

OCTOBER 2019 Board Report





**GLENCOE PARK DISTRICT
REGULAR BOARD MEETING
Tuesday, October 15, 2019 – 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. Executive Session
 - A. Property 5ILCS 120/2 (c)(6)
- IV. Return to Open Session
- V. Consent Agenda Items
 - A. Minutes of September 17, 2019 Regular Board Meeting
 - B. Surplus Property Ordinance No. 903
 - C. Approval of the Bills
- VI. Matters from the Public
- VII. Financial Report
- VIII. Resolution No. 904 Recognizing Glencoe Park District as the 2019 NPRA National Gold Medal Grand Award Winner
- IX. Review of 2020 Health Insurance Renewal
- X. Presentation of the Glencoe Lakefront Annual Report
- XI. Staff Reports
 - A. Business
 - B. Recreation and Facilities
 - C. Parks and Maintenance
 - D. Marketing and Communications
 - E. Safety and Wellness Committee
- XII. Executive Director Report
- XIII. Action Items
 - A. Approval of Resolution No. 905: Truth in Taxation
 - B. Approval of Health Insurance Renewal Recommendation for 2020
 - C. Approval of IAPD Annual Meeting Delegates
 - D. Approval of Park Maintenance Facility Master Planning Agreement
- XIV. Other Business
- XV. 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

V. Consent Agenda Items

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

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

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

The Executive Director recommends approval of the consent agenda.

Glencoe Park District
October 2019 Board Meeting

MINUTES OF SEPTEMBER 17, 2019 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
Michael Covey, Treasurer
Josh Lutton, Commissioner
Dudley Onderdonk, 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: Bob Breisblatt, Dan Dorfman, Alison Kendall, Hilary Lee, Adam Weinberg, Mike (last name unknown)

Consent Agenda: A motion was made by Commissioner Boron to approve the consent agenda items as presented including Minutes of August 20, 2019 Regular Board meeting, Minutes of September 3, 2019 Committee of the Whole meeting, and Approval of the Bills. Commissioner Onderdonk seconded the motion. No further discussion ensued. Roll call vote taken:

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

Matters from the Public: Bob Breisblatt commented on next year's Fourth of July event including food trucks needing to be moved to not block the view and to make sure all lights turn off. He also commented on a July 3 event including uncertain barge availability and that July 3 workday travel is difficult with a family. He also offered the option to shoot off fireworks from the north beach property to keep the beach open.

Hilary Lee commented that she is still adamant about July 4 as the nicest Glencoe day of a race, games, parade, and ending with the fireworks. She also commented on the disappointment the year the barge did not make it.

Discussion of Independence Day Fireworks Date: Executive Director Sheppard shared background from 2014 when the barge was no longer an option on July 4, 2014 and survey results were reviewed. That year, the Board decided to keep the fireworks on July 4, close the beach, and move viewing up to park level. Residents had the option to use their beach passes at Winnetka Beach. These last five years, residents and non-residents have asked why the beach is closed. We were presented with the opportunity to rent a barge on July 3 or 5. Staff did not feel July 5 would be a good option. The barge owners stated that the cost is \$13,000 for July 3. This would be a yearly contract with no contract for long term rentals, but the barge owners did not foresee any obstacles for the future. Supt. Classen explained the survey was responded to by 546

people restricted by IP address (not scientific). 54% said July 3 and 45% said July 4. Comments and key words were reviewed. 65% said they would not donate money. 30% were concerned about cost and 37% wanted to keep the beach open. Executive Director Sheppard explained that revenue from the beach is subjective to the weather. Bad weather, high surf, and high bacteria can affect revenue, therefore we cannot count on revenue generated from the beach to offset the barge cost. We cannot use the boating beach to shoot off fireworks because the residences are much closer in that area and does not meet the legal safety zone.

Commissioner Boron was torn due to the survey results not being clearer, but preferred the idea of having them on July 3. She felt that it would be better for children to not have to stay up late on July 4 and then go to camp the next day.

Executive Director Sheppard suggested the Board should choose a date for 5 years due to the difficulty of communicating date changes with the community.

Commissioner Covey agreed with Boron regarding July 3 versus 4 and commented that trains are not available in late evening on July 3, it's a 50/50 call, it is a long day from an early race to late fireworks, in America fireworks are on July 4, 20% more respondents want it on July 3, and there was a lot of feedback on obstructed views. Covey liked the idea of a one-year test and thought communication would not be an issue.

Commissioner Onderdonk commented that he does not have a strong viewpoint, beach viewing has advantages and also the disadvantages of getting down there, added expense, and uncertainties of getting a barge. Onderdonk continued with the slightly higher cost, but it is July 4 and wants a celebration. Overall, he is risk averse and is slightly leaning toward the fourth, but either date would be good.

Commissioner Lutton commented that he would leave it as the status quo, appreciates the survey and results, July 3 is more costly with the barge, date confusion, uncertainty of the barge cost in future, barge availability, and weather issues, it is not a life or death situation and he would be more inclined to make a change with a more compelling reason.

Commissioner Onderdonk thanked staff for bringing up options. Discussion ensued on the non-scientific survey. Commissioner Covey commented that both are good options.

President Brooks commented that she was on the beach with children when the barge didn't show up, no announcement, and the walk of shame off the beach with no fireworks, staff do such a good job and will do so no matter what day, staff do not have an issue with working either date, she does not want to spend more money on a barge, and there is a higher risk with a barge for many reasons. Based on the survey results, 20% more respondents want July 3. Solely based on the survey, we have to give July 3 a chance although she does not feel like we have to do it for 5 years and can talk about it next year. Brooks read survey comment 103 included in the Board packet about being friendlier with neighbors when walking around Glencoe.

Matters from the public: Adam Weinberg commented that he does not have a date preference for the Fourth of July celebration, shared many suggestions to improve both the survey and communication of the survey, asked the Board to share this information with the community, and resubmit the survey to the community for more accurate results.

Alison Kendall and her husband did not complete the survey, but would like it on July 4 and confirmed with the Board that there is a contract that the barge will be available for this year only.

Discussion of the Sale of Linden House (233 Linden Avenue, Lot 1): Executive Director Sheppard reviewed that the house was used by past executive directors, but no longer requires them to reside in Linden house. The Park District has rented the house for three years and needs considerable renovations in order to rent it in the future. The expense of maintaining and/or renting the house does not meet the Park District's core mission and is not in the best interest of the community. The District explored the option of tearing down the house and restoring it to parkland, but would be an expense to do so. The Park District owns and maintains a significant amount of passive parkland near Linden house meeting the needs of the community in the area. In addition, the land served as a private residence and has not been available for public use. If sold, the funds would be used toward Master Plan Capital Projects dedicated to improving park infrastructure including parks, playgrounds, pathways, and building improvements. The residence was subdivided off the park, following Village codes. Only the residence lot would be sold. At the May 2018 Board meeting, commissioners voted unanimously to subdivide the lot from park 22s. There was the opportunity for public input at that meeting. In September 2018, the Village held a series of public meetings to discuss the subdivision of the parcel. Per Village code, a sign was posted at the residence announcing the meeting. At the meeting tonight, the Board will listen to public comment prior to taking action. This meeting was noticed at both the facility and Web site, posted on social media, shared via email, and the adjacent property owner was emailed by the executive director. Next steps were reviewed if the Board approves the sale of Linden house. The plat was reviewed.

Commissioner Boron shared that the Board has been discussing this topic since 2017, it is not our mission to deal in real estate, the park will remain, and the house will remain a house, so she does not have an issue with approval.

Commissioner Onderdonk stated that housing is not in our mission, the ownership of the house will change not the use of land, the lot is physically isolated and will not enhance the park, the house needs work, and the outcome will improve the neighborhood and is a good idea.

Commissioner Lutton commented that this lot has not benefitted the community for some time and is not a wise use of resources.

President Brooks stated that there is value to the community to sell the house when a new owner can enter the community.

Matters from the Public: Alison Kendall commented that no one was specifically notified about the specific issue of selling park land, tearing the house down would make a beautiful addition to the park, the Park District may have filled all minimum requirements but the entire community should have a say even if a referendum is no longer required, and asked the Board to engage the community before bringing it to a vote.

Bob Breisblatt commented that it makes a lot of sense to sell it, will supply money to the Village and the Park District, it has not been a green space but for someone to live, the park superintendent is not required to live there, and thinks it's a good idea.

Mike (last name unknown) thinks it is a good idea.

Commissioner Boron stated that no one on the Board is in favor of selling park land, but this is a house and was always a house. The taxes will go back to the Village and Park District. Our mission is not to sell park land just as real estate is not our mission. The house needs a lot of work.

Executive Director Sheppard explained that the Circuit Court must approve the Park District ability to sell the land. Executive Director Sheppard indicated that the Board takes selling land very seriously, about five times a year we receive requests to purchase slivers of land by homes and the District says no. This situation is unique; the fact that it has always been a residence. We have met all legal standards.

Financial Report: Director of Finance/Human Resources Mensinger stated we are six months into the fiscal year. Summer months are behind us and we can take a closer look at beach and boating departments combined. As of the six-month mark, we are under what we have done in previous years. Still hoping for a positive, but not as bad as what it looked like during summer. Fitness revenue is coming in monthly opposed to a one-year membership.

Daycare shows lower revenue in summer months, but we have to keep staffing consistent. There is a huge jump in September and it is running full force. Transition ages, potential participants required 4-6 weeks cancellation notice to their current daycare that we try to work with, and existing participants with new pregnancies of babies on the way affect numbers and revenue. Staff just started the budget process for next fiscal year. We made teacher salary increase adjustments to attract better staff and decrease the margin. The change is alarming, but it was more alarming when the revenue margin was extremely high.

Presentation of the 2019 Summer Camp Report: This presentation was rescheduled to the October 15 Regular Board meeting if needed. Staff answered commissioner questions on the report included in the packet.

Staff Reports: Staff shared additional information not included in their Board Reports. Director Mensinger highlighted legal calendar and the Finance Committee of the Whole meeting scheduled prior the October Board meeting.

Director Collins shared that the Mud Run had 356 participants and was a huge success with a great community feel, participants and spectators tried out the new Dekhockey sport court during the Mud Run, and we are hoping Beach SAFE will take off in other communities.

Director Leiner shared the wrap up of the Takiff Center shutdown, the Takiff playground should be done in in fall 2019 hopefully in November, wrapping up roof replacement at Watts, project specs are being developed for the Schuman Overlook, the Linear Trail project is continuing to progress including design development, and fall plantings are ongoing the next five to six weeks. Linear Trail will go out to bid in spring and staff met with the IDNR representative for the grant today. There are 130 districts applying this year versus last year at 110.

Superintendent Classen worked heavily on the Mud Run, Inside Glencoe is going out this week, and is working on a Web site usability study with staff, customers, and heat mapping the site to track user behavior.

The Safety and Wellness Committee ran a safety week with Glencoe Public Safety for three drills including a fire drill with blocked exits to keep staff on their toes, tornado drill, and lockdown drill to be followed by a meeting with Public Safety on how to improve.

Executive Director Report: Executive Director Sheppard shared that someone posted incorrect signs throughout town, "All are invited, all are welcome to tonight's meeting at Takiff Center. Park Board meeting regarding the sale of Lakefront Park or restoration or preservation of tennis courts." We have no intention to sell Lakefront Park. The District communicated it to the community via social media.

The Gold Medal announcement is scheduled for next Tuesday. We worked on the three pillars internally and it shows in our story.

The beach report is scheduled for next month and the beach house will be open when warm through October 13.

Early childhood is off to a good start with great training and staff are being very flexible with playtime due to the playground construction; GJK included.

After school care is full, we are watching trends and trying to expand program.

ELC playground shade canvases were removed from the structure so they would not be damaged.

Action Items:

Approval of Donation and Naming Rights Agreement for Park on Lincoln Drive and Crescent Road: A motion was made by Commissioner Boron to approve the Donation

and Naming Rights Agreement for the park located at Lincoln Drive and Crescent Road as presented. Commissioner Lutton seconded the motion. The agreement is for 25 years, but after 25 years they have the first right of refusal. If no one else wants the park, it will remain under the same name. The family is very excited. The playground poured in place and train would not be added without this donation. They are willing to allow donors for individual train cars. Officially, the park name will be Duke Park. No further discussion ensued. Roll call vote taken:

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

Motion passed.

Approval of Independence Day Fireworks Date: A motion was made by Commissioner Boron to approve the Independence Day fireworks for 2020 only to be barge fireworks on the third of July. Commissioner Onderdonk seconded the motion. Commissioner Covey does like the idea of a test, but not on a Saturday and is torn. Is it worth doing a test on a weekend, when the issues occur on weekdays? Commissioner Boron agreed that it is unique that it is on a weekend, but could make the same argument that they will be off on Friday. Covey stated we surveyed for a five years, but now voting on one year. Boron stated that staff is still recommending five years, but the barge owner cannot give staff 100% that the barge will be available the next five years. Sheppard shared that we are the only one to close our beach, Highland Park only closes a portion of their beach, however we do send our beach pass holders to Winnetka. As soon as the fireworks begin to be setup, the beach needs to be closed. If a storm whips through, the beach would have to closed on July 5. Once the barge sets sail, we are on the hook for the fee. That is the risk with fireworks. History was reviewed.

Discussion ensued included that the people have spoken through the survey, this is not life or death situation, the survey is not statistically accurate every poll has a margin of error, this is not a referendum, commissioners were elected to look at information and make the hard choice, the Board knows more than those who clicked the button, not overwhelming enough of a difference, there are not a lot of communities looking to use a barge on July 3, the barge is expensive and is an additional expense, and it's about the date and beach access.

If Commissioners should vote Aye for the 3rd and Nay for the 4th.

Roll call vote taken:

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

Motion failed, the fireworks will remain on July 4.

Approval of Ordinance No. 902: Authorizing the Sale of Linden House (233 Linden Avenue, Lot 1): A motion was made by Commissioner Onderdonk to approve of Ordinance No. 902: Authorizing the Sale of Linden House at 233 Linden Avenue Lot as presented. Commissioner Boron seconded the motion. Discussion ensued including per

citizen comments, should we take more time for community input that they are not aware of it however time has been adequate, facts are clear we have been talking about and made it clear for well over a year, it should not go to referendum as commissioners have studied the facts and voters elected us to make a decision, and we could take more time but do not feel it will change the outcome. There is one objector at this meeting and one objector at the Village meeting all other objectors at the Village meeting left when they found out only the house would be sold, not the park land.

Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

Motion passed.

Approval of the Glencoe Beach Halfway House Bid: A motion was made by Commissioner Boron to approve the lowest responsible bidder, Red Feather Painting Company of Glenview IL, for Base Bid A, A1, A2, A3, A4, for a total of \$134,000 as presented. Commissioner Lutton seconded the motion. Director Leiner explained that the lowest bidder was also the high bidder on the other project. Leiner had a meeting to make sure there were no misunderstandings. It is a statement project for contractors who are trying to break into certain communities. The architect thought we might have an issue with the lowest bidder, so went deeper to make sure the project would be completed as requested. The building is 90 years in and we do not know what will happen.

Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

Motion passed.

Review and Approval of Closed Session Minutes 5ILCS 120/2(c)(21): A motion was made by Commissioner Lutton to approve and keep confidential executive session minutes including April 2, 2019 and July 9, 2019 as mandated by 5ILCS120/2 (c)(21). Commissioner Boron seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

Motion passed.

Other Business: There was no other business.

Adjourn: Commissioner Boron moved to adjourn the meeting at 9:00pm. Commissioner Onderdonk seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary

**GLENCOE PARK DISTRICT
ORDINANCE NO. 903**

**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>
420007260005	Re-Roof Watts 15s(b) Watts Center	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 15th day of October 2019 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

[SEAL]

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

SECRETARY'S CERTIFICATE

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

I HEREBY CERTIFY that the foregoing instrument is a true and correct copy of Ordinance No. **903**:

**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 15th day of October 2019.

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 15th day of October 2019.

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

[SEAL]



Voucher List of Bills

By Vendor Set

Payment Dates 09/11/2019 - 10/09/2019

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor Set: AP Vendors - AP Vendors					
Vendor: 10559 - 4Imprint					
4Imprint	10/01/2019	11173	25-00-000-5401	GPD Pens	130.86
Vendor 10559 - 4Imprint Total:					130.86
Vendor: 10136 - Advanced Disposal Services					
Advanced Disposal Services	09/17/2019	11108	10-12-000-5353	Trash/Recycling - Parks	1,747.33
Advanced Disposal Services	09/17/2019	11108	10-13-000-5353	Trash/Recycling - Watts	112.00
Advanced Disposal Services	09/17/2019	11108	25-00-000-5353	Trash/Recycling - Takiff	344.00
Vendor 10136 - Advanced Disposal Services Total:					2,203.33
Vendor: 10098 - AFLAC					
AFLAC	10/01/2019	11174	10-00-000-2170	Supplemental Aflac Coverage	261.76
Vendor 10098 - AFLAC Total:					261.76
Vendor: 10739 - Airespring					
Airespring	10/09/2019	11227	25-00-000-5210	Fiber Internet - Sept	1,743.56
Vendor 10739 - Airespring Total:					1,743.56
Vendor: 10864 - All About Childcare Health, Ltd.					
All About Childcare Health, Lt	09/27/2019	11140	25-26-000-5387	Day Care Nurse Services	90.00
Vendor 10864 - All About Childcare Health, Ltd. Total:					90.00
Vendor: 10973 - Altamanu, Inc.					
Altamanu, Inc.	09/27/2019	11141	69-00-000-5553	Design Svcs - Connect Glencoe	19,410.28
Altamanu, Inc.	09/27/2019	11141	69-00-000-5570	Design Svcs - Lincoln Play Are	10,533.12
Altamanu, Inc.	10/09/2019	11228	69-00-000-5563	Design Svcs - North Overlook	11,522.88
Vendor 10973 - Altamanu, Inc. Total:					41,466.28
Vendor: 10140 - Althoff Industries, Inc.					
Althoff Industries, Inc.	09/27/2019	11142	25-00-000-5355	Takiff HVAC Mo Maint - Oct	757.00
Althoff Industries, Inc.	10/01/2019	11175	25-00-000-5352	Building Repairs - Takiff HVAC	31,701.63
Vendor 10140 - Althoff Industries, Inc. Total:					32,458.63
Vendor: 10946 - Amazon Capital Services					
Amazon Capital Services	09/17/2019	11109	10-13-000-5485	Ice Melt Supplies - Watts	147.84
Amazon Capital Services	09/17/2019	11109	25-00-000-5210	Phone Supplies	60.00
Amazon Capital Services	09/17/2019	11109	25-00-000-5401	Office Supplies - Rec	26.49
Amazon Capital Services	09/17/2019	11109	25-00-000-5420	General Supplies - Rec	143.67
Amazon Capital Services	09/17/2019	11109	25-25-401-5400	ELC Supplies	228.29
Amazon Capital Services	09/17/2019	11109	25-25-403-5400	ELC Supplies	156.87
Amazon Capital Services	09/17/2019	11109	25-25-409-5400	Presch Enrichment Supplies	200.00
Amazon Capital Services	09/17/2019	11109	25-25-430-5400	Presch Enrichment Supplies	78.13
Amazon Capital Services	09/17/2019	11109	25-25-615-5400	Ceramics Supplies	7.99
Amazon Capital Services	09/17/2019	11109	25-25-913-5400	Boo Bash Supplies	22.20
Amazon Capital Services	09/17/2019	11109	25-25-953-5400	Grand Dance Supplies	106.46
Amazon Capital Services	09/17/2019	11109	25-26-000-5403	Day Care Program Supplies	669.25
Amazon Capital Services	09/17/2019	11109	25-26-000-5460	Day Care Food Equipment	100.94
Amazon Capital Services	09/17/2019	11109	45-00-000-5420	Standing Desk - Liz S	344.96
Amazon Capital Services	10/01/2019	11176	10-11-000-5420	General Admin Supplies	7.49
Amazon Capital Services	10/01/2019	11176	10-12-000-5420	General Park Supplies	7.48
Amazon Capital Services	10/01/2019	11176	10-12-000-5492	Trees/Shrubs	40.98
Amazon Capital Services	10/01/2019	11176	10-15-000-5420	General Boathouse Supplies	46.25
Amazon Capital Services	10/01/2019	11176	25-00-000-5360	Marketing	162.11
Amazon Capital Services	10/01/2019	11176	25-00-000-5401	Office Supplies - Rec	22.12
Amazon Capital Services	10/01/2019	11176	25-25-401-5400	ELC Supplies	119.15
Amazon Capital Services	10/01/2019	11176	25-26-000-5403	Day Care Pgm Supplies	732.06
Amazon Capital Services	10/01/2019	11176	25-26-000-5460	Day Care Food Equip	39.99

Voucher List of Bills						Payment Dates: 09/11/2019 - 10/09/2019
Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount	
Amazon Capital Services	10/01/2019	11176	45-00-000-5420	Safety Supplies	57.95	
Vendor 10946 - Amazon Capital Services Total:					3,528.67	
Vendor: 10686 - American Building Services, LLC						
American Building Services, LL	10/01/2019	11177	25-00-000-5352	Building Repairs - Takiff	1,433.81	
Vendor 10686 - American Building Services, LLC Total:					1,433.81	
Vendor: 11445 - AmeriChoice Radon Testing						
AmeriChoice Radon Testing	09/27/2019	11143	25-00-000-5355	Takiff Radon Testing	3,355.00	
Vendor 11445 - AmeriChoice Radon Testing Total:					3,355.00	
Vendor: 10050 - Ancel, Glink P.C.						
Ancel, Glink P.C.	09/17/2019	11110	10-11-000-5310	Legal Services - August	1,029.24	
Vendor 10050 - Ancel, Glink P.C. Total:					1,029.24	
Vendor: 10733 - Architectural Consulting Group, Ltd						
Architectural Consulting Grou	09/27/2019	11144	65-00-019-5515	Consulting - Watts Roof/Tuck	5,005.00	
Architectural Consulting Grou	09/27/2019	11144	65-00-019-5518	Consulting - Takiff Paint Abat	1,995.00	
Vendor 10733 - Architectural Consulting Group, Ltd Total:					7,000.00	
Vendor: 10162 - AT & T						
AT & T	09/27/2019	11145	10-12-000-5210	Phone Svc - Parks	59.37	
AT & T	09/27/2019	11145	10-13-000-5210	Phone Svc - Watts	50.28	
AT & T	09/27/2019	11145	25-00-000-5210	Phone Svc - Takiff	1,392.73	
Vendor 10162 - AT & T Total:					1,502.38	
Vendor: 10455 - AT & T						
AT & T	10/09/2019	11229	10-14-000-5210	DSL Service - Beach	168.95	
Vendor 10455 - AT & T Total:					168.95	
Vendor: 10473 - BMO Harris Bank N.A.						
BMO Harris Bank N.A.	09/17/2019	11111	10-11-000-5342	Admin Meeting Expenses	151.51	
BMO Harris Bank N.A.	09/17/2019	11111	10-11-000-5402	Digital Newspaper Subscriptio	15.96	
BMO Harris Bank N.A.	09/17/2019	11111	10-11-000-5420	Labor Posters	89.85	
BMO Harris Bank N.A.	09/17/2019	11111	10-12-000-5425	Staff Luncheon - Parks	90.74	
BMO Harris Bank N.A.	09/17/2019	11111	10-12-000-5486	Fountain Parts - Parks	480.27	
BMO Harris Bank N.A.	09/17/2019	11111	10-14-000-5340	Lifeguard Recertification	114.00	
BMO Harris Bank N.A.	09/17/2019	11111	10-14-000-5425	Staff Luncheon - Beach	115.55	
BMO Harris Bank N.A.	09/17/2019	11111	25-00-000-5210	Phone Supplies	64.95	
BMO Harris Bank N.A.	09/17/2019	11111	25-00-000-5321	Email Marketing	148.81	
BMO Harris Bank N.A.	09/17/2019	11111	25-00-000-5351	Floor Machine Repairs - Takiff	232.50	
BMO Harris Bank N.A.	09/17/2019	11111	25-00-000-5360	Marketing	770.98	
BMO Harris Bank N.A.	09/17/2019	11111	25-00-000-5362	Stock Photography	127.00	
BMO Harris Bank N.A.	09/17/2019	11111	25-00-000-5404	Scheduling Software - Rec	330.00	
BMO Harris Bank N.A.	09/17/2019	11111	25-00-000-5420	General Supplies - Rec	182.18	
BMO Harris Bank N.A.	09/17/2019	11111	25-25-401-5400	ELC Teacher Breakfast	31.95	
BMO Harris Bank N.A.	09/17/2019	11111	25-25-402-5400	ELC Teacher Breakfast	31.95	
BMO Harris Bank N.A.	09/17/2019	11111	25-25-403-5400	ELC Teacher Breakfast	31.95	
BMO Harris Bank N.A.	09/17/2019	11111	25-25-405-5400	ELC Teacher Breakfast	31.95	
BMO Harris Bank N.A.	09/17/2019	11111	25-25-825-5300	Contractual - Camp Trips	1,854.15	
BMO Harris Bank N.A.	09/17/2019	11111	25-25-825-5400	Camp Supplies	195.65	
BMO Harris Bank N.A.	09/17/2019	11111	25-25-833-5300	Contractual - Camp Trip	90.00	
BMO Harris Bank N.A.	09/17/2019	11111	25-25-913-5400	Boo Bash Supplies	82.18	
BMO Harris Bank N.A.	09/17/2019	11111	25-25-941-5400	Mud Run Supplies	866.73	
BMO Harris Bank N.A.	09/17/2019	11111	25-25-953-5400	Fall Event Supplies	74.45	
BMO Harris Bank N.A.	09/17/2019	11111	25-26-000-5340	Pre K Staff Training	400.00	
BMO Harris Bank N.A.	09/17/2019	11111	25-26-000-5360	Care.com Job Subscription	75.00	
BMO Harris Bank N.A.	09/17/2019	11111	25-26-000-5401	Office Supplies - Day Care	65.95	
BMO Harris Bank N.A.	09/17/2019	11111	25-26-000-5404	Day Care App	175.00	
BMO Harris Bank N.A.	09/17/2019	11111	25-27-000-5210	Fitness TV Subscription	160.98	
BMO Harris Bank N.A.	09/17/2019	11111	45-00-000-5587	Classroom Security Items	585.00	
Vendor 10473 - BMO Harris Bank N.A. Total:					7,667.19	
Vendor: 10182 - BSN Sports						
BSN Sports	10/09/2019	11230	25-25-707-5400	Basketballs - House League	800.00	
BSN Sports	10/09/2019	11230	25-25-708-5400	Basketballs - House League	400.00	

