benches	\$0	1	\$ -							
Vernon and Jefferson Park	1.10.4	Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of benches, and locate along an AR as a smart practice	\$115	1	\$ 115							
Vernon and Jefferson Park	1.10.5	Replace or add picnic table with knee and toe clearance, 9" deep at 27" high and 25" deep at 9" high, with a 36" AR around table as a smart practice	\$800	1	\$ 800							
Veterans' Memorial Park	1.2.1	Repair surface of AR to be free of deterioration	\$2,000	3							\$ 2,000	
Veterans' Memorial Park	1.2.2	Correct or repair sidewalk cross slope along AR to max 2%	\$6,563	3							\$ 6,563	
Veterans' Memorial Park	1.2.3	Create a compliant 60" by 60" turning space every 200'	\$2,050	3							\$ 2,050	
Veterans' Memorial Park	1.10.1	Raise bench seat to 17" to 19" aff as a smart practice at memorial flag	\$250	3							\$ 250	
Veterans' Memorial Park	1.10.2	Ramp steps along AR to memorial flag	\$4,650	3							\$ 4,650	
Veterans' Memorial Park	1.10.3	Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to the memorial rock	\$1,200	3							\$ 1,200	
Veterans' Memorial Park	1.10.4	Relocate 20% of garbage cans to be along AR	\$0	3							\$ -	
Veterans' Memorial Park	1.10.5	Lower dog waste bags to be max 48" agl	\$250	3							\$ 250	
Veterans' Memorial Park	1.10.6	Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of benches, and locate along an AR	\$115	3							\$ 115	
Veterans' Memorial Park	1.10.7	Raise bench seats to 17" to 19" aff as a smart practice	\$250	3							\$ 250	
Veterans' Memorial Park	1.10.8	Acquire and install at least one armrest to 20% of existing benches as a smart practice	\$70	3							\$ 70	
West Park	1.2.1	Correct slope of adjacent street surfaces to max 5%	\$4,375	2				\$ 4,375				

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

Site	Cite	Recommendation	Total cost	Phase	DIS 1 OPTION						
					FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25
West Park	1.2.2	Correct curb ramp cross slope to max 2%	\$725	2				\$ 725			
West Park	1.2.3	Repair, bevel, or ramp CIL along AR	\$69	2				\$ 69			
West Park	1.2.4	Replace sewer grate with one that has gaps less than .5" across	\$100	2				\$ 100			
West Park	1.2.5	Correct or repair sidewalk cross slope along AR to max 2%	\$2,188	2				\$ 2,188			
West Park	1.2.6	Correct or repair sidewalk running slope along AR to max 5%	\$4,375	2				\$ 4,375			
West Park	1.2.7	See 1.10 for correction to route to site elements	\$0	2				\$ -			
West Park	1.10.1	Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to the <u>ball fields</u> ; in the alternative, leave as is and designate ball fields at other sites in the District as accessible	\$24,000	DO				\$ 24,000			
West Park	1.10.2	Repair, bevel, or ramp CIL to enter dugouts at <u>ball fields</u> ; in the alternative, leave as is and designate ball fields at other sites in the District as accessible	\$138	DO				\$ 138			
West Park	1.10.3	Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to the <u>athletic fields</u> ; in the alternative, leave as is and designate athletic fields at other sites in the District as accessible	\$3,600	DO				\$ 3,600			
West Park	1.10.4	Replace drinking fountain with a hi-lo bowl fountain	\$3,999	2				\$ 3,999			
West Park	1.10.5	Relocate dog waste bags to be along AR	\$250	2				\$ 250			
West Park	1.10.6	Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to <u>swinging bench</u>	\$115	2				\$ 115			
Woman's Library Club Park	1.2.1	Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to site elements	\$4,800	DO							\$ 4,800
Woman's Library Club Park	1.2.2	In the alternative, leave as is, and designate other sites in the District as accessible	\$0	DO							\$ -
Woodlawn Park	1.2.1	See 1.3.1 and 1.10 for correction to route to site elements	\$0	DO	\$ -						
Woodlawn Park	1.3.1	Create AR with crushed and compacted stone or similar outdoor material from sidewalk to play area	\$3,120	DO	\$ 3,120						

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

Site	Cite	Recommendation	Total cost	Phase	DIS 1 OPTION						
					FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25
Woodlawn Park	1.3.2	Create designated entry by removing 60" portion of play area boundary as a smart practice	\$500	DO	\$ 500						
Woodlawn Park	1.4.1	Frequently inspect and regularly maintain accessible portions of play area surface that are comprised of loose fill such as EWF so that surface is level with other surfaces	\$0	DO	\$ -						
Woodlawn Park	1.4.2	Establish protocols for regular and frequent inspection and maintenance of accessible playground surface	\$0	DO	\$ -						
Woodlawn Park	1.5.1	Install transfer supports on transfer platform and steps	\$375	DO	\$ 375						
Woodlawn Park	1.8.1	Relocate play bench to location that provides required 80" overhead clearance. In the alternative, provide an alternative climbing GLPC that is accessible	\$250	DO	\$ 250						
Woodlawn Park	1.9.1	Install raised sand table with knee clearance or provide a means of transfer to the sand surface	\$2,000	DO	\$ 2,000						
Woodlawn Park	1.10.1	Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to the park sign	\$1,200	DO	\$ 1,200						
Woodlawn Park	1.10.2	Replace drinking fountain with a hi-lo bowl fountain	\$3,999	DO	\$ 3,999						
Woodlawn Park	1.10.3	Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to <u>swinging bench</u>	\$115	DO	\$ 115						
Woodlawn Park	1.10.4	Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of benches	\$115	DO	\$ 115						
Woodlawn Park	1.10.5	Acquire and install at least one armrest to 20% of existing benches as a smart practice	\$70	DO	\$ 70						
Woodlawn Park	1.10.6	Raise bench seat to 17" to 19" aff as a smart practice	\$250	DO	\$ 250						
Woodlawn Park	1.10.7	Replace one picnic table with one with knee and toe clearance, 9" deep at 27" high and 25" deep at 9" high, with a 36" AR around table as a smart practice	\$800	DO	\$ 800						
Reinsdorf Field	1.2.1	Repaint pedestrian path	\$263	2				\$ 263			
Reinsdorf Field	1.2.2	Install compliant detectable warning at curb ramps and transitions from walkways to vehicular ways	\$235	2				\$ 235			
Reinsdorf Field	1.2.3	Repair, bevel, or ramp CIL along AR	\$69	2				\$ 69			

