



NOVEMBER 2020 Board Report



**GLENCOE PARK DISTRICT
REGULAR BOARD MEETING
Tuesday, November 17, 2020 – 7:00pm
Zoom Video/Audio Conference or In-Person**

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.
Location of the meeting is **Zoom -or-** Takiff Center, 999 Green Bay Rd, Glencoe, IL 60022

The Board of Park Commissioner's President determined that an in-person meeting is not practical or prudent due to the issuance by the Governor of a disaster declaration related to public health concerns in all or a part of the jurisdiction of the District, and the President stated that physical presence at the meeting location was determined by the District to be unfeasible due to the disaster. If you prefer to attend in-person, please enter Takiff Center around the back at the main entrance. Please note that Commissioners will be attending via Zoom, and Executive Director Lisa Sheppard will be attending in-person.

A G E N D A

- I. Call to Order
- II. Roll Call
- III. Consent Agenda Items
 - A. Minutes of October 20, 2020 Regular Board Meeting (pgs. 4-8)
 - B. Minutes of November 4, 2020 Committee of the Whole Meeting (pgs. 9-34)
 - C. Approval of the Bills (pgs. 35-48)
- IV. Matters from the Public
- V. Brad Friedman Community Service Award (pgs. 49-50)
- VI. Truth in Taxation Hearing: An Ordinance Levying the Taxes for the Glencoe Park District, Cook County, IL for 2020 (pg. 51-57)
- VII. Approval of Ordinance No. 920: Levying the Taxes for the 2020 Tax Year (pgs. 51-57)
- VIII. Financial Report (pgs. 58-61)
- IX. Presentation of the Glencoe Lakefront Annual Report (pgs. 62-95)
- X. Staff Reports
 - A. Business (pgs. 97-101)
 - B. Recreation and Facilities (pgs. 102-107)
 - C. Parks and Maintenance (pgs. 108-109)
 - D. Marketing and Communications (pgs. 110-111)
 - E. Safety and Wellness Committee (pg. 112)
- XI. Executive Director's Report (pgs. 113-116)
- XII. Action Items
 - A. Approval of Tot Gym Floor Proposal (pgs. 117-118)
 - B. Approval of IAPD Annual Meeting Delegates (pgs. 119-123)
- XIII. Other Business
- XIV. Executive Session
 - A. Personnel 5ILCS 120/2(c)(1)
- XV. Action Items following Executive Session (if any)
- XVI. 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

**Three Ways to Join this
Meeting on Zoom**
Meeting ID: 863 1245 8880
Password: 999

Via Phone Dial In
312-626-6799

Via Computer
Go to Zoom.us, Click 'Join a Meeting', Enter the Meeting ID and Password above

Via SmartPhone
If you don't already have the app, go to your smartphone's app store and load 'Zoom Cloud Meeting' (free)

**The Board of Park
Commissioners welcomes
public comments
during all meetings.**

Via Zoom Video - Attend the Zoom meeting via video indicate your desire to speak once prompted that it is Matters from the Public.

Via Zoom Dial In - Attend the Zoom meeting via Dial In (audio only) and indicate your desire to speak once prompted that it is Matters from the Public.

Via In Person – Attend the meeting at Takiff Center

**Key rules governing
participation**

All comments will be limited to three (3) minutes per person and no longer than 30 minutes for all comments.

III. Consent Agenda Items

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

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

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

The Executive Director recommends approval of the consent agenda.

Glencoe Park District
November 2020 Board Meeting

MINUTES OF OCTOBER 20, 2020 REGULAR BOARD MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

Commissioners and members of the public confirmed they could see and hear.

The meeting was called to order at 7:02pm and roll was called. All commissioners gave permission to be recorded.

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: Stephani Briskman, Brandon Hinkle, Bart Schneider, Liz Visteen, Adam Wohl

Consent Agenda: A motion was made by Commissioner Onderdonk to approve the consent agenda items as presented including Minutes of September 15, 2020 Regular Board Meeting, Minutes of October 6, 2020 Committee of the Whole Meeting, Surplus Property Ordinance No. 918, and Approval of the Bills. Commissioner Boron seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

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

Financial Report: Director of Finance/Human Resources Mensinger stated we are seven months into the fiscal year. Included in the packet was a three-year comparison, a hard task with the pandemic. Day care is consistent to last year due to the received grant funds. This past season, boating and bathing beach use was pass holder only. As of the end of September, beach numbers are not far off from last year. Last Friday, Recreation's second fall registration is showing improvement, as long as we don't go backward in the pandemic. We budgeted conservatively for the second installment of tax receipts at 80%, however we received 100%. This was about \$400-500,000 more than expected. Staff answered commissioner questions as follows. Beach expenses were higher due to staffing 9:00am-9:00pm instead of traditionally from 10:00am-6:00pm or 7:00pm and included park ambassadors for \$30,000. In addition, the season was extended into September. Non-essential supply costs, contractual costs, and beach staff were cut. Half of seasonal staff labor costs were cut from both boating and bathing beaches, but the park ambassadors were charged to the boating beach, ergo the

boating beach's lower numbers. We were also not providing boater assistance the first few weeks. Cleanup costs were significantly higher due to repeat cleanup after spring storms. The State of Illinois DCEO day care grant covered operational and lost revenue for Children's Circle.