Voucher List of Bills

Payment Dates: 09/11/2019 - 10/09/2019

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
BSN Sports	10/09/2019	11230	25-25-711-5400	Basketballs - Pee Wee	665.70
Vendor 10182 - BSN Sports Total:					1,865.70
Vendor: 10184 - Burris Equipment Company					
Burris Equipment Company	09/27/2019	11146	69-00-000-5562	Takiff Playground Rental Equi,	1,125.00
Burris Equipment Company	10/01/2019	11178	69-00-000-5562	Takiff Playground Owner Item	1,055.50
Vendor 10184 - Burris Equipment Company Total:					2,180.50
Vendor: 10656 - Call One					
Call One	09/17/2019	11113	25-00-000-5210	T1 Line - Watts	357.10
Vendor 10656 - Call One Total:					357.10
Vendor: 11422 - Carl Rosenthal					
Carl Rosenthal	09/17/2019	11114	25-25-791-5300	Contractual - Pickleball Works	825.00
Vendor 11422 - Carl Rosenthal Total:					825.00
Vendor: 10187 - Cawley Company					
Cawley Company	10/01/2019	11179	25-00-000-5420	Staff Name Tags	22.62
Vendor 10187 - Cawley Company Total:					22.62
Vendor: 10552 - Chicago Tribune Media Group					
Chicago Tribune Media Group	09/17/2019	11115	10-11-000-5311	Legal Notices	146.76
Vendor 10552 - Chicago Tribune Media Group Total:					146.76
Vendor: 10505 - Comcast					
Comcast	09/17/2019	11117	10-12-000-5210	Internet Svc - Parks	108.55
Comcast	09/27/2019	11147	10-13-000-5210	Internet/Cable TV - Watts	130.82
Vendor 10505 - Comcast Total:					239.37
Vendor: 10208 - Commonwealth Edison					
Commonwealth Edison	10/01/2019	11180	10-12-000-5230	Electricity - Parks	348.99
Commonwealth Edison	10/01/2019	11180	10-13-000-5230	Electricity - Watts	832.44
Commonwealth Edison	10/01/2019	11180	10-14-000-5230	Electricity - Beach	388.57
Commonwealth Edison	10/01/2019	11180	10-15-000-5230	Electricity - Boathouse	417.21
Commonwealth Edison	10/01/2019	11180	25-00-000-5230	Electricity - Takiff	11,760.68
Vendor 10208 - Commonwealth Edison Total:					13,747.89
Vendor: 10210 - Conserv FS					
Conserv FS	09/27/2019	11148	65-00-019-5512	Takiff Field Clay	5,206.38
Vendor 10210 - Conserv FS Total:					5,206.38
Vendor: 10583 - Convergent Technologies					
Convergent Technologies	09/17/2019	11118	25-00-000-5355	Annual Takiff Fire Alarm Moni	492.00
Vendor 10583 - Convergent Technologies Total:					492.00
Vendor: 10215 - Craftwood Lumber Company					
Craftwood Lumber Company	10/01/2019	11181	10-12-000-5482	Hardware - Parks	3.12
Craftwood Lumber Company	10/01/2019	11181	10-13-000-5486	Plumbing Supplies - Watts	27.27
Craftwood Lumber Company	10/01/2019	11181	25-00-000-5481	Construction Supplies - Takiff	65.19
Craftwood Lumber Company	10/01/2019	11181	25-00-000-5483	Paint - Takiff	50.25
Craftwood Lumber Company	10/01/2019	11181	25-00-000-5484	Electrical Supplies - Takiff	42.62
Vendor 10215 - Craftwood Lumber Company Total:					188.45
Vendor: 11417 - Daiohs USA, Inc.					
Daiohs USA, Inc.	09/27/2019	11149	10-12-000-5420	Coffee Supplies - Parks Dept	72.00
Daiohs USA, Inc.	10/09/2019	11231	10-11-000-5420	Takiff Coffee Supplies	71.38
Vendor 11417 - Daiohs USA, Inc. Total:					143.38
Vendor: 10925 - DeMuth Inc.					
DeMuth Inc.	10/09/2019	11232	69-00-000-5562	Takiff Playground Owner Item	1,700.00
Vendor 10925 - DeMuth Inc. Total:					1,700.00
Vendor: 10332 - Didier Farms					
Didier Farms	10/03/2019	11218	25-25-402-5300	Contractual - ELC Field Trip	174.96
Didier Farms	10/03/2019	11218	25-26-000-5386	Contractual - Day Care Field T	311.04
Vendor 10332 - Didier Farms Total:					486.00
Vendor: 10335 - Domino's Pizza					
Domino's Pizza	09/17/2019	11119	25-25-953-5400	Grand Dance Pizza	383.19
Domino's Pizza	09/27/2019	11150	25-26-000-5409	Day Care Pizza Lunch	278.31

Voucher List of Bills

Payment Dates: 09/11/2019 - 10/09/2019

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Domino's Pizza	10/01/2019	11182	25-25-601-5400	Kids Club Pizza Dinner	83.39
Vendor 10335 - Domino's Pizza Total:					744.89
Vendor: 11447 - Elizabeth Peterson					
Elizabeth Peterson	09/27/2019	11151	25-00-000-5360	Community Hall Artwork	2,500.00
Vendor 11447 - Elizabeth Peterson Total:					2,500.00
Vendor: 10341 - Excalibur Technology Corporation					
Excalibur Technology Corpora	09/27/2019	11152	65-00-019-5501	IT Rack - Expansion Closet	1,811.95
Excalibur Technology Corpora	10/01/2019	11183	65-00-019-5502	Replacement PCs/Laptops	20,911.75
Excalibur Technology Corpora	10/09/2019	11233	10-11-000-5355	TSS Nov & HP Ext Maint - HOS	7,254.25
Excalibur Technology Corpora	10/09/2019	11233	25-00-000-5321	WebTrac Hosting - Nov	749.00
Excalibur Technology Corpora	10/09/2019	11234	65-00-019-5501	2 Replacement Servers, SAN,	34,805.00
Vendor 10341 - Excalibur Technology Corporation Total:					65,531.95
Vendor: 10673 - FAMOS! DJ Entertainment					
FAMOS! DJ Entertainment	09/17/2019	11120	25-25-941-5300	Contractual - DJ for Mud Run (433.00
FAMOS! DJ Entertainment	10/01/2019	11184	25-25-912-5300	Contractual - DJ for Special Ev	765.00
FAMOS! DJ Entertainment	10/01/2019	11184	25-25-941-5300	Contractual - DJ for Special Ev	217.00
FAMOS! DJ Entertainment	10/01/2019	11184	25-25-943-5300	Contractual - DJ for Special Ev	222.00
Vendor 10673 - FAMOS! DJ Entertainment Total:					1,637.00
Vendor: 10344 - FedEx					
FedEx	10/01/2019	11185	25-00-000-5301	Shipping	13.53
Vendor 10344 - FedEx Total:					13.53
Vendor: 11448 - Feed Nutrition Consulting					
Feed Nutrition Consulting	09/27/2019	11153	25-26-000-5388	Contractual - Speaker for EC S	500.00
Vendor 11448 - Feed Nutrition Consulting Total:					500.00
Vendor: 10405 - First Student					
First Student	10/03/2019	11219	25-25-402-5300	Contractual - ELC Bus Svc	128.25
Vendor 10405 - First Student Total:					128.25
Vendor: 10348 - Galassini and Ori Construction					
Galassini and Ori Construction	10/01/2019	11186	10-12-000-5352	Watts Fountain Base Repairs	1,750.00
Vendor 10348 - Galassini and Ori Construction Total:					1,750.00
Vendor: 10359 - Glencoe Historical Society					
Glencoe Historical Society	10/03/2019	11220	10-11-000-5342	150th Gala Ticket - Exec. Dir	175.00
Vendor 10359 - Glencoe Historical Society Total:					175.00
Vendor: 10370 - Grainger Inc.					
Grainger Inc.	09/27/2019	11154	25-00-000-5412	Cleaning Supplies - Takiff	372.32
Grainger Inc.	09/27/2019	11154	25-26-000-5412	Cleaning Supplies - Day Care	150.00
Grainger Inc.	09/27/2019	11154	25-27-000-5412	Cleaning Supplies - Takiff Fitn	150.00
Grainger Inc.	10/01/2019	11187	25-00-000-5484	Electrical Supplies - Takiff	864.50
Grainger Inc.	10/01/2019	11187	25-26-000-5460	Day Care Food Equip	108.26
Vendor 10370 - Grainger Inc. Total:					1,645.08
Vendor: 10325 - Grand Food Center					
Grand Food Center	10/01/2019	11188	25-26-000-5409	Day Care Milk	377.14
Vendor 10325 - Grand Food Center Total:					377.14
Vendor: 10381 - Highland Park Electric Inc.					
Highland Park Electric Inc.	10/01/2019	11189	10-14-000-5352	Building Repairs - Beach	92.50
Vendor 10381 - Highland Park Electric Inc. Total:					92.50
Vendor: 10384 - Home Depot Credit Services					
Home Depot Credit Services	10/01/2019	11190	10-12-000-5481	Construction Supplies - Parks	400.00
Home Depot Credit Services	10/01/2019	11190	10-12-000-5483	Paint - Parks	75.00
Home Depot Credit Services	10/01/2019	11190	10-12-000-5484	Electrical Supplies - Parks	60.00
Home Depot Credit Services	10/01/2019	11190	25-00-000-5481	Construction Supplies - Takiff	797.74
Home Depot Credit Services	10/01/2019	11190	25-25-601-5400	Kids Club Supplies	643.19
Home Depot Credit Services	10/01/2019	11190	25-25-941-5400	Mud Run Supplies	1,466.32
Vendor 10384 - Home Depot Credit Services Total:					3,442.25
Vendor: 10934 - IC Signs & Graphics					
IC Signs & Graphics	10/01/2019	11191	25-00-000-5360	Marketing - Signs/Banners	366.32

Voucher List of Bills

Payment Dates: 09/11/2019 - 10/09/2019

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
IC Signs & Graphics	10/09/2019	11235	25-00-000-5360	Harvest Fest Banners	640.00
Vendor 10934 - IC Signs & Graphics Total:					1,006.32
Vendor: 10745 - ICOR Products					
ICOR Products	09/27/2019	11155	25-00-000-5588	New Classroom Locks	2,104.50
ICOR Products	09/27/2019	11155	45-00-000-5420	New Classroom Locks	2,600.00
Vendor 10745 - ICOR Products Total:					4,704.50
Vendor: 10100 - IL Dept of Revenue					
IL Dept of Revenue	09/13/2019	DFT0000896	10-00-000-2110	IL State Tax W/H	5,467.38
IL Dept of Revenue	09/27/2019	DFT0000901	10-00-000-2110	IL State Tax W/H	5,852.30
Vendor 10100 - IL Dept of Revenue Total:					11,319.68
Vendor: 10101 - Illinois Municipal Retirement Fund					
Illinois Municipal Retirement	09/30/2019	DFT0000903	10-00-000-2150	IMRF Contribution - Sept 201	39,372.07
Illinois Municipal Retirement	09/30/2019	DFT0000903	10-00-000-2155	IMRF VAC - Sept 2019	3,669.22
Vendor 10101 - Illinois Municipal Retirement Fund Total:					43,041.29
Vendor: 11382 - Industrial Door Company					
Industrial Door Company	10/01/2019	11192	25-00-000-5352	Repair Exterior Takiff Gym Do	2,883.00
Vendor 11382 - Industrial Door Company Total:					2,883.00
Vendor: 10106 - IRS/Dept of Treasury					
IRS/Dept of Treasury	09/13/2019	DFT0000894	10-00-000-2120	Social Security W/H	15,606.36
IRS/Dept of Treasury	09/13/2019	DFT0000895	10-00-000-2130	Medicare	3,649.82
IRS/Dept of Treasury	09/13/2019	DFT0000897	10-00-000-2100	Fed Income Tax W/H	10,204.78
IRS/Dept of Treasury	09/27/2019	DFT0000899	10-00-000-2120	Social Security W/H	16,618.36
IRS/Dept of Treasury	09/27/2019	DFT0000900	10-00-000-2130	Medicare	3,886.62
IRS/Dept of Treasury	09/27/2019	DFT0000902	10-00-000-2100	Fed Income Tax W/H	10,891.29
Vendor 10106 - IRS/Dept of Treasury Total:					60,857.23
Vendor: 10089 - Julie Kaplan					
Julie Kaplan	10/09/2019	11236	25-25-785-5300	Contractual - Fitness Classes	290.84
Julie Kaplan	10/09/2019	11236	25-25-786-5300	Contractual - Fitness Classes	150.00
Vendor 10089 - Julie Kaplan Total:					440.84
Vendor: 11152 - JW Turf, Inc.					
JW Turf, Inc.	10/01/2019	11193	10-12-000-5450	Equipment Parts - Parks	453.88
Vendor 11152 - JW Turf, Inc. Total:					453.88
Vendor: 10558 - Kim Bloomberg Designs, Inc					
Kim Bloomberg Designs, Inc	10/09/2019	11237	25-25-614-5300	Contractual - 50% Fall Craftin	4,440.00
Vendor 10558 - Kim Bloomberg Designs, Inc Total:					4,440.00
Vendor: 10404 - Konica Minolta Business Solutions USA Inc.					
Konica Minolta Business Solut	09/17/2019	11121	10-11-000-5355	Copy Machine Mo Maint - Se	72.97
Konica Minolta Business Solut	09/17/2019	11121	25-00-000-5355	Copy Machine Mo Maint - Se	197.88
Vendor 10404 - Konica Minolta Business Solutions USA Inc. Total:					270.85
Vendor: 11446 - L. Marshall Inc.					
L. Marshall Inc.	09/27/2019	11156	65-00-019-5515	Painting Svcs - Watts	18,452.00
L. Marshall Inc.	09/27/2019	11156	65-00-019-5518	Painting Svcs - Takiff	13,300.00
L. Marshall Inc.	10/01/2019	11194	65-00-019-5515	Painting/Roof - Watts	61,803.00
Vendor 11446 - L. Marshall Inc. Total:					93,555.00
Vendor: 11261 - Lakeshore Athletic Services					
Lakeshore Athletic Services	10/01/2019	11195	25-25-941-5300	Contractual - Mud Run Timing	1,215.03
Vendor 11261 - Lakeshore Athletic Services Total:					1,215.03
Vendor: 10406 - Lakeshore Learning Material					
Lakeshore Learning Material	09/27/2019	11157	25-25-601-5400	Kids Club Supplies	188.84
Vendor 10406 - Lakeshore Learning Material Total:					188.84
Vendor: 10360 - Lowe's Business Acct/GEMB					
Lowe's Business Acct/GEMB	10/09/2019	11238	10-12-000-5481	Construction Supplies - Parks	325.23
Lowe's Business Acct/GEMB	10/09/2019	11238	69-00-000-5562	EC Play Area Fence	1,674.16
Vendor 10360 - Lowe's Business Acct/GEMB Total:					1,999.39
Vendor: 10160 - Market Access					
Market Access	09/17/2019	11122	10-14-000-5305	Liquor Liability Insurance	875.00

Voucher List of Bills

Payment Dates: 09/11/2019 - 10/09/2019

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Market Access	09/17/2019	11122	25-00-000-5305	Liquor Liability Insurance	175.00
Vendor 10160 - Market Access Total:					1,050.00
Vendor: 10174 - MCI					
MCI	10/01/2019	11196	25-00-000-5210	Long Distance Phone Svc	67.50
Vendor 10174 - MCI Total:					67.50
Vendor: 10191 - Menoni & Mocogni					
Menoni & Mocogni	10/09/2019	11239	10-12-000-5481	Construction Supplies - Parks	98.42
Vendor 10191 - Menoni & Mocogni Total:					98.42
Vendor: 10636 - Michiana, LLC					
Michiana, LLC	09/17/2019	11123	65-00-019-5504	Beach Safe Lunch	330.00
Vendor 10636 - Michiana, LLC Total:					330.00
Vendor: 11267 - Milieu Design LLC					
Milieu Design LLC	09/27/2019	11158	10-12-000-5348	Contractual - Landscaping Sha	523.23
Milieu Design LLC	09/27/2019	11158	10-12-000-5349	Contractual - Mowing	2,399.77
Milieu Design LLC	10/01/2019	11197	10-12-000-5348	Shared Svcs - Landscaping	1,046.46
Milieu Design LLC	10/01/2019	11197	10-12-000-5349	Contractual Mowing	4,799.54
Vendor 11267 - Milieu Design LLC Total:					8,769.00
Vendor: 11312 - Mr. David's Flooring					
Mr. David's Flooring	10/09/2019	11240	65-00-019-5519	EC Wing Floor Replacement	16,275.00
Vendor 11312 - Mr. David's Flooring Total:					16,275.00
Vendor: 10213 - Mutual Ace Hardware					
Mutual Ace Hardware	10/09/2019	11241	10-12-000-5370	Rental Equipment - Parks	212.80
Mutual Ace Hardware	10/09/2019	11241	10-12-000-5421	Uniforms - Parks	55.78
Mutual Ace Hardware	10/09/2019	11241	10-12-000-5481	Construction Supplies - Parks	206.17
Mutual Ace Hardware	10/09/2019	11241	10-12-000-5482	Hardware - Parks	16.99
Mutual Ace Hardware	10/09/2019	11241	10-12-000-5491	Greenhouse Supplies	33.27
Mutual Ace Hardware	10/09/2019	11241	10-13-000-5486	Plumbing Supplies - Watts	60.55
Vendor 10213 - Mutual Ace Hardware Total:					585.56
Vendor: 8125 - Natalie Steinmetz					
Natalie Steinmetz	10/01/2019	11198	25-25-956-5400	Reimbursement - Event Suppl	89.13
Vendor 8125 - Natalie Steinmetz Total:					89.13
Vendor: 10103 - NCPERS-IL IMRF					
NCPERS-IL IMRF	09/13/2019	11070	10-00-000-2160	IMRF Life-#03298	64.00
Vendor 10103 - NCPERS-IL IMRF Total:					64.00
Vendor: 10217 - Nels J. Johnson Tree Experts Inc.					
Nels J. Johnson Tree Experts I	10/01/2019	11199	10-12-000-5590	Tree Trimming	1,030.00
Nels J. Johnson Tree Experts I	10/09/2019	11242	10-12-000-5590	Tree Trimming	3,720.00
Vendor 10217 - Nels J. Johnson Tree Experts Inc. Total:					4,750.00
Vendor: 10888 - New Trier Hockey Club					
New Trier Hockey Club	09/27/2019	11159	10-13-000-5360	Watts Advertisement	200.00
Vendor 10888 - New Trier Hockey Club Total:					200.00
Vendor: 10224 - North Shore Gas Company					
North Shore Gas Company	10/01/2019	11200	10-12-000-5220	Gas/Heat - Parks	176.68
North Shore Gas Company	10/01/2019	11200	10-13-000-5220	Gas/Heat - Watts	6.77
North Shore Gas Company	10/01/2019	11200	10-14-000-5220	Gas/Heat - Beach	45.45
North Shore Gas Company	10/01/2019	11200	25-00-000-5220	Gas/Heat - Takiff	67.93
Vendor 10224 - North Shore Gas Company Total:					296.83
Vendor: 10228 - NSSRA					
NSSRA	09/27/2019	11160	30-00-000-5755	Companion Svcs - 2nd Install	9,624.59
Vendor 10228 - NSSRA Total:					9,624.59
Vendor: 10085 - Ole Spanish Services LLC					
Ole Spanish Services LLC	10/03/2019	11221	25-25-402-5300	Contractual - ELC Spanish Clas	200.00
Ole Spanish Services LLC	10/03/2019	11221	25-26-000-5386	Contractual - Day Care Spanis	400.00
Vendor 10085 - Ole Spanish Services LLC Total:					600.00

Voucher List of Bills

Payment Dates: 09/11/2019 - 10/09/2019

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10233 - Orkin Pest Control					
Orkin Pest Control	10/09/2019	11243	25-00-000-5355	Takiff Mo Exterminator - Sept	374.60
Vendor 10233 - Orkin Pest Control Total:					374.60
Vendor: 10235 - Otis Elevator Company					
Otis Elevator Company	10/01/2019	11201	25-00-000-5355	Takiff Elevator Mo Maint - Oc	498.83
Vendor 10235 - Otis Elevator Company Total:					498.83
Vendor: 10110 - PACT Administrative Services Corp					
PACT Administrative Services	09/27/2019	11161	10-00-000-2175	FSA Plan Contributions - Sept	1,893.09
PACT Administrative Services	10/01/2019	11202	10-11-000-5600	Sect 125 Mo Fee - Oct	93.50
Vendor 10110 - PACT Administrative Services Corp Total:					1,986.59
Vendor: 10104 - Partnership Financial Credit Union					
Partnership Financial Credit U	09/13/2019	11071	10-00-000-2180	#110071680 Barrios	120.00
Partnership Financial Credit U	09/13/2019	11071	10-00-000-2180	#86720 Janis	30.00
Partnership Financial Credit U	09/13/2019	11071	10-00-000-2180	#95910 Mensinger	275.00
Partnership Financial Credit U	09/13/2019	11071	10-00-000-2180	#880010320 Stowick	20.00
Partnership Financial Credit U	09/27/2019	11137	10-00-000-2180	#110071680 Barrios	120.00
Partnership Financial Credit U	09/27/2019	11137	10-00-000-2180	#86720 Janis	30.00
Partnership Financial Credit U	09/27/2019	11137	10-00-000-2180	#95910 Mensinger	275.00
Partnership Financial Credit U	09/27/2019	11137	10-00-000-2180	#880010320 Stowick	20.00
Vendor 10104 - Partnership Financial Credit Union Total:					890.00
Vendor: 10241 - Patch 22					
Patch 22	10/01/2019	11203	25-25-912-5300	Contractual - Harvest Fest Pet	1,600.00
Vendor 10241 - Patch 22 Total:					1,600.00
Vendor: 5208 - Patrick Lentz					
Patrick Lentz	09/27/2019	11162	25-00-000-5362	Contractual - Mud Run Photo	225.00
Patrick Lentz	09/27/2019	11162	25-25-941-5300	Contractual - Mud Run Photo	300.00
Vendor 5208 - Patrick Lentz Total:					525.00
Vendor: 10242 - PDRMA					
PDRMA	09/17/2019	11124	10-11-000-5600	Health Insurance - September	32,421.17
PDRMA	09/17/2019	11124	25-26-000-5600	Health Insurance - September	6,891.59
PDRMA	10/01/2019	11204	10-11-000-5600	COBRA Continuation (Pietrini)	722.52
Vendor 10242 - PDRMA Total:					40,035.28
Vendor: 10249 - Pioneer Manufacturing Co.					
Pioneer Manufacturing Co.	09/17/2019	11125	25-25-703-5400	Field Striper Parts	1,063.84
Vendor 10249 - Pioneer Manufacturing Co. Total:					1,063.84
Vendor: 10248 - Pioneer Press					
Pioneer Press	10/09/2019	11244	10-11-000-5402	Glencoe News Subscription	39.00
Vendor 10248 - Pioneer Press Total:					39.00
Vendor: 10919 - Pizzo & Associates, Ltd.					
Pizzo & Associates, Ltd.	10/09/2019	11245	10-12-000-5585	Site Develop/Shelton Swale	1,839.37
Vendor 10919 - Pizzo & Associates, Ltd. Total:					1,839.37
Vendor: 10374 - Postmaster Glencoe					
Postmaster Glencoe	10/01/2019	11205	25-00-000-5301	Watts Brochure Postage	1,000.00
Vendor 10374 - Postmaster Glencoe Total:					1,000.00
Vendor: 10090 - Pride Dojo Inc.					
Pride Dojo Inc.	09/17/2019	11126	25-25-725-5300	Contractual - Fall Karate (1st	12,382.80
Vendor 10090 - Pride Dojo Inc. Total:					12,382.80
Vendor: 10259 - Quill Corporation					
Quill Corporation	09/17/2019	11127	25-25-401-5400	ELC Supplies	51.75
Quill Corporation	09/17/2019	11127	25-25-402-5400	ELC Supplies	51.75
Quill Corporation	09/17/2019	11127	25-25-403-5400	ELC Supplies	51.75
Quill Corporation	09/17/2019	11127	25-26-000-5401	Day Care Office Supplies	51.75
Quill Corporation	09/27/2019	11163	25-00-000-5401	Office Supplies - Rec	410.44
Quill Corporation	09/27/2019	11163	25-25-401-5400	ELC Supplies	17.37
Quill Corporation	09/27/2019	11163	25-25-402-5400	ELC Supplies	17.37
Quill Corporation	09/27/2019	11163	25-25-403-5400	ELC Supplies	17.37