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

Site	Cite	Recommendation	Total cost	Phase	FY 19			FY 20		FY 21		FY 22		FY 23		FY 24		FY 25		DIS OPTION
Reinsdorf Field	1.2.4	Correct sidewalk cross slope along AR to max 2	\$4,375	2								\$	4,375							
Reinsdorf Field	1.2.5	Remove or relocate bench to allow 48" clear width at U turn	\$250	2								\$	250							
Reinsdorf Field	1.10.1	Create AR of crushed and compacted stone or other material from parking or sidewalk to <u>ball field</u> and <u>soccer field</u>	\$12,000	2								\$	12,000							
Reinsdorf Field	1.10.2	Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of benches, and locate along an AR	\$115	2								\$	115							
Reinsdorf Field	1.10.3	Acquire and install at least one armrest to 20% of existing benches as a smart practice	\$70	2								\$	70							
Reinsdorf Field	1.10.4	Replace one picnic table with one with knee and toe clearance, 19" deep at 27" high and 24" deep at 9" high, with a 36" AR around table and locate along the AR	\$800	2								\$	800							
Takiff Center	1.1.1	Create one or more 8' accessible parking stalls, with one 8' adjacent access aisle, with proper signage and striping	\$1,135	1				\$	1,135											
Takiff Center	1.1.2	Repair or correct slope of parking space and access aisle to max 2% in any direction	\$328,125	1				\$	328,125											
Takiff Center	1.1.3	Add one van parking sign to one accessible stall in each lot	\$300	1				\$	300											
Takiff Center	1.2.1	Create lined cross walk where pedestrian pathway crosses through vehicular traffic as a smart practice	\$525	1				\$	525											
Takiff Center	1.2.2	Re-cut or re-pour curb ramp to max running slope 8.33%, max cross slope 2.08%, with top landing as wide as the ramp and 36" deep and side flares max slope 10%	\$2,175	1				\$	2,175											
Takiff Center	1.2.3	Install detectable warning at curb ramps and transitions from walkways to vehicular ways	\$705	1				\$	705											
Takiff Center	1.2.4	Create ramp connecting emergency exit to AR, in the alternative, enlarge route and create outdoor area of refuge	\$4,650	1				\$	4,650											
Takiff Center	1.2.5	Replace drain with one having gaps .5" or smaller	\$100	1				\$	100											
Takiff Center	1.2.6	Correct or repair sidewalk cross slope along AR to max 2%	\$4,375	1				\$	4,375											
Takiff Center	1.2.7	Correct or repair sidewalk running slope along AR to max 5%	\$6,563	1				\$	6,563											
Takiff Center	1.2.8	Repaint loading zones to be 8' wide with 5' wide access aisles	\$105	1				\$	105											

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Site	Cite	Recommendation	Total cost	Phase	Fiscal Year					DIS I OPTION		
					FY 19	FY 20	FY 21	FY 22	FY 23		FY 24	FY 25
Takiff Center	1.2.9	Repair or correct slope of loading zone to max 2% in any direction	\$2,188	1		\$ 2,188						
Takiff Center	1.2.1.	Leave as is , lack of level landing, correction is technically infeasible	\$0	1		\$ -						
Takiff Center	1.2.2	Lower rail along bottom edge of ramp to prevent a 4" sphere from passing through	\$375	1		\$ 375						
Takiff Center	1.2.1	Correct risers on stairs to consistent 4" to 7"	\$1,733	DO								\$ 1,733
Takiff Center	1.2.2	Install detectable warning strip on top tread of each stairway	\$300	1			\$ 300					
Takiff Center	1.2.3	Install compliant handrails on exterior side of stairway, mounted 34" to 38" aff with top and bottom extensions	\$700	1			\$ 700					
Takiff Center	1.2.4	Replace or remount handrails to 34" to 38" aff	\$700	1			\$ 700					
Takiff Center	1.3.1	Mount compliant signage at inaccessible entrances directing patrons in wheelchairs to accessible entrance	\$300	1		\$ 300						
Takiff Center	1.3.2	Mount compliant signage at entrance designating it as accessible	\$300	1		\$ 300						
Takiff Center	1.4.1	Correct or repair slope at doorway landing to max 2% in any direction for level CFS	\$13,125	1		\$ 13,125						
Takiff Center	1.4.2	No maneuvering clearance at door due to stairs, leave as is , correction is technically infeasible	\$0	1		\$ -						
Takiff Center	1.4.3	Remove a 12" portion of the wall on the push side of the door to provide maneuvering clearance	\$1,250	1		\$ 1,250						
Takiff Center	1.4.4	Enlarge wooden platform on the exterior of the doors and ramp away from the doors	\$1,875	1		\$ 1,875						
Takiff Center	1.4.5	Repair, bevel, or ramp CIL's at 5 door entries to max .25"	\$1,100	1		\$ 1,100						
Takiff Center	1.4.6	Replace threshold at exterior doors with compliant thresholds	\$181	1		\$ 181						
Takiff Center	1.4.7	Fill and maintain gaps at doorways to max .5"	\$69	1		\$ 69						
Takiff Center	1.4.8	Inspect, adjust, and maintain 5 lbf to open interior doors	\$0	1		\$ -						
Takiff Center	1.4.9	Inspect, adjust, and maintain closing speed on door closers so that doors do not close to 3" faster than 3 seconds when started at 70 degrees	\$0	1		\$ -						
Takiff Center	1.5.1	Lower call buttons to max 42" to the centerline of the highest operable part, if feasible	\$675	3		\$ 675						

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Site	Cite	Recommendation	Total cost	Phase	DIS 1 OPTION							
					FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	
Takiff Center	1.5.2	Raise emergency control buttons to min. 35" aff if feasible	\$15,994	3		\$ 15,994						
Takiff Center	1.5.3	Replace and remount handrails with ones 1.5" diameter max to 32" to 36" aff	\$151	3		\$ 151						
Takiff Center	1.5.4	Adjust elevator doors to open and close with the proper timing on both elevators	\$0	3		\$ -						
Takiff Center	1.6.1	Relocate storage, furniture, and other obstacles to create 60" maneuvering space around doors	\$0	1		\$ -						
Takiff Center	1.6.2	Correct or repair slope at doorway landing to max 2% in any direction for level CFS	\$4,375	1		\$ 4,375						
Takiff Center	1.6.3	Remove a portion of the wall on the pull side to provide 18" maneuvering clearance	\$2,500	1		\$ 2,500						
Takiff Center	1.6.4	Replace shipping/receiving door one having 32" clear width	\$1,980	1		\$ 1,980						
Takiff Center	1.6.5	Inspect, adjust, and maintain 5 lbf to open interior doors	\$0	1		\$ -						
Takiff Center	1.6.6	Inspect, adjust, and maintain closing speed on door closers so that doors do not close to 3" faster than 3 seconds when started at 70 degrees	\$0	1		\$ -						
Takiff Center	1.6.1	Correct or fill gap along ramp	\$69	1			\$ 69					
Takiff Center	1.6.2	Lower operating mechanisms along the interior AR to max 48" aff to the highest operable part	\$500	1			\$ 500					
Takiff Center	1.6.3	Replace locker hardware on 5% of the lockers with ones operable without a tight pinch or grasp	\$300	1			\$ 300					
Takiff Center	1.6.4	Remove, or relocate storage in CFS at fixtures and operable parts along the AR	\$0	1			\$ -					
Takiff Center	1.6.5	Relocate protruding objects along the interior AR or place cane detectable warning at foot of lights and fire extinguisher	\$750	1			\$ 750					
Takiff Center	1.6.6	Correct riser heights on stairs listed so they are a consistent height between 4" to 7"	\$10,684	1			\$ 10,684					
Takiff Center	1.6.7	Correct tread depth on stairs so they are 11" minimum and consistent	\$3,465	DO								\$ 3,465
Takiff Center	1.6.8	Install detectable warning strip on top tread of each stairway	\$1,350	1			\$ 1,350					
Takiff Center	1.6.9	Install compliant handrails on both sides of stairway, mounted 34" to 38" aff with top and bottom extensions	\$3,500	1			\$ 3,500					
Takiff Center	1.6.1	Correct slopes of ramps listed to max 8.33% running and 2% cross	\$10,938	1			\$ 10,938					