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

Business Report: The budget kickoff meeting for the next fiscal year is scheduled tomorrow. Mensinger answered Commissioner's questions as follows. The difference between the received \$4,502,600 versus of the \$4.3 million bond offering is a premium on the offering that is incorporated through the underwriting process with Piper Sandler. The District receives a premium on the par amount of the bonds.

Recreation and Facilities Report: With Central School closing and South Scholl closed for two weeks due to COVID-19, Director Collins is expecting higher fall second session registration for Kids Club in the coming weeks. Over the weekend, Stephani and the Recreation Team rolled out a contingency plan for those students and their families for Kids Club Enrichment Camp (all day - day care) to help with the school closures. Staff is also working on contingency plans if the pandemic gets worse. Commissioner Covey requested staff to address the 77 on the day care waitlist post-COVID. An Ice rink lesson registration notice is going out Friday and passes go live at the same time.

Parks and Maintenance Report: Staff are winterizing our park water system, wrapping up fall athletics by the second week in November, setting up Watts for the season, getting ready for this weekend's skating event, fall landscaping, prepping for winter tree removal, and just finished upgrading our automated BAS system at Takiff Center.

Connect Glencoe's trail is about 85% cut in. The air excavation of major oak tree's root system of and other trees to preserve their health is complete and will be followed by a fertilizing treatment.

Duke Park's poured-in-place is expected to be installed in two weeks and we are waiting for the train, fountain, and runnel components to be made. Staff expect the project to be done at the end of December. The contractor is 10 days behind schedule and the state will charge them the \$1,475 daily fine that we can use to pay for items that came up during the project.

The Overlook retaining wall was repaired by the Halfway House. The additional fortifications are in on the bluff as well as plantings. They are just finishing with cleanup and tuckpointing. Leiner answered a question from Commissioner Onderdonk about the bluff. In preparation for year one of Master Plan bond-funded projects, we are retaining a survey of the bluffs by cutting back the brush to get a more accurate survey than we have received in the past; a difficult task at the extreme bluff angle. The boating beach stairs are scheduled to be in for this coming season.

Marketing and Communications Report: Superintendent Classen is busy prepping the website for fall registration. Discussion on the website redesign is scheduled for the November Committee meeting.

Safety and Wellness Committee Report: We received the \$69,000 check from PDRMA for pier repairs. Once the pier is complete, there will be another check for \$55,000. Our operations had reduced worker's comp and reduced claims for all PDRMA agencies. Following an operations review with PDRMA, we received positive feedback from PDRMA in comparison to other park districts current operations. PDRMA is in the process of updating the fixed asset inventory for the entire membership. Our asset list is up to date. There are other districts who tore down or built \$100 million community centers and didn't tell PDRMA affecting insurance costs and coverage.

Executive Director Report: Executive Director Sheppard suggested visiting the Connect Glencoe project. The Park 7n Booth Cottage project is delayed about a month due to COVID-19. The anticipated completion is mid to late December. The impact fees for the Hoover Estate were approved by the Village and will be added to the November Committee packet. Per a Glencoe Fitness member's request, staff are going to schedule a mask required hour. The beach finished a successful season. Superintendent Classen did a wonderful job marketing donations and Jenny for taking calls and emails on donations. The donation chart in the packet was reviewed.

In response to Commissioner's questions, Sheppard indicated that we did not accept park land from the Hoover Estate. The land offered was an island filled with Oak trees requiring high maintenance costs with no recreational value. This topic will be discussed in more detail at the November meeting.

Commissioner Boron thanked Stephani Briskman and the Recreation Team for putting together a program over the weekend for our Kids Club children who were affected by the South School closure due to COVID-19.

Action Items:

Approval of Resolution No. 917 Truth in Taxation Law: A motion was made by Commissioner Onderdonk to approve Resolution No. 917 Truth in Taxation as presented. Commissioner Boron seconded the motion. No further discussion ensued.

Roll call vote taken:

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

The motion passed.

Approval of Resolution No. 919: Agreement for Coronavirus Relief Funds with Cook County: A motion was made by Commissioner Lutton to approve Resolution No. 919 an Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds with Cook County, Illinois as presented. Commissioner Boron seconded the motion. This is a

\$5,000 grant for special districts. The plexiglass was \$5,260 not including the fitness center and PPE. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Approval of Landscape Architecture and Civil Engineering Services Contract for Kalk Park Project Phase II: A motion was made by Commissioner Boron to approve the Altamanu, Inc. contract for the amount of \$36,455 for design services related to Kalk Park Phase II as presented. Commissioner Lutton seconded the motion. Commissioner Onderdonk thanked staff for working with him on sustainability efforts and he looks forward to seeing the options. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Approval of to Move the November Regular Committee Meeting to Wednesday, November 4: A motion was made by Commissioner Lutton to approve moving the regular committee meeting to Wednesday, November 4, 2020 due to the election day scheduled on November 3, 2020 as presented. Commissioner Boron seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Review and Approval of Closed Session Minutes 5ILCS 120/2 (c)(21): A motion was made by Commissioner Lutton to approve and release from confidentiality, executive session minutes including May 19, 2020, and to authorize the destruction of audio recordings of its closed meetings held on the following dates as to which closed meeting official minutes have been approved and no litigation under the open meetings act is pending including November 13, 2018, February 19, 2019, March 5, 2019, and April 2, 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

The motion passed.