Voucher List of Bills

Payment Dates: 09/11/2019 - 10/09/2019

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Quill Corporation	09/27/2019	11163	25-26-000-5401	Office Supplies - Day Care	17.37
Quill Corporation	10/01/2019	11206	10-11-000-5420	General Supplies - Admin	4.43
Quill Corporation	10/01/2019	11206	10-12-000-5420	General Supplies - Parks	57.90
Quill Corporation	10/01/2019	11206	25-00-000-5401	Office Supplies - Rec	155.88
Quill Corporation	10/01/2019	11206	25-25-401-5400	ELC Supplies	21.64
Quill Corporation	10/01/2019	11206	25-25-402-5400	ELC Supplies	21.64
Quill Corporation	10/01/2019	11206	25-25-403-5400	ELC Supplies	21.65
Quill Corporation	10/01/2019	11206	25-26-000-5401	Office Supplies - Day Care	105.76
Vendor 10259 - Quill Corporation Total:					1,075.82
Vendor: 11095 - Rainbow Group, LLC					
Rainbow Group, LLC	09/27/2019	11165	25-25-722-5400	Field Chalker	916.40
Vendor 11095 - Rainbow Group, LLC Total:					916.40
Vendor: 10264 - Reese Recreation Products					
Reese Recreation Products	10/01/2019	11207	69-00-000-5562	Takiff Playground Fountain Su	565.00
Vendor 10264 - Reese Recreation Products Total:					565.00
Vendor: 11318 - Registration Fee Trust					
Registration Fee Trust	09/17/2019	11128	45-00-000-5335	WI Drivers Abstract Fee (Runk	2.00
Vendor 11318 - Registration Fee Trust Total:					2.00
Vendor: 10767 - Rite Portable Restrooms					
Rite Portable Restrooms	10/03/2019	11222	10-12-000-5353	Portable Toilet Svcs - Parks	340.00
Rite Portable Restrooms	10/03/2019	11222	10-14-000-5353	Portable Toilet Svcs - Beach	355.00
Rite Portable Restrooms	10/03/2019	11222	10-15-000-5353	Portable Toilet Svcs - Boathou	355.00
Vendor 10767 - Rite Portable Restrooms Total:					1,050.00
Vendor: 10269 - RMC Inc.					
RMC Inc.	10/01/2019	11208	10-13-000-5357	Watts Refrig Mo Maint - Oct	273.00
Vendor 10269 - RMC Inc. Total:					273.00
Vendor: 10275 - Sam's Club Direct Commercial Account Program					
Sam's Club Direct Commercial	10/01/2019	11209	10-11-000-5342	Admin Meeting Expenses	111.11
Sam's Club Direct Commercial	10/01/2019	11209	25-25-941-5400	Mud Run Supplies	154.18
Sam's Club Direct Commercial	10/01/2019	11209	25-25-953-5400	Fall Events Supplies	1.60
Vendor 10275 - Sam's Club Direct Commercial Account Program Total:					266.89
Vendor: 10654 - Sandra K Culver					
Sandra K Culver	10/09/2019	11246	25-25-785-5300	Contractual - Fitness Classes	343.15
Sandra K Culver	10/09/2019	11246	25-25-786-5300	Contractual - Fitness Classes	90.00
Vendor 10654 - Sandra K Culver Total:					433.15
Vendor: 10515 - Sarah Hall					
Sarah Hall	10/09/2019	11247	25-25-406-5300	Contractual - 50% Fall Presch H	4,037.63
Sarah Hall	10/09/2019	11247	25-25-419-5300	Contractual - 50% Fall Prsch Bal	1,684.13
Sarah Hall	10/09/2019	11247	25-25-449-5300	Contractual - 50% Fall Presch D	3,860.37
Sarah Hall	10/09/2019	11247	25-25-607-5300	Contractual - 50% Fall Yth Hip	4,757.63
Sarah Hall	10/09/2019	11247	25-25-608-5300	Contractual - 50% Fall Yth Balle	1,603.13
Sarah Hall	10/09/2019	11247	25-25-652-5300	Contractual - 50% Fall Theatre	5,400.00
Sarah Hall	10/09/2019	11247	25-25-653-5300	Contractual - 50% Fall Theatre	15,360.00
Sarah Hall	10/09/2019	11247	25-25-653-5401	Broadway Bound Fall Costum	4,480.00
Sarah Hall	10/09/2019	11247	25-25-654-5300	Contractual - 50% Fall Jazz	1,856.25
Vendor 10515 - Sarah Hall Total:					43,039.14
Vendor: 11160 - Shaun Christopher Whitley					
Shaun Christopher Whitley	09/27/2019	11166	25-25-401-5300	Contractual - Music Classes fo	150.00
Shaun Christopher Whitley	09/27/2019	11166	25-25-402-5300	Contractual - Music Classes fo	150.00
Shaun Christopher Whitley	09/27/2019	11166	25-25-403-5300	Contractual - Music Classes fo	150.00
Shaun Christopher Whitley	09/27/2019	11166	25-25-415-5300	Contractual - Music Classes fo	1,650.00
Shaun Christopher Whitley	09/27/2019	11166	25-26-000-5386	Contractual - Music Classes fo	800.00
Vendor 11160 - Shaun Christopher Whitley Total:					2,900.00
Vendor: 10279 - Sherwin-Williams Company					
Sherwin-Williams Company	10/09/2019	11248	10-13-000-5483	Paint - Watts	434.13
Vendor 10279 - Sherwin-Williams Company Total:					434.13

Voucher List of Bills

Payment Dates: 09/11/2019 - 10/09/2019

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10789 - South Branch Nurseries Inc					
South Branch Nurseries Inc	09/17/2019	11130	10-12-000-5492	Trees	1,108.00
South Branch Nurseries Inc	09/17/2019	11130	69-00-000-5546	Trees	1,100.00
Vendor 10789 - South Branch Nurseries Inc Total:					2,208.00
Vendor: 11436 - SportsEngine Inc.					
SportsEngine Inc.	10/09/2019	11249	45-00-000-5335	Background Checks - Sept	74.00
Vendor 11436 - SportsEngine Inc. Total:					74.00
Vendor: 10108 - State Disbursement Unit					
State Disbursement Unit	09/13/2019	11072	10-00-000-2190	M Barrios,FIPS#1703100/201	195.90
State Disbursement Unit	09/27/2019	11138	10-00-000-2190	M Barrios,FIPS#1703100/201	195.90
Vendor 10108 - State Disbursement Unit Total:					391.80
Vendor: 11414 - Sysco Chicago, Inc.					
Sysco Chicago, Inc.	09/17/2019	11131	25-25-401-5400	ELC Supplies	23.70
Sysco Chicago, Inc.	09/17/2019	11131	25-25-402-5400	ELC Supplies	49.99
Sysco Chicago, Inc.	09/17/2019	11131	25-25-403-5400	ELC Supplies	41.21
Sysco Chicago, Inc.	09/17/2019	11131	25-26-000-5409	Day Care Food Supplies	787.04
Sysco Chicago, Inc.	09/27/2019	11168	25-26-000-5409	Day Care Food Supplies	116.18
Sysco Chicago, Inc.	10/01/2019	11210	25-25-405-5400	Kindergarten Readiness Suppl	79.91
Sysco Chicago, Inc.	10/01/2019	11210	25-26-000-5409	Day Care Food Supplies	881.80
Sysco Chicago, Inc.	10/09/2019	11250	25-25-401-5400	ELC Supplies	59.32
Sysco Chicago, Inc.	10/09/2019	11250	25-25-405-5400	Kindergarten Readiness Suppl	400.00
Sysco Chicago, Inc.	10/09/2019	11250	25-26-000-5409	Day Care Food Supplies	610.92
Sysco Chicago, Inc.	10/09/2019	11250	25-26-000-5460	Day Care Food Equipment	81.42
Vendor 11414 - Sysco Chicago, Inc. Total:					3,131.49
Vendor: 10294 - Telcom Innovations Group					
Telcom Innovations Group	10/09/2019	11251	10-11-000-5355	Annual Mitel Phone Maint	1,411.30
Vendor 10294 - Telcom Innovations Group Total:					1,411.30
Vendor: 11274 - The Boating Warehouse, LLC.					
The Boating Warehouse, LLC.	09/17/2019	11132	10-14-000-5588	Beach Repairs	269.99
The Boating Warehouse, LLC.	09/17/2019	11132	10-15-000-5351	Boat Repairs/Maintenance	3,293.41
The Boating Warehouse, LLC.	09/17/2019	11132	10-15-000-5420	Boat Equipment	1,493.75
Vendor 11274 - The Boating Warehouse, LLC. Total:					5,057.15
Vendor: 10151 - The Lifeguard Store					
The Lifeguard Store	09/17/2019	11133	10-14-000-5430	AED Pads - Beach	107.75
The Lifeguard Store	09/17/2019	11133	25-00-000-5430	AED Pads - Takiff	211.75
Vendor 10151 - The Lifeguard Store Total:					319.50
Vendor: 11168 - TimeClock Plus, Inc.					
TimeClock Plus, Inc.	10/01/2019	11211	10-11-000-5355	Annual TCP License/Timecloc	7,165.40
Vendor 11168 - TimeClock Plus, Inc. Total:					7,165.40
Vendor: 10301 - Tyler Business Forms					
Tyler Business Forms	09/27/2019	11169	25-00-000-5401	Tax Forms - 2019	347.13
Vendor 10301 - Tyler Business Forms Total:					347.13
Vendor: 10307 - Vanguard Energy Service, LLC					
Vanguard Energy Service, LLC	09/17/2019	11134	10-13-000-5220	Bulk Gas/Heat - Watts	4.95
Vanguard Energy Service, LLC	09/17/2019	11134	25-00-000-5220	Bulk Gas/Heat - Takiff	858.56
Vendor 10307 - Vanguard Energy Service, LLC Total:					863.51
Vendor: 10099 - Vantagepoint Trf Agents-457					
Vantagepoint Trf Agents-457	09/13/2019	11073	10-00-000-2140	ICMA - A/C#301403	1,156.00
Vantagepoint Trf Agents-457	09/27/2019	11139	10-00-000-2140	ICMA - A/C#301403	1,156.00
Vendor 10099 - Vantagepoint Trf Agents-457 Total:					2,312.00
Vendor: 10309 - Verizon Wireless					
Verizon Wireless	10/01/2019	11212	25-00-000-5210	Cell Phone Svc	1,049.93
Vendor 10309 - Verizon Wireless Total:					1,049.93
Vendor: 10457 - Village of Glencoe					
Village of Glencoe	09/17/2019	11135	10-12-000-5240	Water/Sewer - Parks	3,824.46
Village of Glencoe	09/17/2019	11135	10-13-000-5240	Water/Sewer - Watts	436.37

Voucher List of Bills

Payment Dates: 09/11/2019 - 10/09/2019

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Village of Glencoe	09/17/2019	11135	10-14-000-5240	Water/Sewer - Beach	3,038.17
Village of Glencoe	09/17/2019	11135	10-15-000-5240	Water/Sewer - Boathouse	135.26
Village of Glencoe	10/01/2019	11213	10-12-000-5480	Gasoline - Parks	1,564.34
Village of Glencoe	10/01/2019	11213	10-14-000-5358	Beach Water Testing	1,725.00
Vendor 10457 - Village of Glencoe Total:					10,723.60
Vendor: 10314 - Walmart Community					
Walmart Community	09/27/2019	11170	25-25-402-5400	Supplies - ELC	69.53
Walmart Community	09/27/2019	11170	25-25-601-5400	Supplies - Kids Club	168.97
Walmart Community	09/27/2019	11170	25-25-953-5400	Supplies - Fall Events	75.05
Walmart Community	09/27/2019	11170	25-26-000-5430	Supplies - Day Care Safety	8.98
Vendor 10314 - Walmart Community Total:					322.53
Vendor: 11102 - Wight & Company					
Wight & Company	10/01/2019	11214	65-00-019-5522	IT Closet Design Svcs	2,700.00
Vendor 11102 - Wight & Company Total:					2,700.00
Vendor: 10102 - Wisconsin Dept of Revenue					
Wisconsin Dept of Revenue	09/30/2019	DFT0000904	10-00-000-2111	WI Mo Withholding	243.16
Vendor 10102 - Wisconsin Dept of Revenue Total:					243.16
Vendor Set AP Vendors Total:					630,865.62

Voucher List of Bills

Payment Dates: 09/11/2019 - 10/09/2019

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor Set: Employees - Employees					
Vendor: 5202 - Chris Leiner					
Chris Leiner	09/17/2019	11116	10-12-000-5340	NRPA Conf - Cash Advance	305.00
Vendor 5202 - Chris Leiner Total:					305.00
Vendor: 0419 - Katherine Andrews					
Katherine Andrews	09/18/2019	11136	10-00-000-4910	Reissue P/R Chks #4491 & 50	659.30
Vendor 0419 - Katherine Andrews Total:					659.30
Vendor: 7534 - Quinn Roddy					
Quinn Roddy	09/27/2019	11164	10-00-000-4910	Reissue Uncashed P/R Chk fro	77.42
Vendor 7534 - Quinn Roddy Total:					77.42
Vendor: 0623 - Rogelio Aviles					
Rogelio Aviles	09/17/2019	11129	10-00-000-2190	Remit Amt Prev. Withheld	462.52
Vendor 0623 - Rogelio Aviles Total:					462.52
Vendor: 1834 - Stephani Briskman					
Stephani Briskman	09/27/2019	11167	25-00-000-5341	Mileage Reimbursement - Su	376.48
Vendor 1834 - Stephani Briskman Total:					376.48
Vendor Set Employees Total:					1,880.72

Voucher List of Bills

Payment Dates: 09/11/2019 - 10/09/2019

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor Set: Refunds - Refunds					
Vendor: 000004596-214 - Elizabeth Rentfro					
Elizabeth Rentfro	10/03/2019	11216	25-00-000-2580	Dep Rfnd: 010116 WNGC TA	500.00
Vendor 000004596-214 - Elizabeth Rentfro Total:					500.00
Vendor: 000006259-215 - Janel Pasia					
Janel Pasia	10/03/2019	11217	25-00-000-2580	Dep Rfnd: 010189 WNGC TA	200.00
Vendor 000006259-215 - Janel Pasia Total:					200.00
Vendor: 000003410-207 - Nicole Moriarty					
Nicole Moriarty	09/27/2019	11171	25-00-000-2580	Actv 209126-01 Class Refund	280.00
Vendor 000003410-207 - Nicole Moriarty Total:					280.00
Vendor: 000003410-208 - Nicole Moriarty					
Nicole Moriarty	09/27/2019	11172	25-00-000-2580	Actv 209126-02 Class Refund	490.00
Vendor 000003410-208 - Nicole Moriarty Total:					490.00
Vendor: 000000917-199 - Vivek Mali					
Vivek Mali	09/13/2019	11107	25-00-000-2580	Dep Rfnd: 010035 ATHFD CE	100.00
Vendor 000000917-199 - Vivek Mali Total:					100.00
Vendor Set Refunds Total:					1,570.00
Grand Total:					634,316.34

Report Summary

Fund Summary

Fund	Payment Amount
10 - CORPORATE FUND	218,590.44
25 - RECREATION FUND	171,156.38
30 - SPECIAL RECREATION FUND	9,624.59
45 - LIABILITY INSURANCE FUND	3,663.91
65 - CAPITAL PROJECTS FUND	182,595.08
69 - MASTER PLAN CAPITAL PROJECTS	48,685.94
Grand Total:	634,316.34

Account Summary

Account Number	Account Name	Payment Amount
10-00-000-2100	FEDERAL WITHHOLDING	21,096.07
10-00-000-2110	IL STATE WITHHOLDING	11,319.68
10-00-000-2111	WI STATE WITHHOLDIN	243.16
10-00-000-2120	SOCIAL SECURITY WITH	32,224.72
10-00-000-2130	MEDICARE WITHHOLDING	7,536.44
10-00-000-2140	ICMA DEF COMP WITHO	2,312.00
10-00-000-2150	IMRF WITHHOLDING	39,372.07
10-00-000-2155	IMRF VAC WITHHOLDING	3,669.22
10-00-000-2160	SUPPL IMRF LIFE WITHO	64.00
10-00-000-2170	AFLAC WITHHOLDING	261.76
10-00-000-2175	FSA PLAN WITHHOLDIN	1,893.09
10-00-000-2180	CREDIT UNION WITHOL	890.00
10-00-000-2190	GARNISHMENT WITHOL	854.32
10-00-000-4910	MISC/UNCLASSIFIED INC	736.72
10-11-000-5310	LEGAL SERVICES	1,029.24
10-11-000-5311	LEGAL NOTICES	146.76
10-11-000-5342	OFFICIALS/MEETING EXP	437.62
10-11-000-5355	MAINTENANCE SERVICE	15,903.92
10-11-000-5402	BOOKS/PUBLICATNS/SU	54.96
10-11-000-5420	SUPPLIES - GENERAL	173.15
10-11-000-5600	HEALTH INSURANCE PRE	33,237.19
10-12-000-5210	TELEPHONE/INTERNET	167.92
10-12-000-5220	FUEL/HEAT	176.68
10-12-000-5230	ELECTRICITY	348.99
10-12-000-5240	WATER	3,824.46
10-12-000-5340	CONFERENCES AND TRA	305.00
10-12-000-5348	SHARED SVCS-CONT MO	1,569.69
10-12-000-5349	CONTRACTL-HORT/LAN	7,199.31
10-12-000-5352	REPAIRS - BUILDINGS	1,750.00
10-12-000-5353	DISPOSAL/PORTOLET SE	2,087.33
10-12-000-5370	RENTAL - EQUIPMENT	212.80
10-12-000-5420	SUPPLIES - GENERAL	137.38
10-12-000-5421	SUPPLIES - UNIFORMS	55.78
10-12-000-5425	SUPPLIES-STAFF RECOG	90.74
10-12-000-5450	SUPPLIES - EQUIPMENT	453.88
10-12-000-5480	GASOLINE/LUBRICANTS	1,564.34
10-12-000-5481	SUPPLIES-CONSTRUCTIO	1,029.82
10-12-000-5482	SUPPLIES-HARDWARE	20.11
10-12-000-5483	SUPPLIES-PAINT	75.00
10-12-000-5484	SUPPLIES-ELECTRICAL/B	60.00
10-12-000-5486	SUPPLIES-PLUMBING	480.27
10-12-000-5491	SUPPLIES-GREENHOUSE	33.27
10-12-000-5492	SUPPLIES-TREES/SHRUB	1,148.98
10-12-000-5585	PAVEMENT & SITE DEVE	1,839.37
10-12-000-5590	TREE TRIM/WORK-Outsi	4,750.00
10-13-000-5210	TELEPHONE/INTERNET/	181.10
10-13-000-5220	FUEL/HEAT	11.72

Account Summary

Account Number	Account Name	Payment Amount
10-13-000-5230	ELECTRICITY	832.44
10-13-000-5240	WATER	436.37
10-13-000-5353	DISPOSAL/PORTOLET SE	112.00
10-13-000-5357	MAINT SERVICE-REFRIG	273.00
10-13-000-5360	PRINTING/MARKETING/	200.00
10-13-000-5483	SUPPLIES-PAINT	434.13
10-13-000-5485	SUPPLIES-ICEMELT/SALT	147.84
10-13-000-5486	SUPPLIES-PLUMBING	87.82
10-14-000-5210	TELEPHONE/INTERNET	168.95
10-14-000-5220	FUEL/HEAT	45.45
10-14-000-5230	ELECTRICITY	388.57
10-14-000-5240	WATER	3,038.17
10-14-000-5305	PARTY RENTAL ENTERM	875.00
10-14-000-5340	CONFERENCES AND TRA	114.00
10-14-000-5352	REPAIRS - BUILDINGS	92.50
10-14-000-5353	DISPOSAL/PORTOLET SE	355.00
10-14-000-5358	DAILY WATER TESTING S	1,725.00
10-14-000-5425	SUPPLIES-STAFF RECOG	115.55
10-14-000-5430	SUPPLIES - FIRST AID	107.75
10-14-000-5588	BUILDING IMPROVEME	269.99
10-15-000-5230	ELECTRICITY	417.21
10-15-000-5240	WATER	135.26
10-15-000-5351	REPAIRS - EQUIPMENT	3,293.41
10-15-000-5353	DISPOSAL/PORTOLET SE	355.00
10-15-000-5420	SUPPLIES - GENERAL	1,540.00
25-00-000-2580	BALANCE ON ACCOUNT-	1,570.00
25-00-000-5210	TELEPHONE/INTERNET	4,735.77
25-00-000-5220	FUEL/HEAT	926.49
25-00-000-5230	ELECTRICITY	11,760.68
25-00-000-5301	POSTAGE	1,013.53
25-00-000-5305	PARTY RENTAL ENTERM	175.00
25-00-000-5321	CONSULTING-ONLINE/O	897.81
25-00-000-5341	MILEAGE REIMBURSEM	376.48
25-00-000-5351	REPAIRS - EQUIPMENT	232.50
25-00-000-5352	REPAIRS - BUILDINGS	36,018.44
25-00-000-5353	DISPOSAL/PORTOLET SE	344.00
25-00-000-5355	MAINTENANCE SERVICE	5,675.31
25-00-000-5360	PRINTING/MARKETING/	4,439.41
25-00-000-5362	PHOTOGRAPHY	352.00
25-00-000-5401	OFFICE SUPPLIES	1,092.92
25-00-000-5404	COMPUTER PROGRAMS	330.00
25-00-000-5412	CUSTODIAL/CLEANING S	372.32
25-00-000-5420	SUPPLIES - GENERAL	348.47
25-00-000-5430	SUPPLIES - FIRST AID	211.75
25-00-000-5481	SUPPLIES-CONSTRUCTIO	862.93
25-00-000-5483	SUPPLIES-PAINT	50.25
25-00-000-5484	SUPPLIES-ELECTRICAL/B	907.12
25-00-000-5588	BUILDING IMPROVEME	2,104.50
25-25-401-5300	CONTRACTL-ELC 3YR	150.00
25-25-401-5400	SUPPLIES-ELC 3YR	553.17
25-25-402-5300	CONTRACTL-ELC 4YR	653.21
25-25-402-5400	SUPPLIES-ELC 4YR	242.23
25-25-403-5300	CONTRACTL-ELC 2YR	150.00
25-25-403-5400	SUPPLIES-ELC 2YR	320.80
25-25-405-5400	SUPPLIES-KINDERGRTN R	511.86
25-25-406-5300	CONTRACTL-PRESCHOO	4,037.63
25-25-409-5400	SUPPLIES-TUMBLING TO	200.00
25-25-415-5300	CONTRACTL-MUSIC,IMA	1,650.00

Account Summary

Account Number	Account Name	Payment Amount
25-25-419-5300	CONTRACT-PRESCHOOL	1,684.13
25-25-430-5400	SUPPLIES-ART FROM TH	78.13
25-25-449-5300	CONTRACTL-DRAMA-PR	3,860.37
25-25-601-5400	SUPPLIES-KIDS CLUB PM	1,084.39
25-25-607-5300	CONTRACTL-YOUTH HIP	4,757.63
25-25-608-5300	CONTRACTL-YOUTH BAL	1,603.13
25-25-614-5300	CONTRACTL-YOUTH CRA	4,440.00
25-25-615-5400	SUPPLIES-YOUTH CERA	7.99
25-25-652-5300	CONTRACTL- FOOTLIGH	5,400.00
25-25-653-5300	CONTRACTL-BROADWA	15,360.00
25-25-653-5401	COSTUMES	4,480.00
25-25-654-5300	CONTRACTL-JAZZ LYRICA	1,856.25
25-25-703-5400	SUPPLIES-AYSO	1,063.84
25-25-707-5400	SUPPLIES-BOYS HOUSE	800.00
25-25-708-5400	SUPPLIES-GIRLS HSE BAS	400.00
25-25-711-5400	SUPPLIES-PEE WEE BASK	665.70
25-25-722-5400	SUPPLIES-YOUTH BASEB	916.40
25-25-725-5300	CONTRACTL-KARATE CL	12,382.80
25-25-785-5300	CONTRACTL-FITNESS PU	633.99
25-25-786-5300	CONTRACTL-FITNESS DR	240.00
25-25-791-5300	CONTRACTL-PICKLEBALL	825.00
25-25-825-5300	CONTRACTL-SUMMERS	1,854.15
25-25-825-5400	SUPPLIES-SUMMERS EN	195.65
25-25-833-5300	CONTRACTL-ACTION QU	90.00
25-25-912-5300	CONTRACTL-HARVEST F	2,365.00
25-25-913-5400	SUPPLIES-HALLOWEEN P	104.38
25-25-941-5300	CONTRACTL-GREAT MU	2,165.03
25-25-941-5400	SUPPLIES-GREAT MUD R	2,487.23
25-25-943-5300	CONTRACTL-ITTY BITTY	222.00
25-25-953-5400	SUPPLIES-FALL SPEC EVE	640.75
25-25-956-5400	SUPPLIES-Sesquicentenn	89.13
25-26-000-5340	CONFERENCES AND TRA	400.00
25-26-000-5360	PRINTING/MARKETING/	75.00
25-26-000-5386	SERVICES-DAYCARE PRO	1,511.04
25-26-000-5387	NURSE SERVICES	90.00
25-26-000-5388	DIETICIAN SERVICES	500.00
25-26-000-5401	OFFICE SUPPLIES	240.83
25-26-000-5403	DAYCARE PROGRAM SU	1,401.31
25-26-000-5404	COMPUTER PGMS/APPs	175.00
25-26-000-5409	SUPPLIES-INTERNAL FO	3,051.39
25-26-000-5412	SUPPLIES-CLEANING/CU	150.00
25-26-000-5430	SUPPLIES - FIRST AID	8.98
25-26-000-5460	SUPPLIES-FOOD EQUIP	330.61
25-26-000-5600	HEALTH INSURANCE PRE	6,891.59
25-27-000-5210	DEDICATED TV/INTERNE	160.98
25-27-000-5412	SUPPLIES-CLEANING	150.00
30-00-000-5755	NSSRA COMPANION CH	9,624.59
45-00-000-5335	WELLNESS/PRE-PLACEM	76.00
45-00-000-5420	GENERAL SUPPLIES	3,002.91
45-00-000-5587	SAFETY/SECURITY EQUIP	585.00
65-00-019-5501	REPLACE-NETWORK SER	36,616.95
65-00-019-5502	WKSTATNS,LAPTPS,SERV	20,911.75
65-00-019-5504	DIRECTOR INITIATIVES	330.00
65-00-019-5512	BASEBALL/SOCCER FIEL	5,206.38
65-00-019-5515	WATTS ROOF/TUCKPT/P	85,260.00
65-00-019-5518	PAINT ABATEMT-TAKIFF	15,295.00
65-00-019-5519	REPLACE FLOOR-EC WIN	16,275.00
65-00-019-5522	IT ROOM EXPANSION/H	2,700.00

Account Summary

Account Number	Account Name	Payment Amount
69-00-000-5546	PLAYGRD-VERNON/JEFF-	1,100.00
69-00-000-5553	CONNECT GLENCOE TRA	19,410.28
69-00-000-5562	TAKIFF PLAYGROUND-O	6,119.66
69-00-000-5563	SCHUMAN OVERLOOK-D	11,522.88
69-00-000-5570	LINCOLN PLAY AREA PR	10,533.12
	Grand Total:	634,316.34

Project Account Summary

Project Account Key	Payment Amount
None	634,316.34
Grand Total:	634,316.34

Authorization Signatures

To the Board of Commissioners

The payment of the above listed accounts has been approved by the Board of Commissioners at their meeting held on October 15, 2019 and you are hereby authorized to pay them from the appropriate funds.