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Site	Cite	Recommendation	Total cost	Phase	DIS 1 OPTION						
					FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25
Takiff Center	1.6.2	Remove storage, create level landing at shipping and receiving	\$0	1			\$ -				
Takiff Center	1.6.3	Replace handrails with ones that are rounded and/or extend to the ground, with handrail extensions and mounted 34" to 38" aff having an additional rail along the bottom for edge protection	\$1,400	1			\$ 1,400				
Takiff Center	1.7.1	Lower 36" wide segment of service counter to max 34" aff	\$1,570	1		\$ 1,570					
Takiff Center	1.8.1	Relocate obstacles such as tables and chairs to create AR and turning space through activity storage	\$0	1		\$ -					
Takiff Center	1.8.2	Provide ramp access to stage	\$4,650	1		\$ 4,650					
Takiff Center	1.8.3	Remove, or relocate storage in CFS at fixtures and operable parts	\$0	1		\$ -					
Takiff Center	1.8.4	Lower operating mechanisms in rooms indicated to max 48" aff to the highest operable part	\$750	1		\$ 750					
Takiff Center	1.8.5	Replace one table in art room with one having 30" wide; 27" aff knee clearance	\$800	1		\$ 800					
Takiff Center	1.8.6	Remove base cabinets to provide knee clearance and lower sink height to max 34" aff	\$2,485	1		\$ 2,485					
Takiff Center	1.8.7	Replace hardware on doors indicated with hardware operable without a tight pinch or grasp	\$735	1		\$ 735					
Takiff Center	1.9.1	Employee only area permits approach, entry, and exit, relocate obstacles such as tables and chairs to create AR through rooms indicated	\$0	1		\$ -					
Takiff Center	1.9.2	Employee only areas permit approach, entry, and exit, relocate obstacles to create turning space of 60" in activity storage and hall storage and janitor	\$0	1		\$ -					
Takiff Center	1.9.3	For all other deficits. leave as is , employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here	\$0	1		\$ -					
Takiff Center	1.11.1	Remount rear grab bar to correct placement behind toilet, 12" to one side of center and 24" to the other and 33" to 36" aff in both	\$563	1		\$ 563					
Takiff Center	1.11.2	Lower mirrors so reflective surface is max 40" aff	\$0	1		\$ -					

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Site	Cite	Recommendation	Total cost	Phase	DIS 1 OPTION						
					FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25
Takiff Center	1.11.3	Insulate exposed pipes under sink in both	\$110	1		\$ 110					
Takiff Center	1.11.4	Acquire and mount signage with access symbol	\$150	1		\$ 150					
Takiff Center	1.11.5	Replace toilet seat, or re-set or replace toilet to 17" to 19" aff	\$1,306	1		\$ 1,306					
Takiff Center	1.11.6	Lower hook in single-users to max 48" aff and remove storage from CFS at hook	\$0	1		\$ -					
Takiff Center	1.11.7	Correct or repair slope in CFS of toilet	\$2,188	1		\$ 2,188					
Takiff Center	1.13.1	Remove or reduce curb at shower to max .5"	\$69	1		\$ 69					
Takiff Center	1.13.2	Remount shower bench so that the front edge of the L is 16" from wall	\$250	1		\$ 250					
Takiff Center	1.14.1	Install audible and visual alarms in rooms and spaces where alarms have been installed since 1992	\$408	1		\$ 408					
Takiff Center	1.14.2	Upon renovation install audible and visual alarms in all rooms and spaces	\$2,241	1		\$ 2,241					
Takiff Center	1.15.1	Create template for signs that addresses height of sign, size of characters, location of Braille, and other requirements	\$0	1		\$ -					
Takiff Center	1.15.2	Implement a sign revision program throughout the building, discriminating between directional signs and signs for permanent spaces	\$0	1		\$ -					
Takiff Center	1.15.3	Mount compliant signage at all permanent rooms/spaces having Braille and the international symbol of accessibility, mounted at 60" to the middle of the sign and on the latch side of the door	\$1,500	1		\$ 1,500					
Takiff Center	1.6.1	Relocate storage, furniture, and other obstacles to create 60" maneuvering space around doors	\$0	1		\$ -					
Takiff Center	1.6.2	Remove and rehang to swing inward rather than outward and remove closer to provide 18" maneuvering clearance on the pull side of door	\$1,369	1		\$ 1,369					
Takiff Center	1.6.3	Widen entries to allow for 18" of maneuvering clearance on the pull side of doorways, in the alternative, remove door and frame and widen entry to 36" for access	\$1,250	1		\$ 1,250					
Takiff Center	1.6.4	No maneuvering clearance at door due to stairs, leave as is , correction is technically infeasible	\$0	1		\$ -					

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Site	Cite	Recommendation	Total cost	Phase	DIS 1 OPTION							
					FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	
Takiff Center	1.6.5	Remove and rehang door to open from the opposite side to create required 18" of maneuvering clearance on the pull side	\$1,369	1		\$ 1,369						
Takiff Center	1.6.6	Leave as is , double closet doors at 31.5"; citing construction tolerance and keep second door unlocked for access	\$0	1		\$ -						
Takiff Center	1.6.7	Fill and maintain gap mechanical room to max .5"	\$69	1		\$ 69						
Takiff Center	1.6.8	Replace hardware with lever hardware where indicated	\$1,103	1		\$ 1,103						
Takiff Center	1.6.9	Inspect, adjust, and maintain 5 lbf to open interior doors	\$0	1		\$ -						
Takiff Center	1.6.1	Install detectable warning strip on top tread of each stairway	\$300	1			\$ 300					
Takiff Center	1.6.2	Replace or remount handrails to 34" to 38" aff	\$700	1			\$ 700					
Takiff Center	1.6.1	Leave as is , ramp slope, and cite construction tolerance	\$0	1		\$ -						
Takiff Center	1.8.1	Closets too small for turning space. leave as is	\$0	1		\$ -						
Takiff Center	1.8.2	Place cane detectable warning at foot of dance bars or extend bars so that the cover the entire wall	\$150	1		\$ 150						
Takiff Center	1.8.3	Bevel the edge of the patio for accessibility	\$69	1		\$ 69						
Takiff Center	1.8.4	Remove, or relocate storage in CFS at closet outlets	\$0	1		\$ -						
Takiff Center	1.8.5	Acquire and mount compliant signage, including international symbol of accessibility, designating specified number of wheelchair seats	\$300	1		\$ 300						
Takiff Center	1.9.1	Employee only area permit approach, entry, and exit, relocate obstacles such as tables and chairs for AR through indicated room	\$0	1		\$ -						
Takiff Center	1.9.2	Employee only areas permit approach, entry, and exit, relocate obstacles to create turning space of 60" in indicated rooms	\$0	1		\$ -						
Takiff Center	1.9.3	For all other deficits. leave as is , employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here	\$0	1		\$ -						
Takiff Center	1.11.1	Lower mirror so reflective surface is max 40" aff	\$0	1		\$ -						
Takiff Center	1.11.2	Remount grab bars in both accessible stalls to 33" to 36" aff	\$1,125	1		\$ 1,125						