Other Business: There was no other business.

Adjourn to Closed Session: At 7:47pm, Commissioner Lutton moved to adjourn into closed session to discuss personnel as mandated by Section 2.06. 5 ILCS 120/2 (c)(1) Commissioner Boron seconded the motion, which passed by unanimous voice vote.

Return to Open Session: Commissioner Lutton moved to return to open session at 8:24pm, Commissioner Boron seconded the motion, which passed by unanimous voice vote.

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

Adjourn: Commissioner Onderdonk moved to adjourn the meeting at 8:25pm. Commissioner Boron seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary

MINUTES OF NOVEMBER 4, 2020 COMMITTEE OF THE WHOLE MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 7:08pm and roll was called. Commissioners indicated their permission to record.

Committee Members 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/Communications
Adam Wohl, Facility Manager: Beach and Watts
Jenny Runkel, Administrative Assistant

Members of the Public in attendance who signed in or spoke: Stephani Briskman, Ann Scheuer, Shannon Stevens, Liz Visteen, Matt Walker

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

Commissioner Covey arrived and gave permission to record at 7:19pm.

Preliminary Discussion on FY2021/22 Budget: Staff reviewed policies and budget presumptions to determine if staff and the Board are on the same page regarding the FY2021/22 Budget. COVID-19 policy changes were reviewed. The Board completed a yearly review of the Fees and Charges Policy and Categories of Service. Several topics within the policy were discussed and staff answered commissioner's questions. Discussion ensued. No changes were made to the benefit to provide an individual season pass for Glencoe Beach to Glencoe governmental agencies unless COVID-19 continues into the 2021 season and passes are limited. A permanent change in the non-resident beach pass price was made for 100% more than the resident pass rate. Categories of Service to cover direct and non-direct expenses will remain the same.

Director Leiner gave an overview of historical levels of service compared to COVID-19 budget cut levels of service. The community provided feedback in certain areas requesting a higher level of service on athletic fields and conservation. The Green Bay Trail and Duke Park projects will require even more maintenance. Athletic fields affect 10% of resident's households. Discussion ensued and staff answered commissioner questions. The committee gave direction to staff that they would like to see field maintenance level raised a little, but agreed that these are recreational athletic fields and do not have to be provided at an A level. If an organization wants them maintained above that level, they will need to pay for the service. The Commissioners agreed that they like the current conservation areas and that they will be maintained, but no new areas should be added.

Staff discussed the IT Master Plan that was budgeted and then put on hold due to COVID-19. Superintendent Classen indicated that that the community does not know the difference between online registration and our website. Our current registration system will only be maintained through the end of 2021 making the upgrade of our registration system and website a high priority. Option 1 at \$50,000 includes a comprehensive strategic plan all District IT needs, not just registration and the website. Option 2's \$7,000 proposal includes registration and website software only; from the company that did the analysis of our website and is more familiar with Chicago area parks and recreation along with registration systems. Software cost comparisons and local park district's current systems were reviewed. Staff recommend option 2 for Phase 1. Phase 2 would be a more comprehensive study to review all other technology. We just purchased new servers last year, so the cloud would not be needed until our current servers fail. Discussion ensued and staff answered commissioner's questions. The committee directed staff to go with Option 2, to really look in detail to determine if the cloud can be included now, and include focus groups with internal and external user groups.

Staff reviewed proposed Fund 65 projects for consideration. Director Mensinger indicated that delaying a majority of this year's projects and close to 99% collection of taxes created a \$370,000 carryover into the new year plus the \$500,000 transfer from the Corporate Fund, which will allow for \$870,000 in funds to pay for Fund 65 projects. Staff reviewed the presentation attached to these minutes. Discussion ensued and staff answered commissioner's questions. The committee directed staff to move forward with the purchase/project of items presented which includes sailing boats, ELC condenser/air handler rebuild, early childhood parking lot overlay (with sustainable product options included in the bid), shingle roof boat house (include a bid for a metal roof), fleet truck, skid steer replacement, equipment-material trailer replacement, baseball infield/outfield maintenance, Watts basement HVAC unit (included in the PARC grant, if received it would be paid for via the grant), Watts fire alarm/suppression professional services (included in the PARC grant, if received it would be paid for via the grant), tuckpoint and gutter the beach house, GYS/Holmes Warming Shelter roof and chimney, and the IT plan agreed upon earlier in the meeting. Staff also requested that we advance the tot gym floor and equipment replacement that was tabled in March to be done this fiscal year. The Board agreed.

The Board discussed whether the GYS stipend should be reduced to help with the cost of the roof. The Board would like to think about this and asked staff to bring it back for further discussion. Commissioners also mentioned that they have seen kids climb on the roof of the GYS building. Staff informed them that is unfortunately a normal occurrence and Public Safety is aware of the issue and acts when they see it. Staff will get back to the Board with preventative options to stop kids from playing on the roof.

Discussion on Watts Season Passes: Director Collins reviewed the presentation attached to these minutes including pass sales update/timeline and state COVID-19 guidelines. Discussion ensued and staff answered commissioner questions. At this time, we have sold over 1,000 passes and will be directing most of our ice time to

accommodate the season pass holders. In normal years, we sell 300 passes. We are currently taking a waitlist and staff will reassess selling more passes after opening weekend. The committee directed staff to amend any rental contracts to include that the renters must follow current DCEO regulations, which includes no games or scrimmages. It will be the responsibility of the renter to enforce that, not Park District staff. We are also going to require a face mask or bubble masks to be worn when skating or playing hockey.