Treasurer, Park Board of Commissioners

Secretary/Executive Director

VII. Financial Report

Glencoe Park District
October 2019 Board Meeting

**Glencoe Park District
Monthly Funds Report
September 2019**

Corporate and Other Funds:

	<u>Sept 2019</u>	<u>Aug 2019</u>
Harris Bank Corporate Account - 0.498%	435,635.33	239,250.44
Illinois Park District Liquid Asset Fund (IPDLAF) - 1.96%	3,333,211.58	4,022,831.83
The Illinois Fund (Public Treasurers' Investment Pool) - 2.136%	4,116,512.17	4,109,346.49
Harris Payroll Account - 0.498%	13,050.21	18,155.69
PMA Financial Account - 2.10%	245,889.73	245,499.87
Reconciling Items(Dep in Transit, O/S Checks, etc.)	(105,910.21)	(91,751.63)
IPDLAF Certificates of Deposit:		
2 CDs at \$243,000 each maturing June 12, 2020 (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
1 CDs at \$242,000 each maturing January 22, 2020 (2.85% net)	242,000.00	242,000.00
1 CDs at \$243,000 each maturing February 27, 2020 (2.65% net)	243,000.00	243,000.00
2 CDs at \$243,000 each maturing March 13, 2020 (2.55% net)	486,000.00	486,000.00
2 CDs at \$243,000 each maturing April 23, 2020 (2.455% net)	486,000.00	486,000.00
PMA Certificates of Deposit:		
4 CDs totaling \$973,300 maturing October 18, 2019 (2.72% net)	973,300.00	973,300.00
3 CDs totalling \$728,900 maturing January 22, 2020 (2.79-2.84% net)	728,900.00	728,900.00
3 CDs at \$243,300 each maturing February 27, 2020 (2.685% net)	729,900.00	729,900.00
1 CDs at \$243,400 maturing April 23, 2020 (2.63% net)	<u>243,400.00</u>	<u>243,400.00</u>
Grand Total	\$12,898,888.81	\$13,403,832.69



G/L MONTHLY Pooled Cash Report

Glencoe Park District
For the Period Ending 9/30/2019

ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE	
CLAIM ON CASH					
10-00-000-1000	CASH/INVESTMENTS	3,265,535.10	(103,887.96)	3,161,647.14	
25-00-000-1000	CASH/INVESTMENTS	4,708,056.92	(68,230.85)	4,639,826.07	
30-00-000-1000	CASH/INVESTMENTS	299,030.15	(9,375.59)	289,654.56	
35-00-000-1000	CASH/INVESTMENTS	376,833.20	(28,053.25)	348,779.95	
36-00-000-1000	CASH/INVESTMENTS	172,096.72	(19,492.06)	152,604.66	
40-00-000-1000	CASH/INVESTMENTS	1,420,343.66	2,395.84	1,422,739.50	
45-00-000-1000	CASH/INVESTMENTS	238,122.41	(7,100.43)	231,021.98	
50-00-000-1000	CASH/INVESTMENTS	64,741.90	98.41	64,840.31	
55-00-000-1000	CASH/INVESTMENTS	8,802.60	10.00	8,812.60	
65-00-000-1000	CASH/INVESTMENTS	531,115.66	(49,488.74)	481,626.92	
67-00-000-1000	CASH/INVESTMENTS	0.00	0.00	0.00	
69-00-000-1000	CASH/INVESTMENTS	2,288,273.95	(221,850.92)	2,066,423.03	
70-00-000-1000	CASH/INVESTMENTS	30,880.42	31.67	30,912.09	
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		13,403,832.69	(504,943.88)	12,898,888.81	
CASH IN BANK					
99-00-000-1011	Operating Corporate Account	160,847.58	178,590.68	339,438.26	
99-00-000-1012	Operating PR Account	4,806.92	(1,469.85)	3,337.07	
99-00-000-1013	IL Funds	4,109,346.49	7,165.68	4,116,512.17	
99-00-000-1014	IPDLAF CD's	2,185,000.00	0.00	2,185,000.00	
99-00-000-1015	IPDLAF MM	4,022,831.83	(689,620.25)	3,333,211.58	
99-00-000-1016	PMA CD's	2,675,500.00	0.00	2,675,500.00	
99-00-000-1017	PMA MM	245,499.87	389.86	245,889.73	
TOTAL CASH IN BANK		13,403,832.69	(504,943.88)	12,898,888.81	
DUE TO OTHER FUNDS					
99-00-000-2400	Due To Other Funds	13,403,832.69	(504,943.88)	12,898,888.81	
TOTAL DUE TO OTHER FUNDS		13,403,832.69	(504,943.88)	12,898,888.81	
Claim on Cash	12,898,888.81	Claim on Cash	12,898,888.81	Cash in Bank	12,898,888.81
Cash in Bank	12,898,888.81	Due To Other Funds	12,898,888.81	Due To Other Funds	12,898,888.81
Difference	0.00	Difference	0.00	Difference	0.00

Glencoe Park District
 Monthly Financial Analysis
 September 2019

	<u>As of</u> <u>9/30/2017</u>	<u>As of</u> <u>9/30/2018</u>	<u>As of</u> <u>9/30/2019</u>
<u>Recreation Department - Programs</u>			
Revenues	2,531,840	2,632,670	2,780,118
Wages	(417,883)	(425,777)	(449,041)
Contractual	(955,461)	(937,608)	(981,176)
Supplies	(43,088)	(70,616)	(101,202)
Net Surplus	1,115,408	1,198,669	1,248,699
<u>Day Care Department</u>			
Revenue	526,811	659,156	801,453
Expense	(422,060)	(559,408)	(716,195)
Net Surplus/(Deficit)	104,751	99,748	85,258
<u>Fitness Department</u>			
Revenue	n/a	21,885	14,668
Expense	n/a	(21,423)	(26,537)
Net Surplus/(Deficit)	n/a	462	(11,869)
<u>Beach Department</u>			
Revenue	318,034	321,353	286,971
Expense	(208,255)	(190,094)	(187,471)
Net Surplus/(Deficit)	109,779	131,259	99,500
<u>Boating Department</u>			
Revenue	104,738	94,791	96,088
Expense	(103,379)	(118,471)	(118,175)
Net Surplus/(Deficit)	1,359	(23,680)	(22,087)
Beach/Boating Total:	111,138	107,579	77,413
<u>Watts Department</u>			
Revenue	4,520	4,240	11,565
Expenses	(86,556)	(83,525)	(121,519)
Net Surplus/(Deficit)	(82,036)	(79,285)	(109,954)
<u>G & A (Administration)</u>			
Revenue (excl G&A Tfr)	19,950	19,288	18,280
Expense	(666,922)	(684,361)	(688,280)
Net Surplus/(Deficit)	(646,972)	(665,073)	(670,000)
<u>Parks Department</u>			
Revenue	755	16,859	10,500
Expense	(647,718)	(634,751)	(749,393)
Net Surplus/(Deficit)	(646,963)	(617,892)	(738,893)
<u>Rec-Admin/Takiff Department</u>			
Revenues	1,113,527	1,152,796	1,196,267
Expenses	(2,133,537) (1)	(1,573,829) (1)	(1,835,843)
Net Surplus/(Deficit)	(1,020,010)	(421,033)	(639,576)

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

**VIII. Resolution No. 904 Recognizing Glencoe
Park District as the 2019 NPRA National Gold
Medal Grand Award Winner**

Glencoe Park District
October 2019 Board Meeting

**GLENCOE PARK DISTRICT
RESOLUTION NO. 904**

**A RESOLUTION RECOGNIZING GLENCOE PARK DISTRICT AS THE 2019 NATIONAL
RECREATION AND PARKS ASSOCIATION'S GOLD MEDAL GRAND AWARD WINNER**

WHEREAS, founded in 1965, the Gold Medal Awards program honors communities throughout 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.

WHEREAS, the Gold Medal selection process is rigorous, requiring the Park District to submit statistics, specific examples, and an executive summary of its master plan. Agencies are judged on their ability to address the needs of those they serve through the collective energies of citizens, staff, and elected officials.

WHEREAS, the Glencoe Park District was a finalist for the Gold Medal in the Class V category (less than 30,000). Finalists in the category included East Goshen Township Parks and Recreation (West Chester, Pennsylvania), Rolling Meadows Park District (Rolling Meadows, Illinois), and Vernon Hills Park District (Vernon Hills, Illinois).

WHEREAS, on September 24, 2019, the Glencoe Park District was awarded the 2019 National Gold Medal Grand Plaque Award for Excellence in Park and Recreation Management from the American Academy for Park and Recreation Administration (AAPRA), in partnership with the National Recreation and Park Association (NRPA) and sponsored by Musco Lighting, LLC.

WHEREAS, in recognition that this is the first time the Glencoe Park District has won the National Gold Medal.

RESOLVED, BY THE BOARD OF COMMISSIONERS OF THE GLENCOE PARK DISTRICT, that we extend our heartiest thank you to the community, past commissioners, and staff at the Glencoe Park District for their collective hard work and dedication to excellence and stewardship that led the Glencoe Park District to become best in the nation.

Adopted this 15th day of October 2019.

AYES:

NAYS:

ABSENT:

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

Stefanie Boron, Vice President
Glencoe Park District Board of Park Commissioners

ATTEST:

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

[SEAL]

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

SECRETARY'S CERTIFICATE

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

I HEREBY CERTIFY that the foregoing instrument is a true and correct copy of Resolution No. 904:

A RESOLUTION RECOGNIZING GLENCOE PARK DISTRICT AS THE 2019 NATIONAL RECREATION AND PARKS ASSOCIATION'S GOLD MEDAL GRAND AWARD WINNER

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 15th day of October 2019.

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 15th day of October 2019.

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

[SEAL]

GLENCOE PARK DISTRICT WINS THE 2019 NATIONAL GOLD MEDAL AWARD

Glencoe Park District earns prestigious honor in the park and recreation industry

On September 24, 2019, the Glencoe Park District was awarded the 2019 National Gold Medal Grand Plaque Award for Excellence in Park and Recreation Management from the [American Academy for Park and Recreation Administration](#) (AAPRA), in partnership with the [National Recreation and Park Association](#) (NRPA) and sponsored by Musco Lighting, LLC.

Glencoe Park District won the Gold Medal in the Class V category (less than 30,000). Finalists in the category included East Goshen Township Parks and Recreation (West Chester, Pennsylvania), Rolling Meadows Park District (Rolling Meadows, Illinois), and Vernon Hills Park District (Vernon Hills, Illinois). This is the first time Glencoe Park District has won the National Gold Medal.

Founded in 1965, the Gold Medal Awards program honors communities throughout 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.**

The Gold Medal selection process is rigorous, requiring Park District to submit statistics, specific examples, and an executive summary of its master plan. Finalists are asked to create a 5-minute video that showcases their park district. Agencies are judged on their ability to address the needs of those they serve through the collective energies of citizens, staff and elected officials.

"It's no one thing, but it's a combination of all these things that makes the district stand out," said Lisa Sheppard, Executive Director. "We are grateful for the support of the Board of Commissioners and our wonderful residents who gave us the confidence to go for the Gold Medal. It is an honor to be among the best of the best and be acknowledged for the phenomenal services, parks, and facilities that we provide to the public. Our team works hard to provide beautiful parks, innovative programs and outstanding customer service all while carefully and thoughtfully stretching every cent we have for the good of the community!"

Glencoe Park District earned the Gold Medal because of its strong community mission, commitment to innovation and financial responsibility, well-rounded programs, and intergovernmental cooperation. The District's shared resources with local government and community partners, such as the Active Transportation Committee, is "truly exceptional," Sheppard said.

"Achieving this accomplishment is only possible with the support of residents, cooperation with local government, guidance of park board members, and efforts of a professional staff who work together to make the Glencoe community a great place to live," Sheppard said.

A panel of five park and recreation professionals reviewed and judged all application materials. Judges are chosen for their considerable experience and knowledge in parks and recreation on both the local and national levels.

This year's recipients were announced live during the NRPA Annual Conference on September 24 in Baltimore, Maryland. For more information on the Gold Medal Awards, go to www.nrpa.org/awards or www.aapra.org.

About Glencoe Park District

For over 100 years, Glencoe Park District has been the place for FUN! Established in 1912, Glencoe Park District enriches lives and creates memorable experiences by providing exceptional services, parks, programs, and facilities. We are committed to become the most innovative, customer-driven, and fiscally-responsible park district for current and future generations.

About the American Academy for Park and Recreation Administration

The American Academy for Park and Recreation Administration is a non-profit organization founded to advance knowledge related to the administration of recreation and parks; to encourage scholarly efforts by both practitioners and educators that would enhance the practice of park and recreation administration; to promote broader public understanding of the importance of parks and recreation to the public good; and, to conduct research, publish scholarly papers and sponsor seminars related to the advancement of park and recreation administration. For more information, visit www.aapra.org.

About the National Recreation and Park Association

The National Recreation and Park Association is a national not-for-profit organization dedicated to advancing park, recreation and conservation efforts that enhance quality of life for all people. Through its network of more than 52,000 recreation and park professionals and citizens, NRPA encourages the promotion of healthy and active lifestyles, conservation initiatives and equitable access to parks and public space. For more information, visit www.nrpa.org. For digital access to NRPA's flagship publication, Parks & Recreation, visit www.parksandrecreation.org.

About Musco Lighting, LLC

Musco Lighting, LLC is a company that has specialized in lighting systems for sports and large areas for more than 30 years. Musco has pioneered dramatic improvements in energy efficiency and affordable ways to control wasted spill light and glare. Permanent and temporary lighting services range from neighborhood fields to NASCAR super speedways. For more information, visit www.musco.com.

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**2019 AAPRA National
Gold Medal Winner
Class V
Glencoe Park District**



Bloomingtondale Park District

172 S. Circle Ave
Bloomingtondale, IL 60108

p:630.529.3650

f:630.529.9184

www.bloomingtondaleparks.org

October 1, 2019

Glencoe Park District
Board of Commissioners and Staff
999 Green Bay Road
Glencoe, IL 60022

Dear Friends:

On behalf of the Board of Commissioners and staff of the Bloomingtondale Park District we wish to congratulate you on your most recent success as a National Gold Medal winner. We know the amount of dedication and work it takes for an agency to accomplish such a feat.

We commend the leadership provided by your Board and staff to create leisure services of the caliber that you do for the Glencoe community. It is with great pride that we call you our colleagues and our friends.

Here's to your current successes and to the many successes you will achieve in the future. Congratulations on making Illinois and Glencoe proud!

Sincerely,

Buzz Puccio
President, Bloomingtondale Park District Board of Commissioners

Carrie A. Fullerton, CPRE
Executive Director

IX. Review of 2020 Health Insurance Renewal

Glencoe Park District
October 2019 Board Meeting

MEMORANDUM

TO: Board of Park Commissioners

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

DATE: October 9, 2019

SUBJECT: Recommendation for 2020 Health Insurance Renewal

The District's total health insurance program consists of the following coverages: medical, dental, EAP, and life. Per the Board's decision in July 2017 to remain in the PDRMA Health Program for a three-year commitment, the decisions relating to the 2020 insurance renewal for the District are limited. The renewal for our current PDRMA Health Program medical, dental, EAP and life insurance coverage is effective January 1, 2020. (Specific instructions on our plan, however, must be submitted to PDRMA by October 25 for the open enrollment period which runs from October 28 through November 19).

Currently, the PDRMA Health Program includes 84 member agencies covering over 2,300 employees, and nearly 4,000 covered lives. In 2020, PDRMA is adding a new coverage type for "Employee plus children" to their premium structure, which already includes options for \$1,250, \$1,500, \$2,000, and \$2,500 deductible plans with a HRA options, as well as the HMO plan and two tier levels for prescription coverage. The intent in offering these plan options is to allow more flexibility to member agencies in offering coverage to their employees. The majority of PDRMA Health agencies utilize the \$500 PPO deductible plans, as well as a \$1,500 high deductible plan along with a HRA option. All offer the HMO option as an alternative as well.

The premium increase for the PDRMA Health Program for 2020 for PPO/HMO, prescription, dental and EAP coverage for the Glencoe Park District is anticipated at approximately 4%. This compares to an increase of 2.17% in 2019, 4.09% in 2018, 0% in 2017, and 5% in 2016. In 2020, the increases *by insurance type* are as follows: PPO 2.1%, HMO 2.5%, Dental 1.8% and no increase for the Life and EAP coverages. The reason for the higher increase in HMO rates is due to a continuing shift in employees participating in the HMO versus the PPO.

On October 2, the PDRMA Health Program Council (i.e. governing board of directors) approved rates and benefit plan changes to the plan for 2020. After 2014 and 2015 renewals, there has been a lot less fluctuation in ACA-required changes, and most of the changes for 2020 are benefit-related changes.

Effective January 1, 2020, the following benefit changes were made by the Health Program Council:

1. Added a new coverage structure for “employees and more than one child, with no spouse.”
2. Reduced the number of PATH health/wellness test sites, and added two general testing labs for agencies with less than eight participants. (This will not impact Glencoe.)
3. Reduced colorectal cancer screening age from age 50 to 45.
4. Changed coverage for dialysis patients by requiring enrollment in Medicare Part B in effort to shift costs to Medicare versus PDMRA.
5. Offer hearing aid discounts of up to \$2,500 for eligible enrollees in medical coverage at EPIC Hearing Healthcare facilities.
6. Changed hemophiliac prescription cost from prescription coverage to medical coverage.
7. For children 19 years old and under, changed the maximum prescription supply of opioids to a 3-day supply.
8. Discontinued reimbursement of smoking cessation benefit due to low utilization and fact that coverage is currently compliant with ACA.
9. Removed age limit for speech therapy. (Previously, it was 4 years old.)
10. Removed the PDRMA-paid incentive for employees currently not enrolled in medical coverage. They will pay for biometric testing, but will no longer fund the \$400 incentive. This will be at the District’s cost.
11. Will offer unbundled coverages of life, EAP, vision and dental to non-health agencies that are in PDRMA for property and casualty, in an effort to increase participation.
12. Removed age limit for dental fluoride treatments for enrollees in the dental plan.
13. Waived waiting period for employee who leaves one PDRMA agency and enrolls in another PDRMA agency within 31 days of employment.

Applying the new PDRMA 2020 rates to our current \$500 deductible PPO/HMO plans for 35 current eligible full-time enrollees, the total amount of dollars for medical/dental/life/EAP premiums equates to \$506,298. Please see the attached information. This compares to an amount of current enrollees with last year’s 2019 rates of \$486,489 – resulting in an additional premium cost of \$19,809. This is an increase of approximately 4.07%. It should be noted that unplanned changes during 2020 are possible which may also impact these costs, i.e. employee changes due to resignations, new hires, new babies, and changes in marital status. Further, due to the fact that four employees opted out of coverage for 2019 due to spousal or other family coverage, and five employees opted for dental coverage only, the budgeted cost will include contingency amounts for changes in coverage.

Historically, the Board has been willing to absorb up to 8-10% of premium increases without considerable plan modification. The District's Medical Reserve balance currently stands at \$12,000. (The Medical Reserve was created in 1998 when dependent coverage was waived by several employees when dependent contributions were implemented. Over the years, as fund balance levels in the Corporate Fund have allowed, additional monies have also been set aside in this reserve.)

Last year, employees were given the option to move to the higher \$1,250 deductible plan with the added \$1,000 HRA component added...and in exchange, pay a lower monthly contribution. If employees utilize all IN-network providers, savings can be considerable. However, the downside is that it increases OUT-Network deductibles/maximum out-of-pockets *drastically* as the HRA reimbursement is for IN-network deductibles *only*. For example, for single coverage, the OUT-Network deductible increases from \$1,000 to \$3,000. Similarly, for family coverage, this deductible increases from \$3,000 to \$9,000.

In effort to persuade current PPO employees to consider the higher deductible/HRA option if they tend to stay in network, staff will again highlight this \$1250/\$1000 HRA, which would lower the employee's deductible to \$250. As in 2019, the District would recommend to continue to offer the \$500 PPO plan and HMO plan options. The hope is that with a lower monthly employee contribution and lower deductible, many of our employees will choose either the HMO or PPO/HRA options and potentially save the District additional monies. Last year, five employees switched their coverage from PPO to HMO.

In comparison to other area Park Districts as far as employee contribution amounts, our district typically falls within the median range. Historically, the goal is to bring premium contributions for all coverage types (excluding single) to be 10% of monthly premium (with a slight incentive given to those that choose \$1250 PPO/HRA or HMO option). As such, staff recommends that employee contributions for 2020 be adjusted as follows:

<u>Type of Coverage</u>	[----- CURRENT-----]			[----- PROPOSED -----]		
	<u>PPO</u>	<u>HRA</u>	<u>HMO</u>	<u>PPO</u>	<u>HRA</u>	<u>HMO</u>
Single (13)	\$ 35	\$20	\$15	\$40	\$25	\$20
Employee + Child (1)	\$140	\$120	\$80	\$145	\$130	\$85
Employee + Spouse (4)	\$190	\$150	\$110	\$195	\$160	\$120
Family (8)	\$265	\$200	\$170	\$275	\$220	\$180
Employee + Children	N/A – new structure			\$190	\$140	\$100

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

For the 2020 renewal, staff recommends to Board of Park Commissioners that the District provide three PDRMA plan options: the \$500 deductible PPO plan, the \$1,250 deductible/\$1,000 HRA option and the HMO Plan. Further, staff also recommends that there be an increase in employee contribution levels as shown above, and that \$2,000 of the Medical Reserve be utilized. (These changes will result in an estimated increase to the District of approximately 3.23%, with a potential for further *savings* if employees sign up for the \$1,250 deductible/HRA or HMO options.)

PDRMA HEALTH PROGRAM

2019 vs. 2020 RATE COMPARISON

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

Coverage	Employee's Name	# of EE's	2019 Rate/ Month	2019 Rate/ Year	2020 Rate/ Month	2020 Rate/ Year
SINGLE		9	1,033.89	111,660.12	1,076.56	116,268.48
SINGLE DENTAL only		3	51.49	1,853.64	53.37	1,921.32
SINGLE HMO		4	715.35	34,336.80	746.76	35,844.48
TOTAL		16		147,850.56		154,034.28
FAMILY PPO (more than one dependent)						
		6	2,636.03	189,794.16	2,744.25	197,586.00
FAMILY HMO (more than one dependent)						
		2	1,907.95	45,790.80	1,982.17	47,572.08
FAMILY DENTAL only		1	115.45	1,385.40	120.38	1,444.56
TOTAL		9		236,970.36		246,602.64
EMP + SPOUSE PPO						
		3	1,877.10	67,575.60	1,954.28	70,354.08
EMP + SPOUSE HMO						
		1	1,343.55	16,122.60	1,397.55	16,770.60
EMP + SPOUSE DENTAL						
		1	83.86	1,006.32	90.74	1,088.88
TOTAL		5		84,704.52		88,213.56
EMP + CHILD						
		1	1,372.40	16,468.80	1,412.76	16,953.12
TOTAL		1		16,468.80		16,953.12
Life/EAP only						
		4	10.30	494.40	10.30	494.40
Total Medical Coverage (Medical, Dental,Life, EAP)		35		\$486,489		\$506,298

4.07%

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

(\$2,100)
 (\$2,000)

Net Total

\$502,198 3.23%

2020 Medical Plans - Rx 1 (\$10/\$30/\$50)

\$250 Deductible			\$500 Deductible			\$1,250 Deductible			\$1,500 Deductible			\$2,000 Deductible			\$2,500 Deductible			\$3,000 Deductible			HMO Plan		
Enrollment	Annual Cost		Enrollment	Annual Cost		Enrollment	Annual Cost		Enrollment	Annual Cost		Enrollment	Annual Cost		Enrollment	Annual Cost		Enrollment	Annual Cost		Enrollment	Annual Cost	
	2020 Rate Estimate	2020 Rate Estimate		2020 Rate Estimate	2020 Rate Estimate		2020 Rate Estimate	2020 Rate Estimate		2020 Rate Estimate	2020 Rate Estimate		2020 Rate Estimate	2020 Rate Estimate		2020 Rate Estimate	2020 Rate Estimate		2020 Rate Estimate	2020 Rate Estimate		2020 Rate Estimate	2020 Rate Estimate
EE Only	0	\$1,065.88	0	9	\$1,023.19	0	0	\$956.13	0	0	\$935.71	0	0	\$871.54	0	0	\$886.18	0	0	\$804.62	4	\$693.39	\$33,283
EE + 1 CH	0	\$1,403.09	0	1	\$1,343.32	0	0	\$1,249.44	0	0	\$1,220.85	0	0	\$1,131.02	0	0	\$1,151.51	0	0	\$1,037.32	0	\$927.08	\$0
EE + SP	0	\$1,951.06	0	3	\$1,863.54	0	0	\$1,726.08	0	0	\$1,684.21	0	0	\$1,552.67	0	0	\$1,582.68	0	0	\$1,415.48	1	\$1,306.81	\$15,682
EE + Children	0	\$1,875.19	0	0	\$1,791.51	0	0	\$1,660.09	0	0	\$1,620.05	0	0	\$1,494.29	0	0	\$1,522.98	0	0	\$1,363.12	0	\$1,254.22	\$0
Family	0	\$2,751.94	0	6	\$2,623.87	0	0	\$2,422.71	0	0	\$2,361.43	0	0	\$2,168.94	0	0	\$2,212.85	0	0	\$1,968.17	2	\$1,861.79	\$44,683
Total EEs	0	\$0	19	\$382,630	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	7	\$0	\$0	\$0	\$93,647	
HRA Plans																							
Option A			\$1,000 HRA			\$1,250 HRA			\$1,500 HRA			\$2,000 HRA											
			<i>HRA Reimbursement</i>	<i>Maximum Exposure</i>		<i>HRA Reimbursement</i>	<i>Maximum Exposure</i>		<i>HRA Reimbursement</i>	<i>Maximum Exposure</i>		<i>HRA Reimbursement</i>	<i>Maximum Exposure</i>		<i>HRA Reimbursement</i>	<i>Maximum Exposure</i>							
EE Only			\$1,000	\$0		\$1,250	\$0		\$1,500	\$0		\$2,000	\$0		\$2,000	\$0							
EE + 1 CH			\$2,000	\$0		\$2,500	\$0		\$3,000	\$0		\$4,000	\$0		\$4,000	\$0							
EE + SP			\$2,000	\$0		\$2,500	\$0		\$3,000	\$0		\$4,000	\$0		\$4,000	\$0							
EE + Children			\$3,000	\$0		\$3,750	\$0		\$4,500	\$0		\$6,000	\$0		\$6,000	\$0							
Family			\$3,000	\$0		\$3,750	\$0		\$4,500	\$0		\$6,000	\$0		\$6,000	\$0							
			\$0	\$0		\$0	\$0		\$0	\$0		\$0	\$0		\$0	\$0							
Annualized Cost Per Plan			\$1,250 Deductible/\$1,000 HRA Plan			\$1,500 Deductible/\$1,250 HRA Plan			\$2,000 Deductible/\$1,500 HRA Plan			\$2,500 Deductible/\$2,000 HRA Plan											
			<i>Minimum</i>	<i>Maximum</i>		<i>Minimum</i>	<i>Maximum</i>		<i>Minimum</i>	<i>Maximum</i>		<i>Minimum</i>	<i>Maximum</i>		<i>Minimum</i>	<i>Maximum</i>							
			\$0	\$0		\$0	\$0		\$0	\$0		\$0	\$0		\$0	\$0							
Option B						\$1,000 HRA			\$1,250 HRA														
						<i>HRA Reimbursement</i>	<i>Maximum Exposure</i>		<i>HRA Reimbursement</i>	<i>Maximum Exposure</i>													
EE Only						\$1,000	\$0		\$1,250	\$0													
EE + 1 CH						\$2,000	\$0		\$2,500	\$0													
EE + SP						\$2,000	\$0		\$2,500	\$0													
EE + Children						\$3,000	\$0		\$3,750	\$0													
Family						\$3,000	\$0		\$3,750	\$0													
						\$0	\$0		\$0	\$0													
Annualized Cost Per Plan			\$1,500 Deductible/\$1,000 HRA Plan			\$2,000 Deductible/\$1,250 HRA Plan																	
			<i>Minimum</i>	<i>Maximum</i>		<i>Minimum</i>	<i>Maximum</i>		<i>Minimum</i>	<i>Maximum</i>													
			\$0	\$0		\$0	\$0		\$0	\$0													
Option C									\$1,000 HRA														
									<i>HRA Reimbursement</i>	<i>Maximum Exposure</i>													
EE Only									\$1,000	\$0													
EE + 1 CH									\$2,000	\$0													
EE + SP									\$2,000	\$0													
EE + Children									\$3,000	\$0													
Family									\$3,000	\$0													
									\$0	\$0													
Annualized Cost Per Plan			\$2,000 Deductible/\$1,000 HRA Plan						<i>Minimum</i>	<i>Maximum</i>													
			<i>Minimum</i>	<i>Maximum</i>					\$0	\$0													
			\$0	\$0					\$0	\$0													