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Site	Cite	Recommendation	Total cost	Phase	DIS I OPTION							
					FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	
Takiff Center	1.14.1	Install audible and visual alarms in rooms and spaces where alarms have been installed since 1992	\$408	1		\$ 408						
Takiff Center	1.14.2	Upon renovation install audible and visual alarms in all rooms and spaces	\$374	1		\$ 374						
Takiff Center	1.6.1	Remove and rehang door to swing outward rather than inward to provide adequate 18" maneuvering clearance on the pull side of door	\$1,369	1		\$ 1,369						
Takiff Center	1.6.2	Relocate storage, furniture, and other obstacles to create 60" maneuvering space around doors	\$0	1		\$ -						
Takiff Center	1.6.3	Leave as is , maneuvering clearance in closet or storage, correction is technically infeasible	\$0	1		\$ -						
Takiff Center	1.6.4	Replace doors ones having 32" clear width where indicated	\$7,920	1		\$ 7,920						
Takiff Center	1.6.5	Inspect, adjust, and maintain 5 lbf to open interior doors	\$0	1		\$ -						
Takiff Center	1.6.6	Inspect, adjust, and maintain closing speed on door closers so doors do not close to 3" faster than 3 seconds when started at 70 degrees	\$0	1		\$ -						
Takiff Center	1.7.1	Lower 36" wide segment of service counter to max 34" aff	\$785	1		\$ 785						
Takiff Center	1.8.1	Relocate obstacles such as tables and chairs for AR in rooms indicated	\$0	1		\$ -						
Takiff Center	1.8.2	Leave as is , lack of overhead at play lofts; correction is technically infeasible; provide alternate play experience for children with disabilities unable to access this structure	\$0	1		\$ -						
Takiff Center	1.8.3	Relocate obstacles (such as tables and chairs) to create adequate turning space in conference room 252	\$0	1		\$ -						
Takiff Center	1.8.4	Relocate protruding objects in tot gym and enrichment 212a or place cane detectable warning at foot of shelves	\$500	1		\$ 500						
Takiff Center	1.8.5	Secure rug edges in classroom 246 to prevent trip hazard	\$200	1		\$ 200						
Takiff Center	1.8.6	Remove, or relocate storage in CFS at fixtures and operable parts	\$0	1		\$ -						
Takiff Center	1.8.7	Lower operating mechanisms in rooms indicated to max 48" aff to the highest operable part	\$2,750	1		\$ 2,750						

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Site	Cite	Recommendation	Total cost	Phase	DIS I OPTION							
					FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	
Takiff Center	1.8.8	Replace one table in preschool rooms with one having an adjustable height for use by a child in a wheelchair, having 24" knee clearance	\$800	1		\$ 800						
Takiff Center	1.8.9	Replace one table in multi-purpose rooms with an adjustable height table for use by an individual in a wheelchair having 27" knee clearance	\$800	1		\$ 800						
Takiff Center	1.8.10	Replace one conf room table with one with knee and toe clearances	\$800	1		\$ 800						
Takiff Center	1.8.11	Remove base cabinets and sink apron to provide knee clearance at sinks	\$7,850	1		\$ 7,850						
Takiff Center	1.9.1	Employee only area permit approach, entry, and exit, relocate obstacles such as tables and chairs to create AR through rooms indicated	\$0	1		\$ -						
Takiff Center	1.9.2	Employee only areas permit approach, entry, and exit, relocate obstacles to create turning space of 60" in rooms indicated	\$0	1		\$ -						
Takiff Center	1.9.3	For all other deficits. leave as is , employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here	\$0	1		\$ -						
Takiff Center	1.11.1	Lower mirrors so reflective surface is max 40" aff	\$0	1		\$ -						
Takiff Center	1.11.2	Remount grab bars in accessible stalls to 33" to 36" aff	\$1,125	1		\$ 1,125						
Takiff Center	1.11.3	Sink protrudes; install cane detectable warning at sink edge	\$150	1		\$ 150						
Takiff Center	1.11.1	Acquire and mount signage with access symbol, mounted on wall, latch side of door, 60" to center of sign	\$450	1		\$ 450						
Takiff Center	1.11.2	Adjust timing of sink faucets to remain on for min 10 seconds	\$0	1		\$ -						
Takiff Center	1.11.3	Remount toilets to 16" to 18" from the side wall to centerline	\$3,918	1		\$ 3,918						
Takiff Center	1.11.4	Remount rear grab bar to correct placement behind toilet, 12" to one side of center and 24" to other and 33" to 36" aff in all	\$844	1		\$ 844						
Takiff Center	1.11.5	Lower baby changer in 244-246 to max 48" to the handle	\$750	1		\$ 750						
Takiff Center	1.11.6	Remount toilet paper dispenser in 201-210 and 247-250 restrooms to max 7" to 9" from front of toilet and 15" to 48" aff	\$0	1		\$ -						

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Site	Cite	Recommendation	Total cost	Phase	DIS 1 OPTION							
					FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	
Takiff Center	1.11.1	Acquire and mount signage with access symbol, on wall, latch side of door, 60" to center of sign	\$600	1		\$ 600						
Takiff Center	1.11.2	Remount toilets to 16" to 18" from the side wall to centerline	\$5,224	1		\$ 5,224						
Takiff Center	1.11.3	Remount rear grab bar to correct placement, 12" to one side of center and 24" to other and 33" to 36" aff in all	\$1,125	1		\$ 1,125						
Takiff Center	1.11.4	Remount toilet paper dispenser to max 7" to 9" from front of toilet and 15" to 48" aff	\$0	1		\$ -						
Takiff Center	1.11.5	Relocate or recess shelf in children's circle RR to not interfere with general circulation path, protrusions can't exceed 4" and remount max 48" aff	\$250	1		\$ 250						
Takiff Center	1.11.1	Lower mirror so reflective surface is max 40" aff	\$0	1		\$ -						
Takiff Center	1.14.1	Install audible and visual alarms in rooms and spaces where alarms have been installed since 1992	\$1,223	1		\$ 1,223						
Takiff Center	1.14.2	Upon renovation install audible and visual alarms in all rooms and spaces	\$1,121	1		\$ 1,121						
Takiff Center	1.6.1	Remove a portion of the wall; 12" on push side or 18" on pull to provide adequate maneuvering clearance at doorways, if not technically feasible leave as is	\$330	1		\$ 330						
Takiff Center	1.6.2	Relocate storage, furniture, and other obstacles for 60" maneuvering space around doors	\$0	1		\$ -						
Takiff Center	1.6.3	Inspect, adjust, and maintain 5 lbf to open interior doors	\$0	1		\$ -						
Takiff Center	1.6.4	Inspect, adjust, and maintain closing speed on door closers so doors do not close to 3" faster than 3 seconds when started at 70 degrees	\$0	1		\$ -						
Takiff Center	1.8.1	Relocate protruding objects in community rooms 1, 2, 3, and 4 or place cane detectable warning at foot of shelves	\$1,000	1		\$ 1,000						
Takiff Center	1.8.2	Relocate storage in CFS at fixtures and operable parts	\$0	1		\$ -						
Takiff Center	1.8.3	Lower operating mechanisms in community rooms 1,2,3, and 4 to max 48" aff to highest operable part	\$1,000	1		\$ 1,000						
Takiff Center	1.8.4	Remove base cabinets to provide knee clearance at sink	\$785	1		\$ 785						