Other Business: The memo about the Hoover Estate development and developer donation specifications was included in the packet.

Adjourn: Commissioner Onderdonk moved to adjourn the meeting at 9:36pm. Commissioner Boron seconded the motion. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Respectfully submitted,

Lisa M. Sheppard
Secretary



Glencoe Park District FY21/22 PROPOSED CAPITAL FUND 65 ITEMS FOR CONSIDERATION

11/4/2020 Committee of the Whole Meeting



Enriching lives and creating memorable experiences.





Recreation Department

10 Sailing Prams
rolled over from the
FY20/21 Budget
\$26,850

ELC Condenser/ Air Handler Rebuild



- Installed in 2008 facility renovation
- Provides heating/cooling/air filtration for Children's Circle/GJK class rooms
- Projected 15-year service life, will be 13.5 years old when replaced/rebuilt (1 of 3 units)
- Conservatively recommending a phased replacement cycle of three units over three years. By phasing the units we avoid having \$400,000 worth of HVAC units at the projected end of life simultaneously.
- This project includes rebuilding the interior facility components and replacing the outside condenser, the existing system is R-22.
- This is a long lead time item, the unit is the least reliable of the three. We had two major breakdowns last FY. One was during the polar vortex. A significant failure would cause a long-term program cancellation.

\$130,000



Early Childhood Parking Lot

- Installed as part of 2008 facility renovation
- East end of lot in visibly poor condition with significant cracking and drainage issues
- Recommending mill and overlay for 35,000 square feet at \$2.85 per square foot
- It will become potentially hazardous if we do not make repairs.

\$110,000



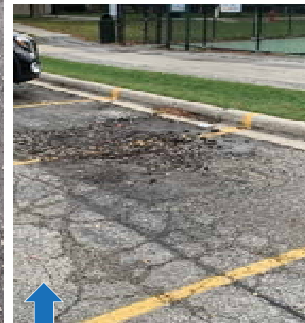
Current condition



Area not draining



Surface Failure



Example of parking lot failure

Shingle Roof Boat House

Roof is actively leaking; the shingles and some decking require replacement.

\$35,000



Fleet Truck

Recommending the replacement of 1 fleet vehicle. This is rolled over from the FY 20/21 Budget.

The truck is 21 years old.

Included in the cost is a lift-gate and plow.

\$47,000



Skid Steer Replacement

Recommending the replacement of the District skid steer.

The unit is 17 years old. In the last 3 fiscal years, we spent \$15,785 in rentals on a tracked unit due to the lack of function on our current unit, and it cannot be used on the beach or in parks.

\$65,000



Equipment-Material Trailer Replacement



Recommending the replacement of the equipment-material trailer. The unit is 22 years old. The trailer is not rated for the weight of current District equipment.

Loading ramps are cumbersome and not ideal.

\$15,500





Baseball Infield/Outfield Maintenance

Fields require regular capital/operational maintenance to continue to meet District recreational standards.

Last done in FY19/20.

\$50,000



Watts Basement HVAC Unit

The unit was installed
in 2002 making it
19 years old.

Included in PARC Grant.

\$12,500

Watts Fire Alarm/ Suppression Professional Services



- No current fire suppression
- System/fire alarm is a mix of components from the late 1980's and 2002.
- Professional services to design new systems. System would be designed in FY21/22 and built in FY22/23.

Included in PARC Grant.

\$25,000

Tuckpoint & Gutter Beach House



Originally included in the 2019 Halfway House restoration project as an alternate, but not selected as part of Phase I due to costs.

Last done in the 1990's.

\$115,000





GYS/ Holmes Warming Shelter

- Shingle Roof
- Chimney Tuckpoint

The roof is actively leaking.
The chimney is leaking.
Cost is higher to remove
chimney than perform basic
tuckpointing.

