



 **DECEMBER 2018**
Board Report





**GLENCOE PARK DISTRICT
REGULAR BOARD MEETING
Tuesday, December 18, 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 November 6, 2018 Special Projects and Facilities Committee Meeting
 - B. Minutes of November 13, 2018 Regular Board Meeting
 - C. Minutes of December 6, 2018 Committee of the Whole Meeting
 - D. Approval of Surplus Property Ordinance No. 891
 - E. Approval of Annual Regular Meeting Dates
 - F. Approval of the Bills
- IV. Matters from the Public
- V. Financial Report
- VI. Approval of Resolution No. 890 – Lorise Weil 15 Years’ Service
- VII. Staff Reports
 - A. Business
 - B. Recreation and Facilities
 - C. Parks and Maintenance
 - D. Marketing and Communications
 - E. Safety and Wellness Committee
- VIII. Executive Director Report
- IX. Action Items
 - A. Approval of Updated Salary Ranges and Grades for Full-Time Positions
 - B. Approval of FY2019/20 Master Plan Capital Projects
 - C. Approval to Cancel the January Regular Board Meeting
- X. Matters from the Public
- XI. Other Business
- XII. Executive Session
 - A. Personnel 5ILCS 120/2 (c)(1)
- XIII. 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
December 2018 Board Meeting

MINUTES OF NOVEMBER 6, 2018 SPECIAL PROJECTS AND FACILITIES
COMMITTEE MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 7:00pm 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 in attendance who signed in or spoke: Daniel den Hoed, John Ealeologos

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

Discussion on IT Infrastructure: Director Mensinger explained that the District completed the five-year IT plan. Discussion at budget and strategic planning meetings looked at the opportunity of saving things to the cloud to save on ongoing maintenance cost. Mensinger introduced Daniel den Hoed and John Ealeologos from Excalibur, our current IT and maintenance consulting firm utilized since 2012, who gave an overview of options, answered questions, described the analysis of moving to the cloud, and potential costs.

Daniel den Hoed explained that the current software packages in use, RecTrac & Incode, do not offer cloud-based products and moving everything else from the park district to the cloud will cost almost double what the District is currently paying. Our current setup over the next five years would cost \$284,000 whereas the cloud would be \$530,000. Other additionally expensive options were reviewed. Replacing the hardware/software of the current system over the next five years is the least expensive option. Discussion ensued.

Additional hardware space may be needed. Moving only the Microsoft workload to the cloud was reviewed as well as history of the current server room. Cooling is already an issue, adding more components would compound the problem as well as storing them on the floor. Budget was reviewed.

Chair Onderdonk, based on the discussion by the committee, directed park district staff to upgrade the current system as outlined in the scenario included in the Board meeting packet. Staff will provide more details for additional Board discussion.

Update on Current Year Capital Projects: Director Sheppard shared that Old Elm Park is complete, coming under budget by \$30,551.73, due to feedback from neighbors who wanted the playground scaled back.

Vernon Park is almost complete coming in at \$9759.26 under budget, if a Glencoe swing is added at the cost of \$10,000 it would take the project over budget.

Takiff parking lot turned out beautiful. Staff is waiting on solar lights for the old skate park parking lot portion. Directional arrows and signage will be installed to help direct traffic.

Woodlawn is making progress looking to be done early December; weather dependent. Plantings scheduled for spring. A pop up opening in December and a commissioner suggested another in the spring.

Discussion on Three Year Capital Projects Plan: The design costs are based off conceptual designs estimated by the architects and staff at worst-case scenario rates. The detailed design will include more information based on topography. Changes like path width, number of benches, path location, can be made while finalizing the detailed design. The Board needs to determine if they want to commit to this project before going ahead with a \$250,000 detailed design including the design for the path, future design for the water feature, playground, train, and Veteran's Park. A \$200,000 contingency is included in the project budget. Based on feedback from the Board for fundraising, the budget includes money for a feasibility study.

Approaching the Village to fund the Park Ave overlook renovations and intersections in the Old Green Bay project was reviewed. The Park District will contact the Village, but they are under no obligation to fund a Park District project. The District has an easement agreement for the Park Ave overlook. The overlook project has a 10% contingency advised by the mechanical engineer. The Village will begin fundraising for the 150th Anniversary in July including celebratory activities and an anniversary gift to the community. We have submitted several of our projects for consideration. The Board gave a consensus to leave the overlook on the Three-Year Capital Plan.

ADA improvements will continue to be a legal obligation.

For Lincoln & Crescent playground, design, bids, infrastructure, ADA, safety, drainage, curb retainers, and the difference between a playground supplier designs versus playground architect designs were reviewed. Past park project cost comparisons were reviewed. If \$50,000 less was spent on this project, it would be smaller and more basic than the design concept previously viewed. Discussion ensued.

Fund 69 has been receiving funds for Takiff playground from ELC, GJK, and Children's Circle revenue for the last four years in the amount of over \$2 million dollars not including this year. When parents ask where those additional funds from their program fees are going, they were told building and future playground improvements. The program has grown every year and the playground is the most heavily used playground in our system from 7:00am-6:30pm Monday-Friday twelve months a year as well as by

the community. A playground is a DCFS requirement. This playground has lighting, retaining wall along the back of the tracks, synthetic safety surface, water, fencing, three facility exits, multipurpose exit, and shade structures taking up most of the project costs. Equipment is a small component of the project. Timeline and teacher and community input will be sought and reviewed prior to designing. Playground versus other projects for the community were discussed. Per DCFS, the areas need to be designated per age. Infrastructure changes should allow for playground regulation changes in the next 20 years. Discussion ensued.

Fundraising was discussed.

This conversation will continue at the December regular committee meeting. Projects for FY2019-20 would need to be approved at the December regular Board meeting. The last two years in the Three-Year Capital Plan could be discussed in January.

Other Business:

Adjourn: Commissioner Kimble moved to adjourn the meeting at 9:20pm. Commissioner Lutton seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary

MINUTES OF NOVEMBER 13, 2018 REGULAR BOARD MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 7:01pm 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 Classen, Supt. of Marketing/Comm.
Jenny Runkel, Administrative Assistant

Members of the public in attendance who signed in or spoke: Michael Covey

Consent Agenda: A motion was made by Commissioner Lutton to approve the consent agenda items as presented including Minutes of October 16, 2018 Regular Board Meeting and Approval of the Bills. Commissioner Onderdonk seconded the motion. No further discussion ensued. Roll call vote taken:

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

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

Truth in Taxation Hearing: An Ordinance Levying the Taxes for the Glencoe Park District, Cook County, IL for 2018: President Brooks opened the hearing. Director Mensinger stated the Ordinance allows us to collect taxes and must be filed with the County Clerk's office by the end of December. We will not know the final extension until July when we will find out what the tax increase will be. The Budget and Appropriations Ordinance in March is the next step allowing us to spend the money. No members of the public asked questions or offered comments. President Brooks closed the hearing.

Approval of Ordinance No. 889: Levying the Taxes for the 2018 Tax Year: A motion was made by Commissioner Lutton to approve Ordinance No. 889 – Levying the Taxes for the 2018 Tax Year as presented. Commissioner Kimble seconded the motion. No discussion ensued. Roll call vote taken:

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

Financial Report: Director Mensinger stated we are eight months into the fiscal year. Consistent with previous fiscal years, recreation programs are holding and winter registration is November 28 with some revenues deferred to the next fiscal year. Watts Ice passes for sale, outlook dependent upon weather.

Commissioner Boron arrived at 7:03pm.

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

Director Mensinger communicated that the first budget draft is being finalized and looks positive. End of year tasks including filing the tax levy and preparing for evaluations are following the legal calendar.

Director Collins shared that a new camp information night will be held on November 19 to educate residents on offerings. The winter brochure went out today. Watts is scheduled to open the day after Thanksgiving, weather dependent. Staff recruited 30 people at the New Trier job fair to apply for jobs this summer. The fitness center survey is out with 24 responses received so far. Watts will be free all day on Friday with a mix of skating, hockey, and broomball.

Superintendent Classen revealed that the winter brochure went to the post office today. A Watts mailer went out a couple weeks ago and numbers are looking good compared to last year. The art opening was fabulous. Marketing for the event included a postcard, flyers and a direct mail piece to drive interest provided positive results. The next art show will be in January. The art on display will be changed out four times per year.

Director Leiner's team is working on getting the rink open. Weather dependent, the ice will be painted tomorrow as well as training on Zamboni. Also weather dependent, a controlled burn is scheduled at Everly Wildflower Sanctuary on a weekend or during Thanksgiving break when schools are closed. Tasks are wrapping up at Woodlawn including chips, safety surface, and deck. Everly neighbors have been notified and signage will be posted. Pizzo, who has a long-term relationship with the District, is the contractor for the burn. The burn process and what to expect was reviewed.

We will replace to slides at Milton Park at a cost of \$7,000. They are being shipped from China and it will take about 30 days to receive. The slide surface, not the structure, was rotting.

Safety & Wellness Committee is finalizing the loss control review with a final score coming next week.

Executive Director Report: Executive Director Sheppard shared that Adam and Erin are working on fitness promotions for the new year. The staff holiday party is on December 7 at Pinstripes invite via evite. Commissioners are invited to attend Conference, please communicate preferred attendance dates. We should receive the Distinguished Accreditation plaque at the luncheon on Thursday. Based on last month's meeting, Erin put links on our website for transportation, walking, and biking in Glencoe, Cook County Forest Preserve, and Chicago. The Village's 150th celebration kicks off next Friday with several events including all day free at Watts, Erin is working to cross promote. The District is helping by making ceramic bowls including a restaurant certificate; proceeds

will be donated to the food pantry. A bigger and better Fourth of July event was reviewed. A community calendar will be created for all events throughout the year.

South Bend Cubs staff worked with the Parks Team to prep a field for winter sharing trade secrets.

Sheppard participated in Readers are Leaders at South School.

Action Items:

Acceptance of the Glencoe Active Transportation Plan: A motion was made by Commissioner Kimble to accept the Glencoe Active Transportation Plan as presented. Commissioner Onderdonk seconded the motion. Commissioner Onderdonk commented on the cooperative plan with the Village, implementation challenge, Maple Hill intersection and cycling on Dundee from Botanic Garden is daunting and need another look, and overall impressed. Commissioner Lutton commented on the opportunity to improve the east side of Takiff for child drop off and transition to cross Green Bay Rd. The bioswales at Takiff was reviewed. Roll call vote taken:

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

Approval of the Land Acquisition Policy: A motion was made by Commissioner Lutton to approve the Land Acquisition Policy as presented. Commissioner Boron seconded the motion. Commissioner Onderdonk commented that it reduces our liability and supports our District. Sheppard added that PDRMA highly recommends the policy. Roll call vote taken:

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

Other Business: There was no other business.

Adjourn to Closed Session: At 8:35pm, Commissioner Onderdonk moved to adjourn into closed session to discuss personnel as mandated by Section 2.06. 5 ILCS 120/2 (c)(1) Commissioner Boron seconded the motion, which passed by unanimous voice vote.

Return to Open Session: Commissioner Lutton moved to return to open session at 8:36pm, Commissioner Boron seconded the motion, which passed by unanimous voice vote.

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

Adjourn: Commissioner Lutton moved to adjourn the meeting at 8:37pm. Commissioner Onderdonk seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary

MINUTES OF DECEMBER 6, 2018 COMMITTEE OF THE WHOLE MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 7:00pm 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

Members of the Public in attendance who signed in or spoke: There was no one from the public in attendance.

President Brooks indicated that per legal counsel, the District is not required to read letters from constituents at meetings even if the constituent requests it to be read into the minutes.

Discussion on Three Year Capital Projects Plan: The committee reviewed Fund 69 projects generated out of the Master Plan. To date, the Board was in agreement to advance the Lakefront – North Schuman Overlook Stabilization project in Fund 69 Capital Projects. Tonight's meeting is to determine FY 2019/20 projects for at least next year to begin the budget process. Board questions were reviewed as well as the Proposed Three-Year Master Plan Staff Recommendations. Discussion ensued.

Chair Brooks, based on the discussion by the committee, directed park district staff for FY 19/20 to table Lincoln and Crescent Playground and move forward with Takiff, North Overlook, Halfway House and Beach House (partially using Safran Funds), ADA Transition Plan, Fundraising Feasibility Study and Fundraiser Consultant (after Linear Park designs) for approval at the December Regular Board Meeting.

Discussion on Fund 65 Proposed Capital Budget – FY19/20: Fund 65 projects would be included and approved in the budget for the next fiscal year. The committee reviewed the Fund 65 Capital improvements for FY19/20. IT, Glencoe Baseball Association, Parks garage fire suppression, and parks vehicles were discussed. Discussion ensued.

Updates on Park Projects: Woodlawn Playground deck should be wrapped up the beginning of next week, the Parks Team is completing all staff components, safety surface and mulch are installed, the bench and trash cans installed tomorrow, and the construction fence should be able to come down toward the end of next week. The playground will open even if there is a delay with the decking around the tree. The unseasonably cold weather is making it difficult to heat the wood for installation. The

grand opening will happen in spring as well as installation of landscaping, split rail fence, and park ID sign.

At Milton Park, the park will be open with the slides blocked off until the replacements arrive from China and are installed.

The solar lights are in the back parking lot of Takiff. Discussion ensued on Takiff parking project.

The kiln is tabled for a future fiscal year until staff complete working on plausibility of adding this element.

The fitness survey, pop up classes on snow days, keeping childcare open on snow days were reviewed.

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

Other Business: There was no other business.

Adjourn: Commissioner Onderdonk moved to adjourn the meeting at 9:14pm. Commissioner Lutton seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary

**GLENCOE PARK DISTRICT
ORDINANCE NO. 891**

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

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

<u>Asset Tag</u>	<u>Description</u>	<u>Serial Number</u>
420006270004	Group of Paving – Concrete Park 1s Kalk	n/a
A20040018	Colorcoat Basketball Court Park 15s Watts	n/a

hereinafter known as the “Property”; and

WHEREAS, pursuant to Section 8-22 of the Park District Code (70 ILCS 1205/8-22)(“Code”), every park district is authorized to sell or convey any personal property that in the opinion of three-fifths of the members of the Board of Park Commissioners then holding office is no longer necessary, useful to, or for the best interests of the park district, in any manner that they may designate and with or without advertising; and

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

NOW, THEREFORE, IT IS HEREBY ORDAINED by the Board of Park Commissioners of the Glencoe Park District, Cook County, Illinois, as follows:

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

Section 2. The Board finds that the Property is no longer necessary, useful to or for the best interests of the Park District and declares it to be for the best interests of the Park District and its residents to dispose of in the following manner: by trade in subject to the execution by the purchaser of an appropriate instrument whereby the purchaser acknowledges that the purchaser is purchasing the Property used, as is, without any warranties of any kind whatsoever, assumes all liabilities in connection with the Purchaser’s use of the Property, and releases, indemnifies and holds harmless the Park District and its park commissioners, officers and employees against and from any and all such liabilities or by trade in, or disposal.

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

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

Adopted this 18th day of December 2018 by the affirmative roll call vote of three-fifths of the members of the Board of Park Commissioners as follows:

Ayes:

Nays:

Abstentions:

Absent:

Lisa M. Brooks, President
Board of Park Commissioners
Glencoe Park District

ATTEST:

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

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

SECRETARY'S CERTIFICATE

I, Lisa M. Sheppard, do hereby certify that I am Secretary of the Board of Park Commissioners of the Glencoe Park District, Cook County, Illinois, and as such official, I am keeper of the records, ordinances, files and seal of said Park District; and,

I HEREBY CERTIFY that the foregoing instrument is a true and correct copy of Ordinance No. 891:

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

adopted at a duly called Regular Meeting of the Board of Park Commissioners of the Glencoe Park District, held at Glencoe, Illinois, in said District at 7:00 p.m. on the 18th day of December 2018.

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

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the Glencoe Park District at Glencoe, Illinois this 18th day of December 2018.

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

[SEAL]



**GLENCOE PARK DISTRICT
REGULAR BOARD & COMMITTEE MEETING DATES
2019-2020 FISCAL YEAR**

Board and committee meetings are held at the Takiff Center, 999 Green Bay Rd., Glencoe, IL at 7:00 p.m. unless otherwise noted.

Regular Board Meetings

Tuesday March 19, 2019
Tuesday April 16, 2019
Tuesday May 21, 2019
Tuesday June 18, 2019
Tuesday July 16, 2019
Tuesday August 20, 2019
Tuesday September 17, 2019
Tuesday October 15, 2019
Tuesday November 19, 2019
Tuesday December 17, 2019
Tuesday January 21, 2020
Tuesday February 18, 2020

Regular Board meetings are on the third Tuesday of the month.

Regular Committee Meetings

Tuesday March 5, 2019
Tuesday April 2, 2019
Tuesday May 7, 2019
Tuesday June 4, 2019
Tuesday July 2, 2019
Tuesday August 6, 2019
Tuesday September 3, 2019
No October Committee Meeting
Tuesday November 5, 2019
Tuesday December 3, 2019
Tuesday January 7, 2020
Tuesday February 4, 2020

Committee meetings are on the first Tuesday of the month.

The above dates and times are subject to change with proper legal notice.

There are Special Board and Committee meetings of the Park Board, which meet on an irregular basis as needed. Organizations/individuals will be sent notices or agendas as requested.