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

Site	Cite	Recommendation	Total cost	Phase	DIS 1 OPTION						
					FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25
Takiff Center	1.9.1	Employee only areas permit approach, entry, and exit, relocate obstacles such as tables and chairs for AR through rooms indicated	\$0	1		\$ -					
Takiff Center	1.9.2	Employee only areas permit approach, entry, and exit, relocate obstacles to create turning space of 60" in rooms indicated	\$0	1		\$ -					
Takiff Center	1.9.3	For all other deficits. leave as is , employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here	\$0	1		\$ -					
Takiff Center	1.11.1	Insulate exposed pipes under sinks	\$110	1		\$ 110					
Takiff Center	1.11.2	Remount toilets to 16" to 18" from side wall to centerline	\$2,612	1		\$ 2,612					
Takiff Center	1.11.3	Remount grab bars in accessible stalls to 33" to 36" aff	\$1,125	1		\$ 1,125					
Takiff Center	1.11.4	Lower mirror in men's so reflective surface is max 40" aff	\$0	1		\$ -					
Takiff Center	1.11.5	Relocate garbage, paper towel and soap for CFS at fixtures	\$0	1		\$ -					
Takiff Center	1.11.6	Lower sinks to max 34" aff to front of rim in W RRs	\$1,700	1		\$ 1,700					
Takiff Center	1.11.7	Lower hook in W RR to max 48" aff	\$0	1		\$ -					
Takiff Center	1.11.1	Remount rear grab bars to the correct placement behind toilet, 12" to one side of center and 24" to the other	\$563	1		\$ 563					
Takiff Center	1.11.2	Remount grab bars to 33" to 36" aff	\$563	1		\$ 563					
Takiff Center	1.11.3	Lower mirror so reflective surface is max 40" aff	\$0	1		\$ -					
Takiff Center	1.11.4	Lower hooks to max 48" aff	\$0	1		\$ -					
Takiff Center	1.11.5	Remount toilet in unisex 1 to 16" to 18" from side wall to centerline	\$1,306	1		\$ 1,306					
Takiff Center	1.11.6	Lower sinks to max 34" aff to front of rim in unisex 1	\$1,700	1		\$ 1,700					
Takiff Center	1.11.7	Insulate exposed pipes under sink in unisex 1	\$55	1		\$ 55					
Takiff Center	1.12.1	Employee only areas must permit approach, entry and exit, relocate obstacles to create turning space of 60"	\$0	1		\$ -					

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

Site	Cite	Recommendation	Total cost	Phase	DIS 1 OPTION							
					FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	
Takiff Center	1.12.2	For all other deficits, <i>leave as is</i> , employee work area pursuant to 2010 Standards guidelines 106.5 Defined Terms, until an employee with a disability works here	\$0	1		\$ -						
Takiff Center	1.6.1	Relocate storage, furniture, and other obstacles for 60" maneuvering space around doors	\$0	1		\$ -						
Takiff Center	1.6.2	Remove and rehang door to swing outward not inward for 18" maneuvering clearance on the pull side of door	\$2,738	1		\$ 2,738						
Takiff Center	1.6.3	Replace doors ones having 32" clear width where indicated	\$1,980	1		\$ 1,980						
Takiff Center	1.6.4	Inspect, adjust, and maintain 5 lbf to open interior doors	\$0	1		\$ -						
Takiff Center	1.6.5	Inspect, adjust, and maintain closing speed on door closers so doors do not close to 3" faster than 3 seconds when started at 70 degrees	\$0	1		\$ -						
Takiff Center	1.6.6	Replace or remount handrails to 34" to 38" aff	\$700	1		\$ 700						
Takiff Center	1.8.1	Relocate protruding objects in break room or place cane detectable warning at foot of television	\$250	1		\$ 250						
Takiff Center	1.8.2	Lower operating mechanisms in break room to max 48" aff to the highest operable part	\$250	1		\$ 250						
Takiff Center	1.8.3	Replace sink with shallower basin allowing 27" knee clearance and 34" aff and insulate exposed pipes	\$3,169	1		\$ 3,169						
Takiff Center	1.9.1	Employee only area permit approach, entry, and exit, relocate obstacles such as tables and chairs to create AR through rooms indicated	\$0	1		\$ -						
Takiff Center	1.9.2	Employee only areas permit approach, entry, and exit, relocate obstacles to create turning space of 60" in indicated	\$0	1		\$ -						
Takiff Center	1.9.3	For all other deficits. <i>leave as is</i> , employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here	\$0	1		\$ -						
Takiff Center	1.3.1	Widen designated entry to 60" width (smart practice)	\$500	1			\$ 500					
Takiff Center	1.3.2	Correct designated entry running slope to max 5%	\$4,375	1			\$ 4,375					