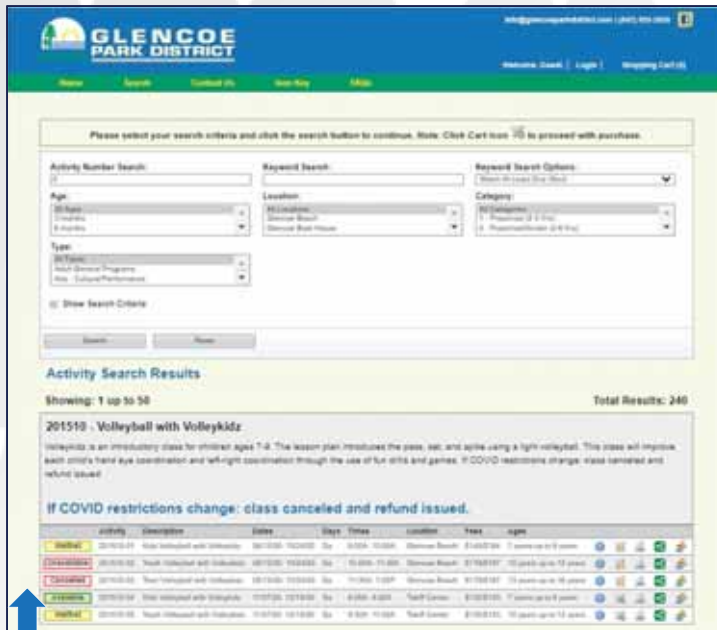
\$22,000



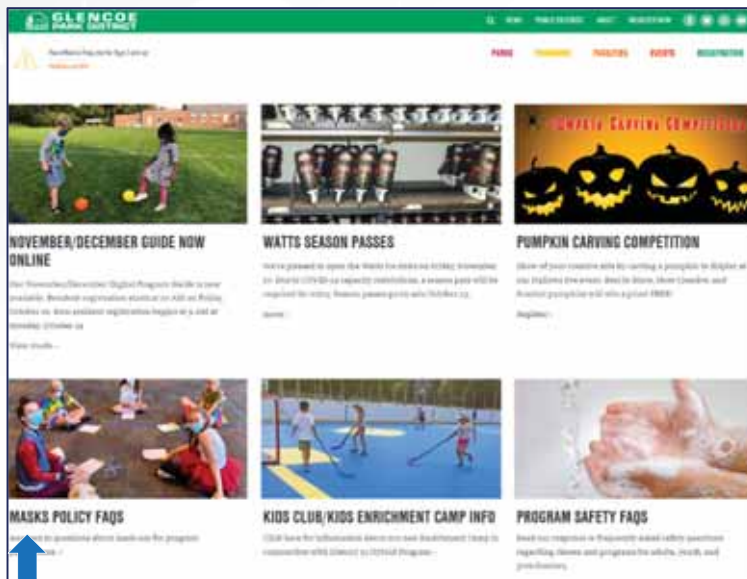
Technology

(See separate report)

- Remove barriers for customers of the Park District and visitors to the website
- It is important that the website serve as the first line of information and a path to getting questions answered and purchases made.
- In order for the organization to meet many of the overalls goals that it set for the website, it is apparent that including upgrades to the registration software attached to the website, as well as internal processes and expectations for what is and is allowed must also be revisited.
- The version of RecTrac that Glencoe Park District utilizes is lacking some design and functionality features that would improve the customer purchasing experience. (The current version will no longer be supported by VSI after Dec 31, 2021)
- Many key purchasing processes from the customer perspective are interrupted by the current set-up.
 - Sometimes instead of being able to complete a transaction, customers are directed to fill out a form to wait for more information that can start a back-and-forth email conversation.
 - Sometimes the website requires customers to leave the website and contact a staff member by email or phone; print off a PDF file, fill it out by hand, and physically bring it a facility; or come into a facility for more information



Registration software (public portal)



Website

Enriching lives and creating memorable experiences.



2020-21 WATTS OPERATIONS UPDATE

November 4, 2020

Enriching lives and creating memorable experiences.



How we decided the number of passes sold

Pass Sales Timeline

- **Friday, October 23** – Passes on sale to residents at 9 AM
 - 9:45 AM, 600 passes **SOLD OUT**
 - 9:45 AM, Waitlist live. 200 waitlist passes sold.
- **Tuesday, October 27**, 200 passes off waitlist.
- **Thursday, October 29** – New waitlist opened to residents only at 7 PM
 - October 30 – Non-residents waitlist opened at 9 AM
- **Monday, November 2**, additional 174 passes off waitlist
- **Wednesday, November 4**, additional 98 passes off waitlist

Pass Sales Update

<u>Pass</u>	<u># Passes</u>	<u>Net Revenue</u>	<u>Residents</u>	<u>Non-Residents</u>
Skating	1,072	\$53,625	1,072	0
Hockey	157	\$25,725	128	29
Guest	86	\$4,350	84	2
Senior	11	\$0	11	0

STATE GUIDELINES

- Outdoor recreation facilities should limit group sizes to ~~50~~ **25** **patrons**.
 - If we move to Tier 2, groups limited to 10 or fewer people
- **Multiple groups of ~~50~~ **25**** permitted at once as long as:
 - Facilities allow for social distancing of customers and employees
 - 30 feet of distancing is maintained between groups
 - Areas for each group are clearly marked to discourage interaction between groups
- DCEO Sports Guidelines for mask wearing
 - Masks are required for all patrons in the facility.
 - When exercising outdoors, participants should wear face coverings over their nose and mouth whenever not actively exercising or participating in practices or competition.

STATE GUIDELINES

- Hockey is classified as a High Risk Sport (Levels 1 allowed):
 - Level 1 allows for no-contact practices, and trainings only
 - Level 2 allows for intra team scrimmages with parental consent
 - Level 3 Intra-conference or Intra-EMS-region or intra-league play/meets only; state or league championship game/meet allowed for low-risk sports only
 - Level 4 tournaments, out-of-conference/league play, out-of-state play allowed; championship games allowed

Hockey Private Rental Groups

- PDRMA & Local Health Department
- Staff is recommending masks for hockey
- Practices allowed under guidelines
- 5 v 5 flow drill
- What the public will see & think
- Approximately \$61,000 in Permanent Renters.
 - \$20,000 for Winnetka Hockey
 - \$41,000 for permanent renters
 - Another approximately \$8,000 in miscellaneous hockey rentals.

Is the Board ok with Hockey rentals
that may look like a scrimmage?