Lisa M. Sheppard, CPRP
Board Secretary

Approved: Month Day, Year APPPROVAL DRAFT



Voucher List of Bills

By Vendor Set

Payment Dates 11/08/2018 - 12/12/2018

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor Set: AP Vendors - AP Vendors					
Vendor: 10702 - Acco Brands USA LLC					
Acco Brands USA LLC	11/14/2018	9271	25-00-000-5351	Laminating Machine Repairs	696.00
Vendor 10702 - Acco Brands USA LLC Total:					696.00
Vendor: 11128 - Ace of Spray. LLC					
Ace of Spray. LLC	11/14/2018	9272	10-12-000-5350	Power Wash - Gazebo/Kalk	2,175.00
Vendor 11128 - Ace of Spray. LLC Total:					2,175.00
Vendor: 10136 - Advanced Disposal Services					
Advanced Disposal Services	11/14/2018	9273	10-12-000-5353	Trash/Recycle - Parks	876.31
Advanced Disposal Services	11/14/2018	9273	10-13-000-5353	Trash/Recycle - Watts	112.00
Advanced Disposal Services	11/14/2018	9273	25-00-000-5353	Trash/Recycle - Takiff	344.00
Vendor 10136 - Advanced Disposal Services Total:					1,332.31
Vendor: 10098 - AFLAC					
AFLAC	12/05/2018	9385	10-00-000-2170	Supplemental Aflac Coverage	310.48
Vendor 10098 - AFLAC Total:					310.48
Vendor: 10739 - Airespring					
Airespring	12/05/2018	9386	25-00-000-5210	Fiber Internet - Nov	1,728.53
Vendor 10739 - Airespring Total:					1,728.53
Vendor: 11275 - Albertsons Safeway					
Albertsons Safeway	11/20/2018	9323	25-25-401-5400	ELC Supplies	9.98
Albertsons Safeway	11/20/2018	9323	25-25-402-5400	ELC Supplies	75.33
Albertsons Safeway	11/20/2018	9323	25-25-403-5400	ELC Supplies	5.99
Albertsons Safeway	11/20/2018	9323	25-25-432-5400	Presch Day Off Supplies	70.81
Albertsons Safeway	11/20/2018	9323	25-26-000-5403	Day Care Pgm Supplies	68.88
Albertsons Safeway	11/20/2018	9323	25-26-000-5409	Day Care Food Supplies	441.50
Vendor 11275 - Albertsons Safeway Total:					672.49
Vendor: 10864 - All About Childcare Health, Ltd.					
All About Childcare Health, Lt	11/20/2018	9324	25-26-000-5387	Day Care Nurse Services	90.00
All About Childcare Health, Lt	12/05/2018	9387	25-26-000-5387	Day Care Nurse Services	90.00
Vendor 10864 - All About Childcare Health, Ltd. Total:					180.00
Vendor: 10973 - Altamanu, Inc.					
Altamanu, Inc.	12/12/2018	9421	69-00-000-5534	Geotech/Bluff Study	7,490.17
Vendor 10973 - Altamanu, Inc. Total:					7,490.17
Vendor: 10140 - Althoff Industries, Inc.					
Althoff Industries, Inc.	11/14/2018	9274	25-00-000-5355	Takiff HVAC Mo Maint - Dece	757.00
Althoff Industries, Inc.	11/28/2018	9346	10-12-000-5352	Building Repairs - Parks	389.48
Althoff Industries, Inc.	11/28/2018	9346	10-13-000-5352	Building Repairs - Watts	329.00
Althoff Industries, Inc.	11/28/2018	9346	25-00-000-5351	Equipment Repairs - Takiff	4,968.00
Althoff Industries, Inc.	11/28/2018	9346	25-00-000-5352	Building Repairs - Takiff	9,598.50
Althoff Industries, Inc.	12/05/2018	9388	25-00-000-5351	Repair Gym Heat - Takiff	1,940.00
Althoff Industries, Inc.	12/12/2018	9422	10-13-000-5352	Building Repairs - Watts	1,159.22
Vendor 10140 - Althoff Industries, Inc. Total:					19,141.20
Vendor: 10143 - Amalgamated Bank of Chicago					
Amalgamated Bank of Chicag	11/14/2018	DFT0000742	40-00-000-5000	Principal - 2010 Bonds	115,000.00
Amalgamated Bank of Chicag	11/14/2018	DFT0000742	40-00-000-5010	Interest Due - 2010 Bonds	7,200.00
Vendor 10143 - Amalgamated Bank of Chicago Total:					122,200.00
Vendor: 10056 - Amazing Minds					
Amazing Minds	12/12/2018	9423	25-25-635-5300	Contractual - Fall Science Clas	1,512.00
Vendor 10056 - Amazing Minds Total:					1,512.00
Vendor: 10946 - Amazon Capital Services					
Amazon Capital Services	11/14/2018	9275	10-13-000-5401	Watts Office Supplies	326.43

Voucher List of Bills

Payment Dates: 11/08/2018 - 12/12/2018

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Amazon Capital Services	11/14/2018	9275	10-13-000-5420	General Watts Supplies	228.40
Amazon Capital Services	11/14/2018	9275	10-13-000-5430	First Aid Supplies - Watts	61.98
Amazon Capital Services	11/14/2018	9275	10-13-000-5470	Watts Concessions Items	280.84
Amazon Capital Services	11/14/2018	9275	10-14-000-5401	Beach Office Supplies	410.05
Amazon Capital Services	11/14/2018	9275	25-00-000-5360	Marketing	86.25
Amazon Capital Services	11/14/2018	9275	25-00-000-5405	Party Rental Supplies	23.97
Amazon Capital Services	11/14/2018	9275	25-00-000-5420	General Rec Supplies	265.09
Amazon Capital Services	11/14/2018	9275	25-25-740-5400	Basketball Supplies	265.41
Amazon Capital Services	11/14/2018	9275	25-25-801-5400	Camp Supplies	29.90
Amazon Capital Services	11/14/2018	9275	25-25-913-5400	Boo Bash Supplies	28.19
Amazon Capital Services	11/14/2018	9275	45-00-000-5765	Ice Shoes for Parks Staff	952.47
Amazon Capital Services	11/14/2018	9275	65-00-018-5524	Wireless Projector Supplies	62.09
Amazon Capital Services	11/28/2018	9347	10-13-000-5360	Watts Marketing	135.43
Amazon Capital Services	11/28/2018	9347	10-13-000-5401	Watts Office Supplies	93.30
Amazon Capital Services	11/28/2018	9347	10-13-000-5420	General Watts Supplies	62.96
Amazon Capital Services	11/28/2018	9347	25-00-000-5210	Phone Supplies	25.10
Amazon Capital Services	11/28/2018	9347	25-00-000-5401	Office Supplies - Rec	52.99
Amazon Capital Services	11/28/2018	9347	25-00-000-5405	Takiff Party Rental Supplies	75.72
Amazon Capital Services	11/28/2018	9347	25-25-953-5400	Fall Special Event Supplies	247.38
Amazon Capital Services	11/28/2018	9347	25-25-953-5400	Fall Special Event Supplies	25.94
Amazon Capital Services	11/28/2018	9347	25-26-000-5584	Day Care Recreation Supplies	2,478.53
Amazon Capital Services	11/28/2018	9347	65-00-018-5524	Wireless Projector Supplies	170.14
Amazon Capital Services	12/12/2018	9424	10-11-000-5342	Meeting Expenses	9.82
Amazon Capital Services	12/12/2018	9424	25-00-000-5401	Office Supplies - Rec	11.99
Amazon Capital Services	12/12/2018	9424	25-25-953-5400	Fall Event Supplies	51.65
Amazon Capital Services	12/12/2018	9424	25-26-000-5403	Day Care Program Supplies	27.54
Amazon Capital Services	12/12/2018	9424	25-26-000-5584	Day Care Rec Supplies	367.31
Amazon Capital Services	12/12/2018	9424	45-00-000-5420	Ice Cleats	238.71
Amazon Capital Services	12/12/2018	9424	65-00-018-5534	Day Care Expansion Supplies	738.96
Vendor 10946 - Amazon Capital Services Total:					7,834.54
Vendor: 10147 - American Outfitters, Ltd.					
American Outfitters, Ltd.	11/14/2018	9276	25-25-740-5400	Travel Basketball Jerseys	874.65
American Outfitters, Ltd.	11/20/2018	9325	10-13-000-5421	Uniforms - Watts Staff	531.15
American Outfitters, Ltd.	11/20/2018	9325	25-25-601-5400	Kids Club Supplies	103.50
American Outfitters, Ltd.	11/20/2018	9325	25-27-000-5421	Uniforms - Fitness Staff	564.00
American Outfitters, Ltd.	11/28/2018	9348	10-13-000-5421	Watts Uniforms	318.75
American Outfitters, Ltd.	11/28/2018	9348	25-25-601-5400	Kids Club Supplies	89.25
Vendor 10147 - American Outfitters, Ltd. Total:					2,481.30
Vendor: 10050 - Ancel, Glink, Diamond, Bush, Diacianni & Krefthefer P.C.					
Ancel, Glink, Diamond, Bush,	11/14/2018	9277	10-11-000-5310	Legal Services - Oct	157.50
Ancel, Glink, Diamond, Bush,	12/12/2018	9425	10-11-000-5310	Legal Services - November	1,410.00
Vendor 10050 - Ancel, Glink, Diamond, Bush, Diacianni & Krefthefer P.C. Total:					1,567.50
Vendor: 10159 - Arlington Power Equipment					
Arlington Power Equipment	11/14/2018	9278	10-12-000-5487	Hand Tools - Parks	333.60
Arlington Power Equipment	12/12/2018	9426	10-12-000-5450	Equipment Parts - Parks	73.50
Vendor 10159 - Arlington Power Equipment Total:					407.10
Vendor: 10162 - AT & T					
AT & T	11/28/2018	9349	10-12-000-5210	Phone Svc - Parks	52.00
AT & T	11/28/2018	9349	10-13-000-5210	Phone Svc - Watts	42.69
AT & T	11/28/2018	9349	25-00-000-5210	Phone Svc - Takiff	1,277.60
Vendor 10162 - AT & T Total:					1,372.29
Vendor: 10455 - AT & T					
AT & T	12/05/2018	9389	10-14-000-5210	DSL Service - Beach	166.09
Vendor 10455 - AT & T Total:					166.09
Vendor: 10473 - BMO Harris Bank N.A.					
BMO Harris Bank N.A.	11/14/2018	9279	10-11-000-5340	IAPD Legal Symposium	211.00
BMO Harris Bank N.A.	11/14/2018	9279	10-11-000-5342	Meeting Expenses - Admin	199.48
BMO Harris Bank N.A.	11/14/2018	9279	10-11-000-5402	Chi Trib Monthly Digital Subsc	15.89

Voucher List of Bills

Payment Dates: 11/08/2018 - 12/12/2018

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
BMO Harris Bank N.A.	11/14/2018	9279	10-11-000-5420	GPD Apparel	96.87
BMO Harris Bank N.A.	11/14/2018	9279	10-11-000-5730	WILS Membership Fee	40.00
BMO Harris Bank N.A.	11/14/2018	9279	10-12-000-5340	IAPD Legal Symposium	205.00
BMO Harris Bank N.A.	11/14/2018	9279	10-12-000-5351	Rec Van Maintenance	56.04
BMO Harris Bank N.A.	11/14/2018	9279	10-12-000-5421	Parks Uniforms	378.25
BMO Harris Bank N.A.	11/14/2018	9279	10-12-000-5490	Bee Keeping Supplies	349.53
BMO Harris Bank N.A.	11/14/2018	9279	10-12-000-5496	Parks Staff Lunch - South Ben	190.00
BMO Harris Bank N.A.	11/14/2018	9279	10-13-000-5421	Watts Staff Uniforms	175.00
BMO Harris Bank N.A.	11/14/2018	9279	25-00-000-1300	Cubs Tickets Pre Order (Camp	200.00
BMO Harris Bank N.A.	11/14/2018	9279	25-00-000-5301	Postage	13.95
BMO Harris Bank N.A.	11/14/2018	9279	25-00-000-5321	Email Marketing	132.81
BMO Harris Bank N.A.	11/14/2018	9279	25-00-000-5340	IAPD Legal Symposium/RMI	280.00
BMO Harris Bank N.A.	11/14/2018	9279	25-00-000-5342	SPIRIT Card Boxes	122.90
BMO Harris Bank N.A.	11/14/2018	9279	25-00-000-5360	Marketing	494.07
BMO Harris Bank N.A.	11/14/2018	9279	25-00-000-5362	Stock Photography	196.00
BMO Harris Bank N.A.	11/14/2018	9279	25-00-000-5420	General Rec Supplies	103.17
BMO Harris Bank N.A.	11/14/2018	9279	25-00-000-5422	Takiff Staff Uniforms	300.00
BMO Harris Bank N.A.	11/14/2018	9279	25-00-000-5481	Drop Ceiling Parts - Takiff	151.18
BMO Harris Bank N.A.	11/14/2018	9279	25-25-310-5400	Adult Art Displays	75.57
BMO Harris Bank N.A.	11/14/2018	9279	25-25-401-5400	ELC Supplies	200.00
BMO Harris Bank N.A.	11/14/2018	9279	25-25-402-5400	ELC Supplies	107.31
BMO Harris Bank N.A.	11/14/2018	9279	25-25-601-5400	Kids Club Supplies	400.05
BMO Harris Bank N.A.	11/14/2018	9279	25-25-615-5400	Ceramics Supplies	406.46
BMO Harris Bank N.A.	11/14/2018	9279	25-25-913-5400	Boo Bash Supplies	1,636.81
BMO Harris Bank N.A.	11/14/2018	9279	25-25-953-5400	Winter Event Supplies	87.72
BMO Harris Bank N.A.	11/14/2018	9279	25-26-000-5340	Early Childhood Trainings	320.00
BMO Harris Bank N.A.	11/14/2018	9279	25-26-000-5360	Care.com Job Post Subscriptio	75.00
BMO Harris Bank N.A.	11/14/2018	9279	25-26-000-5386	Contractual - Day Care Field T	14.50
BMO Harris Bank N.A.	11/14/2018	9279	25-26-000-5404	Day Care App Subscription	175.00
BMO Harris Bank N.A.	11/14/2018	9279	25-26-000-5420	GPD Apparel - Day Care	690.03
BMO Harris Bank N.A.	11/14/2018	9279	25-26-000-5730	IPRA Memberships - Early Chil	600.00
BMO Harris Bank N.A.	11/14/2018	9279	25-27-000-5360	Fitness Marketing	201.59
BMO Harris Bank N.A.	11/14/2018	9279	69-00-000-5552	Web Data Storage - Parks	45.00
Vendor 10473 - BMO Harris Bank N.A. Total:					8,946.18
Vendor: 10182 - BSN Sports					
BSN Sports	11/14/2018	9282	10-12-000-5584	Lacrosse Nets	229.98
Vendor 10182 - BSN Sports Total:					229.98
Vendor: 10184 - Burriss Equipment Company					
Burriss Equipment Company	11/28/2018	9350	10-12-000-5450	Equipment Parts - Parks	1,580.00
Vendor 10184 - Burriss Equipment Company Total:					1,580.00
Vendor: 10656 - Call One					
Call One	11/14/2018	9283	25-00-000-5210	T1 Line - Watts	352.15
Call One	12/12/2018	9427	25-00-000-5210	T1 Line - Watts	352.15
Vendor 10656 - Call One Total:					704.30
Vendor: 10441 - Carole K Pearlman					
Carole K Pearlman	12/05/2018	9390	25-25-614-5300	Contractual - Fall Art Classes	840.00
Vendor 10441 - Carole K Pearlman Total:					840.00
Vendor: 10192 - Chemcraft Industries					
Chemcraft Industries	12/12/2018	9429	25-00-000-5412	Cleaning Supplies - Takiff	979.50
Vendor 10192 - Chemcraft Industries Total:					979.50
Vendor: 10552 - Chicago Tribune Media Group					
Chicago Tribune Media Group	11/20/2018	9328	10-11-000-5311	Legal Notices	13.89
Chicago Tribune Media Group	12/12/2018	9430	10-11-000-5311	Legal Notices	169.38
Vendor 10552 - Chicago Tribune Media Group Total:					183.27
Vendor: 11213 - Ciao Bella Sewing					
Ciao Bella Sewing	12/12/2018	9431	25-25-651-5300	Contractual - Fall Sewing Clas	1,512.00
Vendor 11213 - Ciao Bella Sewing Total:					1,512.00

Voucher List of Bills

Payment Dates: 11/08/2018 - 12/12/2018

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10202 - Classic Design Awards					
Classic Design Awards	11/20/2018	9329	10-12-000-5585	Park Bench Plaque	133.00
Vendor 10202 - Classic Design Awards Total:					133.00
Vendor: 10505 - Comcast					
Comcast	11/14/2018	9284	10-12-000-5210	Internet Svc - Parks	189.10
Comcast	11/20/2018	9330	10-13-000-5210	Internet/Cable TV - Watts	195.92
Comcast	12/12/2018	9432	10-12-000-5210	Internet Svc - Parks	104.20
Vendor 10505 - Comcast Total:					489.22
Vendor: 10208 - Commonwealth Edison					
Commonwealth Edison	12/05/2018	9391	10-12-000-5230	Electricity - Parks	828.27
Commonwealth Edison	12/05/2018	9391	10-13-000-5230	Electricity - Watts	3,786.70
Commonwealth Edison	12/05/2018	9391	10-14-000-5230	Electricity - Beach	99.00
Commonwealth Edison	12/05/2018	9391	10-15-000-5230	Electricity - Boat	454.27
Commonwealth Edison	12/05/2018	9391	25-00-000-5230	Electricity - Takiff	6,882.74
Vendor 10208 - Commonwealth Edison Total:					12,050.98
Vendor: 10215 - Craftwood Lumber Company					
Craftwood Lumber Company	12/05/2018	9392	10-13-000-5412	Cleaning Supplies - Watts	7.58
Craftwood Lumber Company	12/05/2018	9392	10-13-000-5416	Ice-Making Supplies	71.99
Craftwood Lumber Company	12/05/2018	9392	10-13-000-5481	Construction Supplies - Watts	60.30
Craftwood Lumber Company	12/05/2018	9392	10-13-000-5482	Hardware - Watts	53.97
Craftwood Lumber Company	12/05/2018	9392	10-14-000-5486	Plumbing Supplies - Beach	21.45
Craftwood Lumber Company	12/05/2018	9392	25-00-000-5484	Electrical Supplies - Takiff	26.16
Craftwood Lumber Company	12/05/2018	9392	69-00-000-5540	Woodlawn Playground Owner	2,864.14
Vendor 10215 - Craftwood Lumber Company Total:					3,105.59
Vendor: 10216 - Creekside Printing					
Creekside Printing	11/28/2018	9351	25-00-000-5360	Printing - Winter Brochure	6,228.00
Vendor 10216 - Creekside Printing Total:					6,228.00
Vendor: 10330 - De Vroomen Bulb Co., Inc.					
De Vroomen Bulb Co., Inc.	11/14/2018	9285	10-12-000-5490	Plantings/Flowers	1,612.36
Vendor 10330 - De Vroomen Bulb Co., Inc. Total:					1,612.36
Vendor: 11221 - DirecTV					
DirecTV	11/28/2018	9352	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	11/14/2018	9286	25-26-000-5584	Day Care Rec Equipment	134.41
Discount School Supply	11/14/2018	9286	65-00-018-5534	Day Care Expansion Supplies	2,408.69
Discount School Supply	12/05/2018	9393	25-00-000-5584	Recreation Equipment	742.48
Discount School Supply	12/05/2018	9393	65-00-018-5534	Children's Circle Expansion Su	1,000.00
Vendor 10334 - Discount School Supply Total:					4,285.58
Vendor: 10335 - Domino's Pizza					
Domino's Pizza	11/14/2018	9287	25-25-432-5400	Preschool Day Off Lunch	55.99
Domino's Pizza	11/14/2018	9287	25-26-000-5409	Day Care Lunches	210.00
Domino's Pizza	11/20/2018	9331	25-25-401-5400	ELC Thanksgiving Pizzas	102.99
Domino's Pizza	11/20/2018	9331	25-26-000-5386	Day Care Pot Luck Pizzas	202.99
Domino's Pizza	12/05/2018	9394	25-25-401-5400	ELC Pizza Potluck	102.99
Domino's Pizza	12/05/2018	9394	25-26-000-5460	Day Care Pizza Potluck	202.99
Vendor 10335 - Domino's Pizza Total:					877.95
Vendor: 11209 - Elite Coffee Service, Inc.					
Elite Coffee Service, Inc.	12/12/2018	9433	10-11-000-5420	Coffee Svc - Takiff	86.90
Vendor 11209 - Elite Coffee Service, Inc. Total:					86.90
Vendor: 10341 - Excalibur Technology Corporation					
Excalibur Technology Corpora	12/05/2018	9395	65-00-018-5502	Monitor Replacement - Adam	323.75
Excalibur Technology Corpora	12/12/2018	9434	10-11-000-5355	TSS - Jan 2019	6,153.80
Excalibur Technology Corpora	12/12/2018	9434	25-00-000-5321	WebTrac Hosting/Winter Reg	924.00
Vendor 10341 - Excalibur Technology Corporation Total:					7,401.55