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

Site	Cite	Recommendation	Total cost	Phase	DIS 1 OPTION						
					FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25
Takiff Center	1.3.3	Correct or repair cross slope of designated entry to max 2%	\$2,188	1			\$ 2,188				
Takiff Center	1.4.1	Repair or correct running slope of play area accessible surface to max 5%	\$4,375	1			\$ 4,375				
Takiff Center	1.4.2	Repair or correct cross slope of play area accessible surface to max 2%	\$6,563	1			\$ 6,563				
Takiff Center	1.4.3	Raise basketball hoop to allow 80" overhead clearance	\$250	1			\$ 250				
Takiff Center	1.4.4	Raise shelter tunnel to min 80", or pad object to prevent hazard in overhead clearance	\$250	1			\$ 250				
Takiff Center	1.4.5	Correct or fill gaps on turf surface	\$500	1			\$ 500				
Takiff Center	1.4.6	Frequently inspect and regularly maintain surface to be free of sand so it maintains its accessible characteristics	\$0	1			\$ -				
Takiff Center	1.10.1	Correct or repair cross slope of basketball court to max 2%	\$2,188	1			\$ 2,188				
Takiff Center	1.10.2	Acquire and install at least one armrest to 20% of existing benches as a smart practice	\$140	1			\$ 140				
Takiff Center	1.11.1	Raise decorative lattice to not less than 80", or pad object to prevent hazard in overhead clearance	\$110	1			\$ 110				
Watts Ice Arena	1.1.1	Mount van sign on one accessible stall	\$150	3						\$ 150	
Watts Ice Arena	1.1.2	Repair or correct slope of parking space and access aisle to max 2% in any direction	\$8,750	3						\$ 8,750	
Watts Ice Arena	1.1.3	Raise existing accessible parking signs so that lowest end of bottom sign is min 60"	\$0	3						\$ -	
Watts Ice Arena	1.1.4	Move accessible parking sign to 5' of accessible parking stall	\$0	3						\$ -	
Watts Ice Arena	1.2.1	Install compliant detectable warning at transitions from walkways to vehicular ways as a smart practice	\$235	3						\$ 235	
Watts Ice Arena	1.2.2	Correct or fill gaps along AR	\$206	3						\$ 206	
Watts Ice Arena	1.3.1	Mount signage at entrance designating it as accessible	\$300	3						\$ 300	
Watts Ice Arena	1.4.1	Relocate storage, furniture, and other obstacles to create adequate 60" maneuvering space around doors	\$0	3						\$ -	
Watts Ice Arena	1.4.2	Enlarge cement pad at exit to allow 18" clearance on the latch side, and extend a pathway away from the building for emergency egress	\$5,625	3						\$ 5,625	
Watts Ice Arena	1.4.3	Replace door with door having 80" overhead clearance	\$1,980	3						\$ 1,980	
Watts Ice Arena	1.4.4	Widen doors to 32" for any doors indicated	\$3,960	3						\$ 3,960	

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

Site	Cite	Recommendation	Total cost	Phase	DIS 1 OPTION						
					FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25
Watts Ice Arena	1.4.5	Repair, bevel, or ramp CIL at 7 door entries to be max .25"	\$1,238	3							\$ 1,238
Watts Ice Arena	1.4.6	Replace thresholds at exterior doors with compliant ones	\$906	3							\$ 906
Watts Ice Arena	1.4.7	Fill and maintain gaps at doorways to max .5"	\$206	3							\$ 206
Watts Ice Arena	1.4.8	Replace hardware with lever hardware where indicated	\$368	3							\$ 368
Watts Ice Arena	1.4.9	Inspect, adjust, and maintain 8.5 lbf to open exterior doors	\$0	3							\$ -
Watts Ice Arena	1.4.10	Inspect, adjust, and maintain closing speed on door closers so that doors do not close to 3" faster than 3 seconds when started at 70 degree	\$0	3							\$ -
Watts Ice Arena	1.6.1	Relocate storage, furniture, and other obstacles to create 60" maneuvering space around doors	\$0	3							\$ -
Watts Ice Arena	1.6.2	Leave as is , maneuvering clearance in closet or storage, correction is technically infeasible	\$0	3							\$ -
Watts Ice Arena	1.6.3	Remove and rehang door to swing outward rather than inward to provide adequate 18" maneuvering clearance on the pull side of door	\$4,106	3							\$ 4,106
Watts Ice Arena	1.6.4	No maneuvering clearance at door due to stairs, leave as is , correction is technically infeasible	\$0	3							\$ -
Watts Ice Arena	1.6.5	Replace doors with doors having 80" of overhead clearance	\$5,940	3							\$ 5,940
Watts Ice Arena	1.6.6	Replace doors ones having 32" clear width where indicated	\$9,900	3							\$ 9,900
Watts Ice Arena	1.6.7	Replace hardware with lever hardware where indicated	\$2,205	3							\$ 2,205
Watts Ice Arena	1.6.8	Replace hardware on hazardous area doors with knurled hardware	\$368	3							\$ 368
Watts Ice Arena	1.6.9	Inspect, adjust, and maintain 5 lbf to open interior doors	\$0	3							\$ -
Watts Ice Arena	1.6.10	Inspect, adjust, and maintain closing speed on door closers so that doors do not close to 3" faster than 3 seconds when started at 70 degrees	\$0	3							\$ -
Watts Ice Arena	1.6.1	No AR to upper level employee area, leave as is , and reassign duties if an employee with disabilities requires access here	\$0	3							\$ -

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

See site reports for description of deficit

Site	Cite	Recommendation	Total cost	Phase	DIS 1 OPTION							
					FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	
Watts Ice Arena	1.6.2	Provide vertical access to all public areas required to be accessible	\$31,165	3							\$ 31,165	
Watts Ice Arena	1.6.3	Lower operating mechanisms along the interior AR to max 48" aff to the highest operable part	\$250	3							\$ 250	
Watts Ice Arena	1.6.4	Relocate protruding objects along the interior AR or place cane detectable warning at foot of AED and lockers	\$500	3							\$ 500	
Watts Ice Arena	1.6.5	Replace drinking fountain with a hi-lo bowl fountain	\$3,999	3							\$ 3,999	
Watts Ice Arena	1.6.6	Remove, or relocate storage in CFS at fixtures and operable parts along the AR	\$0	3							\$ -	
Watts Ice Arena	1.6.7	Correct riser heights on stairs so they are a consistent height between 4" to 7"	\$12,128	DO								\$ 12,128
Watts Ice Arena	1.6.8	Correct tread depth on stairs so they are 11" minimum and consistent	\$8,085	DO							\$ 450	\$ 8,085
Watts Ice Arena	1.6.9	Install detectable warning strip on top tread of each stairway	\$450	3							\$ 2,100	
Watts Ice Arena	1.6.10	Install compliant handrails on both sides of stairway, mounted 34" to 38" aff with top and bottom extensions	\$2,100	3							\$ 440	
Watts Ice Arena	1.6.11	Provide 80" overhead clearance if feasible, in the alternative, pad the obstruction to prevent injury	\$440	3							\$ -	
Watts Ice Arena	1.8.1	Room/closet too small for access, leave as is	\$0	3							\$ 250	
Watts Ice Arena	1.8.2	Relocate protruding objects in common room or place cane detectable warning at foot of AED	\$250	3							\$ -	
Watts Ice Arena	1.8.3	Remove, or relocate storage in CFS at fixtures and operable parts	\$0	3							\$ 750	
Watts Ice Arena	1.8.4	Lower operating mechanisms in preschool room, rec room, and team 2 dressing room to max 48" aff to the highest operable part	\$750	3							\$ 2,485	
Watts Ice Arena	1.8.5	Remove base cabinets to provide knee clearance and lower sink height to max 34" aff	\$2,485	3							\$ 600	
Watts Ice Arena	1.8.6	Replace bench in dressing area with one with seat 24" deep, 48" long, affixed to the wall or having a back and mounted 17" to 19" aff	\$600	3							\$ -	