2020 Plan Design Illustration

Deductible	\$250 PPO		\$500 PPO		\$1,250 PPO		\$1,500 PPO		\$2,000 PPO		\$2,500 PPO		\$3,000 PPO		HMO	
	In Network	Out of Network	In Network	Out of Network	In Network	Out of Network	In Network	Out of Network	In Network	Out of Network	In Network	Out of Network	In Network	Out of Network	In Network	Out of Network
Single	\$250	\$500	\$500	\$1,000	\$1,250	\$2,500	\$1,500	\$3,000	\$2,000	\$4,000	\$2,500	\$5,000	\$3,000	\$6,000	\$0	N/A
Employee + 1 Dependent	\$500	\$1,000	\$1,000	\$2,000	\$2,500	\$5,000	\$3,000	\$6,000	\$4,000	\$8,000	\$5,000	\$10,000	\$6,000	\$12,000	\$0	N/A
Employee + 2 or more Dependents	\$750	\$1,500	\$1,500	\$3,000	\$3,750	\$7,500	\$4,500	\$9,000	\$6,000	\$12,000	\$7,500	\$15,000	\$9,000	\$18,000	\$0	N/A
Out-of-Pocket Maximum (Includes Deductible)																
Single	\$1,000	\$2,000	\$1,650	\$3,300	\$2,250	\$4,500	\$2,650	\$5,300	\$4,250	\$8,500	\$3,650	\$7,300	\$7,150*	\$14,300*	\$1,500	N/A
Employee + 1 Dependent	\$2,000	\$4,000	\$3,300	\$6,600	\$4,500	\$9,000	\$5,300	\$10,600	\$8,500	\$17,000	\$7,300	\$14,600	\$13,300*	\$26,600*	\$3,000	N/A
Employee + 2 or more Dependents	\$3,000	\$6,000	\$4,950	\$9,900	\$6,750	\$13,500	\$7,950	\$15,900	\$12,750	\$25,500	\$10,950	\$21,900	\$13,300*	\$26,600*	\$3,000	N/A
Plan Coverage																
Primary Care Physician	100% after \$20 copay	70%	100% after \$20 copay	70%	100% after \$20 copay	70%	100% after \$20 copay	70%	100% after \$20 copay	60%	100% after \$20 copay	70%	100% after \$40 copay	60%	100% after \$20 copay	Not Covered
Specialist	100% after \$30 copay	70%	100% after \$30 copay	70%	100% after \$30 copay	70%	100% after \$30 copay	70%	100% after \$30 copay	60%	100% after \$30 copay	70%	100% after \$60 copay	60%	100% after \$30 copay	Not Covered
Urgent Care	100% after \$30 copay	70%	100% after \$30 copay	70%	100% after \$30 copay	70%	100% after \$30 copay	70%	100% after \$30 copay	60%	100% after \$30 copay	70%	100% after \$75 copay	60%	100% after \$20 copay	Not Covered
Emergency Room	100% after \$100 copay	100% after \$100 copay	100% after \$100 copay	100% after \$100 copay	100% after \$100 copay	100% after \$100 copay	100% after \$100 copay	100% after \$100 copay	100% after \$100 copay	100% after \$100 copay	100% after \$100 copay	100% after \$100 copay	100% after \$200 copay	100% after \$200 copay	100% after \$100 copay	100% after \$100 copay
Coinsurance	90%	70%	90%	70%	90%	70%	90%	70%	80%	60%	90%	70%	80%	60%	100%	Not Covered
Pharmacy																
Rx Copays	<i>Rx 1 (retail/mail)</i>	<i>Rx 2 (retail/mail)</i>	<i>Rx 1 (retail/mail)</i>	<i>Rx 2 (retail/mail)</i>	<i>Rx 1 (retail/mail)</i>	<i>Rx 2 (retail/mail)</i>	<i>Rx 1 (retail/mail)</i>	<i>Rx 2 (retail/mail)</i>	<i>Rx 1 (retail/mail)</i>	<i>Rx 2 (retail/mail)</i>	<i>Rx 1 (retail/mail)</i>	<i>Rx 2 (retail/mail)</i>	<i>Rx 1 (retail/mail)</i>	<i>Rx 2 (retail/mail)</i>	<i>Rx 1 (retail/mail)</i>	<i>Rx 2 (retail/mail)</i>
Generic	\$10/\$20	\$15/\$30	\$10/\$20	\$15/\$30	\$10/\$20	\$15/\$30	\$10/\$20	\$15/\$30	\$10/\$20	\$15/\$30	\$10/\$20	\$15/\$30	\$10/\$20	\$15/\$30	\$10/\$20	\$15/\$30
Preferred Brand	\$30/\$60	\$45/\$90	\$30/\$60	\$45/\$90	\$30/\$60	\$45/\$90	\$30/\$60	\$45/\$90	\$30/\$60	\$45/\$90	\$30/\$60	\$45/\$90	\$30/\$60	\$45/\$90	\$30/\$60	\$45/\$90
Non-Preferred Brand	\$50/\$100	\$90/\$180	\$50/\$100	\$90/\$180	\$50/\$100	\$90/\$180	\$50/\$100	\$90/\$180	\$50/\$100	\$90/\$180	\$50/\$100	\$90/\$180	\$50/\$100	\$90/\$180	\$50/\$100	\$90/\$180
Rx Out-of-Pocket Maximum																
Employee Only	\$1,000		\$1,000		\$1,000		\$1,000		\$1,000		\$1,000		\$1,000		\$1,000	
Employee + 1 Dependent	\$2,000		\$2,000		\$2,000		\$2,000		\$2,000		\$2,000		\$2,000		\$2,000	
Employee + 2 or more Dependents	\$3,000		\$3,000		\$3,000		\$3,000		\$3,000		\$3,000		\$3,000		\$2,000	
HRA Plans																
Option A																
					\$1,250 PPO/ \$1,000 HRA		\$1,500 PPO/ \$1,250 HRA		\$2,000 PPO/ \$1,500 HRA		\$2,500 PPO/ \$2,000 HRA					
					Deductible (Pre HRA)	HRA Reimbursement	Deductible (Pre HRA)	HRA Reimbursement	Deductible (Pre HRA)	HRA Reimbursement	Deductible (Pre HRA)	HRA Reimbursement				
Single					\$250	\$1,000	\$250	\$1,250	\$500	\$1,500	\$500	\$2,000				
Employee + 1 Dependent					\$500	\$2,000	\$500	\$2,500	\$1,000	\$3,000	\$1,000	\$4,000				
Employee + 2 or more Dependents					\$750	\$3,000	\$750	\$3,750	\$1,500	\$4,500	\$1,500	\$6,000				
Option B							\$1,500 PPO/ \$1,000 HRA		\$2,000 PPO/ \$1,250 HRA							
							Deductible (Pre HRA)	HRA Reimbursement	Deductible (Pre HRA)	HRA Reimbursement						
Single							\$500	\$1,000	\$750	\$1,250						
Employee + 1 Dependent							\$1,000	\$2,000	\$1,500	\$2,500						
Employee + 2 or more Dependents							\$1,500	\$3,000	\$2,250	\$3,750						
Option C									\$2,000 PPO/ \$1,000 HRA							
									Deductible (Pre HRA)	HRA Reimbursement						
Single									\$1,000	\$1,000						
Employee + 1 Dependent									\$2,000	\$2,000						
Employee + 2 or more Dependents									\$3,000	\$3,000						

*Indicates change for 2020 plan year.

X. Presentation of the Glencoe Lakefront Annual Report

Glencoe Park District
October 2019 Board Meeting



Enriching lives and creating memorable experiences.



2019 LAKEFRONT REPORT

A summary and analysis of the 2019 operation of the Glencoe Boat House and Glencoe Beach.



TABLE OF CONTENTS

Table of Contents.....	2
Introduction.....	3
Facility Improvements.....	3
Marketing.....	3
Staffing and Training.....	4
Swimming Beach Operation.....	7
Boating Beach Operation.....	11
Special Events.....	15
Feedback and Survey Results.....	17
Future Planning.....	21
Appendices	
Appendix A – Financial Data.....	22
Appendix B – Attendance Comparisons.....	26
Appendix C – Pricing Comparisons.....	29
Appendix D – Marketing Samples.....	31



INTRODUCTION

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

In 2019, staff continued to focus on several areas of beach operation including revenue collection, facility cleanliness, patron safety, and customer service. Beach Facility Manager, Matt Walker, as well as Director of Recreation and Facilities, Bobby Collins, examined beach operations and were able to work with agency leadership and the Parks staff to implement a number of changes and improvements that significantly improved the operation as well as resulted in a better experience for beachgoers.

FACILITY IMPROVEMENTS

Before the start of the season, several upgrades and repairs were made to the swimming beach, Safran Beach House, and Pearlman Boathouse. The majority of these projects were completed in house by members of the Parks Department. Our Parks Department was also instrumental in the constant maintenance needed to maintain a walkway to the north beach and grading of the beach after large storms. The following repairs and improvements were completed for the 2019 season:

- Replaced 1/3 of the decking on the pier
- Painted pier railings
- A new ATV was purchased
- Routine repairs were made to the stone stairs
- New benches were installed on the beach and pier
- Replaced hose bib on the boathouse
- ADA improvements to the boathouse bathrooms
- Replaced control valves on the spray park
- Replaced shower valves in the Safran Beach House
- New walkway, benches, and information kiosks in Lakefront Park

MARKETING

Traditional Marketing

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

We also purchased ads in the Chicago North Shore Convention and Visitor Bureau Visitor’s Guide as well as a targeted ad in the Chicago Botanic Garden seasonal magazine.



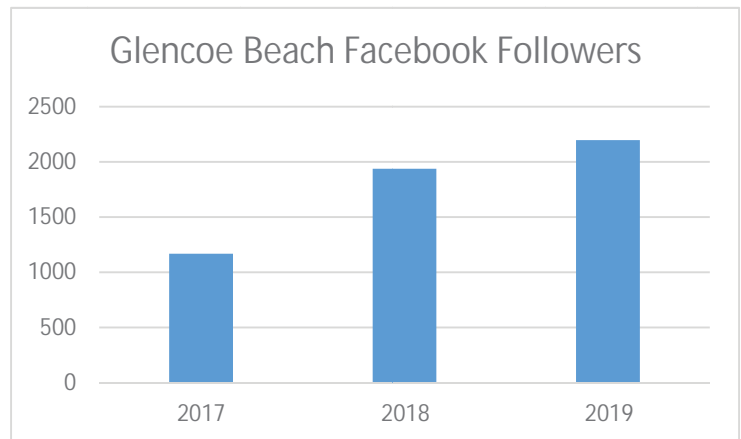
Signage

Staff focused on making the rentals and beach services more prominent at the beach this year. We added 21 signs, either replacing information or with new information about Trellis rentals, sailing classes, kayak/sailboat/paddleboard rentals, and sun shelter rentals.

Online Marketing

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

In addition to the Glencoe Park District's general Facebook page, Glencoe Beach has its own business page. To date, the page has 2,198 followers. Daily, the page is tagged with people's beach photos and check-ins. The page has also become a customer service channel, with Facebook users opting to use the private message service to inquire about beach conditions and rental services.



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

During the season, the beach landing page on our website receives the highest amount of traffic. Over 27,700 visitors went to the Beach's webpage from May through September.

STAFFING AND TRAINING

Staffing

Seasonal summer beach staffing continues to be an industry-wide issue on the North Shore, with many facilities struggling to recruit staff with high-level qualifications. A total number of 55 employees were hired in 2019 compared to 62 in 2018. Of that group, 16 of those employees were returning while 39 were new to the Park District. With the difficulty of hiring, again a focus was placed on increasing the flexibility of the staff. As a result, all staff members working on both the bathing and boating beach were required to complete the American Red Cross Lifeguard Certification, making them capable of working two or more positions at either beach. Due to the cross-training, major staff shortages were not experienced during the regular season. There was no tangible increase in labor costs as a result and staff was accepting of the cross-training.



Staffing Levels by Position

	Total Staff	Operations Manager	Beach/Boat Manager	Lifeguards	Beach Services	Boat Guards	Sailing Instructors
2019	55	1	6	34	19	25	3
2018	62	1	7	35	24	15	6
2017	61	2	8	26	21	27	9
2016	44	1	9	26	15	25	7
2015	55	2	8	14	12	13	6

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

Training

Lifeguard training

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

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

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

Boathouse Training

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

Some boat guards and camp staff also took one of two 18-hour powerboat training courses led by Matt Walker, who obtained his US Powerboat Instructor Certification before the beginning of the 2019 summer season. During this



training, our staff first learned about boat safety/parts, safety equipment, docking, storage, and rescue equipment. At the end of this course, all participating boat guards were required to pass both a written and practical exam.

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

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

Beach Services

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

Manager Training

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

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

In-Service

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

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

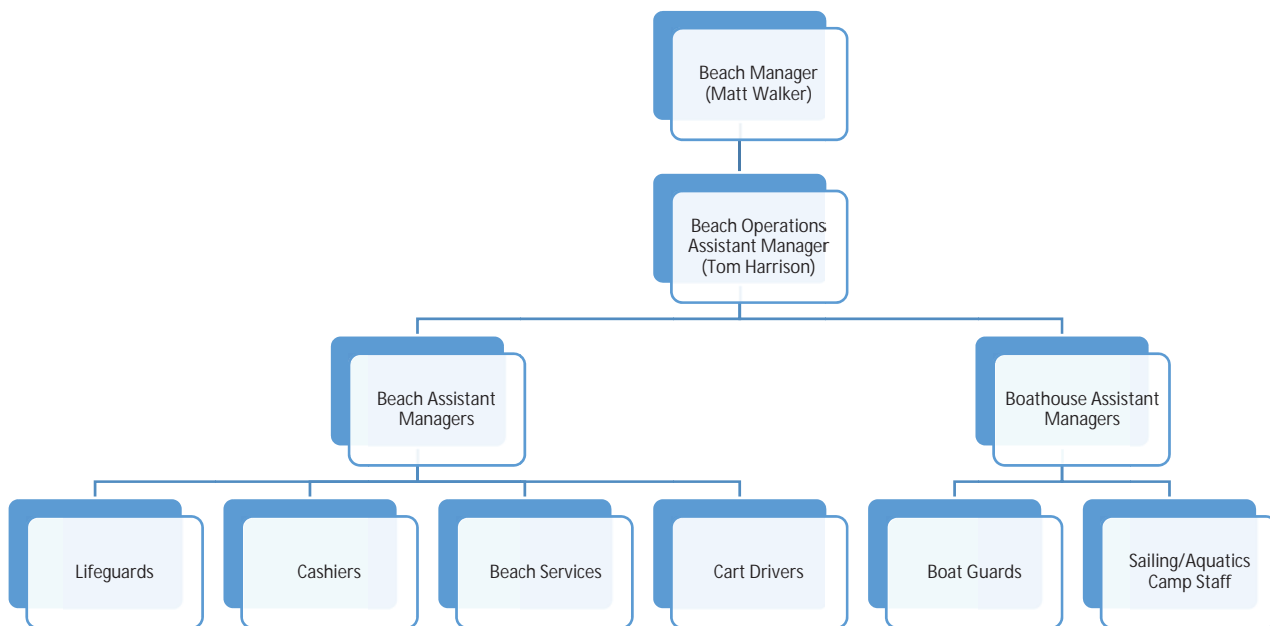
Camp Staff Training

Camp staff spent approximately four hours training on location at the boathouse. Led by the Aquatics and Sailing Camp Directors Melinda Andrews and Alessia Liebovich, staff training focused on daily operations at the boathouse, emergency procedures, as well as camp curriculum. Staff reviewed procedures for inclement weather, beach closure, and special accommodations for campers who needed them. Any Aquatics or Sailing camp counselor operating a Park



District powerboat was required to obtain their powerboat certification. Any new or returning Aquatics or Sailing Camp counselor directly supervising children in the water was also required to renew or obtain their American Red Cross Lifeguard certificate with the waterfront module.

Beach Organization Chart



SWIMMING BEACH OPERATION

Swimming Beach Overview

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

Daily Operations and Usage

Dates and Hours of Operation

Preseason:	May 25-27, May 31 - June 1	10:00am-7:00pm
Regular Season:	June 3 -July 28	10:00am-8:00pm
Post Season:	July 29-August 18, August 24-25, Aug 31- Sept 2	10:00am-7:00pm

*Glencoe Beach is CLOSED July 4 | Boating Beach Open July 4 from 10:00am-6:00pm



During the pre-season, all areas of beach operations were examined. Looking back at the 2018 season and survey results, improving customer service, increasing revenue collection, and cleanliness of the Safran Beach House were identified as operational priorities for 2019.

Customer Service

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

After Labor Day, the Safran Beach House was opened on nice weather days to accommodate post-season beachgoers. The bathrooms were accessible, but no staff was on site. On weekends with nice weather, an attendant would maintain the Safran Beach House. Many patrons relayed positive feedback for having access to the restroom during this time of year when this facility is usually closed.

Facility Cleaning

During peak times, the cleanliness of bathrooms, trellis, and sun shelters were identified as areas needing improvement. Beach services and supervisors made diligent efforts to ensure that these areas were attended to regularly.

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

Revenue Collection

Again this season, we collected revenue for daily admission at the halfway house. We had one POS station located at the Park Ave ramp and one by the steps on the Hazel entrance side. We staggered staff over the middle of the day, so we could direct guests to the appropriate cash register either to swipe their season membership card or to pay the daily admission. Per a recommendation from the Lakefront Advisory Committee, on busy weekends, an additional staff member was also scheduled between 11:00am and 6:00pm to rove the area between the two cash registers and keep visitors from walking down the ramp or steps without paying. This proved to be very helpful in getting those guests who may have slipped by without paying while one of the cashiers was assisting another visitor with their payment. Also new for the 2019 season, a third cash register was set up at the halfway house to help check in season pass holders in a more timely fashion.

Private Fitness Classes

Private fitness classes utilizing the Glencoe Park District beach facilities are now required to purchase season permit at the cost of \$75 and produce a certificate of insurance. This was implemented to formalize relationships with local fitness



businesses and reduce the potential liability to the Park District. Two permits were filed this summer and staff will continue to be vigilant with the enforcement of these permits.

Outside Camps and Swim Testing

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

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

Swim Area

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

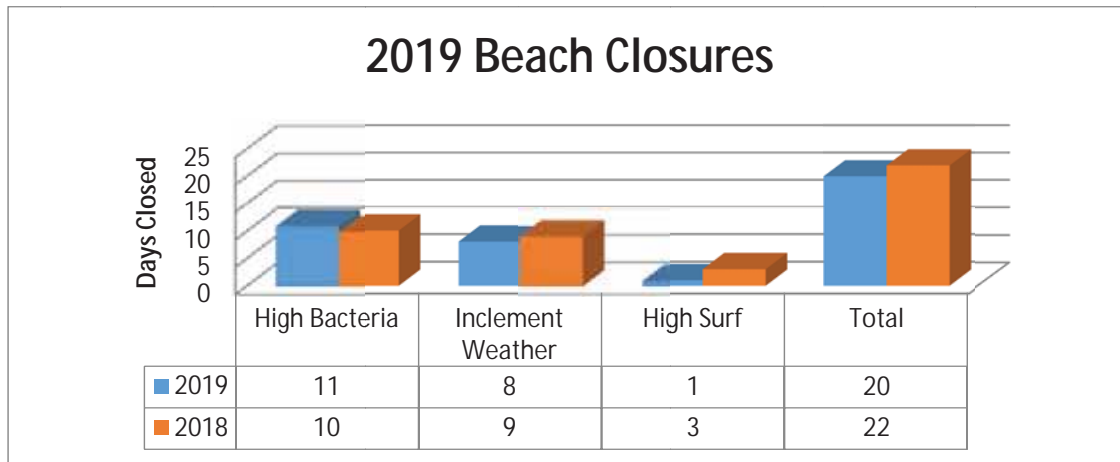
Water Testing

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

The swimming beach was closed for a total of 20 days in 2019, compared to 22 days in 2018. This was due to a combination of high bacteria closures, bad weather, and dangerous surf. The water was closed 11 times in 2019 due to high bacteria (waterfowl E.coli), eight times due to poor weather conditions (rain/low temperatures and once due to high surf conditions. Please note there were three days of high surf combined with high bacteria counts. It is more likely that high levels of bacteria are observed after heavy rain or beach hazards. The bacteria count threshold is 235, at which point the water is closed for the day. The beach may remain open, but patrons are not permitted in the water. As soon as the staff received the test results, we updated our daily voicemail as well as the rainout line status.

History of Beach Closures (bacteria) by Season

	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
High Bacteria Closures	11	10	6	2	9	11	7	8	22	7



Note: The District is required to have water test results before the facility opens to the public.

Beach Risk Management and Lifeguard Audit

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

Because the Red Cross does not visit sites and provide lifeguard audits, PDRMA offers a program where another lifeguard certification company, Councilman-Hunsaker, will provide an audit of the lifeguards to ensure they are well trained to proactively prevent emergencies before they occur or respond appropriately in the event of an emergency. This summer, the beach was audited on July 2, a rainy Tuesday afternoon. Staff was secretly videotaped while scanning the water so that a realistic representation of that skill could be captured. Staff was also asked to perform skills like first aid and a simulated CPR scenario. Staff performed admirably during this audit and received an overall score of "A".

Rentals

Trellis & Sun Shelter Rentals

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

Typical parties that rent the trellis are birthdays, weddings, family reunions, church groups, and corporate functions. The rental price for the trellis includes admission to the beach for up to 75 guests. The Safran Beach House and the trellis are staffed with one manager and one attendant for the duration of the rental who keep the facility and restrooms clean during the party. For an additional fee of \$25 an hour, patrons can pay for a staff member to operate the golf cart for



the evening to transport their guests after the beach closes. Parties are eligible to purchase an alcohol liability insurance policy for \$175. Approximately 50% of parties purchase the alcohol permit. In 2019, the trellis was rented 23 times, generating \$10,173 in revenue.

Sun Shelters

Five sun shelters are located on the north side of the Safran Beach House between the stairs and ramp. There are four 12-person shelters and one 24-person shelter. They are available to rent in three-hour increments. Reservations can be taken in advance, and walk-ins are subject to availability. Staff is investigating the ability to reserve the sun shelters online for the 2020 season.

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

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

In 2019, sun shelter revenue was \$6,380. In 2018, sun shelter revenue was \$8,340. The decrease is attributed to low attendance in June and the overall number of closures recorded during the summer.

Equipment Rentals

To further improve the level of customer service and satisfaction, new beach rental equipment, including chairs and umbrellas, were purchased for the 2019 season. The operational process to rent equipment remained the same and rentals were conducted in the Safran Beach House. The rental signs and visibility of the equipment led to being sold out on busy days. Both chairs and umbrellas were popular. During periods of windy weather, umbrella rentals were suspended as damage to umbrellas would occur and increased the potential for it becoming air born and potentially causing an injury. Staff is examining new rental options to introduce for the 2020 season.

Patrons can rent chairs for \$4, umbrellas for \$3, or \$6 for both. Revenue from beach rentals this summer was \$2,715 compared to \$3,639 in 2018. We attribute the lower rental numbers due to the poor weather conditions at the beginning of the season.

BOATING BEACH OPERATION

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



Boat Storage

As with most other beaches along the Northshore, sand erosion is a continuing problem on the boating and swimming beaches. This was very problematic again this year as a significant portion of the north beach was lost due to heavy wave action and heavy stormwater runoff. In addition to the sand erosion, Lake Michigan water levels are at record levels. With this water height, the number of sand spots has been reduced by approximately ten on both beaches. Currently, there are no available sand spots to new boaters. Looking towards 2020 boat storage, the beach is at full capacity. Staff will be identifying ways to increase storage for stand up paddleboards and other vessels as necessary.