Voucher List of Bills

Payment Dates: 11/08/2018 - 12/12/2018

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount	
Vendor: 10402 - F.J. Kerrigan Plumbing Co.						
F.J. Kerrigan Plumbing Co.	12/12/2018	9435	25-00-000-5351	Repairs - Takiff Fitness Hot W	7,646.75	
					Vendor 10402 - F.J. Kerrigan Plumbing Co. Total:	7,646.75
Vendor: 11291 - Fambro Management LLC						
Fambro Management LLC	12/12/2018	9436	25-25-629-5300	Contractual - Fall Chess Classe	7,718.20	
					Vendor 11291 - Fambro Management LLC Total:	7,718.20
Vendor: 10344 - FedEx						
FedEx	12/05/2018	9396	25-00-000-5351	Equipment Repairs - Rec	22.05	
FedEx	12/05/2018	9396	25-00-000-5360	Marketing	29.53	
FedEx	12/05/2018	9396	65-00-018-5517	Watts HVAC Replacement Pro	43.88	
					Vendor 10344 - FedEx Total:	95.46
Vendor: 10405 - First Student						
First Student	11/20/2018	9332	25-25-932-5300	Contractual - Bus for School D	591.37	
					Vendor 10405 - First Student Total:	591.37
Vendor: 10345 - Fox Valley Fire and Safety						
Fox Valley Fire and Safety	11/14/2018	9288	25-00-000-5351	Equipment Repairs - Takiff	159.00	
					Vendor 10345 - Fox Valley Fire and Safety Total:	159.00
Vendor: 10346 - Fun Express						
Fun Express	11/14/2018	9289	25-25-953-5400	Fall Special Events Supplies	122.33	
					Vendor 10346 - Fun Express Total:	122.33
Vendor: 10357 - Glenbrook Auto Parts Inc.						
Glenbrook Auto Parts Inc.	11/14/2018	9290	10-12-000-5450	Equipment Parts - Parks	5.99	
Glenbrook Auto Parts Inc.	12/12/2018	9437	10-12-000-5350	Maintenance Services - Parks	252.19	
Glenbrook Auto Parts Inc.	12/12/2018	9437	10-12-000-5481	Construction Supplies - Parks	18.02	
Glenbrook Auto Parts Inc.	12/12/2018	9437	10-13-000-5486	Plumbing Supplies - Watts	224.86	
					Vendor 10357 - Glenbrook Auto Parts Inc. Total:	501.06
Vendor: 10358 - Glencoe Chamber of Commerce						
Glencoe Chamber of Commer	12/05/2018	9397	25-00-000-5360	Chamber Bag Sponsor - Mark	175.00	
					Vendor 10358 - Glencoe Chamber of Commerce Total:	175.00
Vendor: 10076 - Glencoe Junior Kindergarten						
Glencoe Junior Kindergarten	12/12/2018	9438	25-25-472-5300	Payment #8 - School Year	1,380.75	
Glencoe Junior Kindergarten	12/12/2018	9438	25-25-475-5300	Payment #3 - Fall Extensions	306.75	
Glencoe Junior Kindergarten	12/12/2018	9438	25-25-475-5300	Payment #1 - Winter Extensio	21,387.00	
					Vendor 10076 - Glencoe Junior Kindergarten Total:	23,074.50
Vendor: 10837 - Gordon Food Service, Inc.						
Gordon Food Service, Inc.	11/14/2018	9291	25-26-000-5409	Day Care Food Supplies	80.41	
Gordon Food Service, Inc.	11/20/2018	9333	25-26-000-5409	Day Care Food Supplies	24.86	
Gordon Food Service, Inc.	11/28/2018	9353	25-25-402-5400	ELC Supplies	64.02	
Gordon Food Service, Inc.	11/28/2018	9353	25-26-000-5409	Day Care Food Supplies	159.80	
Gordon Food Service, Inc.	11/28/2018	9353	25-26-000-5460	Day Care Food Equipment	26.49	
Gordon Food Service, Inc.	12/05/2018	9398	25-25-402-5400	ELC Supplies	44.56	
Gordon Food Service, Inc.	12/05/2018	9398	25-26-000-5409	Day Care Food Supplies	63.42	
Gordon Food Service, Inc.	12/12/2018	9439	25-26-000-5409	Day Care Food Supplies	150.73	
					Vendor 10837 - Gordon Food Service, Inc. Total:	614.29
Vendor: 10370 - Grainger Inc.						
Grainger Inc.	11/14/2018	9292	10-12-000-5450	Equipment Parts - Parks	187.82	
Grainger Inc.	11/14/2018	9292	10-13-000-5484	Electrical Supplies - Watts	130.80	
Grainger Inc.	11/14/2018	9292	25-00-000-5483	Paint - Takiff	584.16	
Grainger Inc.	11/28/2018	9354	10-13-000-5420	General Watts Supplies	304.61	
Grainger Inc.	11/28/2018	9354	25-00-000-5482	Hallway Corner Guards - Takif	1,168.32	
Grainger Inc.	12/05/2018	9399	10-13-000-5418	Zamboni Supplies	802.56	
Grainger Inc.	12/12/2018	9440	10-12-000-5588	Building Improvements - Park	651.60	
Grainger Inc.	12/12/2018	9440	10-13-000-5485	Ice Melt Supplies - Watts	310.67	
Grainger Inc.	12/12/2018	9440	10-13-000-5485	Ice Melt Supplies - Watts CRE	-300.00	
Grainger Inc.	12/12/2018	9440	10-13-000-5588	Building Improvements - Watt	1,301.00	
Grainger Inc.	12/12/2018	9440	25-00-000-5484	Electrical Supplies - Takiff	479.00	

Voucher List of Bills

Payment Dates: 11/08/2018 - 12/12/2018

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Grainger Inc.	12/12/2018	9440	25-00-000-5588	Building Improvements - Takif	1,430.00
Vendor 10370 - Grainger Inc. Total:					7,050.54
Vendor: 10325 - Grand Food Center					
Grand Food Center	12/05/2018	9400	25-26-000-5409	Milk - Day Care	301.95
Vendor 10325 - Grand Food Center Total:					301.95
Vendor: 11282 - Hacienda Landscaping					
Hacienda Landscaping	11/28/2018	9355	69-00-000-5539	Construction - Woodlawn Pla	65,196.45
Hacienda Landscaping	12/12/2018	9441	69-00-000-5545	Final Closeout - Vernon Playgr	14,736.22
Vendor 11282 - Hacienda Landscaping Total:					79,932.67
Vendor: 10379 - HD Supply Facilities Maintenance					
HD Supply Facilities Maintena	11/14/2018	9293	10-13-000-5451	Building Parts - Parks	39.61
HD Supply Facilities Maintena	11/28/2018	9356	25-00-000-5412	Cleaning Supplies - Takiff	61.59
Vendor 10379 - HD Supply Facilities Maintenance Total:					101.20
Vendor: 10384 - Home Depot Credit Services					
Home Depot Credit Services	11/28/2018	9357	10-12-000-5482	Hardware - Parks	122.01
Home Depot Credit Services	11/28/2018	9357	10-12-000-5484	Electrical Supplies - Parks	402.62
Home Depot Credit Services	11/28/2018	9357	10-12-000-5487	Hand Tools - Parks	229.77
Home Depot Credit Services	11/28/2018	9357	10-13-000-5450	Equipment Parts - Watts	10.48
Vendor 10384 - Home Depot Credit Services Total:					764.88
Vendor: 11286 - Homer Industries					
Homer Industries	11/28/2018	9358	69-00-000-5540	Safety Mulch - Woodlawn Pla	5,960.00
Vendor 11286 - Homer Industries Total:					5,960.00
Vendor: 10934 - IC Signs & Graphics					
IC Signs & Graphics	11/14/2018	9294	10-13-000-5360	Signage - Watts	408.20
IC Signs & Graphics	11/14/2018	9294	25-00-000-5360	Seatbelt Decal - Marketing	180.00
IC Signs & Graphics	11/14/2018	9294	25-00-000-5360	Signage - Takiff	97.50
IC Signs & Graphics	11/14/2018	9294	25-25-601-5400	Signage - Kids Club	151.00
Vendor 10934 - IC Signs & Graphics Total:					836.70
Vendor: 10100 - IL Dept of Revenue					
IL Dept of Revenue	11/09/2018	DFT0000739	10-00-000-2110	IL State Tax W/H	5,434.61
IL Dept of Revenue	11/23/2018	DFT0000746	10-00-000-2110	IL State Tax W/H	5,483.09
IL Dept of Revenue	12/03/2018	DFT0000752	10-00-000-2110	IL State Tax W/H	209.84
IL Dept of Revenue	12/07/2018	DFT0000757	10-00-000-2110	IL State Tax W/H	4,959.12
Vendor 10100 - IL Dept of Revenue Total:					16,086.66
Vendor: 10101 - Illinois Municipal Retirement Fund					
Illinois Municipal Retirement	11/30/2018	DFT0000748	10-00-000-2150	IMRF Contribution - Nov 2018	42,463.06
Illinois Municipal Retirement	11/30/2018	DFT0000748	10-00-000-2155	VAC Contribution - Nov 2018	4,058.84
Vendor 10101 - Illinois Municipal Retirement Fund Total:					46,521.90
Vendor: 11332 - Illinois Office of the State Fire Marshall					
Illinois Office of the State Fire	11/20/2018	9334	25-00-000-5355	Takiff Fire Inspection	140.00
Vendor 11332 - Illinois Office of the State Fire Marshall Total:					140.00
Vendor: 10106 - IRS/Dept of Treasury					
IRS/Dept of Treasury	11/09/2018	DFT0000737	10-00-000-2120	Social Security W/H	14,804.06
IRS/Dept of Treasury	11/09/2018	DFT0000738	10-00-000-2130	Medicare	3,634.34
IRS/Dept of Treasury	11/09/2018	DFT0000740	10-00-000-2100	Fed Income Tax W/H	9,715.09
IRS/Dept of Treasury	11/23/2018	DFT0000744	10-00-000-2120	Social Security W/H	14,364.74
IRS/Dept of Treasury	11/23/2018	DFT0000745	10-00-000-2130	Medicare	3,677.22
IRS/Dept of Treasury	11/23/2018	DFT0000747	10-00-000-2100	Fed Income Tax W/H	9,787.34
IRS/Dept of Treasury	12/03/2018	DFT0000750	10-00-000-2120	Social Security W/H	793.60
IRS/Dept of Treasury	12/03/2018	DFT0000751	10-00-000-2130	Medicare	197.20
IRS/Dept of Treasury	12/03/2018	DFT0000753	10-00-000-2100	Fed Income Tax W/H	38.96
IRS/Dept of Treasury	12/07/2018	DFT0000755	10-00-000-2120	Social Security W/H	12,917.50
IRS/Dept of Treasury	12/07/2018	DFT0000756	10-00-000-2130	Medicare	3,349.06
IRS/Dept of Treasury	12/07/2018	DFT0000758	10-00-000-2100	Fed Income Tax W/H	8,729.78
Vendor 10106 - IRS/Dept of Treasury Total:					82,008.89

Voucher List of Bills

Payment Dates: 11/08/2018 - 12/12/2018

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 11344 - Kathleen Minton					
Kathleen Minton	12/12/2018	9442	10-13-000-4623	Refund for Watts Over Charge	128.00
Vendor 11344 - Kathleen Minton Total:					128.00
Vendor: 10401 - Ken's Quick Print Inc.					
Ken's Quick Print Inc.	11/20/2018	9335	25-00-000-5360	Business Cards	239.95
Vendor 10401 - Ken's Quick Print Inc. Total:					239.95
Vendor: 9311 - Keri Werner					
Keri Werner	11/14/2018	9295	25-27-000-5365	Personal Training - October	123.75
Keri Werner	12/12/2018	9443	25-27-000-5365	Personal Training - November	165.00
Vendor 9311 - Keri Werner Total:					288.75
Vendor: 11341 - Kessel Heat					
Kessel Heat	12/06/2018	9416	25-25-740-5300	Contractual - BBall Tourname	390.00
Vendor 11341 - Kessel Heat Total:					390.00
Vendor: 10558 - Kim Bloomberg Designs, Inc					
Kim Bloomberg Designs, Inc	12/03/2018	9379	25-25-614-5300	Contractual - Pop-up Crafting	400.00
Kim Bloomberg Designs, Inc	12/12/2018	9444	25-25-614-5300	Contractual - Fall Crafting Clas	4,370.00
Vendor 10558 - Kim Bloomberg Designs, Inc Total:					4,770.00
Vendor: 11335 - Kirby Built					
Kirby Built	11/20/2018	9336	65-00-018-5506	New Park Kiosks	8,966.37
Vendor 11335 - Kirby Built Total:					8,966.37
Vendor: 10404 - Konica Minolta Business Solutions USA Inc.					
Konica Minolta Business Solut	11/14/2018	9297	10-11-000-5355	Copy Machine Mo Maint - Oct	185.97
Konica Minolta Business Solut	11/14/2018	9297	25-00-000-5355	Copy Machine Mo Maint - Oct	333.54
Konica Minolta Business Solut	12/12/2018	9445	10-11-000-5355	Copy Machine Mo Maint - No	124.40
Konica Minolta Business Solut	12/12/2018	9445	25-00-000-5355	Copy Machine Mo Maint - No	327.17
Vendor 10404 - Konica Minolta Business Solutions USA Inc. Total:					971.08
Vendor: 10071 - Kwamell Laseter					
Kwamell Laseter	11/28/2018	9360	25-25-740-5300	Contractual - Basketball Refer	78.00
Kwamell Laseter	12/06/2018	9417	25-25-707-5300	Contractual - Basketball Refer	117.00
Kwamell Laseter	12/06/2018	9417	25-25-740-5300	Contractual - Basketball Refer	39.00
Vendor 10071 - Kwamell Laseter Total:					234.00
Vendor: 10406 - Lakeshore Learning Material					
Lakeshore Learning Material	11/14/2018	9298	25-25-601-5400	Kids Club Supplies	253.17
Lakeshore Learning Material	12/05/2018	9401	25-26-000-5403	Program Supplies - Day Care	96.04
Lakeshore Learning Material	12/05/2018	9401	25-26-000-5584	Rec Equipment - Day Care	578.33
Vendor 10406 - Lakeshore Learning Material Total:					927.54
Vendor: 10096 - Lawrence Wayne					
Lawrence Wayne	12/12/2018	9446	25-25-707-5300	Contractual - Basketball Refer	39.00
Lawrence Wayne	12/12/2018	9446	25-25-708-5300	Contractual - Basketball Refer	39.00
Vendor 10096 - Lawrence Wayne Total:					78.00
Vendor: 10360 - Lowe's Business Acct/GEMB					
Lowe's Business Acct/GEMB	11/14/2018	9299	25-00-000-5482	Hardware - Takiff	31.35
Lowe's Business Acct/GEMB	12/12/2018	9447	10-13-000-5481	Construction Supplies - Watts	40.66
Vendor 10360 - Lowe's Business Acct/GEMB Total:					72.01
Vendor: 10080 - Mad Science of N. Illinois					
Mad Science of N. Illinois	12/12/2018	9448	25-25-617-5300	Contractual - Fall Science Clas	1,352.00
Vendor 10080 - Mad Science of N. Illinois Total:					1,352.00
Vendor: 10120 - Magic of Gary Kantor					
Magic of Gary Kantor	12/05/2018	9402	25-25-638-5300	Contractual - Fall Magic Class	90.00
Vendor 10120 - Magic of Gary Kantor Total:					90.00
Vendor: 10082 - Marianne Nicolosi					
Marianne Nicolosi	11/14/2018	9300	25-25-785-5300	Contractual - Fitness Classes	646.79
Marianne Nicolosi	12/12/2018	9449	25-25-785-5300	Contractual - Fitness Classes	581.62
Vendor 10082 - Marianne Nicolosi Total:					1,228.41

Voucher List of Bills

Payment Dates: 11/08/2018 - 12/12/2018

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10160 - Market Access					
Market Access	12/12/2018	9450	25-00-000-5305	Liquor Liability Insurance	175.00
Vendor 10160 - Market Access Total:					175.00
Vendor: 10174 - MCI					
MCI	12/05/2018	9403	25-00-000-5210	Long Distance Phone Svc	59.72
Vendor 10174 - MCI Total:					59.72
Vendor: 11342 - Michael Ambrose					
Michael Ambrose	12/12/2018	9451	25-00-000-1300	Deposit for Camp Doc Softwa	1,000.00
Vendor 11342 - Michael Ambrose Total:					1,000.00
Vendor: 10636 - Michiana, LLC					
Michiana, LLC	11/14/2018	9302	25-25-935-5400	School Day Off Lunches	560.00
Vendor 10636 - Michiana, LLC Total:					560.00
Vendor: 11267 - Milieu Design LLC					
Milieu Design LLC	11/14/2018	9303	10-12-000-5348	Contractual - Mowing (Shared)	776.72
Milieu Design LLC	11/14/2018	9303	10-12-000-5349	Contractual - Mowing	3,349.54
Vendor 11267 - Milieu Design LLC Total:					4,126.26
Vendor: 11336 - Missouri Driver License Bureau					
Missouri Driver License Burea	11/20/2018	9338	45-00-000-5335	Driving Record Check (MO Lic	2.82
Vendor 11336 - Missouri Driver License Bureau Total:					2.82
Vendor: 11319 - Monica McCarthy O'Connor					
Monica McCarthy O'Connor	11/14/2018	9304	25-25-785-5300	Contractual - Fitness	365.53
Monica McCarthy O'Connor	12/12/2018	9452	25-25-785-5300	Contractual - Fitness Classes	280.90
Vendor 11319 - Monica McCarthy O'Connor Total:					646.43
Vendor: 10213 - Mutual Ace Hardware					
Mutual Ace Hardware	12/12/2018	9453	10-12-000-5370	Rental Equipment - Parks	616.00
Mutual Ace Hardware	12/12/2018	9453	10-12-000-5412	Cleaning Supplies - Parks	17.44
Mutual Ace Hardware	12/12/2018	9453	10-12-000-5487	Hand Tools - Parks	14.00
Mutual Ace Hardware	12/12/2018	9453	10-13-000-5412	Cleaning Supplies - Watts	9.00
Mutual Ace Hardware	12/12/2018	9453	10-13-000-5481	Construction Supplies - Watts	28.57
Mutual Ace Hardware	12/12/2018	9453	25-00-000-5420	General Rec Supplies	35.07
Mutual Ace Hardware	12/12/2018	9453	25-00-000-5488	Hand Tools - Takiff	15.46
Vendor 10213 - Mutual Ace Hardware Total:					735.54
Vendor: 8125 - Natalie Steinmetz					
Natalie Steinmetz	11/28/2018	9361	25-25-615-5400	Reimbursement - Ceramics Su	62.31
Vendor 8125 - Natalie Steinmetz Total:					62.31
Vendor: 11331 - Native Restoration Services, Inc.					
Native Restoration Services, I	11/14/2018	9305	10-12-000-5349	Contractual - Horticultural Ser	100.00
Vendor 11331 - Native Restoration Services, Inc. Total:					100.00
Vendor: 10103 - NCPERS-IL IMRF					
NCPERS-IL IMRF	11/09/2018	9214	10-00-000-2160	IMRF Life-#03298	64.00
NCPERS-IL IMRF	12/07/2018	9381	10-00-000-2160	IMRF Life-#03298	64.00
Vendor 10103 - NCPERS-IL IMRF Total:					128.00
Vendor: 10217 - Nels J. Johnson Tree Experts Inc.					
Nels J. Johnson Tree Experts I	11/28/2018	9362	10-12-000-5590	Tree Trimming	510.00
Vendor 10217 - Nels J. Johnson Tree Experts Inc. Total:					510.00
Vendor: 10888 - New Trier Hockey Club					
New Trier Hockey Club	11/14/2018	9306	10-13-000-5360	Hockey Advertising	300.00
Vendor 10888 - New Trier Hockey Club Total:					300.00
Vendor: 10224 - North Shore Gas Company					
North Shore Gas Company	11/28/2018	9363	10-13-000-5220	Gas/Heat - Watts	163.95
North Shore Gas Company	11/28/2018	9363	25-00-000-5220	Gas/Heat - Takiff	1,026.22
North Shore Gas Company	12/05/2018	9404	10-12-000-5220	Gas/Heat - Parks	640.03
North Shore Gas Company	12/05/2018	9404	10-14-000-5220	Gas/Heat - Beach	34.09
Vendor 10224 - North Shore Gas Company Total:					1,864.29