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

Site	Cite	Recommendation	Total cost	Phase	FY 19			FY 22		FY 24		DIS OPTION
Watts Ice Arena	1.9.1	Employee only area permit approach, entry, and exit, relocate obstacles such as tables and chairs to create AR through skate sharpening room	\$0	3							\$ -	
Watts Ice Arena	1.9.2	Room/closet too small for access, leave as is	\$0	3							\$ -	
Watts Ice Arena	1.9.3	Employee only areas permit approach, entry, and exit, relocate obstacles to create turning space of 60" in rooms indicated	\$0	3							\$ -	
Watts Ice Arena	1.9.4	For all other deficits. leave as is , employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here	\$0	3							\$ 300	
Watts Ice Arena	1.11.1	Restrooms not accessible, acquire and mount compliant signage, mounted on the wall, latch side of the door, 60" to the center of the sign, at restroom directing patrons to accessible restroom	\$300	3							\$ 300	
Watts Ice Arena	1.11.1	Acquire and mount signage, with access symbol, on wall, latch side of door, 60" to center of sign	\$300	3							\$ -	
Watts Ice Arena	1.11.2	See 1.6.6 under doors above for correction to door width	\$0	3							\$ -	
Watts Ice Arena	1.11.3	Lower mirror so reflective surface is max 40" aff	\$0	3							\$ 500	
Watts Ice Arena	1.11.4	Lower diaper deck to max 34" when open	\$500	3							\$ 1,306	
Watts Ice Arena	1.11.5	Replace toilet seat, or re-set or replace toilet in M RR to 17" to 19" aff	\$1,306	3							\$ -	
Watts Ice Arena	1.11.6	Remove, or relocate storage in CFS at fixtures and operable parts in M RR	\$0	3							\$ 211	
Watts Ice Arena	1.11.7	Replace toilet tank in W with one having flush mechanism on the open side, in the alternative, install an auto flush unit	\$211	3							\$ -	
Watts Ice Arena	1.11.8	Remount toilet paper dispenser in W RR to max 7" to 9" from front of toilet and 15" to 48" aff	\$0	3							\$ 1,700	
Watts Ice Arena	1.11.9	Lower sink in W to max 34" aff to front of rim	\$1,700	3							\$ -	
Watts Ice Arena	1.15.1	Create template for signs that addresses height of sign, size of characters, location of Braille, and other requirements	\$0	3							\$ -	

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

Site	Cite	Recommendation	Total cost	Phase	DIS 1 OPTION								
					FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25		
Watts Ice Arena	1.15.2	Implement a sign revision program throughout the building, discriminating between directional signs and signs for permanent spaces	\$0	3							\$	1,200	
Watts Ice Arena	1.15.3	Mount compliant signage at all permanent rooms/spaces having Braille and the international symbol of accessibility, mounted at 60" to the middle of the sign and on the latch side of the door	\$1,200	3							\$	785	
Watts Ice Arena	1.16.1	Lower 36" wide portion of service counter to max 34" aff	\$785	3							\$	-	
Watts Ice Arena	1.16.2	If counter from preschool is used for service; relocate storage from CFS	\$0	3							\$	100	
Watts Ice Arena	1.16.3	Replace menu with one having pictures (smart practice) and lettering of compliant size based on viewing distance	\$100	3							\$	-	
Watts Ice Arena	1.16.4	For all other deficits, leave as is , employee work area pursuant to ADA/ABA guidelines 106.5 Defined Terms, until an employee with a disability works here	\$0	3							\$	1,000	
Watts Ice Arena	1.16.1	Repair, bevel, or ramp CIL to studio rink and main rink	\$1,000	3									
Watts Park	1.2.1	Repaint pedestrian path for visibility	\$263	DO								\$	263
Watts Park	1.2.2	Replace existing detectable warning with compliant truncated dome template integrated into the walking surface	\$470	DO								\$	470
Watts Park	1.2.3	Install compliant detectable warning at transitions from walkways to vehicular ways	\$235	DO								\$	235
Watts Park	1.2.4	Correct or fill gaps and sidewalk disintegration along AR	\$550	DO								\$	550
Watts Park	1.2.5	Correct or repair sidewalk cross slopes along AR to max 2%	\$10,938	DO								\$	10,938
Watts Park	1.2.6	Correct or repair sidewalk running slope along AR to max 5%	\$13,125	DO								\$	13,125
Watts Park	1.2.7	Establish protocols for regular and frequent inspection and maintenance of AR	\$0	DO								\$	-
Watts Park	1.3.1	Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to play area	\$4,800	DO								\$	4,800
Watts Park	1.3.2	Create designated entry by removing 60" portion of play area boundary (smart practice)	\$500	DO								\$	500

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

Site	Cite	Recommendation	Total cost	Phase	Fiscal Year					DIS I OPTION		
					FY 19	FY 20	FY 21	FY 22	FY 23		FY 24	FY 25
Watts Park	1.3.3	Replace and install intended user signage with signage having larger text and mount at newly created designated entry as a smart practice	\$150	DO								\$ 150
Watts Park	1.4.1	Repair or correct running slope of play area accessible surface to max 5%	\$0	DO								\$ -
Watts Park	1.4.2	Repair or correct cross slope of play area accessible surface to max 2%	\$0	DO								\$ -
Watts Park	1.4.3	Fill and compact EWF surface so that it maintains its accessibility characteristics	\$5,000	DO								\$ 5,000
Watts Park	1.4.4	Establish protocols for regular and frequent inspection and maintenance of accessible playground surface	\$0	DO								\$ -
Watts Park	1.6.1	Provide a ramp extension that continues to the ground	\$2,325	DO								\$ 2,325
Watts Park	1.6.2	Inspect ramp segments and adjust or raise segments to achieve ramp slope of max 8.33%	\$2,000	DO								\$ 2,000
Watts Park	1.6.3	Install compliant handrails along both sides of ramp at 20" to 28" aff	\$700	DO								\$ 700
Watts Park	1.7.1	See section 1.6 above for corrections to the ramp for access to the EPC's	\$0	DO								\$ -
Watts Park	1.7.2	Leave as is , other EPC's as corrections to the ramp will give access to 4 of 7 EPC's	\$0	DO								\$ -
Watts Park	1.10.1	Leave as is , <u>disc golf</u> as no current standards exist for disc golf	\$0	DO								\$ -
Watts Park	1.10.2	Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to the <u>Bronco field</u> and provide access to the dugout	\$5,280	DO								\$ 5,280
Watts Park	1.10.3	Relocate the bike rack to be along the AR	\$0	DO								\$ -
Watts Park	1.10.4	Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to sled hill base	\$3,840	DO								\$ 3,840
Watts Park	1.10.5	Relocate 20% of garbage cans to be along AR	\$0	DO								\$ -
Watts Park	1.10.6	Replace <u>drinking fountain</u> with a hi-lo bowl fountain	\$3,999	DO								\$ 3,999
Watts Park	1.10.7	Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to the <u>toilet enclosure</u>	\$1,200	DO								\$ 1,200
Watts Park	1.10.8	Extend AR to <u>tennis</u> entry and bevel or ramp 5" CIL	\$1,200	DO								\$ 1,200