5 v 5 flow drill





Glencoe Park District

Voucher List of Bills By Vendor Set

Payment Dates 10/14/2020 - 11/10/2020

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor Set: AP Vendors - AP Vendors					
Vendor: 11602 - Adult & Pediatric Orthopedics SC					
Adult & Pediatric Orthopedics SC	11/02/2020	12945	45-00-000-5321	Add Fee - FFD Exam (10/22/20)	165.00
Vendor 11602 - Adult & Pediatric Orthopedics SC Total:					165.00
Vendor: 10136 - Advanced Disposal Services					
Advanced Disposal Services	10/20/2020	12891	10-12-000-5353	Trash/Recycling - Parks	765.00
Advanced Disposal Services	10/20/2020	12891	10-13-000-5353	Trash/Recycling - Watts	112.00
Advanced Disposal Services	10/20/2020	12891	25-00-000-5353	Trash/Recycling - Takiff	456.01
Advanced Disposal Services	10/27/2020	12917	10-12-000-5353	Trash/Recycling - Parks (Reissu...	292.00
Advanced Disposal Services	10/27/2020	12917	10-13-000-5353	Trash/Recycling - Watts (Reissu...	112.00
Advanced Disposal Services	10/27/2020	12917	25-00-000-5353	Trash/Recycling - Takiff (Reissu...	344.00
Advanced Disposal Services	11/10/2020	12976	10-12-000-5353	Trash/Recycling - Parks	765.00
Advanced Disposal Services	11/10/2020	12976	10-13-000-5353	Trash/Recycling - Watts	112.00
Advanced Disposal Services	11/10/2020	12976	25-00-000-5353	Trash/Recycling - Takiff	344.00
Vendor 10136 - Advanced Disposal Services Total:					3,302.01
Vendor: 10098 - AFLAC					
AFLAC	10/27/2020	12918	10-00-000-2170	Supplemental Aflac Coverage	261.76
Vendor 10098 - AFLAC Total:					261.76
Vendor: 10739 - Airespring					
Airespring	11/10/2020	12977	25-00-000-5210	Fiber Internet - Takiff	1,919.96
Vendor 10739 - Airespring Total:					1,919.96
Vendor: 10864 - All About Childcare Health, Ltd.					
All About Childcare Health, Ltd.	10/27/2020	12919	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.	11/10/2020	12978	69-00-000-5553	Design Svc - Connect Glencoe	14,437.56
Altamanu, Inc.	11/10/2020	12978	69-00-000-5570	Design Svc - Lincoln Playground	7,185.72
Vendor 10973 - Altamanu, Inc. Total:					21,623.28
Vendor: 10946 - Amazon Capital Services					
Amazon Capital Services	10/20/2020	12892	10-13-000-5421	Watts Uniforms	129.99
Amazon Capital Services	10/20/2020	12892	25-00-000-5210	Phone Supplies	10.99
Amazon Capital Services	10/20/2020	12892	25-00-000-5360	Marketing	145.06
Amazon Capital Services	10/20/2020	12892	25-00-000-5420	General Rec Supplies	123.76
Amazon Capital Services	10/20/2020	12892	25-25-403-5400	ELC Supplies	13.03
Amazon Capital Services	10/20/2020	12892	25-25-913-5400	Halloween Supplies	469.93
Amazon Capital Services	10/20/2020	12892	25-25-953-5400	Fall Event Supplies	14.98
Amazon Capital Services	10/20/2020	12892	25-26-000-5403	Day Care Pgm Supplies	180.26
Amazon Capital Services	10/20/2020	12892	25-26-000-5430	Day Care First Aid Supplies	59.90
Amazon Capital Services	11/02/2020	12946	10-11-000-5420	General Admin Supplies	20.79
Amazon Capital Services	11/02/2020	12946	10-12-000-5401	Parks Office Supplies	148.11
Amazon Capital Services	11/02/2020	12946	10-12-000-5421	Parks Uniforms	499.50
Amazon Capital Services	11/02/2020	12946	10-12-000-5450	Equipment Parts - Parks	122.12
Amazon Capital Services	11/02/2020	12946	10-12-000-5487	Hand Tools - Parks	100.00
Amazon Capital Services	11/02/2020	12946	10-12-000-5488	Power Tools - Parks	300.00
Amazon Capital Services	11/02/2020	12946	10-12-000-5491	Greenhouse Supplies	455.45
Amazon Capital Services	11/02/2020	12946	10-12-000-5582	Maintenance Equipment - Parks	482.82
Amazon Capital Services	11/02/2020	12946	10-13-000-5990	Watts Outdoor Heaters	1,295.94
Amazon Capital Services	11/02/2020	12946	25-00-000-5360	Marketing Supplies	144.75
Amazon Capital Services	11/02/2020	12946	25-00-000-5420	General Rec Supplies	194.45
Amazon Capital Services	11/02/2020	12946	25-00-000-5422	Building Staff Uniforms	300.00
Amazon Capital Services	11/02/2020	12946	25-25-405-5400	K Readiness Supplies	37.87
Amazon Capital Services	11/02/2020	12946	25-25-601-5400	Kids Club Supplies	103.28