Voucher List of Bills

Payment Dates: 11/08/2018 - 12/12/2018

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10340 - Northshore Omega					
Northshore Omega	11/28/2018	9364	45-00-000-5335	Audio Assessments (6) - Parks	204.00
Vendor 10340 - Northshore Omega Total:					204.00
Vendor: 10233 - Orkin Pest Control					
Orkin Pest Control	11/20/2018	9339	25-00-000-5355	Takiff Exterminator Call	200.00
Orkin Pest Control	12/05/2018	9405	25-00-000-5355	Takiff Mo Exterminator - Dec	182.73
Vendor 10233 - Orkin Pest Control Total:					382.73
Vendor: 10235 - Otis Elevator Company					
Otis Elevator Company	11/28/2018	9365	25-00-000-5355	Takiff Elevator Mo Maint - De	482.97
Vendor 10235 - Otis Elevator Company Total:					482.97
Vendor: 10110 - PACT Administrative Services Corp					
PACT Administrative Services	11/28/2018	9366	10-00-000-2175	FSA Plan Contributions - Nov	2,231.40
PACT Administrative Services	12/05/2018	9406	10-11-000-5600	FSA Plan Fees - December	82.50
Vendor 10110 - PACT Administrative Services Corp Total:					2,313.90
Vendor: 11202 - Park Seed Wholesale					
Park Seed Wholesale	11/28/2018	9367	10-12-000-5490	Flowers/Plantings	153.53
Vendor 11202 - Park Seed Wholesale Total:					153.53
Vendor: 10104 - Partnership Financial Credit Union					
Partnership Financial Credit U	11/23/2018	9320	10-00-000-2180	#110071680 Barrios	120.00
Partnership Financial Credit U	11/23/2018	9320	10-00-000-2180	#86720 Janis	30.00
Partnership Financial Credit U	11/23/2018	9320	10-00-000-2180	#95910 Mensinger	275.00
Partnership Financial Credit U	11/23/2018	9320	10-00-000-2180	#880010320 Stowick	20.00
Partnership Financial Credit U	12/07/2018	9382	10-00-000-2180	#110071680 Barrios	120.00
Partnership Financial Credit U	12/07/2018	9382	10-00-000-2180	#86720 Janis	30.00
Partnership Financial Credit U	12/07/2018	9382	10-00-000-2180	#95910 Mensinger	275.00
Partnership Financial Credit U	12/07/2018	9382	10-00-000-2180	#880010320 Stowick	20.00
Vendor 10104 - Partnership Financial Credit Union Total:					890.00
Vendor: 10242 - PDRMA					
PDRMA	11/28/2018	9368	10-11-000-5600	Health Insurance - November	34,298.27
PDRMA	11/28/2018	9368	25-26-000-5600	Health Insurance - November	7,114.23
PDRMA	12/05/2018	9407	10-11-000-5340	RMI Training - Carol	65.00
Vendor 10242 - PDRMA Total:					41,477.50
Vendor: 10246 - Petty Cash					
Petty Cash	11/30/2018	9380	25-00-000-4425	ELC Scholastic Book Fair Cash	125.00
Vendor 10246 - Petty Cash Total:					125.00
Vendor: 10374 - Postmaster Glencoe					
Postmaster Glencoe	12/12/2018	9454	25-00-000-5301	Postage - EC Mailing	400.00
Vendor 10374 - Postmaster Glencoe Total:					400.00
Vendor: 10090 - Pride Dojo Inc.					
Pride Dojo Inc.	12/12/2018	9455	25-25-725-5300	Contractual - Winter Karate Cl	15,572.19
Vendor 10090 - Pride Dojo Inc. Total:					15,572.19
Vendor: 10434 - Pupils Vision & Hearing Testing, Inc					
Pupils Vision & Hearing Testin	11/14/2018	9307	25-26-000-5335	Vision/Hearing Testing - ELC	1,268.75
Vendor 10434 - Pupils Vision & Hearing Testing, Inc Total:					1,268.75
Vendor: 10259 - Quill Corporation					
Quill Corporation	11/14/2018	9308	10-12-000-5401	Office Supplies - Parks	79.16
Quill Corporation	11/14/2018	9308	10-13-000-5401	Office Supplies - Watts	4.83
Quill Corporation	11/14/2018	9308	25-00-000-5351	Equipment Repairs - Takiff	10.83
Quill Corporation	11/14/2018	9308	25-00-000-5401	Office Supplies - Rec	630.42
Quill Corporation	11/14/2018	9308	25-25-401-5400	ELC Supplies	40.88
Quill Corporation	11/14/2018	9308	25-25-402-5400	ELC Supplies	10.98
Quill Corporation	11/14/2018	9308	25-25-403-5400	ELC Supplies	37.36
Quill Corporation	11/14/2018	9308	25-26-000-5401	Office Supplies - Day Care	319.99
Quill Corporation	11/20/2018	9340	10-11-000-5342	Meeting Supplies	6.56
Quill Corporation	11/20/2018	9340	10-12-000-5401	Office Supplies - Parks	77.81
Quill Corporation	11/20/2018	9340	25-00-000-5401	Office Supplies - Rec	30.91
Quill Corporation	11/20/2018	9340	25-00-000-5420	General Rec Supplies	83.89

Voucher List of Bills

Payment Dates: 11/08/2018 - 12/12/2018

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Quill Corporation	11/20/2018	9340	25-26-000-5401	Office Supplies - Day Care	27.19
Quill Corporation	11/28/2018	9369	10-13-000-5401	Watts Office Supplies	37.09
Quill Corporation	11/28/2018	9369	25-00-000-5351	Equipment Repairs - Takiff	27.35
Quill Corporation	11/28/2018	9369	25-00-000-5401	Office Supplies - Rec	146.73
Quill Corporation	11/28/2018	9369	25-00-000-5420	General Supplies - Rec	29.34
Quill Corporation	12/05/2018	9408	25-00-000-5401	Office Supplies - Rec	40.46
Quill Corporation	12/05/2018	9408	25-25-401-5400	ELC Supplies	42.72
Quill Corporation	12/05/2018	9408	25-25-402-5400	ELC Supplies	42.72
Quill Corporation	12/05/2018	9408	25-25-403-5400	ELC Supplies	42.71
Quill Corporation	12/05/2018	9408	25-26-000-5401	Office Supplies - Day Care	48.65
Quill Corporation	12/12/2018	9456	10-11-000-5342	Meeting Supplies	39.99
Quill Corporation	12/12/2018	9456	25-00-000-5401	Office Supplies - Rec	285.75
Quill Corporation	12/12/2018	9456	25-25-401-5400	ELC Supplies	7.43
Quill Corporation	12/12/2018	9456	25-25-402-5400	ELC Supplies	7.42
Quill Corporation	12/12/2018	9456	25-25-403-5400	ELC Supplies	39.91
Quill Corporation	12/12/2018	9456	25-26-000-5401	Office Supplies - Day Care	107.07
Vendor 10259 - Quill Corporation Total:					2,306.15
Vendor: 10121 - Quiyann Laseter					
Quiyann Laseter	11/28/2018	9370	25-25-707-5300	Contractual - Basketball Refer	78.00
Quiyann Laseter	11/28/2018	9370	25-25-708-5300	Contractual - Basketball Refer	39.00
Quiyann Laseter	12/06/2018	9418	25-25-707-5300	Contractual - Basketball Refer	78.00
Quiyann Laseter	12/06/2018	9418	25-25-708-5300	Contractual - Basketball Refer	39.00
Quiyann Laseter	12/06/2018	9418	25-25-740-5300	Contractual - Basketball Refer	156.00
Quiyann Laseter	12/12/2018	9457	25-25-707-5300	Contractual - Basketball Refer	117.00
Vendor 10121 - Quiyann Laseter Total:					507.00
Vendor: 10718 - R&R Specialties of Wisconsin					
R&R Specialties of Wisconsin	12/05/2018	9409	10-13-000-5418	Zamboni Supplies	622.55
Vendor 10718 - R&R Specialties of Wisconsin Total:					622.55
Vendor: 11340 - R.A. Peterson Company					
R.A. Peterson Company	12/05/2018	9410	65-00-018-5516	Kids Club Entryway Improvem	5,598.00
Vendor 11340 - R.A. Peterson Company Total:					5,598.00
Vendor: 10073 - Raymond Laseter II					
Raymond Laseter II	12/06/2018	9420	25-25-708-5300	Contractual - Basketball Refer	117.00
Raymond Laseter II	12/06/2018	9420	25-25-740-5300	Contractual - Basketball Refer	117.00
Raymond Laseter II	12/12/2018	9459	25-25-707-5300	Contractual - Basketball Refer	39.00
Raymond Laseter II	12/12/2018	9459	25-25-708-5300	Contractual - Basketball Refer	39.00
Vendor 10073 - Raymond Laseter II Total:					312.00
Vendor: 10072 - Raymond Laseter					
Raymond Laseter	11/28/2018	9371	25-25-707-5300	Contractual - Basketball Refer	102.00
Raymond Laseter	11/28/2018	9371	25-25-708-5300	Contractual - Basketball Refer	51.00
Raymond Laseter	11/28/2018	9371	25-25-740-5300	Contractual - Basketball Refer	102.00
Raymond Laseter	12/06/2018	9419	25-25-707-5300	Contractual - Basketball Refer	102.00
Raymond Laseter	12/06/2018	9419	25-25-708-5300	Contractual - Basketball Refer	51.00
Raymond Laseter	12/06/2018	9419	25-25-740-5300	Contractual - Basketball Refer	306.00
Raymond Laseter	12/12/2018	9458	25-25-708-5300	Contractual - Basketball Refer	102.00
Vendor 10072 - Raymond Laseter Total:					816.00
Vendor: 10262 - Raynor Door Company					
Raynor Door Company	12/05/2018	9411	10-13-000-5352	Watts Garage Door Repair	143.80
Vendor 10262 - Raynor Door Company Total:					143.80
Vendor: 10966 - Real V LLC					
Real V LLC	12/12/2018	9460	25-25-648-5300	Contractual - Fall Cooking Clas	4,806.00
Vendor 10966 - Real V LLC Total:					4,806.00
Vendor: 10767 - Rite Portable Restrooms					
Rite Portable Restrooms	11/14/2018	9309	10-12-000-5353	Portable Toilet Svcs - Parks	426.00
Rite Portable Restrooms	11/14/2018	9309	10-14-000-5353	Portable Toilet Svcs - Beach	183.00
Rite Portable Restrooms	12/12/2018	9461	10-12-000-5353	Portable Toilet Svcs -	183.00
Vendor 10767 - Rite Portable Restrooms Total:					792.00

Voucher List of Bills

Payment Dates: 11/08/2018 - 12/12/2018

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount	
Vendor: 10269 - RMC Inc.						
RMC Inc.	11/28/2018	9372	10-13-000-5357	Watts Refrig Mo Maint - Dece	273.00	
RMC Inc.	12/12/2018	9462	10-13-000-5581	Building Equipment - Watts	1,490.21	
RMC Inc.	12/12/2018	9462	10-13-000-5588	Building Improvements - Watt	933.00	
					Vendor 10269 - RMC Inc. Total:	2,696.21
Vendor: 11337 - Ronald Otrembiak						
Ronald Otrembiak	11/28/2018	9373	25-25-953-5300	Contractual - Santa Claus for	350.00	
					Vendor 11337 - Ronald Otrembiak Total:	350.00
Vendor: 1232 - Ronald P. Cadarian						
Ronald P. Cadarian	11/14/2018	9310	25-27-000-5365	Personal Training - October	435.00	
Ronald P. Cadarian	12/12/2018	9463	25-27-000-5365	Contractual - Nov Personal Tr	153.75	
					Vendor 1232 - Ronald P. Cadarian Total:	588.75
Vendor: 10270 - Rotary Club of Glencoe						
Rotary Club of Glencoe	11/28/2018	9374	10-11-000-5730	4th Quarter Rotary Dues	275.00	
Rotary Club of Glencoe	11/28/2018	9375	25-25-935-5300	Tails & Ales Event Proceeds (A	313.86	
					Vendor 10270 - Rotary Club of Glencoe Total:	588.86
Vendor: 11320 - Roundy's Inc.						
Roundy's Inc.	11/20/2018	9341	10-11-000-5342	Meeting Supplies	23.43	
Roundy's Inc.	11/20/2018	9341	25-25-402-5400	ELC Supplies	28.00	
Roundy's Inc.	11/20/2018	9341	25-25-490-5400	Preschool Enrichment Supplie	38.09	
Roundy's Inc.	11/20/2018	9341	25-25-601-5400	Kids Club Supplies	97.79	
Roundy's Inc.	11/20/2018	9341	25-25-950-5400	General Workshop Supplies	207.62	
Roundy's Inc.	11/20/2018	9341	25-26-000-5403	Day Care Program Supplies	8.37	
Roundy's Inc.	11/20/2018	9341	25-26-000-5409	Day Care Food Supplies	327.14	
					Vendor 11320 - Roundy's Inc. Total:	730.44
Vendor: 10615 - Salle Stepien Corp						
Salle Stepien Corp	12/05/2018	9412	25-25-765-5300	Contractual - Fall Fencing Clas	1,157.63	
Salle Stepien Corp	12/12/2018	9464	25-25-765-5300	Contractual - Fall Fencing Sess	1,323.00	
					Vendor 10615 - Salle Stepien Corp Total:	2,480.63
Vendor: 10275 - Sam's Club Direct Commercial Account Program						
Sam's Club Direct Commercial	12/05/2018	9413	25-25-913-5400	Boo Bash Supplies	129.81	
Sam's Club Direct Commercial	12/05/2018	9413	65-00-018-5524	Vizio Lg Screen TV	1,264.57	
					Vendor 10275 - Sam's Club Direct Commercial Account Program Total:	1,394.38
Vendor: 10654 - Sandra K Culver						
Sandra K Culver	11/14/2018	9311	25-25-785-5300	Contractual - Fitness Classes	246.83	
Sandra K Culver	11/14/2018	9311	25-25-786-5300	Contractual - Fitness Classes	30.00	
Sandra K Culver	12/12/2018	9465	25-25-785-5300	Contractual - Fitness Classes	210.00	
Sandra K Culver	12/12/2018	9465	25-25-786-5300	Contractual - Fitness Classes	300.00	
					Vendor 10654 - Sandra K Culver Total:	786.83
Vendor: 11333 - Sapna Mukherjee						
Sapna Mukherjee	11/20/2018	9342	25-25-801-4200	Vacation Rebates for 2018 Ca	186.50	
Sapna Mukherjee	11/20/2018	9342	25-25-803-4200	Vacation Rebates for 2018 Ca	154.37	
Sapna Mukherjee	11/20/2018	9342	25-25-811-4200	Vacation Rebates for 2018 Ca	95.25	
					Vendor 11333 - Sapna Mukherjee Total:	436.12
Vendor: 10276 - Scholastic Book Fair						
Scholastic Book Fair	12/12/2018	9466	25-00-000-5408	Cash Intake from Book Fair	601.78	
					Vendor 10276 - Scholastic Book Fair Total:	601.78
Vendor: 11160 - Shaun Christopher Whitley						
Shaun Christopher Whitley	11/20/2018	9343	25-25-401-5300	Contractual - ELC Music Class	250.00	
Shaun Christopher Whitley	11/20/2018	9343	25-25-402-5300	Contractual - ELC Music Class	800.00	
Shaun Christopher Whitley	11/20/2018	9343	25-25-403-5300	Contractual - ELC Music Class	250.00	
Shaun Christopher Whitley	11/20/2018	9343	25-25-407-5300	Contractual - ELC Music Class	500.00	
Shaun Christopher Whitley	11/20/2018	9343	25-26-000-5386	Contractual - Day Care Music	2,100.00	
Shaun Christopher Whitley	12/12/2018	9467	25-26-000-5386	Contractual - Day Care Music	2,925.00	
					Vendor 11160 - Shaun Christopher Whitley Total:	6,825.00
Vendor: 10706 - Southeastern Security Consultants, Inc						
Southeastern Security Consult	11/14/2018	9312	45-00-000-5335	Background Checks - October	166.50	