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

Boat Rental Spaces by Boat Type

	Kayaks& Sups	Lasers/Sunfish/Others	Catamarans	Total
2019	116	6	55	176
2018	103	6	59	168
2017	100	6	66	172

Daily Operations

Dates and Hours of Operation

Preseason Hours:	May 11-June 2	Saturdays & Sundays, Memorial Day	11:00am-6:00pm
Regular Season Hours:	June 3-August 11	Monday-Thursday Friday-Sunday	11:30am-7:30pm 10:00am-8:00pm
	July 4	Holiday	10:00am-6:00pm
Post Season Hours:	August 16-October 13	Saturdays, Sundays, Labor Day	12:00am-6:00pm

Powerboats

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

Boat Valet, Boater Assistance and Safety

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

Boater assistance is a high priority for boating beach patrons. Boat guards maintain surveillance for boaters only within the sailing boundary. That boundary stretches north to south from Tower Road Beach to Highland Park Beach and east of Glencoe Beach by one mile. That one mile is signaled by a marker buoy placed one mile east of the boathouse. If



boater assistance is required for a boater outside of the boundary, boat guards will call the Coastguard to assist the boater. The Coastguard did not have to be notified for assistance during the 2019 boating season.

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

Regattas

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

Kayak, Paddleboard, and Sailboat Rentals

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

Revenue for 2019 was \$15,145 compared to \$15,500 in 2018. Rental revenue fluctuates depending on lake conditions, weather, and the volume of patrons at the beach. This year offered more challenging conditions and resulted in less rental activity. Nine water closures (high bacteria, high surf, and inclement weather) were on either a Saturday or a Sunday which are our highest traffic days for rentals.

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

Lake Rental Revenue by Craft

	Kayak	Paddleboard	Hobie	Quba	Total
Total Revenue	\$6,015	\$6,830	\$1,820	\$480	\$15,145
% of Total Revenue	40%	41%	16%	3%	100%

Beach Programming

Aquatics Camp

Aquatics Camp is operated and administered by beach staff. The camp is available in 1-week sessions and runs from 9:30am-12:00pm Monday through Friday. The total enrollment for 2019 was 150 participants

Our Aquatics Camp spent their time paddle boarding, kayaking, sailing, swimming, playing on water fixtures, and enjoying Lake Michigan. Campers were expected to adhere to camp rules such as staying within eyesight of a counselor at all times and wearing a lifejacket whenever their group was near the water, which was discussed on the first day of each session of camp. It was expected of all campers to attempt reasonable activities, but our counselors would not



push them past their limits or make them uncomfortable. Safety was first and foremost, and if counselors or the camp directors found conditions to be unsafe on the water, water activities were stopped, and all campers returned to shore. It was our goal to create an enjoyable experience while on Lake Michigan and to strive for growth in their comfort with the lake and aquatic activities.

Sailing Camp

Sailing Camp was extremely successful again this summer. This camp operates Monday through Friday from 12:30-3:30pm. Participants were divided into two groups based on skill levels. Like Aquatics Camp, Sailing Camp ran every week starting in early June until early August. Participants could extend their day at the beach by signing up for both camps. The total enrollment for 2019 was 132 participants.

Our Sailing Camp focused on teaching campers about the basics of sailing and seamanship in a fun environment while giving them experience on the water. We anticipated campers to come to camp without fear of boats or water and a willingness to go out in winds up to 15 knots or waves up to three feet. On days where weather conditions were not favorable or safe to be out on the lake, we continued to teach the campers the different parts of the boat, rigging, and de-rigging vessels, as well as basic sailing knowledge. Given the popularity of the sailing camp, we are confident we will have numerous returning campers for the 2020 summer season as well as new campers looking to participate.

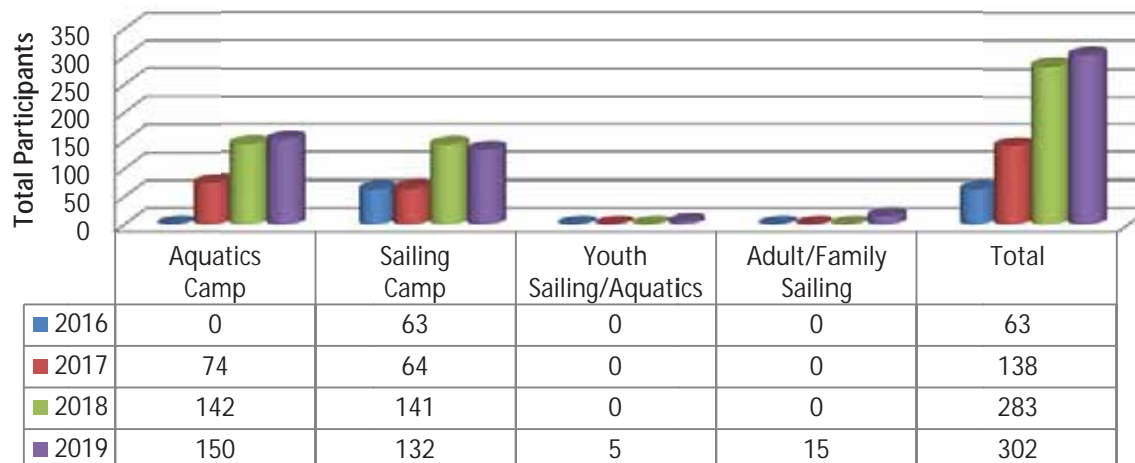
New Beach Programming in 2019

We introduced four new programs to the beach this summer. Puddle Jumpers and Little Seals Sailing focused on introducing 5-6 year-old children to the world of open water aquatic activities. The participants went out on paddleboards, kayaks and sailed on our Hobie Getaways. We also offered two-family sailing options. Our Try Sailing class was offered as a parent/child combo class, and Fun Family Sailing allowed for families of up to six members to sail together. Both family sailing classes focused on the fundamentals of sailing. Participants sat through a short classroom session, then assisted rigging the Hobie Getaways they were taking out. While on the water, everyone was able to assist in sailing the vessel, and upon returning to shore, they learned how to derig the boats.

***NEW* Beach SAFE**

Beach SAFE (Sailing & Aquatics For Everyone) was created as an avenue to bring the youth of distressed communities around the Chicago Metropolitan area to Glencoe Beach to teach them the dangers of Lake Michigan but also allow them to swim, try sailing, paddle boarding and kayaking. We had over 100 total participants, and chaperones join us. On July 15, guests from Waukegan Park District and Union League Boy's and Girl's Club of Chicago visited the beach. On August 12, a group from Marillac St. Vincent joined us for the day. As part of the program, Matt Walker presented to the groups on open water safety, and David Benjamin of the Great Lakes Surf Rescue Project was also on hand to present to the group. All participants received a long sleeve swim shirt, lunch, and a snack. After lunch, participants had the opportunity to try out kayaking, sailing, paddle boarding and swimming in the swim zone.

2019 Beach Program Participation



SPECIAL EVENTS

June 12 - GJHP Beach Bash

Unfortunately, the Beach Bash was moved indoors to Central School due to poor weather conditions.

Fourth of July Celebration

The Fourth of July event and activities were a huge success. Turf conditions in Lakefront Park were not ideal given the large rainfalls, and management decided to move the stage to the parking lot on Park Ave. The stage placement, coupled with the food trucks and beer/wine tent, gave the celebration a street festival type of feeling. The fireworks were set off from the beach by Melrose Pyrotechnics. Staff received many compliments about the fireworks display. During the day, the staff was positioned at the bluff entrances to ensure no one was allowed down while fireworks set-up was going on. The stairs leading to the water plant were opened so that the boathouse could operate on an adjusted schedule for the day.

August 9 - Cardboard Regatta

Participants ages 6-17 were tasked with building a boat out of solely cardboard and duct tape to race around two buoys and back to the beach. This was the third year this event took place, and it was very successful as we had seven registered teams show up to the race as well as 19 boats created from our summer camp groups. At the end of the event, awards are presented for both speed and team spirit.

July 26-27 - Beach Camp Out

The Beach Camp Out was a lot of fun! The event had great attendance, with 62 families registered. The event featured a big bonfire, dinner provided by North Shore Catering, S'mores, and the movie Lego 2 on a large 35' screen. Families enjoyed breakfast consisting of assorted cereal and coffee Saturday morning before packing up and heading out.

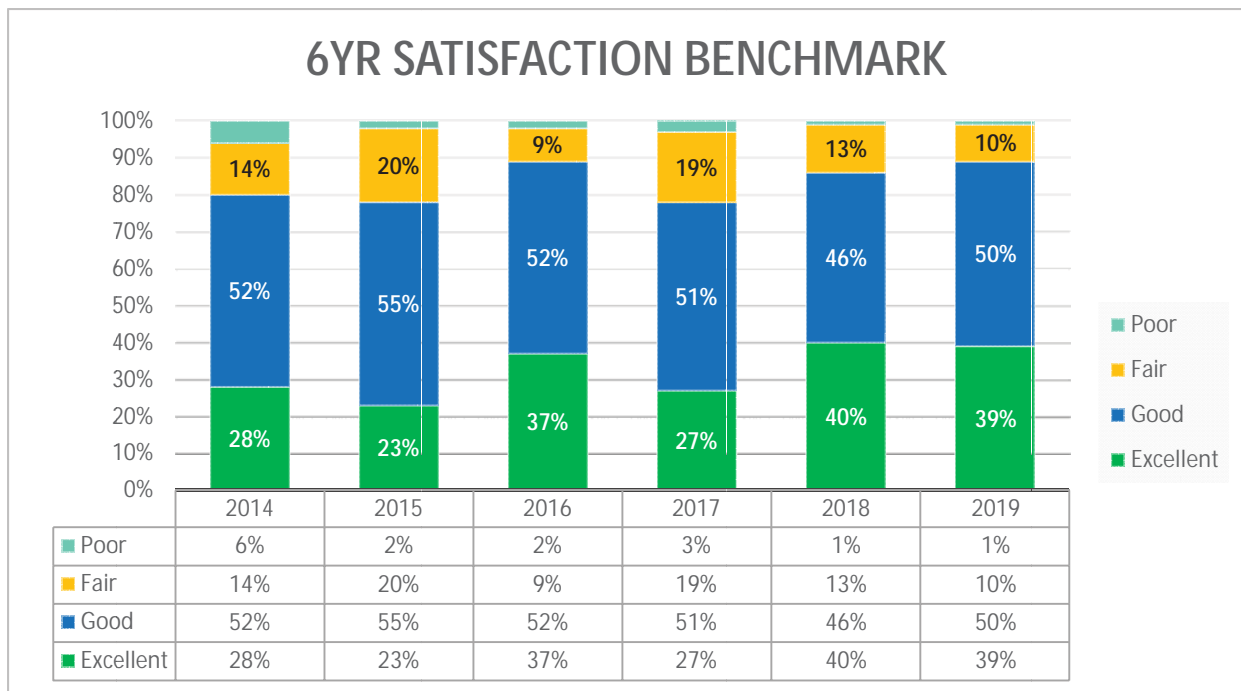


October 6 - Doggie Dip

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

FEEDBACK AND SURVEY RESULTS

Each year a survey is sent to beach token holders as well as individuals who rent boat spaces to solicit feedback on their experience. Staff appreciates this invaluable information to assess areas of strength or potential areas for improvement. This year there were 143 responses collected, compared to 98 in 2018. Noted areas of concern included concessions operation, facility cleanliness, and parking. When asked about an overall experience during the summer of 2019, 89% of responses marked either excellent or good, compared to 86% in 2018. The continuous training throughout the entire summer by our lifeguard and boat guards showed as 92% of our guests felt their safety as a swimmer was either excellent or good. Other areas scoring high marks included staff friendliness, attentiveness, and responsiveness, spray ground, and lake rentals. Below are some of the overall survey statistics.

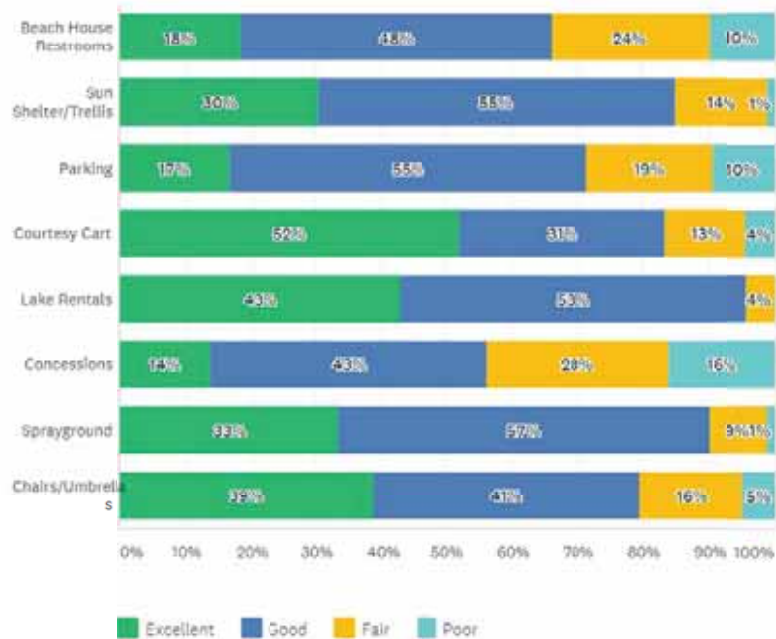




2019

Please rate the following Glencoe Beach amenities.

Answered: 141 Skipped: 0



2018

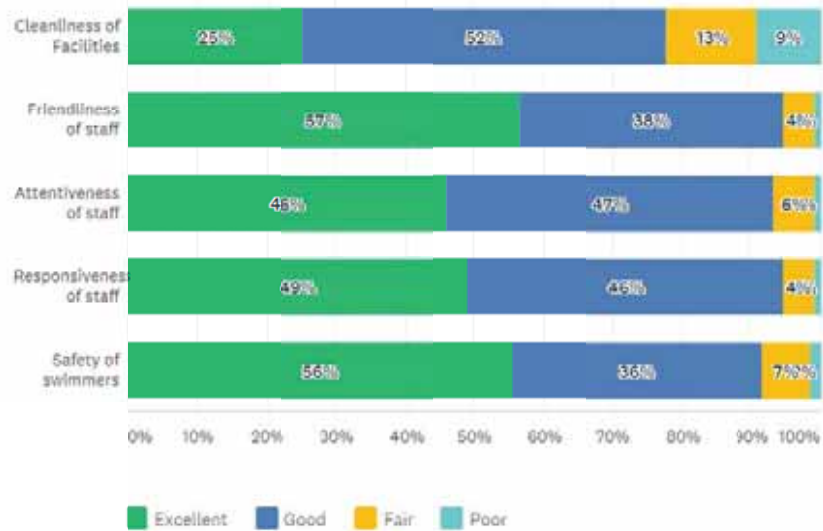
Answered: 99 Skipped: 0



2019

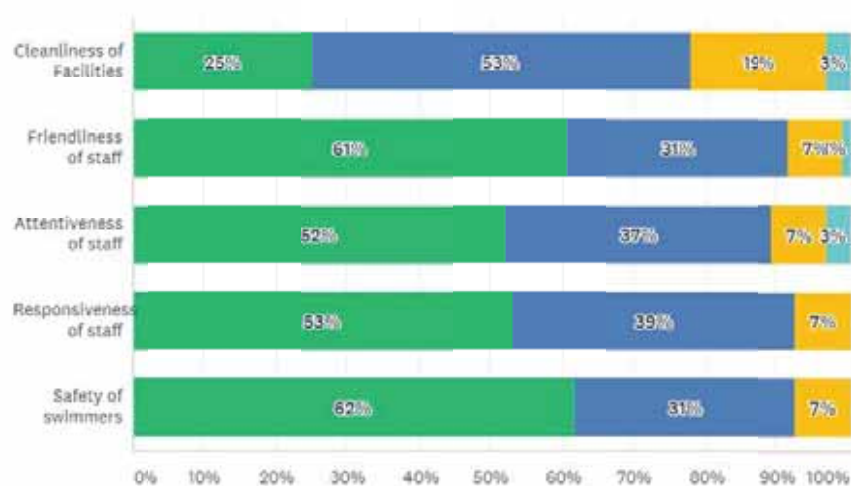
When thinking about the beach staff, including lifeguards, beach attendants, cart drivers, and management, please rate the following attributes:

Answered: 136 Skipped: 7



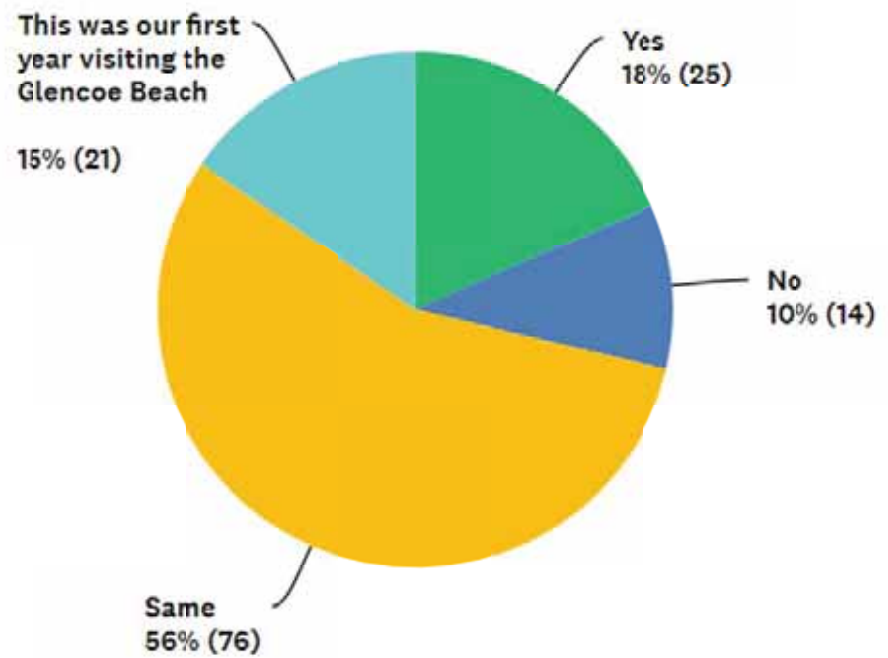
2018

Answered: 95 Skipped: 4



Was your experience better compared to previous years

Answered: 136 Skipped: 7





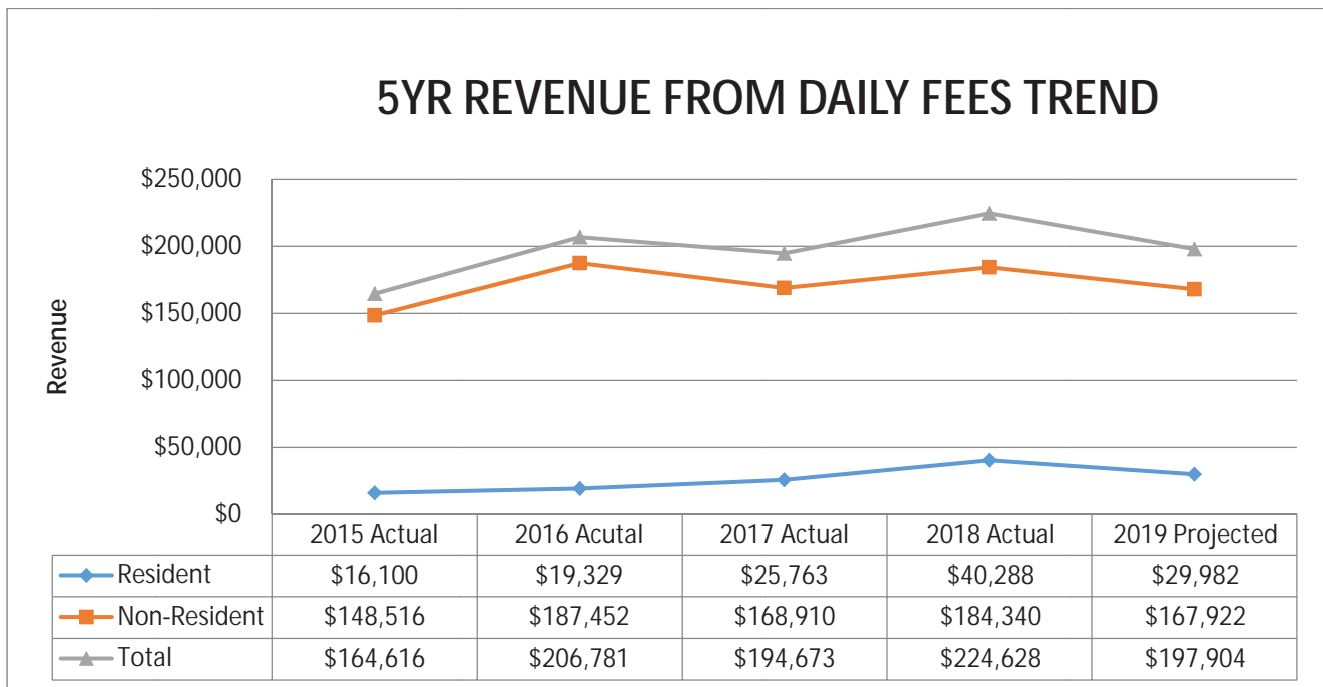
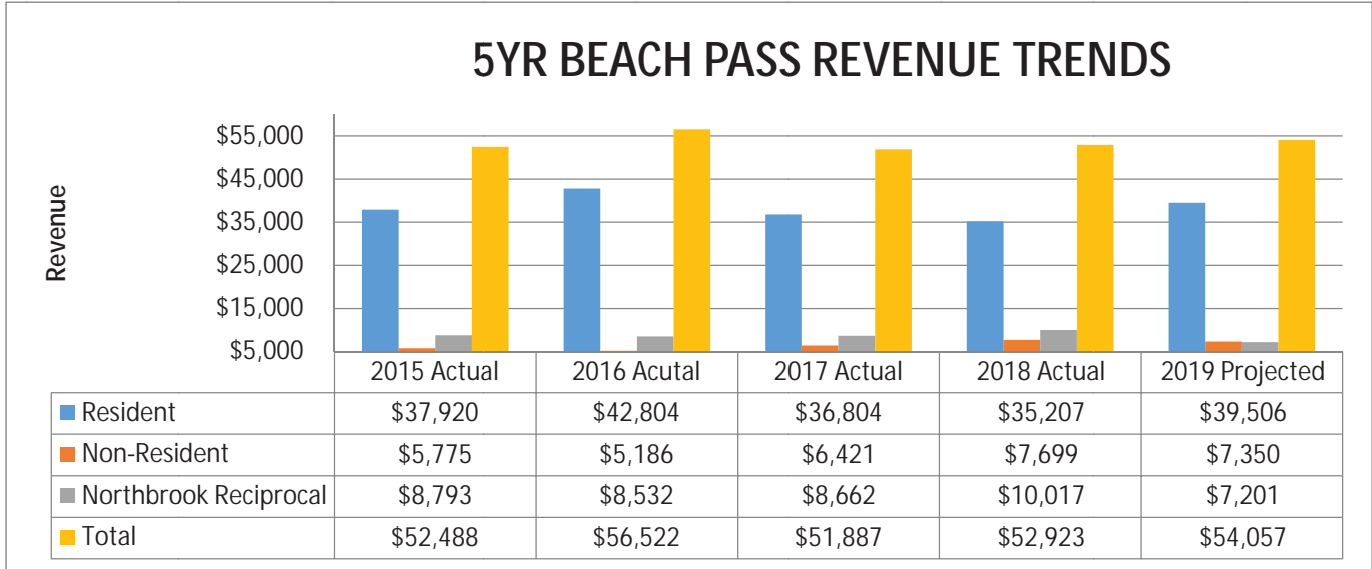
FUTURE PLANNING

As the 2019 summer season comes to an end, staff has been hard at work looking at additional ways to improve the overall experience for our guests and staff alike at the Glencoe Beach. The following are items staff is considering to be areas of improvement or recommendations for the summer of 2020:

- Developing an online reservation system for Sun Shelter with advance payment for all reservations
- Decrease Sun Shelter reservation option to only twice per day 10am-2:45pm & 3:15-8pm
- Install locking gate across the fronts of each Sun Shelter which can only be unlocked by beach staff
- Full-time hours need to be in line with New Trier school schedule
- Designated drop off/pick up areas for the courtesy cart at both Park and Hazel
- Free paddleboard/kayak rental only available for resident early bird pass sales
- New concessionaire
- Look into vending machine options
- Look into food truck operators for special events
- Look at additional programming on the beach
- Utilizing space better in the north beach sail locker
- Improve interior configuration of the boathouse to accommodate larger camps

APPENDICES

Appendix A – Detailed Financial Trends



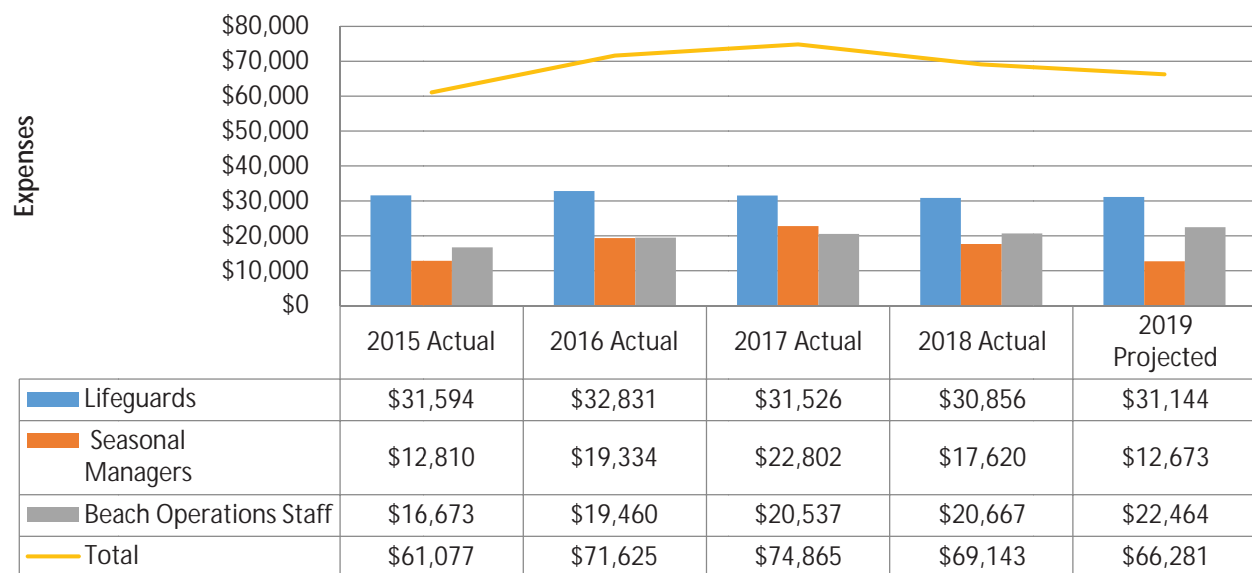
*Daily revenue was down largely in part to the poor weather conditions on both holiday weekends as well as numerous water closures on weekends.