Voucher List of Bills

Payment Dates: 10/14/2020 - 11/10/2020

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Amazon Capital Services	11/02/2020	12946	25-25-602-5400	Kids Club Supplies	103.29
Amazon Capital Services	11/02/2020	12946	25-25-913-5400	Halloween Supplies	264.98
Amazon Capital Services	11/02/2020	12946	25-26-000-5403	Day Care Pgm Supplies	235.18
Amazon Capital Services	11/02/2020	12946	65-00-020-5503	Day Care Buggies	3,393.01
Vendor 10946 - Amazon Capital Services Total:					9,349.44
Vendor: 10145 - American Backflow Prevention					
American Backflow Prevention	10/27/2020	12920	25-00-000-5351	Takiff Backflow Inspection	730.95
American Backflow Prevention	11/10/2020	12979	10-12-000-5350	Annual Backflow Inspection - Pa...	90.95
Vendor 10145 - American Backflow Prevention Total:					821.90
Vendor: 10147 - American Outfitters, Ltd.					
American Outfitters, Ltd.	10/27/2020	12921	10-11-000-5425	All-Staff T-Shirts	1,272.90
American Outfitters, Ltd.	11/10/2020	12980	25-25-653-5401	Broadway Bound Tees	262.90
Vendor 10147 - American Outfitters, Ltd. Total:					1,535.80
Vendor: 10050 - Ancel, Glink P.C.					
Ancel, Glink P.C.	11/10/2020	12981	10-11-000-5310	Legal Services - Oct	698.75
Vendor 10050 - Ancel, Glink P.C. Total:					698.75
Vendor: 10717 - Applied Controls, Inc.					
Applied Controls, Inc.	11/02/2020	12948	25-00-000-5351	Equipment Repairs - Takiff	1,315.00
Vendor 10717 - Applied Controls, Inc. Total:					1,315.00
Vendor: 11609 - ASP Services LLC					
ASP Services LLC	11/02/2020	12949	25-25-706-5300	Contractual - Fall Youth Soccer C...	1,900.50
Vendor 11609 - ASP Services LLC Total:					1,900.50
Vendor: 10162 - AT & T					
AT & T	10/27/2020	12922	10-12-000-5210	Phone Svc - Parks	65.93
AT & T	10/27/2020	12922	10-13-000-5210	Phone Svc - Watts	52.92
AT & T	10/27/2020	12922	25-00-000-5210	Phone Svc - Takiff	744.23
Vendor 10162 - AT & T Total:					863.08
Vendor: 10455 - AT & T					
AT & T	11/10/2020	12982	10-14-000-5210	DSL Service - Beach (Oct & Nov)	344.58
Vendor 10455 - AT & T Total:					344.58
Vendor: 10172 - Becker Arena Products					
Becker Arena Products	11/02/2020	12950	10-13-000-5416	Ice Making Supplies	1,378.18
Vendor 10172 - Becker Arena Products Total:					1,378.18
Vendor: 10473 - BMO Harris Bank N.A.					
BMO Harris Bank N.A.	10/20/2020	12894	10-11-000-5340	Legal Symposium Registration	205.00
BMO Harris Bank N.A.	10/20/2020	12894	10-11-000-5402	Digital Newspaper Subscription	27.72
BMO Harris Bank N.A.	10/20/2020	12894	10-11-000-5730	IPRA Annual Membership - EC/...	792.00
BMO Harris Bank N.A.	10/20/2020	12894	10-12-000-5425	Parks Team Lunch	38.61
BMO Harris Bank N.A.	10/20/2020	12894	10-12-000-5585	Little Free Libraries	1,171.24
BMO Harris Bank N.A.	10/20/2020	12894	10-14-000-5425	Beach Staff Luncheon	86.80
BMO Harris Bank N.A.	10/20/2020	12894	10-15-000-5420	General Boat Supplies	17.00
BMO Harris Bank N.A.	10/20/2020	12894	25-00-000-5210	iCloud Storage - BC/CL/CM	2.97
BMO Harris Bank N.A.	10/20/2020	12894	25-00-000-5360	Decals	22.39
BMO Harris Bank N.A.	10/20/2020	12894	25-00-000-5360	QR Code Generator	181.81
BMO Harris Bank N.A.	10/20/2020	12894	25-00-000-5360	Signage	219.38
BMO Harris Bank N.A.	10/20/2020	12894	25-00-000-5360	Facebook Marketing	11.00
BMO Harris Bank N.A.	10/20/2020	12894	25-00-000-5360	iCloud Storage	0.99
BMO Harris Bank N.A.	10/20/2020	12894	25-00-000-5362	Stock Photography	78.00
BMO Harris Bank N.A.	10/20/2020	12894	25-00-000-5368	Constant Contact Email Marketi...	132.81
BMO Harris Bank N.A.	10/20/2020	12894	25-00-000-5404	Grammarly Annual Membership	139.95
BMO Harris Bank N.A.	10/20/2020	12894	25-00-000-5480	Rec Van Gas	83.48
BMO Harris Bank N.A.	10/20/2020	12894	25-00-000-5730	IPRA Annual Membership - BC/...	792.00
BMO Harris Bank N.A.	10/20/2020	12894	25-25-601-5300	Brightwheel Kids Club App	150.00
BMO Harris Bank N.A.	10/20/2020	12894	25-25-602-5400	Rec Van Car Wash	20.00
BMO Harris Bank N.A.	10/20/2020	12894	25-25-615-5400	Ceramics Supplies	216.06
BMO Harris Bank N.A.	10/20/2020	12894	25-25-801-5300	Refund - Contractual Camp Trip	-50.00
BMO Harris Bank N.A.	10/20/2020	12894	25-25-810-5300	Refund - Contractual Camp Trip	-50.00