Voucher List of Bills

Payment Dates: 11/08/2018 - 12/12/2018

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Southeastern Security Consult	12/12/2018	9468	25-25-707-5300	Background Checks - Basketb	222.00
Southeastern Security Consult	12/12/2018	9468	25-25-708-5300	Background Checks - Basketb	111.00
Southeastern Security Consult	12/12/2018	9468	25-25-711-5300	Background Checks - Basketb	370.00
Southeastern Security Consult	12/12/2018	9468	45-00-000-5335	Background Checks - General	259.00
Vendor 10706 - Southeastern Security Consultants, Inc Total:					1,128.50
Vendor: 10108 - State Disbursement Unit					
State Disbursement Unit	11/09/2018	9216	10-00-000-2190	M Barrios,335-98-0452,FIPS#	195.90
State Disbursement Unit	11/23/2018	9321	10-00-000-2190	M Barrios,335-98-0452,FIPS#	195.90
State Disbursement Unit	12/07/2018	9383	10-00-000-2190	M Barrios,335-98-0452,FIPS#	195.90
Vendor 10108 - State Disbursement Unit Total:					587.70
Vendor: 10289 - Sunshine Arts & Crafts					
Sunshine Arts & Crafts	12/12/2018	9469	25-25-659-5300	Contractual - Fall Art Classes	1,120.00
Vendor 10289 - Sunshine Arts & Crafts Total:					1,120.00
Vendor: 10720 - Tebon's Gas Station					
Tebon's Gas Station	12/05/2018	9414	10-13-000-5480	Fuel - Zamboni	303.00
Vendor 10720 - Tebon's Gas Station Total:					303.00
Vendor: 11343 - The Charmm'd Foundation					
The Charmm'd Foundation	12/12/2018	9470	25-00-000-5340	Leadership Conference - Ama	500.00
Vendor 11343 - The Charmm'd Foundation Total:					500.00
Vendor: 10209 - The Mulch Center					
The Mulch Center	11/28/2018	9376	10-12-000-5490	Mulch	830.00
Vendor 10209 - The Mulch Center Total:					830.00
Vendor: 11168 - TimeClock Plus, Inc.					
TimeClock Plus, Inc.	12/12/2018	9471	10-11-000-5355	Additional Annual TCP Fee	150.20
Vendor 11168 - TimeClock Plus, Inc. Total:					150.20
Vendor: 10517 - Timothy Dane Bowen					
Timothy Dane Bowen	12/12/2018	9472	25-25-594-5300	Contractual - Fall Tech Classes	4,590.00
Vendor 10517 - Timothy Dane Bowen Total:					4,590.00
Vendor: 10297 - Trolley Car & Bus Company					
Trolley Car & Bus Company	11/14/2018	9313	25-25-954-5300	Contractual - Trolly Rental for	825.00
Vendor 10297 - Trolley Car & Bus Company Total:					825.00
Vendor: 10301 - Tyler Business Forms					
Tyler Business Forms	11/14/2018	9314	25-00-000-5401	2018 Tax Forms	328.05
Vendor 10301 - Tyler Business Forms Total:					328.05
Vendor: 10705 - UMB Bank NA					
UMB Bank NA	11/27/2018	DFT0000741	40-00-000-5000	Principal Due - 2015 Bonds	805,000.00
UMB Bank NA	11/27/2018	DFT0000741	40-00-000-5010	Interest Due - 2015 Bonds	116,925.00
Vendor 10705 - UMB Bank NA Total:					921,925.00
Vendor: 11326 - United States Treasury					
United States Treasury	11/14/2018	9315	10-11-000-5600	2016 Employer Shared Resp.	7,020.00
United States Treasury	11/14/2018	9315	25-26-000-5600	2016 Employer Shared Resp.	7,020.00
Vendor 11326 - United States Treasury Total:					14,040.00
Vendor: 10307 - Vanguard Energy Service, LLC					
Vanguard Energy Service, LLC	11/20/2018	9344	10-13-000-5220	Gas/Heat - Watts	82.19
Vanguard Energy Service, LLC	11/20/2018	9344	25-00-000-5220	Gas/Heat - Takiff	1,744.35
Vendor 10307 - Vanguard Energy Service, LLC Total:					1,826.54
Vendor: 10099 - Vantagepoint Trf Agents-457					
Vantagepoint Trf Agents-457	11/09/2018	9217	10-00-000-2140	ICMA - A/C#301403	1,559.61
Vantagepoint Trf Agents-457	11/23/2018	9322	10-00-000-2140	ICMA - A/C#301403	1,559.61
Vantagepoint Trf Agents-457	12/07/2018	9384	10-00-000-2140	ICMA - A/C#301403	1,559.61
Vendor 10099 - Vantagepoint Trf Agents-457 Total:					4,678.83
Vendor: 11339 - Varidesk, LLC.					
Varidesk, LLC.	12/05/2018	9415	45-00-000-5587	2 Standing Desks (Adam & Ch	890.00
Vendor 11339 - Varidesk, LLC. Total:					890.00

Voucher List of Bills

Payment Dates: 11/08/2018 - 12/12/2018

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10309 - Verizon Wireless					
Verizon Wireless	12/12/2018	9473	25-00-000-5210	Cell Phone Svc	697.76
Vendor 10309 - Verizon Wireless Total:					697.76
Vendor: 10310 - Vernon Hills Park District					
Vernon Hills Park District	11/14/2018	9316	10-11-000-5340	Holiday Finance Luncheon	50.00
Vendor 10310 - Vernon Hills Park District Total:					50.00
Vendor: 10457 - Village of Glencoe					
Village of Glencoe	11/14/2018	9317	10-12-000-5240	Water/Sewer - Linden House	29.77
Village of Glencoe	11/14/2018	9318	10-13-000-5355	Watts Fire Alarm Permit	50.00
Village of Glencoe	12/12/2018	9474	10-12-000-5480	Gasoline - Parks	1,404.13
Village of Glencoe	12/12/2018	9474	25-00-000-5360	Quarterly Newsletter (Fall)	705.28
Village of Glencoe	12/12/2018	9474	10-12-000-5240	Water/Sewer - Parks	2,053.62
Village of Glencoe	12/12/2018	9474	10-13-000-5240	Water/Sewer - Watts	694.77
Village of Glencoe	12/12/2018	9474	10-14-000-5240	Water/Sewer - Beach	47.77
Village of Glencoe	12/12/2018	9474	10-15-000-5240	Water/Sewer - Boathouse	38.77
Vendor 10457 - Village of Glencoe Total:					5,024.11
Vendor: 10314 - Walmart Community					
Walmart Community	11/28/2018	9378	25-25-401-5400	ELC Supplies	36.44
Walmart Community	11/28/2018	9378	25-25-402-5400	ELC Supplies	178.21
Walmart Community	11/28/2018	9378	25-25-403-5400	ELC Supplies	22.26
Walmart Community	11/28/2018	9378	25-25-432-5400	Preschool Day Off Supplies	50.87
Walmart Community	11/28/2018	9378	25-25-601-5400	Kids Club Supplies	57.78
Walmart Community	11/28/2018	9378	25-25-913-5400	Boo Bash Supplies	158.02
Walmart Community	11/28/2018	9378	25-26-000-5403	Day Care Pgm Supplies	144.72
Vendor 10314 - Walmart Community Total:					648.30
Vendor: 10882 - Welcome Wagon					
Welcome Wagon	11/14/2018	9319	25-00-000-5360	Marketing	161.42
Vendor 10882 - Welcome Wagon Total:					161.42
Vendor: 10823 - Wilmar					
Wilmar	11/20/2018	9345	25-00-000-5412	Cleaning Supplies - Takiff	257.94
Vendor 10823 - Wilmar Total:					257.94
Vendor: 10102 - Wisconsin Dept of Revenue					
Wisconsin Dept of Revenue	11/30/2018	DFT0000749	10-00-000-2111	WI Mo Withholding	233.04
Vendor 10102 - Wisconsin Dept of Revenue Total:					233.04
Vendor Set AP Vendors Total:					1,590,518.63

Voucher List of Bills

Payment Dates: 11/08/2018 - 12/12/2018

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor Set: Employees - Employees					
Vendor: 7405 - Carl Resis					
Cari Resis	11/20/2018	9326	25-25-490-5400	Reimbursement - Presch Enric	19.76
Cari Resis	11/20/2018	9326	25-25-601-5400	Reimbursement - Kids Club Su	6.98
Cari Resis	12/12/2018	9428	25-25-490-5400	Reimbursement - Presch Enric	23.74
Vendor 7405 - Cari Resis Total:					50.48
Vendor: 5667 - Carol Mensinger					
Carol Mensinger	11/20/2018	9327	10-11-000-5341	Mileage Reimburse (Oct-Nov)	101.10
Vendor 5667 - Carol Mensinger Total:					101.10
Vendor: 7467 - Kerri Ringel					
Kerri Ringel	11/14/2018	9296	25-25-414-5400	Reimbursement - Presch Enric	26.77
Vendor 7467 - Kerri Ringel Total:					26.77
Vendor: 9282 - Lorise Weil					
Lorise Weil	11/20/2018	9337	10-11-000-5342	15 Yrs Service Award	150.00
Vendor 9282 - Lorise Weil Total:					150.00
Vendor: 9190 - Matt Walker					
Matt Walker	11/14/2018	9301	10-14-000-5341	Reimbursement - Beach Milea	150.00
Matt Walker	11/14/2018	9301	25-00-000-5341	Reimbursement - Beach Milea	169.37
Vendor 9190 - Matt Walker Total:					319.37
Vendor: 5578 - Tom McDonald					
Tom McDonald	11/28/2018	9377	10-12-000-5421	Reimbursement - Work Boots	85.00
Vendor 5578 - Tom McDonald Total:					85.00
Vendor Set Employees Total:					732.72
Grand Total:					1,591,251.35

Report Summary

Fund Summary

Fund	Payment Amount
10 - CORPORATE FUND	245,960.75
25 - RECREATION FUND	181,583.67
40 - BOND & INTEREST FUND	1,044,125.00
45 - LIABILITY INSURANCE FUND	2,713.50
65 - CAPITAL PROJECTS FUND	20,576.45
69 - MASTER PLAN CAPITAL PROJECTS	96,291.98
Grand Total:	1,591,251.35

Account Summary

Account Number	Account Name	Payment Amount
10-00-000-2100	FEDERAL WITHOLDING	28,271.17
10-00-000-2110	IL STATE WITHOLDING	16,086.66
10-00-000-2111	WI STATE WITHOLDIN	233.04
10-00-000-2120	SOCIAL SECURITY WITH	42,879.90
10-00-000-2130	MEDICARE WITHOLDING	10,857.82
10-00-000-2140	ICMA DEF COMP WITHO	4,678.83
10-00-000-2150	IMRF WITHOLDING	42,463.06
10-00-000-2155	IMRF VAC WITHOLDING	4,058.84
10-00-000-2160	SUPPL IMRF LIFE WITHO	128.00
10-00-000-2170	AFLAC WITHOLDING	310.48
10-00-000-2175	FSA PLAN WITHOLDIN	2,231.40
10-00-000-2180	CREDIT UNION WITHOL	890.00
10-00-000-2190	GARNISHMENT WITHOL	587.70
10-11-000-5310	LEGAL SERVICES	1,567.50
10-11-000-5311	LEGAL NOTICES	183.27
10-11-000-5340	CONFERENCES AND TRA	326.00
10-11-000-5341	MILEAGE REIMBURSEM	101.10
10-11-000-5342	OFFICIALS/MEETING EXP	429.28
10-11-000-5355	MAINTENANCE SERVICE	6,614.37
10-11-000-5402	BOOKS/PUBLICATNS/SU	15.89
10-11-000-5420	SUPPLIES - GENERAL	183.77
10-11-000-5600	HEALTH INSURANCE PRE	41,400.77
10-11-000-5730	DUES/MEMBERSHIPS	315.00
10-12-000-5210	TELEPHONE/INTERNET	345.30
10-12-000-5220	FUEL/HEAT	640.03
10-12-000-5230	ELECTRICITY	828.27
10-12-000-5240	WATER	2,083.39
10-12-000-5340	CONFERENCES AND TRA	205.00
10-12-000-5348	SHARED SVCS-CONT MO	776.72
10-12-000-5349	CONTRACTL-HORT/LAN	3,449.54
10-12-000-5350	MAINTENANCE SERVICE	2,427.19
10-12-000-5351	REPAIRS - EQUIPMENT	56.04
10-12-000-5352	REPAIRS - BUILDINGS	389.48
10-12-000-5353	DISPOSAL/PORTOLET SE	1,485.31
10-12-000-5370	RENTAL - EQUIPMENT	616.00
10-12-000-5401	OFFICE SUPPLIES	156.97
10-12-000-5412	CUSTODIAL/CLEANING S	17.44
10-12-000-5421	SUPPLIES - UNIFORMS	463.25
10-12-000-5450	SUPPLIES - EQUIPMENT	1,847.31
10-12-000-5480	GASOLINE/LUBRICANTS	1,404.13
10-12-000-5481	SUPPLIES-CONSTRUCTIO	18.02
10-12-000-5482	SUPPLIES-HARDWARE	122.01
10-12-000-5484	SUPPLIES-ELECTRICAL/B	402.62
10-12-000-5487	SUPPLIES-HAND TOOLS	577.37
10-12-000-5490	SUPPLIES-PLANTINGS/FL	2,945.42
10-12-000-5496	SUPPLIES-ATHLETIC MAI	190.00
10-12-000-5584	EQUIPMENT-RECREATIO	229.98

Account Summary

Account Number	Account Name	Payment Amount
10-12-000-5585	PAVEMENT & SITE DEVE	133.00
10-12-000-5588	BUILDING IMPROVEME	651.60
10-12-000-5590	TREE TRIM/WORK-Outsi	510.00
10-13-000-4623	PASS-INDIV NR ICE TOKE	128.00
10-13-000-5210	TELEPHONE/INTERNET	238.61
10-13-000-5220	FUEL/HEAT	246.14
10-13-000-5230	ELECTRICITY	3,786.70
10-13-000-5240	WATER	694.77
10-13-000-5352	REPAIRS - BUILDINGS	1,632.02
10-13-000-5353	DISPOSAL/PORTOLET SE	112.00
10-13-000-5355	MAINTENANCE SERVICE	50.00
10-13-000-5357	MAINT SERVICE-REFRIG	273.00
10-13-000-5360	PRINTING/MARKETING/	843.63
10-13-000-5401	OFFICE SUPPLIES	461.65
10-13-000-5412	CUSTODIAL/CLEANING S	16.58
10-13-000-5416	SUPPLIES-ICE MAKING	71.99
10-13-000-5418	SUPPLIES-ZAMBONI	1,425.11
10-13-000-5420	SUPPLIES - GENERAL	595.97
10-13-000-5421	SUPPLIES - UNIFORMS	1,024.90
10-13-000-5430	SUPPLIES - FIRST AID	61.98
10-13-000-5450	SUPPLIES - EQUIPMENT	10.48
10-13-000-5451	SUPPLIES - BUILDING PA	39.61
10-13-000-5470	RESALE - FOOD/CONCES	280.84
10-13-000-5480	GASOLINE/LUBRICANTS/	303.00
10-13-000-5481	SUPPLIES-CONSTRUCTIO	129.53
10-13-000-5482	SUPPLIES-HARDWARE	53.97
10-13-000-5484	SUPPLIES-ELECTRICAL/B	130.80
10-13-000-5485	SUPPLIES-ICEMELT/SALT	10.67
10-13-000-5486	SUPPLIES-PLUMBING	224.86
10-13-000-5581	EQUIPMENT - BUILDING	1,490.21
10-13-000-5588	BUILDING IMPROVEME	2,234.00
10-14-000-5210	TELEPHONE/INTERNET	166.09
10-14-000-5220	FUEL/HEAT	34.09
10-14-000-5230	ELECTRICITY	99.00
10-14-000-5240	WATER	47.77
10-14-000-5341	MILEAGE REIMBURSEM	150.00
10-14-000-5353	DISPOSAL/PORTOLET SE	183.00
10-14-000-5401	OFFICE SUPPLIES	410.05
10-14-000-5486	SUPPLIES-PLUMBING	21.45
10-15-000-5230	ELECTRICITY	454.27
10-15-000-5240	WATER	38.77
25-00-000-1300	PREPAID EXPENSES	1,200.00
25-00-000-4425	BOOK FAIR SALES	125.00
25-00-000-5210	TELEPHONE/INTERNET	4,493.01
25-00-000-5220	FUEL/HEAT	2,770.57
25-00-000-5230	ELECTRICITY	6,882.74
25-00-000-5301	POSTAGE	413.95
25-00-000-5305	PARTY RENTAL ENTERM	175.00
25-00-000-5321	CONSULTING-ONLINE/O	1,056.81
25-00-000-5340	CONFERENCES AND TRA	780.00
25-00-000-5341	MILEAGE REIMBURSEM	169.37
25-00-000-5342	OFFICIALS/MEETING EXP	122.90
25-00-000-5351	REPAIRS - EQUIPMENT	15,469.98
25-00-000-5352	REPAIRS - BUILDINGS	9,598.50
25-00-000-5353	DISPOSAL/PORTOLET SE	344.00
25-00-000-5355	MAINTENANCE SERVICE	2,423.41
25-00-000-5360	PRINTING/MARKETING/	8,397.00
25-00-000-5362	PHOTOGRAPHY	196.00

Account Summary

Account Number	Account Name	Payment Amount
25-00-000-5401	OFFICE SUPPLIES	1,527.30
25-00-000-5405	PARTY RENTAL SUPPLIES	99.69
25-00-000-5408	BOOK FAIR PURCHASES	601.78
25-00-000-5412	CUSTODIAL/CLEANING S	1,299.03
25-00-000-5420	SUPPLIES - GENERAL	516.56
25-00-000-5422	SUPPLIES-UNIFORMS, B	300.00
25-00-000-5481	SUPPLIES-CONSTRUCTIO	151.18
25-00-000-5482	SUPPLIES-HARDWARE	1,199.67
25-00-000-5483	SUPPLIES-PAINT	584.16
25-00-000-5484	SUPPLIES-ELECTRICAL/B	505.16
25-00-000-5488	SUPPLIES-HAND TOOLS	15.46
25-00-000-5584	EQUIPMENT - RECREATI	742.48
25-00-000-5588	BUILDING IMPROVEME	1,430.00
25-25-310-5400	SUPPLIES-ADULT ART/P	75.57
25-25-401-5300	CONTRACTL-ELC 3YR	250.00
25-25-401-5400	SUPPLIES-ELC 3YR	543.43
25-25-402-5300	CONTRACTL-ELC 4YR	800.00
25-25-402-5400	SUPPLIES-ELC 4YR	558.55
25-25-403-5300	CONTRACTL-ELC 2YR	250.00
25-25-403-5400	SUPPLIES-ELC 2YR	148.23
25-25-407-5300	CONTRACTL-PARENT/TO	500.00
25-25-414-5400	SUPPLIES-EXPL N DISCVR	26.77
25-25-432-5400	SUPPLIES-PRESCHOOL D	177.67
25-25-472-5300	CONTRACTL-GJK TRANSI	1,380.75
25-25-475-5300	CONTRACTL-GJK ENRICH	21,693.75
25-25-490-5400	SUPPLIES-PRESCH JR TR	81.59
25-25-594-5300	CONTRACTL-PLAY WELL/	4,590.00
25-25-601-5400	SUPPLIES-KIDS CLUB PM	1,159.52
25-25-614-5300	CONTRACTL-YOUTH CRA	5,610.00
25-25-615-5400	SUPPLIES-YOUTH CERA	468.77
25-25-617-5300	CONTRACTL-MAD SCIEN	1,352.00
25-25-629-5300	CONTRACTL-CHESS SCH	7,718.20
25-25-635-5300	CONTRACTL-AMAZING	1,512.00
25-25-638-5300	CONTRACTL-PRESTO MA	90.00
25-25-648-5300	CONTRACTL-STICKY FIN	4,806.00
25-25-651-5300	CONTRACTL-FASHION	1,512.00
25-25-659-5300	CONTRACTL-SUNSHINE	1,120.00
25-25-707-5300	CONTRACTL-BOYS HSE B	894.00
25-25-708-5300	CONTRACTL-GIRLS HSE B	588.00
25-25-711-5300	CONTRACTL-PEE WEE B	370.00
25-25-725-5300	CONTRACTL-KARATE CL	15,572.19
25-25-740-5300	COTNRACTL-TRAVELING	1,188.00
25-25-740-5400	SUPPLIES-TRAVELING BA	1,140.06
25-25-765-5300	CDNTRACTL-FENCING	2,480.63
25-25-785-5300	CONTRACTL-FITNESS PU	2,331.67
25-25-786-5300	CONTRACTL-FITNESS DR	330.00
25-25-801-4200	REV-SUN FUN CAMP	186.50
25-25-801-5400	SUPPLIES-SUN FUN CAM	29.90
25-25-803-4200	REV-KINDER KORNER CA	154.37
25-25-811-4200	REV-TEDDY BEAR CAMP	95.25
25-25-913-5400	SUPPLIES-HALLOWEEN P	1,952.83
25-25-932-5300	CONTRACTL-SCHOOL DA	591.37
25-25-935-5300	CONTRACTL-TAILS N ALE	313.86
25-25-935-5400	SUPPLIES-TAILS N ALES	560.00
25-25-950-5400	SUPPLIES-GEN WKSP/SP	207.62
25-25-953-5300	CONTRACTL FALL SPEC E	350.00
25-25-953-5400	SUPPLIES-FALL SPEC EVE	535.02
25-25-954-5300	CONTRACTL-WINTER SP	825.00