DO = District Option, 1 = Phase One, 2 = Phase Two, 3 = Phase Three

GLENCOE PARK DISTRICT INTEGRATED TRANSITION PLAN

Responsible Person: Chris Leiner

See site reports for description of deficit

Site	Cite	Recommendation	Total cost	Phase	FY 19			FY 22		FY 24		DIS OPTION
Watts Park	1.10.9	Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to the soccer field	\$3,600	DO								\$ 3,600
Watts Park	1.10.10	Extend AR to one of the two dog stations	\$480	DO								\$ 480
Watts Park	1.10.11	Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of benches, and locate along an AR	\$230	DO								\$ 230
Watts Park	1.10.12	Raise bench seat to 17" to 19" aff as smart practice	\$500	DO								\$ 500
Watts Park	1.10.13	Acquire and install at least one armrest to 20% of existing benches as a smart practice	\$140	DO								\$ 140
Watts Park	1.10.14	Replace picnic table with one with knee and toe clearance, 9" deep at 27" high and 25" deep at 9" high, with a 36" AR around table	\$800	DO								\$ 800
			\$1,364,027		\$ 40,766	\$ 511,064	\$ 96,116	\$ 100,539	\$ 116,596	\$ 98,649	\$ 165,415	\$ 234,883
PHASE 1 TOTAL			\$647,946									
PHASE 2 TOTAL			\$217,135									
PHASE 3 TOTAL			\$264,064									
			\$1,129,144									
DISTRICT OPTION TOTAL			\$234,883									
INCLUDING DISTRICT OPTION			\$1,364,027									

JNM/GLENCOE PARK DISTRICT INTEGRATED T-PLAN 201801

XI. Action Item A
Approval of Resolution NO. 888: Truth in
Taxation

Glencoe Park District
October 2018 Board Meeting

**GLENCOE PARK DISTRICT
RESOLUTION No. 888**

TRUTH IN TAXATION LAW RESOLUTION

RESOLVED, by the Board of Park Commissioners of the Glencoe Park District, Cook County, Illinois that based upon the most recently ascertainable information, the following estimate of taxes to be levied is hereby made in accordance with Section 60 of the "Truth in Taxation Law":

1. The corporate and special purpose property taxes extended or abated for 2017 were \$4,362,410. The proposed corporate and special purpose property taxes to be levied for 2018 are \$4,546,000. This represents a 4.21% increase over the previous year.
2. The property taxes extended for debt service and public building commission leases for 2017 were \$1,226,663. The estimated property taxes to be levied for debt service and public building commission leases for 2018 are \$1,164,500. This represents a 5.07% decrease over the previous year.
3. The total property taxes extended or abated for 2017 were \$5,589,073. The estimated total property taxes to be levied for 2018 are \$5,710,500. This represents a 2.17% increase over the previous year.
4. Based on the foregoing, no public hearing or publication is required under the Truth in Taxation Law. However, the Board will still hold a public hearing on the proposed levy on November 13, 2018.

Passed this 16th day of October 2018.

AYES:
NAYS:
ABSENT:

Lisa Brooks, President
Board of Park Commissioners

Attested and filed this 16th day of October 2018.

Lisa Sheppard, Secretary
Board of Park 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 Resolution No. 888:

TRUTH IN TAXATION LAW RESOLUTION

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 held at 7:00pm on the 16th day of October 2018.

I DO FURTHER CERTIFY that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution 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 16th day of October 2018.

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

[SEAL]

XI. Action Item B
Approval of Health Insurance
Recommendation for 2019

Refer to documents under agenda item VII
Review of 2019 Health Insurance Renewal

Glencoe Park District
October 2018 Board Meeting

XI. Action Item C
Approval Watts Recreation Center Rooftop
HVAC Replacement Bid

Glencoe Park District
October 2018 Board Meeting



INTEROFFICE MEMORANDUM

TO: BOARD OF COMMISSIONERS
FROM: LISA SHEPPARD, EXECUTIVE DIRECTOR, CHRIS LEINER DIRECTOR OF PARKS & MAINTENANCE
SUBJECT: WATTS RECREATION CENTER ROOFTOP HVAC UNIT REPLACEMENT BID
DATE: 10/4/18

In the FY2018/19 capital budget, \$50,000 was allocated for replacement of the four roof top HVAC units at the Watts Community Center. These four units provide heating and cooling for the common area, program rooms, and staff offices. These units are not related to ice sheet cooling operations.

The current system consists of original components installed during the 2001 facility renovation. The age of the system is beyond the ASHRAE (*American Society of Heating, Refrigeration and Air Conditioning Engineers*) median service life of 15 years. As the HVAC system has aged past its useful life, maintenance costs and breakdowns have increased.

After professional service costs, the working project budget is approximately \$41,880. Seventeen firms initially expressed interest in this project, four qualified legal bids were received.

The project components include:

Base Bid: Mobilization/Crane, 6 ton unit *lobby/staff office*, 4 ton unit *hallways/common area*

Alternate 1: 4 ton unit *fireplace room*

Alternate 2: 4 ton unit *kids club/program room*

Results are as follows:

Watts RTU HVAC Replacement Program Bid Opening Results				
Contractor	Base Bid	Alt 1	Alt 2	Total Bid
Core Mechanical Inc.	\$21,725.00	\$11,295.00	\$11,295.00	\$44,315.00
The YMI Group Inc.	\$32,675.00	\$7,100.00	\$7,650.00	\$47,425.00
Althoff Industries Inc.	\$21,427.00	\$16,251.00	\$12,612.00	\$50,290.00
Amber Mechanical Contactors	\$65,600.00	\$29,700.00	\$28,400.00	\$123,700.00

Staff is recommending the approval of Core Mechanical Incorporated's bid for components; Base Bid, Alternate 1 and Alternate 2 for a total of \$44,315.

Staff is recommending using the surplus funds available from the Takiff Lead Paint Abatement project to cover the cost difference and any unknown contingency issues. The first phase of the abatement project was budgeted at \$145,000 and was completed for a total of \$107,595.

Typically, bid development, mobilization, and crane costs for a project of this nature are \$5,000-\$10,000. If the Park District was to forgo one of the alternates, the work would still need to be completed next fiscal year with the additional costs outlined above included. Furthermore, by replacing all the units at one time, the disruption to facility operation is limited and the warranty process is simplified.

Core Mechanical has excellent references and staff has previously worked with this contractor. This contractor extensively works with park and school districts.

Recommended Motion: The approval of the lowest responsible bidder, Core Mechanical, Incorporated of Chicago Illinois, for the Watts RTU HVAC replacement including the base bid, and alternates 1 & 2 for a total of \$44,315.

XI. Action Item D

Approval of IAPD Annual Meeting Delegates

No Documents

Glencoe Park District
October 2018 Board Meeting

XI. Action Item E
**Approval to Change the November Regular
Board Meeting to November 13**

No Documents

Glencoe Park District
October 2018 Board Meeting