5YR BEACH FACILITY AND EQUIPMENT RENTAL TRENDS



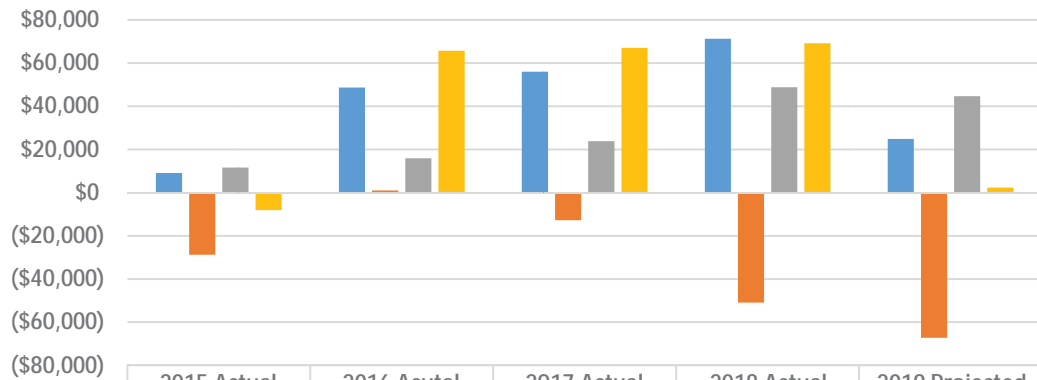
*Facility and equipment rentals depend entirely on the weather conditions. Staff attributes the lower number of sun shelter rentals to the unseasonably cold and wet month of June.

5YR BEACH HOUSE STAFF EXPENSE TRENDS



- Staff salaries were increased by 10% over 2018 wages in order to stay competitive with surrounding beach operations. Staff was diligent about watching staff hours on days when the beach was closed for high bacteria.

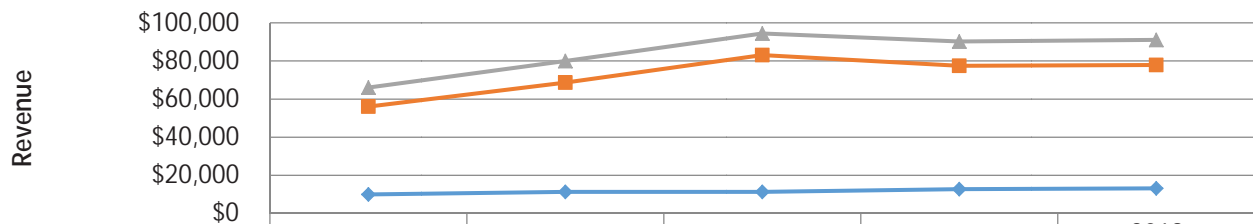
5Yr Beach Surplus Trend



	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Projected
Beach Operation	\$9,098	\$48,692	\$55,970	\$71,265	\$24,911
Boat Operation	(\$28,789)	\$1,054	(\$12,789)	(\$50,894)	(\$67,239)
Beach Program Surplus	\$11,625	\$15,943	\$23,839	\$48,789	\$44,672
Total	(\$8,066)	\$65,689	\$67,020	\$69,160	\$2,344

■ Beach Operation ■ Boat Operation ■ Beach Program Surplus ■ Total

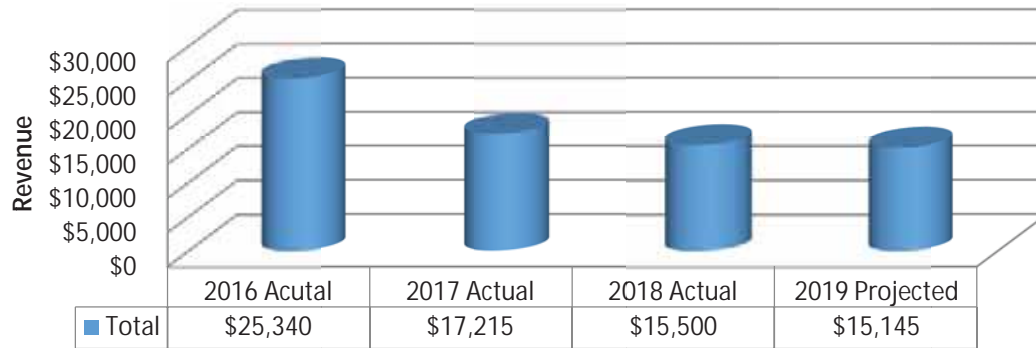
5YR BOATHOUSE STORAGE REVENUE TRENDS



	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Projected
Winter Storage	\$9,965	\$11,338	\$11,300	\$12,764	\$13,146
Summer Storage	\$56,082	\$68,678	\$83,121	\$77,491	\$77,906
Total	\$66,047	\$80,016	\$94,421	\$90,255	\$91,052

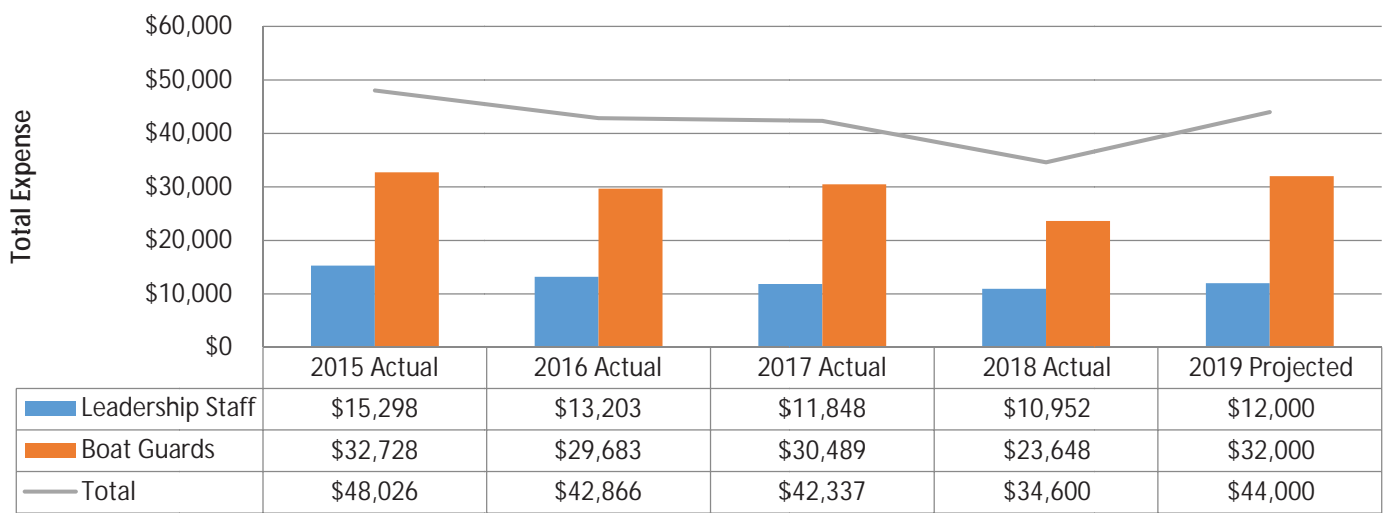
*The loss of sand spaces on both the north and south beach has played a major role in maximizing revenue. Staff has maximized the number of sand spaces available and will continue to monitor the water levels to determine if we can accept new boaters off of our growing waitlist.

BOAT, KAYAK, PADDLEBOARD RENTAL TRENDS



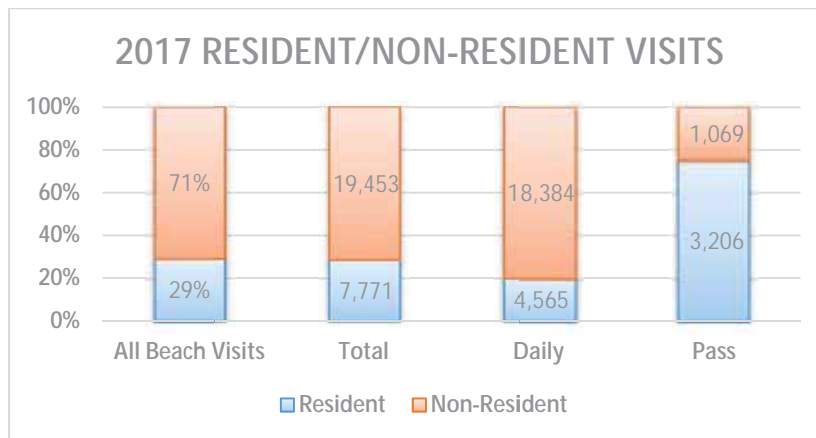
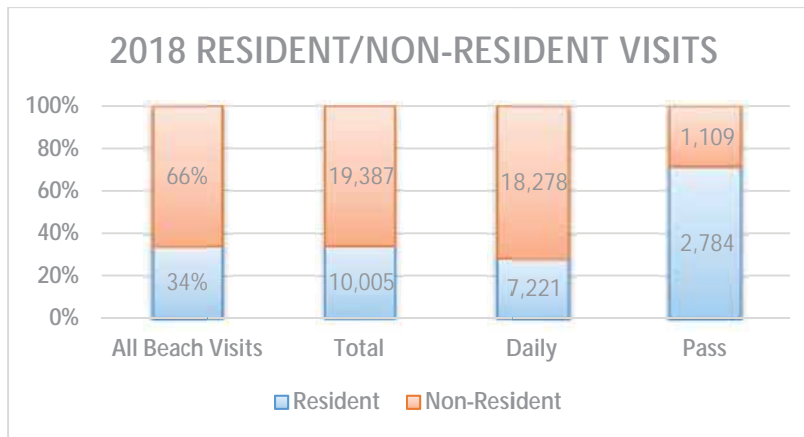
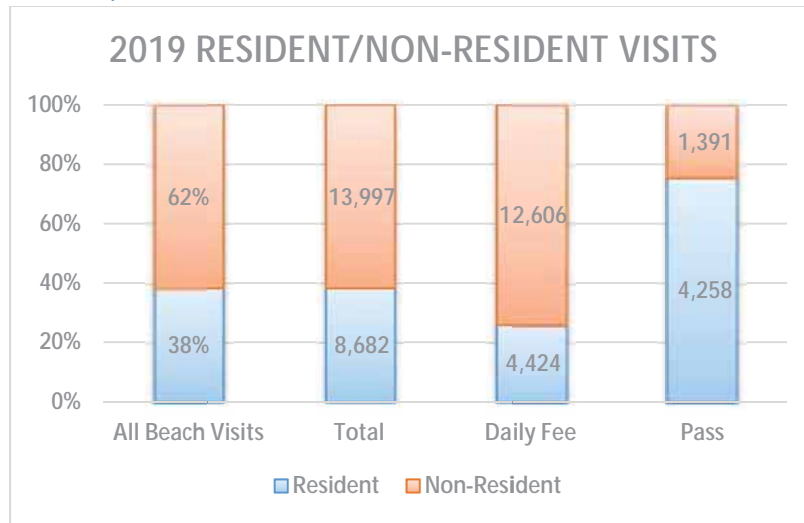
*Rental revenue greatly depends on the conditions of the lake. Staff was very cautious again this summer and erred on the side of caution when conditions were forecast to change or wave heights posed as a stability issue to kayaks and paddleboards.

5YR BOAT HOUSE STAFF EXPENSE TREND



* Staff wages are up in part to the boat house being fully staffed during the entire course of the season from early May to late August.

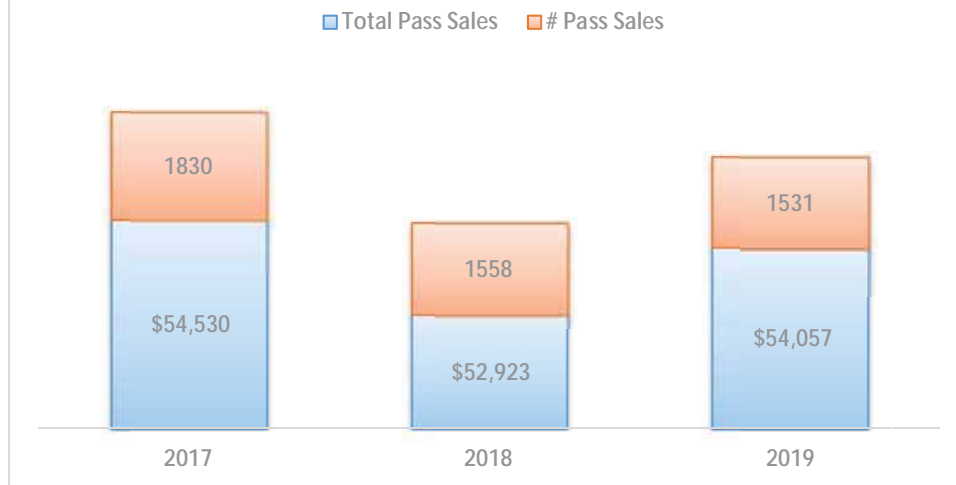
Appendix B –Attendance Comparisons

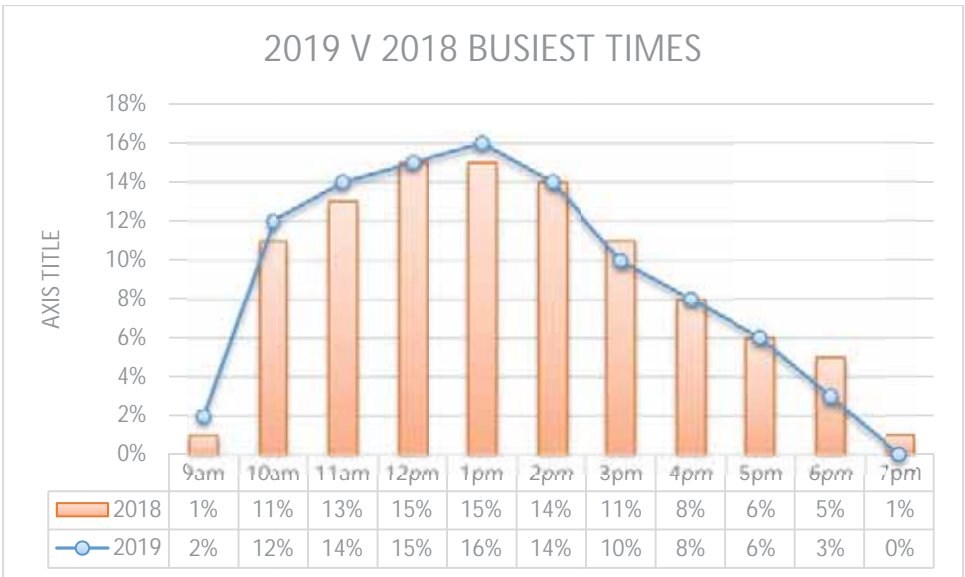
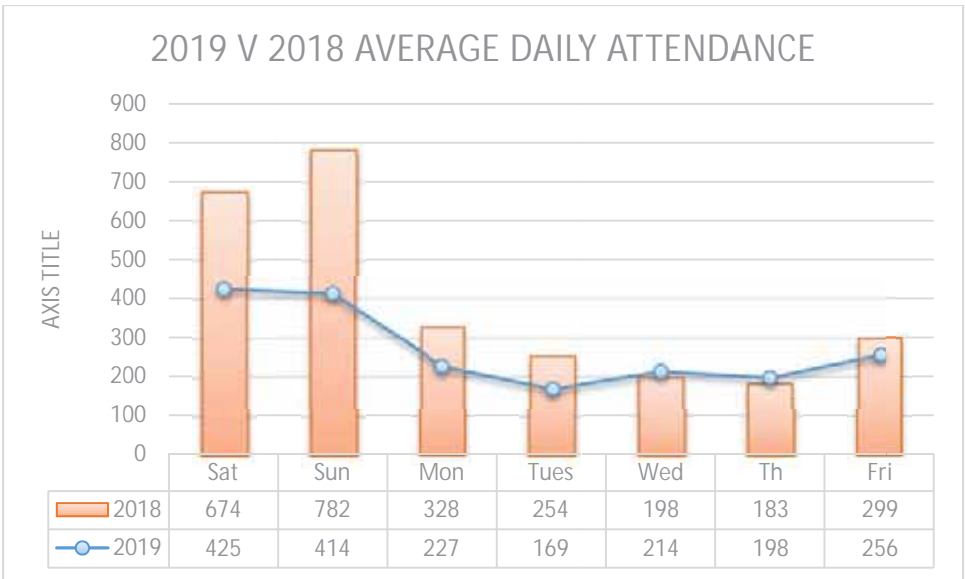


5YR RESIDENT DAILY FEE REVENUE



PASS SALES







Appendix C – Pricing Comparisons

Standard Daily Admissions and Passes

Town	Hours	Daily Fees Res/NR	Individual Pass Res/NR	Family Pass for 4 Res/NR
Glencoe	10:00a–8:00p	R/NR \$7/\$14	\$95/\$139	\$140/\$229
Wilmette	9:00a–8:00p	Adult \$7/\$11 Weekday Parking \$13 Wk End Parking \$17/\$22	\$50/\$127 Parking Pass \$28/\$165	\$128/\$301 Parking Pass \$28/\$165
Winnetka	9:00a–7:00p	Adult \$6/\$12	\$60/\$128	\$100/\$155
Evanston	10:30a–7:30p	Adult \$8/\$8 Child \$6/\$6	\$34/\$58	\$136/\$232

Last Daily Rate Increase:

- 2002: \$1 increase for nonresident only; resident rate remained \$4/\$6
- 2012: \$1 increase for nonresident adult fee only to \$10
- 2017: \$1 increase for residents, \$4 increase for non-residents
- 2018: Group rate increased to \$10 per person for groups of 10 people or more
- 2019: Rates changed to flat rates of \$7 for R and \$14 for NR guests

Last Season Pass Increase:

- 2010: \$5 increase to all pass types
- 2012: New rate created for seniors (age 65 and older)
- 2017: \$26 decrease for resident first member and \$22 decrease for non-resident first member
- 2018: \$19 increase in additional pass cost
- 2019: Increased NR season passes 1st member by \$7

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

Sun Shelter and Trellis Rentals

Town	Sun Shelter (12 person) 3 Hour Rental R/NR	Sun Shelters (24 person) 3 Hour Rental R/NR	Trellis (75-100 person) 5 Hour Rental R/NR
Glencoe	\$20/\$40	\$40/\$80	M-Th \$239/\$369 F-Sun \$381/\$589
Wilmette	Free/\$30	Free/\$60	Not Available
Winnetka	Not Available	Not Available	\$125/\$225
Evanston	Not Available	Not Available	Not Available



Lake Rentals*

Town	Kayak Res/NR	Paddleboard Res/NR	Sailboat Rental Res/NR
Glencoe	*\$25/\$30	* \$25/\$30	*\$40/\$50
Wilmette	*M-F \$40/\$40 Sa-Su \$60/\$60	*M-F \$25/\$25 Sa-Su \$35/\$35	*M-F \$63/\$63 Sa-Su \$83/\$83
Winnetka	*M-F Not Available Sa-Su \$20	*M-F Not Available Sa-Su \$25	Not Available
Evanston (45 min rentals)	*M-F \$25/\$35 Sa-Su \$25/\$35	*M-F \$25/\$35 Sa-Su \$25/\$35	*M-F \$50/\$60 Sa-Su \$50/\$60

*Prices per hour

Boat Storage Spaces

Town	Sand Res/NR	Rack Paddle Res/NR	Winter Sand Res/NR	Winter Rack Res/NR
Glencoe	\$625/\$992	\$376/\$597	\$263/\$329	\$136/\$204
Wilmette	\$693/\$982	\$311/\$686	\$305/\$305	\$212/\$212
Winnetka	\$400/\$800	\$350/\$700	\$100/\$150	\$100/\$150
Evanston	\$370/\$500	\$230/\$290	Not Available	Not Available



Appendix D: Samples of Marketing Materials

The Glencoe **Anchor** DAILY

NEWS REGIONAL SPORTS OPINION LIFE & ARTS MARKETPLACE JOBS ANCHOR

Home / News / Community

Photo Gallery: Glencoe Beach Campout

John Feldman, 2, of Glencoe, poses for the lake before jumping out on the beach.



BEACH CAMPOUT

FRIDAY-SATURDAY | JULY 26-27
6 PM-9 AM

REGISTER AT
www.GlencoeParkDistrict.com

Glencoe Beach
Published by Leah 111 July 24

#DestinationHealthySkin will be at Lakefront Park today! Skip by for FREE full-body skin cancer screenings by doctors, plus check for sun damage and pick up free sun protection samples! The truck will be at Lakefront Park from 10 am to 1 pm today

<https://www.glencoe.parkdistrict.com/.../EventDetails/EventId/1909>

221 People Reached 0 Engagements Boost Post

Glencoe Beach
Published by Erin Cassen 111 July 21

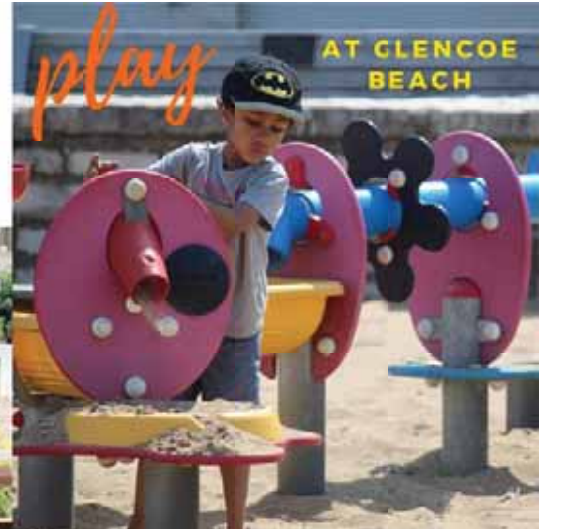
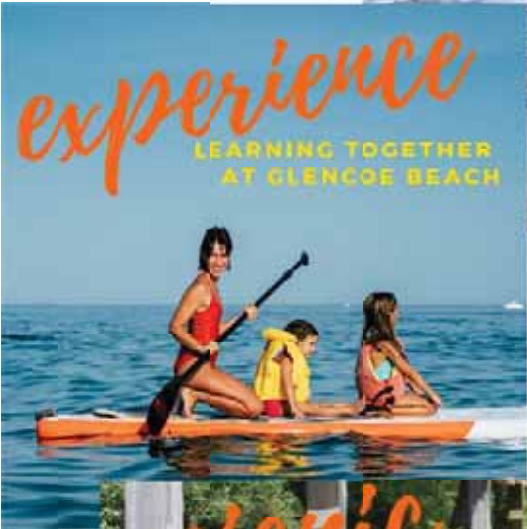
Whoa
(Thanks, Judith!)

Judith Gassanbauer Salstone updated her cover photo.
July 21

Today's waves at Glencoe Beach 🌊👍👍👍

639 People Reached 60 Engagements Boost Unavailable





XI. Staff Reports

Glencoe Park District
October 2019 Board Meeting

**Glencoe Park District
Business Department Report
October 2019**

2019 Tax Levy

The proposed 2019 tax levy will be discussed at the Finance Committee of the Whole meeting on October 15 right before the regular Board meeting. Given the Board's agreement with staff's recommendation, the Truth-In-Taxation Resolution is included in your packet and can then be approved at the regular meeting. The levy hearing will then be held at the regular Board meeting on November 19, and the Levy Ordinance will be approved by the Board at that same meeting. The Ordinance can then be filed at the County Clerk's office, well before the December 25 filing deadline.

Health Insurance

Staff attended the PDRMA Health Plan Membership Council meeting on October 2. The rates for health insurance for 2020, as well as benefit plan changes, were discussed and approved by the Council. A full memo on the renewal was prepared by staff and is scheduled to be discussed at the Finance Committee of the Whole meeting on October 15 right before the regular Board meeting. Staff asks the Board to approve this recommendation at the regular Board meeting following, as plan selection forms must be returned to PDRMA Health by October 25, and open enrollment begins on October 28.

Budget In-Service Training/Proposed Capital

A budget in-service training session was held on September 4 for department head and supervisory staff who help to complete the annual budget. As in prior years, it helps to ensure budget worksheets are completed accurately and on a timely basis, and that staff are aware of key dates in this process. Capital wish list items are being submitted to the Executive Director in early October, and eventually the management team will rank these items for inclusion in the proposed FY2020/21 Budget.

Trainings/Meetings

September 12	Mud Run staff training
September 19	Meeting with Wight & Co on maintenance area assessment
September 23-25	NRPA Congress in Baltimore
September 30	Medical cost strategy webinar
October 2	PDRMA Health Council meeting
October 2	Levy discussion/meeting with Treasurer Covey
October 4	IT discussion/planning with Excalibur

Submitted by:
Carol Mensinger, CPRP
Director of Finance/Human Resources

**Glencoe Park District
Recreation and Facilities Department
October 2019**

Recreation Department Report: Bobby Collins

We are proud to introduce the newest amenity and program at the Glencoe Park District! During the month of September a sport court was installed on the studio rink at Watts. We are partnering with John Scully and the Dekhockey community to bring a new and exciting program to the Glencoe community. There was a soft preview day during the Mud Run which was well received by those in attendance. We have free Open Dekhockey 4 days per week this fall.

Fall Open Dekhockey Schedule			
Through November 2 – weather permitting			
Saturdays		Tuesdays/Thursdays/Fridays	
1-2:30pm	Ages U14	3:30-6pm	Ages U14
2:30pm-4pm	Ages 14+	6-7pm	18+
		7-8pm	18+

I attended the Special Districts Summit in Chicago, which was a full-day discussion on how districts are evolving with technology to meet the needs of citizens now and in the future. The seminar included speakers on 21st Century Leadership, Cybersecurity, Workforce Recruitment/Retention, Data and Analytics, Infrastructure Modernization, and Technology Trends to Watch.