Account Summary

Account Number	Account Name	Payment Amount
25-26-000-5335	WELLNESS/PRE-PLACEM	1,268.75
25-26-000-5340	CONFERENCES AND TRA	320.00
25-26-000-5360	PRINTING/MARKETING/	75.00
25-26-000-5386	SERVICES-DAYCARE PRO	5,242.49
25-26-000-5387	NURSE SERVICES	180.00
25-26-000-5401	OFFICE SUPPLIES	502.90
25-26-000-5403	DAYCARE PROGRAM SU	345.55
25-26-000-5404	COMPUTER PGMS/APPs	175.00
25-26-000-5409	SUPPLIES-INTERNAL FO	1,759.81
25-26-000-5420	SUPPLIES - GENERAL	690.03
25-26-000-5460	SUPPLIES-FOOD EQUIP	229.48
25-26-000-5584	EQUIPMENT - RECREATI	3,558.58
25-26-000-5600	HEALTH INSURANCE PRE	14,134.23
25-26-000-5730	DUES/MEMBERSHIPS	600.00
25-27-000-5210	DEDICATED TV/INTERNE	146.98
25-27-000-5360	MARKETING/ADVERTISI	201.59
25-27-000-5365	CONTRACTL-PERSONAL	877.50
25-27-000-5421	SUPPLIES-UNIFORMS	564.00
40-00-000-5000	PRINCIPAL - BONDS	920,000.00
40-00-000-5010	INTEREST - BONDS	124,125.00
45-00-000-5335	WELLNESS/PRE-PLACEM	632.32
45-00-000-5420	GENERAL SUPPLIES	238.71
45-00-000-5587	SAFETY/SECURITY EQUIP	890.00
45-00-000-5765	SAFETY INCENTIVE AWA	952.47
65-00-018-5502	HARDWARE,NETWORK,	323.75
65-00-018-5506	REPLACE INFO KIOSKS	8,966.37
65-00-018-5516	KIDS CLUB ENTRYWAY I	5,598.00
65-00-018-5517	REPLACE WATTS HVAC R	43.88
65-00-018-5524	WIRELESS PROJECTORS-	1,496.80
65-00-018-5534	CHILDRENS CIRCLE EXPA	4,147.65
69-00-000-5534	GEOTECH - Lakefront	7,490.17
69-00-000-5539	PLAYGRD-WOODLAWN-	65,196.45
69-00-000-5540	PLAYGRD-WOODLAWN-	8,824.14
69-00-000-5545	PLAYGRD-VERNON/JEFF-	14,736.22
69-00-000-5552	TAKIFF PARKING Ph 2-O	45.00
	Grand Total:	1,591,251.35

Project Account Summary

Project Account Key	Payment Amount
None	1,591,251.35
Grand Total:	1,591,251.35

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 December 18, 2018 and you are hereby authorized to pay them from the appropriate funds.

Treasurer, Park Board of Commissioners

Secretary/Executive Director

V. Financial Report

Glencoe Park District
December 2018 Board Meeting



G/L MONTHLY Pooled Cash Report

Glencoe Park District
For the Period Ending 11/30/2018

ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE	
CLAIM ON CASH					
10-00-000-1000	CASH/INVESTMENTS	2,852,466.67	(74,079.48)	2,778,387.19	
25-00-000-1000	CASH/INVESTMENTS	4,514,285.60	413,207.93	4,927,493.53	
30-00-000-1000	CASH/INVESTMENTS	324,488.36	1,532.00	326,020.36	
35-00-000-1000	CASH/INVESTMENTS	342,146.28	(30,200.58)	311,945.70	
36-00-000-1000	CASH/INVESTMENTS	137,548.47	(16,891.77)	120,656.70	
40-00-000-1000	CASH/INVESTMENTS	1,372,332.92	(1,036,712.01)	335,620.91	
45-00-000-1000	CASH/INVESTMENTS	206,112.84	(2,731.86)	203,380.98	
50-00-000-1000	CASH/INVESTMENTS	61,097.71	264.59	61,362.30	
55-00-000-1000	CASH/INVESTMENTS	8,815.60	75.00	8,890.60	
65-00-000-1000	CASH/INVESTMENTS	370,324.59	(9,979.97)	360,344.62	
67-00-000-1000	CASH/INVESTMENTS	0.00	0.00	0.00	
69-00-000-1000	CASH/INVESTMENTS	1,617,045.63	(247,014.27)	1,370,031.36	
70-00-000-1000	CASH/INVESTMENTS	41,134.34	40.79	41,175.13	
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		11,847,799.01	(1,002,489.63)	10,845,309.38	
CASH IN BANK					
99-00-000-1011	Operating Corporate Account	292,073.06	502,594.27	794,667.33	
99-00-000-1012	Operating PR Account	3,221.87	17.74	3,239.61	
99-00-000-1013	IL Funds	3,514,098.06	(294,005.27)	3,220,092.79	
99-00-000-1014	IPDLAF CD's	2,194,000.00	0.00	2,194,000.00	
99-00-000-1015	IPDLAF MM	2,958,966.45	(1,211,862.00)	1,747,104.45	
99-00-000-1016	PMA CD's	2,442,900.00	0.00	2,442,900.00	
99-00-000-1017	PMA MM	442,539.57	765.63	443,305.20	
TOTAL CASH IN BANK		11,847,799.01	(1,002,489.63)	10,845,309.38	
DUE TO OTHER FUNDS					
99-00-000-2400	Due To Other Funds	11,847,799.01	(1,002,489.63)	10,845,309.38	
TOTAL DUE TO OTHER FUNDS		11,847,799.01	(1,002,489.63)	10,845,309.38	
Claim on Cash	10,845,309.38	Claim on Cash	10,845,309.38	Cash in Bank	10,845,309.38
Cash in Bank	10,845,309.38	Due To Other Funds	10,845,309.38	Due To Other Funds	10,845,309.38
Difference	0.00	Difference	0.00	Difference	0.00

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

Corporate and Other Funds:

	<u>Nov 2018</u>	<u>Oct 2018</u>
Harris Bank Corporate Account - 0.757%	920,502.23	451,298.01
Illinois Park District Liquid Asset Fund (IPDLAF) - 2.07%	1,747,104.45	2,958,966.45
The Illinois Fund (Public Treasurers' Investment Pool) - 2.23%	3,220,092.79	3,514,098.06
Harris Payroll Account - 0.757%	6,890.04	8,296.32
PMA Financial Account - 2.05%	443,305.20	442,539.57
Reconciling Items(Dep in Transit, O/S Checks, etc.)	(129,485.33)	(164,299.40)
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
1 CDs at \$242,000 each maturing October 18, 2019 (2.80% net)	242,000.00	242,000.00
PMA Certificates of Deposit:		
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
4 CDs totaling \$973,300 maturing October 18, 2019 (2.72% net)	<u>973,300.00</u>	<u>973,300.00</u>
Grand Total	\$10,845,309.38	\$11,847,799.01

**Glencoe Park District
Monthly Financial Analysis
November 2018**

	<u>As of</u> <u>11/30/2016</u>	<u>As of</u> <u>11/30/2017</u>	<u>As of</u> <u>11/30/2018</u>
<u>Recreation Department - Programs</u>			
Revenues	2,970,450	2,793,784 (1)	3,203,948 (1)
Wages	(480,421)	(499,841)	(511,209)
Contractual	(963,599)	(1,001,247)	(992,670)
Supplies	(78,227)	(84,192)	(102,500)
Net Surplus	1,448,203	1,208,504 (1)	1,597,568 (1)
<u>Day Care Department</u>			
Revenue	659,455	710,918	903,218
Expense	(529,984)	(547,589)	(760,644)
Net Surplus/(Deficit)	129,471	163,329	142,574
<u>Fitness Department</u>			
Revenue	n/a	n/a	29,070
Expense	n/a	n/a	(28,031)
Net Surplus/(Deficit)	n/a	n/a	1,039
<u>Beach Department</u>			
Revenue	323,937	318,034	322,001
Expense	(236,599)	(229,682)	(215,378)
Net Surplus/(Deficit)	87,338	88,352	106,623
<u>Boating Department</u>			
Revenue	106,360	114,828	106,663
Expense	(95,499)	(111,515)	(134,114)
Net Surplus/(Deficit)	10,861	3,313	(27,451)
Beach/Boating Total:	98,199	91,665	79,172
<u>Watts Department</u>			
Revenue	33,424	32,521	38,251
Expenses	(124,311)	(122,116)	(117,850)
Net Surplus/(Deficit)	(90,887)	(89,595)	(79,599)
<u>G & A (Administration)</u>			
Revenue (excl G&A Tfr)	22,710	25,243	24,888
Expense	(793,618)	(842,328)	(882,884)
Net Surplus/(Deficit)	(770,908)	(817,085)	(857,996)
<u>Parks Department</u>			
Revenue	27,463	2,585	17,117
Expense	(779,097)	(846,755)	(820,133)
Net Surplus/(Deficit)	(751,634)	(844,170)	(803,016)
<u>Rec-Admin/Takiff Department</u>			
Revenues	1,149,446	1,169,778	1,231,879
Expenses	(1,541,395)	(2,430,269)	(1,904,500)
Net Surplus/(Deficit)	(391,949)	(1,260,491)	(672,621)

(1) Last year, winter registration revenues were collected in December, this year in November. It is not an apples-to-apples comparison until December month end.

VI. Approval of Resolution No. 890 – Lorise Weil 15 Years' Service

Glencoe Park District
December 2018 Board Meeting

**GLENCOE PARK DISTRICT
LORISE WEIL 15 YEAR SERVICE RESOLUTION No. 890**

WHEREAS, Lorise Weil was hired and employed as the Registration Office Supervisor in the Recreation Department for the Glencoe Park District on November 24, 2003;

WHEREAS, Lorise has been a vital part of the Registration Office and Customer Service staff on which she has, over the years, brought much credit and honor in her now current position as the Registration/Customer Service Manager for the Glencoe Park District; and

WHEREAS, her service, dedication and leadership abilities have been an asset to the Glencoe Park District through a period of District growth and change with regard to implementing, automating, and continually improving the District's registration procedures and policies; and

WHEREAS, Lorise efficiently and effectively played a major role in successfully transitioning procedures from a lottery to new real-time registration process; and

WHEREAS, Lorise, who with her staff, has brought enhanced customer service and dedication to the District; and

WHEREAS, Lorise has successfully maintained the detailed Safety Committee meeting minutes in her role on the Safety and Wellness Committee; and

WHEREAS, Lorise has brought 15 years of experience, knowledge, and historical perspective to the District; and

NOW THEREFORE, BE IT RESOLVED, The Glencoe Park District Board of Commissioners, representing all the residents of the Park District, recognize the meritorious service of Lorise Weil and record it in the permanent records of the Glencoe Park District for all to see. This resolution shall be in full force and in effect immediately upon its passage.

Adopted this 18th day of December 2018.

AYES:

NAYS:

ABSENT:

Lisa M. Brooks, President
Board of Park Commissioners
Glencoe Park District

ATTEST:

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

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

SECRETARY'S CERTIFICATE

I, Lisa M. Sheppard, do hereby certify that I am Secretary of the Board of Park Commissioners of the Glencoe Park District, Cook County, Illinois, and as such official, I am keeper of the records, ordinances, files and seal of said Park District; and,

I HEREBY CERTIFY that the foregoing instrument is a true and correct copy of Resolution No. 890:

LORISE WEIL 15 YEAR SERVICE 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 at 7:00 p.m. on the 18th day of December 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 18th day of December 2018.

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

[SEAL]

VII. Staff Reports

Glencoe Park District
December 2018 Board Meeting

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

FY2019/20 Budget and Capital Projects

Staff continues to review, prepare, and update budget worksheets, as well as prioritize capital projects for the new fiscal year. Now that the first several days of winter registration is known, it should give staff a much better understanding of projected year-end amounts. As in prior years, staff's goal is that the first draft of the budget be distributed to the Board for review in mid to late January.

2018 Tax Levy Ordinance

The 2018 levy was filed with the Cook County Clerk's office, and is posted on our website.

Program Registration

Online registration for winter session/camp programs began Wednesday, November 28 at 7:00am. Walk-up registration began the same day at 8:00am. Non-resident registration began on December 3.

PDRMA Health Program Open Enrollment

The open enrollment period for the PDRMA Health Program was conducted October 29- November 20. Orientation meetings were held in early November for all full-time staff to inform them of the planned benefit changes to the health insurance program, as well as the dental plan, EAP program, Section 125 Plan, life insurance, and AFLAC program. The HMO insurance coverage gained five additional participants due in large part to the efforts of Liz Stowick to educate staff on the benefits of the HMO program.

Preparation for Calendar Year-End

Staff will be attending several webinars conducted by Incode and by PDRMA related to the federal and state processing of W-2s, 1099s, and ACA 1095 forms that must be done after final payroll and accounts payable runs are completed for 2018.

State Disposal of Records

Staff submitted a disposal record to the State of Illinois in late April and has received permission to shred specific documents and files as allowed by state statute. Staff has cleaned and purged office files in anticipation of approval and will be scheduling for the disposal of these records in the coming weeks.

Submitted by:

Carol Mensinger, Director of Finance/Human Resources

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

Recreation Department Report: Bobby Collins

As we approach the one-year anniversary of the opening of Glencoe Fitness, we again have the fitness bug. Adam and his team are working to maximize membership renewals and also attract new fitness members. Direct Fitness was onsite Tuesday, December 11 to complete our annual equipment service to ensure it is in great shape for our busy season.

On Friday, November 23, Watts Ice Center opened for the season with great attendance all day. Visitors were able to skate and play hockey for free. We even had our 2017 Beluga class meet at Watts for a reunion. It was great to see how our programs help build community in our Village.

Winter registration opened to residents on November 28, one week earlier than last year. With winter registration also began summer camp registration. Camp pages received a full makeover this year, with the goal of streamlining the registration process. New offerings this year include art, fishing, and outdoor survivor camps. We also have new STEAM offerings in addition to a new Hot Shots sports camp.

Early Childhood: Jessica Stockl

Winter came quickly and the children have loved playing in the snow. The early childhood wing has been full of fun sensory experiences involving cold weather. Our Beluga class started ice skating lessons at Watts this month. They enjoyed riding in the District bus and being able to experience the ice rink.

At the end of November, we hosted a potluck dinner for our Children's Circle families. Children's Circle is continuing to see an increase in the waitlist for our youngest classrooms with a significant increase in calls and tours in the past two weeks. Three of our families had their second child this month! Infant room enrollment is still below maximum, as we have to strategically time accepting new infants to stay within DCFS ratios now and in the future. Per DCFS regulations, infants must move to the next class by the time they are 15 months old.

Children's Circle Enrollment as of 12/4	2018	2017
Jellyfish	9	15
Frogs	10	14
Turtles (NEW)	14	0
Starfish	13	17
Dolphins (NEW)	15	0
Belugas	17	21
Total	78	67

Early Learning Center has hosted many tours this past month for new families. The ELC 4s classrooms hosted a sharing program which was greatly received by families and friends. ELC 3s hosted their first ever potluck dinner in the evening so working parents could attend as well.

ELC Enrollment as of 9/4	2018-2019	2017-2018
2's classes	15	19
3's classes	18	19
4's classes	26	42
Kindergarten Readiness (Replaced ELC 4s PM)	8	7
Total	67	87

Preschool enrichments saw an increase compared to fall registration. On the day of registration, our Math Magic class filled with a waitlist of five children by 7:30am and were able to bring in more staff to accommodate all five families. Another section of the new Fun Around the World class was added to help parents searching for a Monday class which quickly filled to 17 students.

Camp registration has been going well with a total of 49 students registered for Bears and Kinder Korner camp. We have hired a director of our youngest Teddy and Panda Bear campers. Adding this leadership role will allow for improved parent communication and more consistent care for our little campers.

Arts and Youth: Stephani Briskman

Winter registration for youth and art programs was strong, with Sticky Fingers Cooking on Mondays, Minecraft, and Intro to STEM filling with a waitlist. We are working with the contractors of these classes to increase class maximums or open additional sections to accommodate these waitlists. Camp registration is currently lower than last year. The school-age camp programs, as well as CIT, made \$35,732 first day of registration compared to \$47,506 last year. We believe the decrease is due to the 2019-20 school year calendars not being released yet, so they are still waiting to figure out their summer plans. Last year the school calendar was released in October.

2018 School Day Off Enrollment		2017 School Day Off Enrollment	
9/10 Bowling	44	9/21 Bowling	32
9/19 Movie	45	10/6 Didier Farms	47
10/8 Lincoln Park Zoo	25	10/9 Lincoln Park Zoo	34
11/8 Arctic Splash	44	11/9 Pump It Up	50
11/9 Sports Galore	54	11/10 Nickel City	40
11/21 Pump It Up	20	11/22 Turkey Bowling	34
Total	232	Total	237

Athletics, Sports and Teen Camp: Chris Pietrini

Chris met with the Park District of Highland Park, Deerfield Park District, and Lake Forest Rec Department to schedule games for 5th and 6th grade boys' and girls' leagues, as well as plan joint end of season tournaments. House league drafts were held over a period of two nights. In an

effort to increase parity, Chris worked with our professional coaches as well as the volunteer coaches to try and form balanced teams.

After running clinics for 7th-8th grade boys' basketball last year, we will enter one or two teams into a cooperative league for 2018-19. The initial meeting was very productive. Games will be held in various communities and there will be a large end of season tournament and an all-star game to cap the year off.

On the first day of winter registration, our new girls-only sport class, Game On! Sports 4 Girls filled with 20 registrants.

Basketball Registration Comparison

League	2018-2019	2017-2018	2016-2017	2015-2016
Boys 1st	25	37	26	39
Boys 2nd	44	35	29	29
Girls 1st/2nd	44	35	39	49
Boys 3rd/4th	51	53	52	50
Boys 5th/6th	24	28	45	46
Girls 3rd/4th	35	38	36	34
Girls 5th/6th	13	13	8	19
Boys 7th/8th	7	n/a	n/a	n/a
Total	243	239	235	266
4th Boys Travel	12	12	13	10
5th Boys Travel	20*	13	11	10
6th Boys Travel	13	0	11	10
5th Girls Travel	8	7	12	n/a
6th Girls Travel	7	12	n/a	6
Total	60	44	47	36

*2 teams for 2018-19

Special Events & Active Adults: Liz Visteen

On Saturday, December 1, we hosted the first Winter Express event. Participants enjoyed a festive trolley ride while listening to holiday music starting at the Takiff Center and arriving at the Watts Recreation Center. Once they arrived at Watts they visited with Santa, enjoyed a snowman craft, decorated holiday cookies, and drank hot chocolate. On the trolley ride back to Takiff everyone listened to the story of Frosty the Snowman and took a home a copy of the book to enjoy.

Special Event Attendance	2018	2017
Sa, Nov 17 – Snoopy Thanksgiving	37 kids	40 kids
Sa, Dec 1 – Winter Express	62 kids 64 adults	<i>Not offered</i>

Upcoming Special Events:

December 14 – Teen Ice Night

December 21 – Winter Solstice

December 31 – Itty Bitty New Year

Enrollment for winter programs is lower than this time last year; however, it is still early. Adults tend to sign up for their programs closer to the start date of classes. Youth Ceramics enrollment is also low compared to last year. Instructors will remind the parents of current students to sign up for the next session of classes. An email will also be sent for classes with lower enrollment.

Winter Enrollment as of 12/4	2019	2018
Adult Ceramics	3	5
Youth Ceramics	42	53
Adult Art Programs	3	0
Adult Art Workshops	0	0
Teen Programs	7	0

Takiff, Fitness, & Watts: Adam Wohl

Facility rentals in 2018 continue to trend consistently above 2017. Switching to facility rentals versus birthday party packages have helped streamline the process. We have booked quite a few large rentals that are helping to improve our numbers overall. This has saved a large amount in administrative responsibility as we no longer coordinate the party themes and packages themselves. We also are no longer paying out to contractors 75% of the revenue for those packages.

Takiff Center Rental as of 11/30/2018	2018	2017
Facility Rentals	\$71,968	\$57,691

Glencoe Fitness

Glencoe Fitness continues to grow in membership. Below is our current active member totals including seven new members in the month of November.

Active Fitness Members as of 11/30/2018	Fees
209	\$58,800

We surveyed current fitness members in the month of November to gain valuable feedback on Glencoe Fitness and fitness programs. We will review the data in the coming month and see where we can implement any of the recommendations from the survey.

Watts Ice Center

The Watts Ice Center opened for the season on Friday, November 23 for the 2018-19 season. We offered a free day of skating from 11:00am-7:00pm with open skate on the main rink and open hockey on the studio rink. We had 383 skaters check in with easily over 500 total people come through the facility on opening day. It was wildly successful on an unseasonably warm day. We sold \$4,543 worth of skate rentals and season passes on opening day. This is compared to \$4,327 in 2017 and \$1,693 in 2016.

Unfortunately, our first two weekends of opening were nearly completely rained/snowed out. We did not open on November 24, 25, or December 1 due to poor weather/ice conditions. This has

limited our early season pass sales that usually come during the weekend open skate times, but pass sales are still ahead of last year.

During the month of October, we sent out a Watts Ice Center mailer that included pass memberships, skating classes, and rental information. This has been a huge success in getting registration started earlier for classes and passes with both going on sale beginning on October 1.

Watts Center Rentals as of 11/30/2018	2018	2017
Room Rentals	\$4,834	\$3,058
Party Ice Rentals	\$4,099	\$2,150
Misc. Hockey Rentals	\$14,477	\$11,575

Watts Skating Classes as of 12/3/18	2018		2017	
	Enrollment	Fees	Enrollment	Fees
Snowplow Sam	76	\$6,574	32	\$2,683
USFS Skating	28	\$2,337	19	\$1,554
Minor Hawks	19	\$1,710	24	\$2,072
Total	123	\$10,621	75	\$6,309

Watts Pass Sales as of 12/1/18	2018	2017
Individual Pass	\$384	\$247
Family Pass	\$7,886	\$6,597
Combo Pass	\$2,700	\$2,264
Total	\$10,970	\$9,108

Programming – Dance & Theater

The Glencoe Park District and Helen’s Performing Arts Company will have its annual Winter Dance Showcase at Takiff Center on December 16 from 2:00-4:00pm. Over 130 students are expected to participate.

Winter Registration as of 12/3/18	2019		2018	
	# Students	Fees	# Students	Fees
Dance Classes	101	\$48,860	75	\$37,312
Sarah Hall Theatre Classes	49	\$23,716	58	\$28,270
Youth Yoga	7	\$1,560	14	\$3,612
Broadway Bound	54	\$39,168	63	\$44,307
Beyond Broadway Bound (New)	13	\$9,039	0	\$0

Submitted by:
Bobby Collins, Director of Recreation and Facilities

**Glencoe Park District
Parks & Facilities Maintenance Report
December 2018**

Administrative

I have continued to work with Altamanu relating to closing out the Woodlawn Park project as well as continued to coordinate with Core Mechanical in preparation for replacing the Watts Center RTU's. In addition, I have continued working on second round operating and capital budget submissions.

Grounds/Horticulture

The horticulture crew has continued to perform dormant pruning from the ground throughout the District. Planting beds have been cleared of all annual material.

Parks Maintenance & Construction

The sled hill fence was installed for the season at Watts Park. Tennis court windscreens have been secured for the winter.

Staff has installed 240 yards of playground safety mulch at Woodlawn Park. Additionally, all outdoor water services have been winterized for the season.

The exterior pathway adjacent to Watts Center had minor repairs performed to fill potholes and eliminate hazards.

Staff efficiently contended with early season snowfalls and poor weather. Equipment was prepared and staff was on hand to keep facilities open and programs running.

Staff has continued to balance seasonal tasks with routine maintenance such as trash removal, leaf mulching, park grooming, and playground inspections.

Facilities

Working with the Recreation team, Parks staff has completed the start-up process for the Watts Ice Rink. The compressors are currently functioning properly keeping the ice sheet between 8 and 15 degrees.

The Watts facility was prepared for the season by pressure washing the rink perimeter, touch up painting, and a deep clean.

Staff has converted all interior light fixtures at the Watts Center to LED bulbs.

Staff continues to work on converting existing light fixtures to LED in the Takiff Center.

We have experienced a number of heating related issues with the HVAC system at Takiff Center. We have continued to make repairs as necessary and in a preventative manner. The heater for the multi-purpose wing required one of two motors replaced which necessitated a crane onsite. The

Park District's contractor has been quick to remedy issues with no interruption in service to facility users.

Athletic

Porto-lets have been removed for the season from all athletic fields. The lacrosse goals were removed from Sunken Park for the season.

Equipment

Plows are in place on trucks and ready for the season. Several repairs have been made to the Zamboni since opening.

Personnel

No Report

Shared Services

Village staff made multiple repairs on several vehicles this month. The older fleet vehicles have seen an increase in necessary maintenance this season.

Submitted by:

Chris Leiner, Director of Parks & Maintenance

Glencoe Park District Marketing/Communications Report December 2018

Social Media/Email

We ended the month of November with 28,706 Facebook impressions (in 2017, we ended the month with 34,989 impressions). We now have 1,557 followers on Facebook, 862 followers on Twitter and 1,078 followers on Instagram. Glencoe Beach has 1,916 and Watts has 198 followers on Facebook.

We sent out several targeted email blasts, primarily focused on fall activities and special events.

Date	Subject	Total Sent	Open Rate	Click Rate	Link
11/26/2018	Weather Closure Update	5190	23.70%	1.70%	https://conta.cc/2DVv8gJ
11/26/2018	Weather Closure	5192	26.00%	0.20%	https://conta.cc/2DYaRXU
11/24/2018	Winter Registration	5185	31.80%	5.20%	https://conta.cc/2QTYVsF
11/23/2018	Watts Opens Today	5189	18.10%	5.40%	https://conta.cc/2QZ24HZ
11/21/2018	Arts and Crafts classes	835	27.60%	2.20%	https://conta.cc/2QZs3ie
11/16/2018	Watts Opening Day	5205	28.90%	3.10%	https://conta.cc/2DDSpDL
11/13/2018	Camp Preview Night	2196	44.70%	6.20%	https://conta.cc/2QHukyr
11/13/2018	Now Hiring	34	40.60%	46.20%	https://conta.cc/2QDREny
11/11/2018	Watts passes	4999	24.50%	3.40%	https://conta.cc/2QBUHWR
11/4/2018	Watts winter classes	5169	23.00%	7.60%	https://conta.cc/2Qb8bsk
11/4/2018	Snoopy Thanksgiving	864	50.60%	5.10%	https://conta.cc/2QgwGo3

Glencoe Fitness Retention

We are working on new materials, challenges, and signage to drive Glencoe Fitness retention in 2019. A survey was sent out in November to learn more about member preferences.

Special Events

We worked closely with the Recreation department to market Nerf Battle, Snoopy Thanksgiving, Watts Opening Day, and Winter Express by creating flyers, website graphics, posters, banners, and event signage for the event. We also generated email blasts and social media posts, as well as pitched the events to local reporters.

Winter Brochure

The Winter Brochure was mailed to residents in mid-November, with registration the last week of November. It includes information on summer camp programs, winter programs, special events, and Glencoe Fitness information.

Watts Publicity

A four-page folded mailer was sent to all Glencoe households in October to promote Watts classes and passes. A number of social media posts and email blasts were scheduled to promote

class registration and season pass sales. In addition, the marketing team updated all signage in the building.

Brochure Print Proposals

The total cost of the brochure print job is under \$25,000, which legally does not need to be bid, but we have traditionally sent out a request for proposal as a way to do due diligence and get the best price. From the three proposals received, it is our recommendation to retain Creekside Printing for brochure printing at a cost of \$14,046-\$15,420 for recycled paper and soy ink, based on their qualified bid, outstanding references, and similar work with 11 other Illinois park districts. Staff has worked with Creekside for the past ten years and has had an excellent experience. They have consistently hit delivery deadlines, many times with shortened notice.

Submitted by:

Erin Classen, Supt. of Marketing and Communications

SAFETY AND WELLNESS COMMITTEE

Agenda and Minutes

Wednesday, November 14, 2018 / 10:00 a.m.

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

1. Call to order at 10:06 a.m.

Roll Call: Present: Carol Mensinger, Chris Leiner, Bobby Collins, Liz Stowick, Jessica Stockl, Matt Walker, Adam Wohl, Liz Visteen, and Lorise Weil.

2. Review of the Minutes: The Safety and Wellness Committee Meeting Minutes from October 25, 2018 were reviewed and accepted.
3. Accident/Incident Review: Carol reported on the accident/incident reports for the past month. There was (1) employee injury.
4. Facility and Park Inspection Review:
 - a) One of the benches on the toad stool table, located at the Takiff playground, requires repair. **Chris** noted that materials have been ordered.
 - b) Chris stated that new slides have been ordered for the Milton Playground.
5. Open Claims: The underground storage tank Property Loss claim is still open. In addition, there are (4) Worker's Comp claims open and (3) Property claims that are open.
6. Carry Over Items:
 - a) Lorise stated that GJK asked if we could possibly incorporate "Fire Stop Signs" during one of our future fire drills. **Chris** stated that they will definitely take a look at this, i.e., when Public Safety comes out to assist us on determining multiple evacuation points.
 - b) Lorise asked about the Safety Data Sheet binders, and provided Chris with A-Z indexes for the multiple areas that will be storing Safety Data Sheets, e.g., Parks, Beach, Watts, and the Early Childhood wing. **Bill and Matt** are working on this project.
 - c) **Chris** noted that we need to have a tornado drill conducted, so that everyone knows where they need to go to in case of this type of emergency. This will be a topic at our next Lunch and Learn.
7. Certificate of Insurance Information: Please continue to submit any needed Certificate of Insurance information, as requested. The COIs should be updated on a monthly basis.
8. New Items:
 - a) During a fire drill, Jenny will be directing the children to the back, so that she can make sure that the children have blankets.
 - b) **Carol** will let Lorise know when the approved documents are ready for shredding.
 - c) **Chris** will send out reading material on slips, trips and falls, which he would like everyone to pass around to their teams. Each individual will need to read the booklet, take the quiz, and then sign-off on the sheet by December 15, 2018.
 - d) An extra phone is available for the custodians and staff to call in an emergency. Lorise will show Adam where the Trimline Phone is located in her office, in addition to how to use it with the (fax) pots line.
 - e) Chris stated, as a result of our high score on our Loss Control Review this year, PDRMA will be awarding jackets to the staff involved.
9. Wellness Initiatives: Liz stated that the last Path Challenge will end on November 25, 2018. However, the last day to log your points into PDRMA is December 11, 2018. Also, our Health Screening will take place on Thursday, March 7, 2019, and employees can start signing-up after January 1, 2019.

Adjourn: 10:45 a.m.

The next Safety and Wellness Committee Meeting Outing has been scheduled for Wednesday, December 19, 2018 at 2:30 p.m.

VIII. Executive Director Report

Glencoe Park District
December 2018 Board Meeting

**Glencoe Park District
Executive Director's Report
December 2018**

Year in Review

At the Glencoe Park District, it is our mission to enrich lives, build community, and create memorable experiences through exceptional parks, programs, and facilities. We are proud of all we have accomplished in 2018!

For the first time in our history, we have become an IPRA/IAPD Distinguished Accredited Agency. 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.

In 2018, the Glencoe Park District became a National Gold Medal Finalist for the second year in a row! Founded in 1965, the Gold Medal Awards program honors communities in the U.S. that demonstrate excellence in parks and recreation through long-range planning, resource management, volunteerism, environmental stewardship, program development, professional development, and agency recognition. Agencies are separated into classes based on population and judged on their ability to address the needs of those they serve through the collective energies of citizens, staff, and elected officials.

In fall of 2018, the PDRMA Loss Control Review (LCR) process was completed. The LCR is a comprehensive risk management assessment and education tool designed to measure the risk management programs of PDRMA members. The Glencoe Park District earned a total agency score of 97.80 (out of 100) percent and has achieved re-accreditation.

In 2018, we approved the new Strategic Plan, which will provide direction for the next 3-5 years.

We continue to use our Master Plan as our guide for park and facility development and this year was another big construction year for Glencoe Park District. Completed projects included Lincoln Park, Old Elm Park, Woodlawn Park, and Takiff parking lot improvements. Before we started each project, we solicited community input and secured competitive bids.

We also will be celebrating a year of Glencoe Fitness at Takiff on December 30. This is an amenity that has brought in so many new users to the Park District, helping us serve the high school and adult population even more.

Glencoe Beach continues to serve the community with a quarter mile of shoreline to Lake Michigan. The beautiful beach is a hub of activity including swimming, boating, picnics, and sand volleyball.

Watts Ice Rinks operate annually from the day after Thanksgiving through the end of February. This season's opening day witnessed unusual 60 degree sunshine and attracted over 300 skaters to skate, play hockey, and enjoy our evening special event - Black Ice Friday. This rink provides

skating classes for District 35; our older children circle students and Kids Club participants. This special rink attracts skaters from all over to experience the serene atmosphere that cannot be found in any other rinks in the area.

The Glencoe Park District strives to provide memorable experiences to members of the community through special events. In the last year, over 35 special events were offered to the community, many at no charge. This provides an opportunity for our community to come together and share special times together as a community. This, in addition to innovative and unique general programs, gives the entire community an opportunity to recreate.

We continue to be, in my humble opinion, the best source for quality early childhood education and recreation. Our Children's Circle full-day preschool and childcare for children six weeks until five years has grown yet again this year with the addition of new rooms. This in addition to our ELC our half day preschool program and an assortment of enrichment programs provides many early childhood options to our families.

Our Kid's Club program continues to grow and provide before and after school programming for students in grades K-6, providing a much-needed level of support for working parents in the community.

The Glencoe Park District continues to solicit feedback from program participants and show responsiveness to patrons needs. Almost all recreation programs and facility users are surveyed on their experience. The agency has received positive feedback on staff, facilities, and content of recreation programming among other areas.

We also welcomed new members to our Recreation, Parks, Facilities, and Customer Service teams. Even with these changes, the level of service to our participants has not skipped a beat and we continue to provide exceptional and timely customer service. The District also improved our bond rating to Aaa. The current Park District tax rate is .5938 and it makes up only 7% of the total tax bill for Glencoe residents. 7% of taxes, but 100% of fun!

We continue to partner with other governmental agencies and non-profit organizations on committees and special events. Staff are actively involved in Village-wide Committees and groups including the Sustainability Committee, Active Transport Committee, Glencoe Chamber of Commerce, and Rotary Club of Glencoe. We are proud to partner with over 35 different community organizations to bring a variety of volunteer opportunities and programs.

I would like to thank the entire Board of Commissioners and Park District staff, for tirelessly working to meet our goals this year. Our success is the result of a hard-working team, dedicated to bringing the very best service and amenities to the people of Glencoe. We are also successful because of the support of the Glencoe community. We would like to thank the Glencoe community for supporting the Park District by visiting the beach, walking in the parks, trusting us with the care of their children, skating at Watts, playing at our playgrounds, attending our special events, sharing our stories, and participating in our programs.

Coffee with the Board

We have ended our first year of Coffee with the Board. These events gave our residents the opportunity to talk with our Board on any issues or concerns. We are looking at making some changes to the program in the New Year. One is to include only one Board member in the Coffee. The feeling is with less people there the group may be more approachable and the one Board member can report back on any questions, concerns, or issues. This month, Dudley and Josh represented the Board and received feedback from two residents. The comments were in regards to the Green Bay linear park plan and standing water in parks.

2018 PDRMA Loss Control Review

The LCR is a comprehensive risk management assessment and education tool designed to measure the risk management programs of PDRMA members. The Glencoe Park District earned a total agency score of 97.80 percent (out of a possible 100) and has achieved re-accreditation. I would like to thank our three Department Heads, Carol, Chris, and Bobby for taking the lead on this review and for the outstanding results. I have attached the review summary to my report. The Safety and Wellness Committee will review the results and suggest any improvements based on the feedback provided.

Glencoe Fitness

We are closing in on our first successful year at the Glencoe Fitness. We currently have a survey out to our members and Adam and Erin have developed new promotions for the New Year. We will have staff do a Board presentation at our February meeting regarding our first year. I personally have seen it achieve one of my main goals, which are to attract high school, adults, and seniors into the Takiff Center.

Everly Wildflower Sanctuary

As Chris reported last month, we were going to do a prescribed burn at the Everly Wildflower garden in November. Due to the early snow in late November, it was too wet to do the burn. Chris will be working with the company to reschedule. In the meantime, Parks staff have been busy removing invasive plants throughout the sanctuary.

Real-Time Registration

The Recreation Department continues to be financially strong. Online registration for winter session and summer camp programs began on Wednesday, November 28 at 7:00am. Online registration went without a hitch.

Registration between 7:00-8:00am	2018	2017	2016	2015
Web users	275	277	303	278
Number of programs registered for	681	773	861	724
Total revenue (between 7-8am)	\$277,104	\$280,161	\$285,109	\$313,163
Total revenue (first day of registration)	\$400,747	\$403,833	\$418,711	\$409,394

Budget Process

We are in the mid-stages of budgeting for the next fiscal year. This includes our capital projects, program budgets, facility, and parks expenses. I have been meeting with each staff member to go over proposed budgets and the capital projects list.

Recreation Programs and Facilities

Watts had a spectacular opening day at Watts due to the warm weather. The Facilities, Parks, Business, and Marketing teams did an outstanding job working together to prepare the facility and staff for opening weekend. If you have not had a chance to go out there please make time to do so.

We are once again offering Days Off School Programs for school-age children during Winter Break. This continues to be a very successful program that meets the needs for working parents. In addition we will also have additional open gym opportunities.