The Recreation Team is working on their FY2020/21 budgets and the winter brochure.

Beach: Matt Walker

The boat house closed for the 2019 season on October 13. Boaters have received their winter storage application. Again this fall, boaters can now sign up for winter storage online in a continuing effort to make the registration process more efficient for the boaters. Winter storage revenue is expected to be similar to previous years.

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

Early Childhood: Jessica Stockl

Despite the weather, we are in full fall mode in the early childhood wing. Our 3 and 4 year old students are enjoying fall field trips including The Grove, The Grand, and Didier Farms. All of our preschoolers participated in the annual vision and hearing screenings as required by the state.

We opened a new STEAM lab in the Early Childhood Wing. The children have been loving the freedom of exploration and open-endedness in this new space.

Preschool Enrichments are running well in the first month. We added a number of new classes with contractors who are very popular in the community. We have had one preschool day off, A Very Hungry Kidapillar, where the children made their own fruit salad and were able to sponge paint their own caterpillars.

Children’s Circle students have been enjoying new classes during the playground construction. They have been able to participate in dance and yoga classes. The Children’s Circle waitlist reopened on August 26 and we currently have 49 students on the waitlist.

Children’s Circle Enrollment As of 10/1	2019/20	2018/19	2017/18
Jellyfish	11	5	15
Frogs	8	7	14
Turtles (NEW)	13	6	0
Starfish	16	16	17
Dolphins (NEW)	20	18	0
Belugas	16	14	21
Total	84	66	67

Our Early Learning Center is working on streamlining communication by adding a lesson plan and newsletter feature on the Brightwheel app where families already receive daily photos and updates. We have welcomed three new students this month into our 3 and 4 year old classrooms.

ELC Enrollment As of 10/1	2019	2018	2017
ELC 2s	15	18	19
ELC 3s	16	16	19
ELC 4s	18	27	42
Kindergarten Readiness	16	7	(was part of 4s)
Total	65	68	80

Athletics/Teen Camps – Shannon Stevens:

Overall, fall program enrollment has increased from last year. House League enrollment is low due to the start date being pushed back and registration closing October 25, compared to last years' start of October 3. Enrollment for basketball continues to come in as we get closer to the start date.

Revenue is lower this fall due to the changes made to basketball as well. Comparing Preseason Clinics this year to last year is not accurate because previous year's clinics were a two-week extension to start of the season. Preseason is now optional and allows children to finish up other programs and then join house league.

Fall Athletic Programs As of 10/3	Enrollment		Revenue	
	2019	2018	2019	2018
Game On! Sports 4 Girls	31	6	\$8,054	\$1,300
Hot Shots Sports	149	142	\$21,640	\$20,075
Little Sportsters	36	43	\$7,612	\$11,349
Miriam & Terry	32	21	\$5,763	\$3,651
Rowing	26	13	\$3,063	\$2,979
Fencing	13	7	\$2,814	\$1,653
Preseason Clinics	91	21	\$6,624	\$829
House League	116	135	\$31,062	\$45,289
Tennis	52	29	\$4,827	\$2,940
Karate	88	107	\$17,099	\$20,121
Total	543	503	\$108,558	\$110,187

Arts and Youth: Stephani Briskman

Fall is in full swing in Kids Club. With 63 total children enrolled in AM and PM Kids Club, the children are enjoying improv classes, sports with Coach Jon, and even playing Dekhockey! With fall moving quickly, we held our first Kids Club staff meeting to review Park District policies and procedures with all of the Kids Club staff. In addition to the monthly Kids Club meetings, we encourage our Kids Club staff to see other training that pertains to their field. Two Kids Club staff and Stephani attended Crisis Prevention Institute (CPI) training put on by NSSRA in September. CPI training offers nonviolent crisis intervention training designed to teach best practices for managing difficult situations and disruptive behaviors. At this training they learned how to identify at-risk individuals and use nonverbal and verbal techniques to defuse hostile or belligerent behavior. Staff is certified in CPI for one year and then take a re-certification course each year.

Kids Club will also be hosting it's second "undernighter" on October 25. Children have the option to stay until 8:30 pm and participate in small group games, art and crafts projects, dinner and a movie.

Following District 35's institute days and holidays, we have three School Day Off programs during the month of October. The children will be traveling to Bowlero in Mount Prospect, Arctic Splash in Wheeling, and Didier Farms in Lincolnshire.

School Day Off Enrollment - As of 10/3

2019		2018	
September 30	31	September 10	44
October 9	34	September 19	45
October 11	30	October 8	26
October 14	29	November 8	27
November 14	16	November 9	21
November 15	15	November 21	13
November 27	12		
Total	167	Total	176

Special Events & Active Adults: Liz Visteen

On Saturday, September 14, the Park District hosted the Third Annual Great Mud Run. It was another successful event! Registration increased 5.7% from the previous year. New obstacles this year included adding foam under the rope swing obstacle, the hamster wheel, and the sling shot. All participants received a Mud Run shirt and finisher medal. First, second, and third place finishers received a place medal and were celebrated with our beloved confetti cannons. Staff received numerous compliments from spectators, parents, and participants.

2019 Special Event Attendance	2019	2018
Sa, Sep 14 – Great Mud Run	350	331
Sa, Sep 21 – Tails & Ales	<i>Cancelled due to weather</i>	~ 30 dogs ~ 80 humans
F, Sep 27 – Art Show	~ 35	Not offered
Sa, Oct 5 – Harvest Fest	~ 350	~ 400
Su, Oct 6 – Doggie Dip	35 dogs	~ 40 dogs

Upcoming special events:

Tu, Oct 29 – Boo Bash

Sa, Nov 9 – Nerf Battle

Sa, Nov 23 – Snoopy Thanksgiving

Fall Enrollment As of 9/5	2019	2018
Adult Ceramics	28	26
Youth Ceramics	76*	46
Adult Art Programs	55	48
Adult Workshops (one-day)	19	0
Teen Programs	16	8

** Youth Wheel Throwing classes split into two fall sessions; therefore enrollment will be higher compared to previous year.*

Takiff, Fitness, & Watts: Adam Wohl

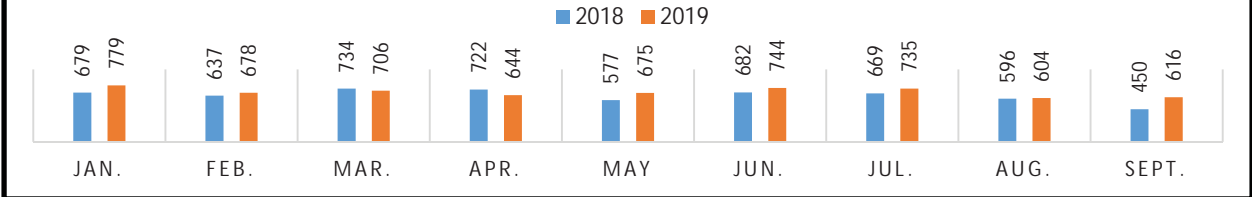
Takiff: Facility rentals in 2019 continue to trend below 2018 overall. We hosted Northwestern Engineering Schools Annual Student Retreat on September 11. We also hosted two larger birthday/family parties after hours during the month.

Takiff Center Rentals As of 9/30	2019	2018
Facility Rentals	\$54,874	\$58,693

Fitness: We gained eight new fitness members in the month of September. Age/gender demographics of all lifetime memberships may be found on the next page.

Glencoe Fitness Membership As of 10/3	2019-20		2018-19	
	# Members	Fees	# Members	Fees
	138	\$13,412	199	\$20,945

FITNESS CENTER DAILY VISITS BY MONTH COMPARISON



Watts: All Watts passes, Learn to Skate classes, and rentals went on sale October 1. A Watts only mailer will be going out mid-October to all Glencoe residents. The rinks are scheduled to open on November 29 for the 2019-20 season.

Submitted by:
Bobby Collins, CPRP
Director of Recreation and Facilities

**Glencoe Park District
Parks & Maintenance Report
October 2019**

Administrative

Work continues with Altamanu relating to the playground replacement at Takiff, overlook renovation, and trail/playground projects.

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

Grounds/Horticulture

The horticulture crew has been busy maintaining planting beds and continuing to ring trees throughout the District. Staff has been busy top dressing and seeding areas where stumps were ground.

Parks Maintenance & Construction

Parks staff has been busy making repairs and improvements throughout the District. Staff planted new trees at Vernon Playground and are preparing to plant the grasses at Woodlawn Park.

Replacement benches were installed in Lakefront Park on the new asphalt walking path. Donation benches were installed at West, Milton, and the Schuman Overlook. Staff has continued replacing old information kiosks with an updated variant the same size.

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

Facilities

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

LED light bulbs were installed throughout the community wing at Takiff, further lowering energy usage and improving operational efficiency. At the beach, staff has begun the winterizing process by turning off the water and taking down the shade covers.

Athletic

Staff is now lining all soccer fields. We continue to provide weekend field preparation support to GBA fall baseball. Staff has begun the process of fall aerating, fertilizing, and over seeding. Each park site takes about four hours to aerate, seed, and fertilize.

Submitted by:
Chris Leiner, CPRP
Director of Parks & Maintenance

Glencoe Park District Marketing/Communications Report October 2019

Social Media/Email

We ended the month of September with 66,773 Facebook impressions (in 2018, we ended the month with 45,900 impressions). We now have 1,758 followers on Facebook, 1,027 followers on Twitter and 1,295 followers on Instagram. Glencoe Beach has 2,197 followers on Facebook.

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

Date	Subject	Total Sent	Open Rate	Click Rate	Link
26-Sep	Harvest Fest & Doggie Dip	6197	29.70%	1.60%	https://conta.cc/30C5Hr8
22-Sep	Art Show Opening	74	56.90%	22.00%	https://conta.cc/2AvzjvM
20-Sep	Dekhockey	6205	31.50%	1.60%	https://conta.cc/30wGU7N
19-Sep	Fireworks Board Meeting Update	114	73.20%	15.90%	https://conta.cc/30ulF5u
13-Sep	Fireworks Board Meeting	111	56.00%	9.80%	https://conta.cc/30dl1Jx
10-Sep	3 More Days Until Great Mud Run	6168	27.00%	10.00%	https://conta.cc/34z99pP
9-Sep	Great Mud Run is Saturday	167	86.10%	22.40%	https://conta.cc/2zQ762n
6-Sep	September Healthy Tips	328	48.70%	2.70%	https://conta.cc/34rDoil
4-Sep	Great Mud Run is coming	684	49.80%	18.50%	https://conta.cc/32rL4PR
3-Sep	Fireworks Survey	6146	30.70%	14.30%	https://conta.cc/32IRi3P

Inside Glencoe

The fall issue of *Inside Glencoe* was sent out in late September. The newsletter includes project updates and upcoming special events.

Special Events

We worked with the Recreation Team to promote the Great Mud Run, Tails and Ales, Doggie Dip, and the Art Show. We created an email blast, flyers, posters, event signage, and social media posts to promote the events.

The Great Mud Run

The Great Mud Run marketing including multiple targeted email blasts, social media posts to promote the course/sponsors/challenges/deadlines, outdoor banners, and a variety of posters/flyers to promote the event. Our department also created artwork for bibs/medals/t-shirts, as well as 30+ other directional signs/banners (including a new selfie banner!). We also created three short videos to promote the event on social media. Info was in both the spring and fall brochures, as well an online ad from the Chicago North Shore Visitor's Bureau and several



promoted posts on Instagram/Facebook. A special thank you to The House and GJHP for partnering with us for the event!

Dekhockey

We helped promote the new Dekhockey court with social media posts, on-site signage, and email blasts. The court was open at the Mud Run, and then had a soft opening as well as a Grand Opening party. The court is now open daily for free play.

Special Districts Summit

I attended the Special Districts Summit in Chicago, which was a full-day discussion on how districts are evolving with technology to meet the needs of citizens now and in the future. The seminar included speakers on 21st Century Leadership, Cybersecurity, Workforce Recruitment/Retention, Data and Analytics, Infrastructure Modernization, and Technology Trends to Watch.

NRPA

I was proud to represent the District at NRPA in Baltimore as a Gold Medal Finalist and on stage when we won the Gold Medal! In addition to exploring the exhibit hall, meeting with vendors, and networking with professionals from across the country, I was able to attend a variety of fantastic educational seminars on creativity, marketing automation, digital marketing, and photography.

Submitted by:

Erin Classen

Superintendent of Marketing and Communications

SAFETY AND WELLNESS COMMITTEE
Agenda and Minutes
Thursday, September 19, 2019 / 11:00 a.m.
(Please Note: Items in **red** print require action)

1. Call to order at 11:02 a.m.

Roll Call: Present: Carol Mensinger, Chris Leiner, Bobby Collins, Liz Stowick, Jessica Stockl, Liz Visteen, Adam Wohl, Matt Walker, and Lauren Kinsey Absent: Lisa Sheppard

2. Review of the Minutes: The Safety and Wellness Committee Meeting Minutes from August 26, 2019 were reviewed and accepted.
3. Accident/Incident Review: Carol reported on the accident/incident reports for September. There was one (1) workers comp incident. There were two (2) minor participant incidents.
4. Facility and Park Inspection Review: Ongoing vigilance required to maintain locker safety.
5. Open Claims: One (1) open property claim: Pier repair at the Beach. Documentation was submitted for the Pier. Six (6) open worker comp claims.
6. Carry Over Items:
 - a) **Bobby** meeting with Public Safety to discuss how the lockdown drills went.
 - b) Further discussion to take place regarding installing a louder, automated messaging system that will repeat alerts over the speakers.
 - c) Security locks will continue to be added to classrooms.
 - d) **Chris** will add "page group 1 and 2 test, and all page test" to the monthly inspection check list as a yearly option.
 - e) Based on the 911 delays, the dial out number will change from 9 to 8. **Carol** will draft a note to send out to all staff by the December change over date.
 - f) **Lauren** will update the laminated signs for all rooms to reflect 8 as the new dial out number.
 - g) **Carol** and **Chris** will meet regarding PDRMA's pilot program B.
 - h) **Liz V.** will create a three year calendar invite for future bounce house inspections.
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. Carol distributed a list of COI's for review. **Carol** and **Chris** will communicate with Jenny regarding her process for inputting COI information.
8. New Items:
 - a) **Bobby** will look into cost of ALICE training for the Safety Committee.
 - b) **Adam** will train the evening and weekend staff on the Emergency Action Plan.
 - c) Based on a recent power failure, Carol suggested changes to the Emergency Action Plan which **Adam** will update.
9. Wellness Initiatives:
 - a) A new "Eat the Rainbow" challenge will begin at the end of October and run through Thanksgiving. **Liz S.** will send information out as it becomes available.
 - b) A goal for 2020 is to seek the PDRMA wellness grant.

Adjourn: 11:35 a.m.

**The next Safety and Wellness Committee Meeting has been scheduled for
Wednesday, October 16, 2019 at 11:00 a.m.**

XII. Executive Director's Report

Glencoe Park District
October 2019 Board Meeting

**Glencoe Park District
Executive Director's Report
October 2019**

Gold Medal

I am so proud of the community, Board and team for the prestigious honor of being named the 2019 AAPRA National Gold Grand Winner. This is an accumulation of years of planning, hard work, and dedication for all team members, volunteers, Board and the community. This is a goal I set for myself and my team when I first came to Glencoe. I wanted us to all strive for excellence in everything we do - beautiful parks, innovative programs, and outstanding customer service all while being fiscally responsible.



Everyone at the District should be proud to be working and contributing to one of the best Park Districts in the nation. I know I sure am! This honor doesn't come to every park district professional and it is something that I will always treasure and remember for years to come.

Park Projects

Construction has begun in the Takiff Community Center's outdoor play space. The teachers and children have been enjoying the construction process through the window and have been very creative with the required outdoor playtime for the children in the program. We are hopeful to have that project completed in November, weather permitting.

Woodlawn Park final landscaping will be completed this fall.

On Monday, masonry work will begin on the Halfway House.

We are monitoring the damage to the pier caused by high water levels. On November 1, we will be removing the railings and putting up caution signs. It is our hope that by removing the railings we may not experience as much damage due to ice damage.

The Dog Park Task Force is continuing to meet and examine the possibility of a dog park. It is looking like a community meeting on this issue will not take place until January.

Special Events

Harvest Fest was well attended with over 350 people. We were very disappointed to have to move the event to Takiff Center's back lot instead of Kalk Park, due to flooding.

We will host our annual Boo Bash on Tuesday, October 29 at Takiff Center from 5:30-7:00pm. Please let Liz Visteen know if you are interested in volunteering at the event at 847-835-7538. ELC and Children's Circle are once again organizing a Trunk or Treat event for early childhood parents and their children on Monday, October 31 from 10:30am-12:00pm. I will be participating and I invite you to come out and join in the fun!

IAPD Educational Offerings

- Chris, Bobby, Carol, and I will be attending the IAPD Legal Symposium on Thursday, November 14. IAPD's Legal Symposium is one of the best ways to make sure our agency is keeping up to date with recent legal changes affecting park and recreation agencies. This year's symposium is November 14 and will once again be held at The Conference Center / Hyatt Lodge, which was formerly McDonald's University, in Oak Brook.
- The Illinois Association of Park Districts is partnering with the Illinois Park Law Enforcement Association to present the seminar, *Weed in the Parks? What You NEED to Know*, on Wednesday, October 30 from 9:30am-12:00pm in Wheaton, in which I will be attending.

Derke Price with Ancel Glink Law Firm presents an overview and conducts a roundtable discussion of the new Illinois cannabis laws and their impact on parks and other outdoor public spaces; as well as information for park district, forest preserve and municipal law enforcement officers, park superintendents, and other employees and officials responsible for a district's outdoor facilities and conduct ordinances.

- If you want to learn more about the tax levy there is an outstanding webinar: *It's Tax Levy Time: Are You Ready?* at 11:30am on Wednesday, October 16. This 30-minute webinar will make sure that you:
 - Understand the legal requirements, procedures, and timetable associated with the property tax levy.
 - Be aware of your agency's taxing authority and the limits on that authority.
 - Be prepared to follow the requirements of the Truth in Taxation Act.
 - Understand the differences between PTELL (tax cap) limits and Truth in Taxation limits.This webinar is available for commissioners, so please let us know if you are interested and we will sign you up!



IPRA Conference

The IAPD/IPRA Soaring to New Heights Conference will be held at the Hyatt Hotel in Chicago on January 23-25, 2020. We welcome commissioners to attend this excellent learning opportunity, even if it is for one day. Details of the conference can be found in the September/October issue of Illinois Park and Recreation magazine. Please let us know if you would like to attend.

IAPD does have the Association's Annual Business meeting on Saturday, January 25, 2020 at 3:30pm at the Hyatt Regency Hotel. They are requesting a representative attend the meeting. The by-laws state, "Each member district shall be entitled to be represented at all Association meetings and conferences by a delegate or delegates. Delegates of the Association meetings or conference may include members of the governing boards or member districts, the Secretary, Attorney, Treasurer, Director or any paid employee of the member district." I will be there and would be happy to represent the District, if you so desire, or you can appoint a Board Member.

Recommendation on Health Insurance for Employees

Included in our action items is a memo on our recommendation for 2020 Health Insurance Renewal. We will be asking for action on this item during this month's Board meeting.

Freedom of Information Report

There were four FOIA requests:

- SmartProcedure requested purchasing records from April 26, 2019 to present on August 26 and was responded to on August 26.
- Adam Weinberg requested fireworks budgets and survey results on September 19 and was responded to on September 27 with an extension.
- Adam Weinberg requested election information from candidate selection through oath on September 23 and was responded to on September 27.
- Adam Weinberg requested information on all tennis courts and pickleball courts on October 4 and will be responded to on October 11.

Submitted by:
Lisa Sheppard, CPRP
Executive Director

XIII. Action Item A
Approval of Resolution No. 905: Truth in
Taxation

Glencoe Park District
October 2019 Board Meeting

**GLENCOE PARK DISTRICT
RESOLUTION No. 905**

TRUTH IN TAXATION LAW RESOLUTION

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

1. The corporate and special purpose property taxes extended or abated for 2018 were \$4,491,703. The proposed corporate and special purpose property taxes to be levied for 2019 are \$4,713,000. This represents a 4.93% increase over the previous year.
2. The property taxes extended for debt service and public building commission leases for 2018 were \$1,222,725. The estimated property taxes to be levied for debt service and public building commission leases for 2019 are \$1,164,950. This represents a 4.73% decrease over the previous year.
3. The total property taxes extended or abated for 2018 were \$5,714,428. The estimated total property taxes to be levied for 2019 are \$5,877,950. This represents a 2.86% increase over the previous year.
4. Based on the foregoing, no public hearing or publication is required under the Truth in Taxation Law. However, the Board will still hold a public hearing on the proposed levy on November 19, 2019.

Passed this 15th day of October 2019.

AYES:
NAYS:
ABSENT:

Lisa Brooks, President
Board of Park Commissioners

Attested and filed this 15th day of October 2019.

Lisa Sheppard, Secretary
Board of Park Commissioners

[SEAL]

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

SECRETARY'S CERTIFICATE

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

I HEREBY CERTIFY that the foregoing instrument is a true and correct copy of Resolution No. 905:

TRUTH IN TAXATION LAW RESOLUTION

adopted at a duly called Regular Meeting of the Board of Park Commissioners of the Glencoe Park District, held at Glencoe, Illinois, in said District held immediately following a 7:00 p.m. Finance Committee of the Whole meeting on the 15th day of October 2019.

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 15th day of October 2019.

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

[SEAL]

XIII. Action Item B
Approval of Health Insurance
Recommendation for 2020

Refer to documents under agenda item VII
Review of 2020 Health Insurance Renewal

Glencoe Park District
October 2019 Board Meeting

XIII. Action Item C
Approval of IAPD Annual Meeting Delegates

No Documents

Glencoe Park District
October 2019 Board Meeting

XIII. Action Item D
Approval of Park Maintenance Facility
Master Planning Agreement

Glencoe Park District
October 2019 Board Meeting

MEMORANDUM

TO: Board of Commissioners
FROM: Lisa Sheppard, Executive Director and Chris Leiner Director of Parks & Maintenance
SUBJECT: Approval of the Wight & Company Agreement for services related to the development of the Maintenance Center Concept Plan
DATE: October 9, 2019

Attached is an agreement from Wight & Company for professional services, specifically the development of a Maintenance Center Concept Plan. The plan deliverable to the Park District will include concept plans and cost estimates for the replacement of the existing Maintenance Center located in the rear of the Takiff Center property. Included in the plan will be an investigation into the feasibility and cost efficiency of using prefabricated structures in replacing the existing facilities. Furthermore, the plan will examine the feasibility and costs of a phased approach.

This plan will be funded with surplus funding for from Fund 65. Existing contingency funding will cover the cost without a need to reduce the scope of existing projects.

Recommended Motion: Approval of the Wight & Company agreement for services related to the development of the Maintenance Center Concept Plan for a total not to exceed \$19,500.



Wight & Company

wightco.com

.....
2500 North Frontage Road

Darien, IL 60561

.....
P 630.969.7000

F 630.969.7979

September 30, 2019

Mr. Chris Leiner
Director of Parks and Maintenance
Glencoe Park District
999 Green Bay Road
Glencoe, IL 60022

***PARK MAINTENANCE FACILITY – MASTER PLANNING FOR RENOVATION
PROFESSIONAL SERVICES PROPOSAL***

Dear Mr. Leiner:

Wight & Company (Wight) is pleased to submit this proposal to you and the Glencoe Park District (GPD) to provide master planning services for the renovation of the Park Maintenance Facility. This proposal includes:

- ***UNDERSTANDING***
- ***PROJECT TEAM***
- ***SCOPE OF SERVICES***
- ***SCHEDULE***
- ***COMPENSATION***
- ***TERMS & CONDITIONS***

UNDERSTANDING

We understand the existing Park Maintenance facility is located on the Takiff Center and park property. The facility serves as the primary location for maintenance operations for GPD and includes various structures consisting of old houses, pole barns, garages, greenhouses, hoop houses, small plant nursery, staff parking, outdoor storage bins, and dumpsters. The park maintenance area is adjacent to the ballfield, railroad tracks and residential. Vehicular access is provided through the Takiff Center entry drive and parking lot.

Based on our conversations, the existing park maintenance facility has reached its useful life and is functionally inefficient. GPD would like to evaluate opportunities to renovate the park maintenance to improve the overall operations, separate greenhouse activities, improve vehicular circulation and staff parking, while considering impacts to the park and residents.

In order to complete this assignment, we will first conduct a site visit with staff to observe the existing facility, evaluate the building and discuss the overall vision and operational needs for staff. Based on the findings, we will develop an existing conditions plan based on the survey provided by GPD and prepare up to two preliminary concepts for GPD review. We will incorporate any comments and finalize a preferred concept, including cost estimates and review with staff, during the design review meetings.

PROJECT TEAM

Based on our project understanding, we have assembled a talented team of in-house architects, engineers and cost estimators that has designed and delivered many of our recreation projects. Matthew Duggan will serve as the Project Principal/Manager and Ania Szulc and Lois Vitt Sale will serve as the lead designers.

SCOPE OF SERVICES

Wight proposes to provide the following services for the Park Maintenance Facility outlined in the Project Understanding through the following Scope of Services:

A. Project Understanding and Programming Phase

1. Conduct a project Kick-off Meeting to align the basic client expectations and reach a mutual understanding of the following:
 - a. Key participants and decision-makers
 - b. Project goals and objectives
 - c. Existing conditions
 - d. Scope of work
 - e. Deliverables
 - f. Tentative project schedule
2. Obtain relevant project data for the site:
 - a. As-Built Drawings and Topographic Survey (provided by GPD)
3. Visit project site to review and photograph existing conditions
4. Evaluate existing building
5. Discuss and confirm programming opportunities with staff

B. Conceptual Design Phase

1. Develop Concepts (up to two)
2. Prepare construction cost budget
3. Review Conceptual Design Documents with you up to two (2) times. Document meeting results via written meeting summary.
4. Review Conceptual Design Documents with your Board of Commissioners for comment and approval

SCHEDULE

We propose to begin work on this assignment upon your authorization and anticipate approximately 45-60 days to complete this work.

COMPENSATION

Wight proposes to provide the Scope of Services described in this proposal for a **Fixed Fee of Eighteen Thousand Dollars (\$18,000.00)**.

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wightco.com
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