Illinois Sand Management Working Group

I continue to serve on the Illinois Sand Management Working Group. I wanted to share a document (attached) on everything this group has achieved together over the past two years in this collaborative effort. Just a reminder, we are part of the Regional Demonstration Projects where we created the blueprint for cost-effective, regional sand management over the long-term. We have:

- Submitted a formal letter of intent to the US Army Corps of Engineers (USACE), Chicago District which enables a long-term agreement on beneficial use of Waukegan Harbor sediment at four communities (with options to expand in the future). It is currently under USACE review; and
- Applied to be one of ten pilot projects for beneficial use of dredged material under the 2016 Water Resources and Development Act. Our \$862,285 proposal with three other districts was one of three from the Great Lakes to be considered by USACE Headquarters.
- Attached is a handout from a recent meeting.

Freedom of Information Report

There were two FOIA requests since the last Board report.

- IIIFFC requested Hacienda Landscaping documents regarding the 2018 playground and park renovations on November 16 and was responded to in full on November 19.
- Ed Luberda of New York requested information on the District's 2015 three-year printing bid on December 3 and was responded to on December 7.

Lisa Off

I will be taking some vacation time from December 26 – January 1 (I will be in town and available by cell phone and email) and then January 8 – January 14 (I will be out of town and harder to reach via cell or email).

Future Meetings

- Special Projects and Facility Committee meeting | January 29 and February 5
- January Regular Board meeting | cancelled
- IPRA Conference | January 24-26

Happy Holidays and Healthy New Year!

Submitted by:

Lisa Sheppard, CPRP

Executive Director



November 20, 2018

Contact: Erin Classen, Superintendent of Marketing & Communications,
eclassen@glencoeParkDistrict.com or 847-835-7537

FOR IMMEDIATE RELEASE

GLENCOE PARK DISTRICT RECEIVES ILLINOIS DISTINGUISHED ACCREDITED AGENCY AWARD

Glencoe, IL - - The Glencoe Park District has been recognized as an Illinois Distinguished Accredited Agency by the Illinois Association of Park Districts (IAPD) and the Illinois Park and Recreation Association (IPRA).

The two statewide associations administer the Illinois Distinguished Accreditation program with the goal of improving the delivery of park and recreation services to Illinois residents. "Illinois has a reputation for the best park districts, forest preserves, conservation, recreation and special recreation agencies in the nation," said Peter Murphy, IAPD President and CEO. "The Illinois Distinguished Accreditation program provides an opportunity for these agencies to undergo a voluntary, comprehensive evaluation process to demonstrate that they have met state guidelines to provide exceptional park and recreation services to their community. The end result is to improve the quality of life for Illinois residents."

"This program gives recognition to park and recreation agencies that go above and beyond in dedicating themselves to offering quality programs and services designed to fulfill their community's needs," said Debbie Trueblood, IPRA Executive Director.

A park district or recreation agency interested in applying for Distinguished Accredited Agency recognition undergoes a detailed, lengthy process of application and evaluation. A Joint Distinguished Park and Recreation Accreditation Committee (JDPRAC) comprised of members from IAPD and IPRA coordinates the process. "Agencies submit a self-evaluation and a formal letter requesting admission into the process," said Marie Todd, IAPD Co-Chair of the JDPRAC. "If the committee determines the agency is eligible to continue the process, we send them an evaluation date."

According to Todd, on the day of the evaluation, the agency presents documented information and gives a tour of pertinent facilities and parks for the evaluation team's review. The team reviews general management procedures, finance and business operations, facilities and parks, personnel, recreation services, legal documentation and other materials including mission statements, goals and safety manuals.

Upon completion of the evaluation, the agency is notified in writing of the official results within ten days. Agencies that have achieved Distinguished Accredited status are recognized with a plaque at the IAPD/IPRA Annual Conference Awards Luncheon in January.

- more -

Distinguished Accreditation/2

“There are tremendous benefits for an agency that achieves Distinguished Accredited status,” said Ryan Risinger, IPRA Co-Chair of the JDPRAC. “The agency’s application and review process provide an excellent self-evaluation and agencies that apply realize increased operational efficiency and effectiveness. Communities can have confidence that their park district or recreation agency employs qualified professionals and has met professional standards.”

The Glencoe Park District applied for the Illinois Distinguished Accreditation program in January 2016. “This program gave us the opportunity to look at best practices in our industry and ensure we offer the best we can for our residents,” said Lisa Sheppard, Executive Director.

The JDPRAC approved the Glencoe Park District for Distinguished Accredited status in November 19, 2018 and highlighted the District’s excellent community input planning process, master plan, Board of Commissioner manual, specialized reports to help Board understanding, and department service/training spreadsheet.

In compliance with the program, the Glencoe Park District will be reevaluated in six years to verify that they have continued to demonstrate sound management practices in providing quality park and recreation services to the community.

IAPD is a non-profit service, research and education organization that serves park districts, forest preserves, conservation and recreation agencies. The association advances these agencies, their citizen board members and professional staff in their ability to provide outstanding park and recreation opportunities, preserve natural resources and improve the quality of life for all people in Illinois.

IPRA is a not-for-profit organization and public interest group who is an advocate in providing quality park, recreation and conservation education, resources and services to professionals and citizens throughout the state of Illinois.

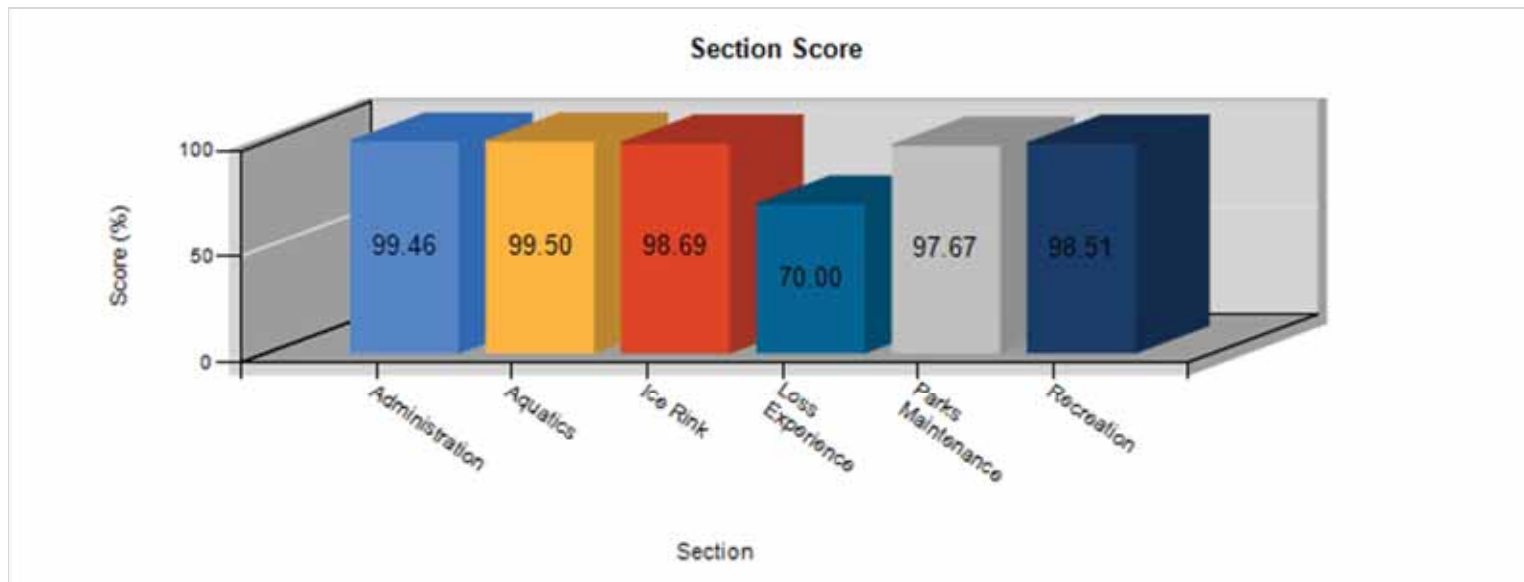
###



PDRMA Agency Summary Report



Agency Name	Glencoe Park District
Score	97.80
Auditor	Jesse Kinsland
Auditor	Tim Jaskiewicz



Sections	Sub Sections			
		Points Earned	Points Possible	Percent
Administration	Accountability	304.00	305.00	99.67
	Injury Prevention Programs	58.00	60.00	96.67

Name: Carol and Chris Location: Takiff	Employee Management	280.00	280.00	100
	Training and Orientation	340.00	340.00	100
	Policies and Procedures	276.00	280.00	98.57
	Fleet and Transportation Safety	60.00	60.00	100
	Claims Management	140.00	140.00	100
	Environmental	9.00	10.00	90
	Sub Total	1467.00	1475.00	99.46
Aquatics Name: Matt, Chris, Bobby, Julia	Aquatics Risk Management	257.00	260.00	98.85
	Training and Orientation	355.00	355.00	100
	Property Management	290.00	290.00	100
	General Liability Management	72.00	75.00	96
	Boating Operations	180.00	180.00	100
	Field Observations by PDRMA Risk Management Staff	40.00	40.00	100
	Sub Total	1194.00	1200.00	99.50
Ice Rink Name: Chris, Bobby, Adam Location: Watts	Ice Rink Risk Management	72.00	75.00	96
	Training and Orientation	355.00	355.00	100
	Property Management	126.00	130.00	96.92
	General Liability Management	85.00	85.00	100
	Field Observations by PDRMA Risk Management Staff	38.00	40.00	95
	Sub Total	676.00	685.00	98.69
Loss Experience Name: Chris Leinert Location: Admin	Workers' Compensation	70.00	100.00	70
	Property	70.00	100.00	70
	Sub Total	140.00	200.00	70.00
Parks Maintenance Name: Chris	Parks Maintenance Risk Management	238.00	240.00	99.17
	Training and Orientation	347.00	355.00	97.75
	Property Management	112.00	115.00	97.39

	General Liability Management	88.00	90.00	97.78
	Field Observations by PDRMA Risk Management Staff	94.00	100.00	94
	Sub Total	879.00	900.00	97.67
Recreation Name: Bobby and Chris	Recreation Risk Management	90.00	90.00	100
	Training and Orientation	373.00	375.00	99.47
	Property Management	160.00	160.00	100
	General Liability Management	100.00	100.00	100
	Field Observations by PDRMA Risk Management Staff	70.00	80.00	87.5
	Sub Total	793.00	805.00	98.51
Total		5149.00	5265.00	97.80

Illinois Sand Management Working Group

Phase 2 (Dec 2016 – Dec 2018)

PHASE 2 – GOALS

Since 2015, the Illinois Sand Management Working Group has brought together leaders and managers from the local, state, and federal levels to pilot cost-effective sand management strategies, address policy and permitting challenges, apply the best available science to decision-making, and engage local communities. In December 2016, the network launched the second, two-year phase of its collaborative effort.

Phase 2 built on the strong foundation established in Phase 1 to translate the following goals into action:

- Continue to build a regional sand management network
- Analyze existing permitting policies and regulations and identify opportunities for improvement
- Explore new shoreline management practices and projects
- Gather and share data
- Provide data and information in an accessible format
- Develop an engagement strategy for private shoreline stakeholders

PHASE 2 – ACHIEVEMENTS

1 | Building the Sand Management Network

With frequent participant feedback, we built a network structure and expanded our partnerships. We have:

- Established a regular full group meeting schedule and hosted quarterly meetings from 2016-2017 and semiannual meetings in 2018 (timing adapted based on participant feedback);
- Created four teams around key participant-identified areas of importance, which each established and worked toward their own goals and initiatives;
- Selected team leads from our network who represent both local communities and state experts and who coordinate regularly on planning and shared initiatives;
- Expanded our geographic scope from the northern region to include Chicago partners; and
- Developed our network of practice, doubling the number of participants and adding 12 new agency departments or organizations who increased our collective expertise.

2 | Regional Demonstration Projects (On-the-Ground Pilots)

We created the blueprint for cost-effective, regional sand management over the long-term. We have:

- Submitted a formal Letter of Intent to the US Army Corps of Engineers (USACE), Chicago District which enables a long-term agreement on beneficial use of Waukegan Harbor sediment at four communities (with options to expand in the future). It is currently under USACE review; and
- Applied to be one of ten pilot projects for beneficial use of dredged material under the 2016 Water Resources and Development Act. Our \$862,285 proposal was one of three from the Great Lakes to be considered by USACE Headquarters.

3 | Permitting

We forged new relationships with agency staff to clarify the permitting process. We have:

- Created several outreach pieces in the final stage of review (a video and detailed timeline infographic) that will be available to all stakeholders on the Coastal Management Program website;
- Continued to build strong partnerships between communities and permitting agency staff and leadership;
- Supported a complementary study by the National Sea Grant Law Center that explores Lake Michigan shoreline policies. The first draft was completed in September 2018; and
- Increased the capacity of fellow network partners by providing informal “trainings” on the permitting process.

4 | Data

Established a partnership with Illinois State Geological Survey to assess existing research and begin solution-focused monitoring and research projects to support the Illinois Sand Management Working Group. This includes:

- Sharing historical and current shoreline profiles to better understand the how and why of shoreline change;
- Repeated mapping with drone technology at priority coastal sites every 6 months and before and after storms;
- Developing and implementing specific projects to assist working group participants from Lake Bluff, Openlands, Lake Forest Open Lands Association, Lake County Forest Preserve District, North Chicago, Waukegan, and Illinois Beach State Park;
- Funded and deployed two data-collection buoys at Winthrop Harbor and Waukegan to collect nearshore wave and current measurements;
- Developed the foundation for a vulnerability index to support decision-making; and
- Built relationships with Wisconsin coastal managers to share data, research, and strategies.

5 | Outreach

We raised the profile of shoreline loss as an issue of concern and started to connect communities to changes happening in their own backyards. We have:

- Provided expertise for about 15 stories/features in major media outlets including Chicago Tribune and National Public Radio’s Curious City;
- Created a growing citizen science shoreline monitoring project with the support of 4 working group communities, now with 22 volunteers;
- Worked with State Senator Morrison’s office to hold several public forums, with one focused specifically on shoreline change; and
- Supported a Great Lakes, Great Issues local lecture series in partnership with Lake Forest Open Lands Association, which featured coastal geologist Dr. Ethan Theuerkauf.

IX. Action Item A
Approval of Updated Salary Ranges
and Grades for Full-time Positions

Glencoe Park District
December 2018 Board Meeting



To: Board of Park Commissioners

Date: December 13, 2018

From: Lisa Sheppard and Carol Mensinger

SUBJECT: Proposed 2019 Salary Structure

In 2014, the District hired Hay Group, Inc. to provide a compensation analysis and recommendation to implement grades and salary ranges for all of the full-time positions of the District. These recommendations were approved by the Board and were implemented in 2015. In the current FY18/19 budget, monies were approved by the Board to again revisit and review current grade levels and ranges.

Since June 2018, staff has been working with Amanda Wethington, our representative from Hay Group/Korn Ferry, to do an *updated* review and analysis of the District's grade and salary ranges. (They recommend doing this every 3-5 years.)

The Hay Group/Korn Ferry report was finalized in October and was presented to the Board last month. Given the Board's consensus with the report findings, staff is recommending that the proposed new salary ranges be approved by the Board (see attached). The adjustments to current employees impacted by these new ranges will be made by the Executive Director. They will be effective March 1, 2019 and will be reflected in the FY19/20 Budget – First Draft that will be discussed by the Board in late January/early February.

Proposed 2019 Structure

Blended Midpoint

- Maintains blended midpoints at P60 at grade 8 to P25 at grade 22.
 - This option seeks to most closely replicate the current pay practice and seeks to improve competitiveness for the higher grade levels.
 - Our experience is that public sector organizations need to pay more competitively when comparing to the general market for lower level positions but it is a prevalent practice to pay closer to P25 for management level positions.
- Increases to midpoints reflect a more competitive market as jobs increase in size
- The second table provides a comparison to the 2018 structure and % change to the midpoints

New Blended Structure						
RL	Min	Mid	Max	Min Spread	Max Spread	Midpoint Spread
22	\$158,108	\$197,635	\$237,161	80%	120%	18%
21	\$134,527	\$168,159	\$201,791	80%	120%	17%
20	\$114,546	\$143,182	\$171,819	80%	120%	17%
19	\$98,039	\$122,549	\$147,059	80%	120%	16%
18	\$84,636	\$105,795	\$126,954	80%	120%	15%
17	\$73,714	\$92,143	\$110,572	80%	120%	14%
16	\$64,530	\$80,663	\$96,796	80%	120%	14%
15	\$56,836	\$71,045	\$85,254	80%	120%	13%
14	\$50,506	\$63,133	\$75,759	80%	120%	12%
13	\$45,170	\$56,462	\$67,754	80%	120%	12%
12	\$40,453	\$50,567	\$60,680	80%	120%	12%
11	\$36,234	\$45,292	\$54,351	80%	120%	11%
10	\$32,759	\$40,948	\$49,138	80%	120%	10%
9	\$29,780	\$37,225	\$44,670	80%	120%	8%
8	\$27,546	\$34,433	\$41,319	80%	120%	

2018 Structure				
RL	Min	Mid	Max	% Change
22	\$128,407	\$160,508	\$192,609	123%
21				
20	\$94,489	\$118,111	\$141,734	121%
19	\$81,637	\$102,046	\$122,457	120%
18				
17	\$62,795	\$78,493	\$94,193	117%
16				
15	\$49,556	\$61,946	\$74,335	115%
14	\$47,210	\$59,012	\$70,815	107%
13				
12	\$39,341	\$49,177	\$59,012	103%
11	\$33,515	\$41,895	\$50,367	108%
10	\$30,810	\$38,513	\$46,216	106%
9	\$28,491	\$35,614	\$42,738	105%
8				

IX. Action Item B
Approval of FY2019/20
Master Plan Capital Projects

Glencoe Park District
December 2018 Board Meeting



INTEROFFICE MEMORANDUM

TO: Board of Commissioners
FROM: Lisa Sheppard, Executive Director
SUBJECT: Fund 69
DATE: December 10, 2018
CC:

After discussion at prior committee meetings, the Committee has advanced the following Fund 69 Capital Projects for approval for 2019/20 fiscal year.

- North Schuman Overlook Stabilization - Lakefront: \$315,000
- Park Infrastructure and Outdoor Play Area renovation - Takiff Early Childhood Area: \$525,000
- Detail Design Fees - Old Green Bay Linear Parks - Trail, Spray ground, and Infrastructure improvements for some of the other future elements: \$260,000
- Lakefront - Halfway House & Beach House Improvements \$235,000
(Beach house improvements will partially come from Safran Fund)
- Annual - ADA improvements, per ADA Transition Plan: \$100,000
- Feasibility Study - Fundraiser: \$ 25,000
- Fundraiser Consultant - Annual, if feasibility study warrants: \$ 45,000
- Annual Takiff Roof Sinking Fund - replacement in 2026: \$ 50,000
- Contingency: \$ 25,000
- Carry Over from 2018: Friends Park \$25,000

IX. Action Item C
Approval to Cancel the
January Regular Board Meeting
No Documents

Glencoe Park District
December 2018 Board Meeting