Voucher List of Bills

Payment Dates: 10/14/2020 - 11/10/2020

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
BMO Harris Bank N.A.	10/20/2020	12894	25-25-913-5400	Halloween Supplies	425.55
BMO Harris Bank N.A.	10/20/2020	12894	25-25-932-5400	Sch Day Off Supplies	279.86
BMO Harris Bank N.A.	10/20/2020	12894	25-25-934-5300	Spooky Skate Supplies	169.88
BMO Harris Bank N.A.	10/20/2020	12894	25-25-953-5400	Fall Event Supplies	64.55
BMO Harris Bank N.A.	10/20/2020	12894	25-26-000-5360	Care.com Subscription	75.00
BMO Harris Bank N.A.	10/20/2020	12894	25-26-000-5404	Brightwheel Day Care App	175.00
BMO Harris Bank N.A.	10/20/2020	12894	25-26-000-5730	IPRA Annual Membership - JS/...	528.00
BMO Harris Bank N.A.	10/20/2020	12894	25-27-000-5210	Takiff Fitness TV/Internet	202.99
BMO Harris Bank N.A.	10/20/2020	12894	45-00-000-5765	GPD Masks/Hand Sanitizer	2,157.50
Vendor 10473 - BMO Harris Bank N.A. Total:					8,367.54
Vendor: 10656 - Call One					
Call One	10/20/2020	12897	25-00-000-5210	T1 Line - Watts	365.71
Vendor 10656 - Call One Total:					365.71
Vendor: 11422 - Carl Rosenthal					
Carl Rosenthal	10/27/2020	12923	25-25-791-5300	Contractual - Fall Private Pickle...	225.00
Vendor 11422 - Carl Rosenthal Total:					225.00
Vendor: 10190 - Ceramic Supply Chicago, Inc.					
Ceramic Supply Chicago, Inc.	10/27/2020	12924	25-25-615-5400	Ceramics Supplies	406.00
Vendor 10190 - Ceramic Supply Chicago, Inc. Total:					406.00
Vendor: 11592 - Christopher B. Burke Engineering, Ltd.					
Christopher B. Burke Engineerin...	11/10/2020	12983	69-00-000-5553	CM Services - Trail Project	29,070.68
Vendor 11592 - Christopher B. Burke Engineering, Ltd. Total:					29,070.68
Vendor: 10202 - Classic Design Awards					
Classic Design Awards	10/27/2020	12925	10-12-000-5585	Bench Plate OGB/Duke Pk Little...	124.00
Classic Design Awards	10/27/2020	12925	69-00-000-5554	Adopt this Bench Plate OGB	374.00
Vendor 10202 - Classic Design Awards Total:					498.00
Vendor: 10802 - Clauss Brothers Inc.					
Clauss Brothers Inc.	10/20/2020	12898	10-12-000-5350	Parks Maintenance Services	1,463.00
Vendor 10802 - Clauss Brothers Inc. Total:					1,463.00
Vendor: 10505 - Comcast					
Comcast	10/20/2020	12899	10-13-000-5210	Internet Svc - Parks	111.85
Comcast	11/10/2020	12984	10-12-000-5210	Internet Svc - Parks	111.85
Vendor 10505 - Comcast Total:					223.70
Vendor: 10208 - Commonwealth Edison					
Commonwealth Edison	11/02/2020	12951	10-12-000-5230	Electricity - Parks	750.99
Commonwealth Edison	11/02/2020	12951	10-13-000-5230	Electricity - Watts	530.04
Commonwealth Edison	11/02/2020	12951	10-14-000-5230	Electricity - Beach	147.59
Commonwealth Edison	11/02/2020	12951	10-15-000-5230	Electricity - Boathouse	341.30
Commonwealth Edison	11/02/2020	12951	25-00-000-5230	Electricity - Takiff	8,557.81
Vendor 10208 - Commonwealth Edison Total:					10,327.73
Vendor: 10215 - Craftwood Lumber Company					
Craftwood Lumber Company	11/02/2020	12952	10-12-000-5481	Construction Supplies - Parks	135.08
Craftwood Lumber Company	11/02/2020	12952	10-12-000-5484	Electrical Supplies - Parks	134.88
Craftwood Lumber Company	11/02/2020	12952	10-13-000-5412	Cleaning Supplies - Watts	44.85
Craftwood Lumber Company	11/02/2020	12952	10-14-000-5481	Construction Supplies - Beach	247.74
Craftwood Lumber Company	11/02/2020	12952	10-15-000-5481	Construction Supplies - Boathou...	165.16
Craftwood Lumber Company	11/02/2020	12952	25-00-000-5412	Cleaning Supplies - Takiff	33.85
Craftwood Lumber Company	11/02/2020	12952	25-00-000-5420	General Rec Supplies	27.96
Craftwood Lumber Company	11/02/2020	12952	25-00-000-5483	Paint - Takiff	20.58
Craftwood Lumber Company	11/02/2020	12952	25-00-000-5484	Electrical Supplies - Takiff	199.96
Craftwood Lumber Company	11/02/2020	12952	69-00-000-5572	Duke Split Rail Fence	1,790.50
Vendor 10215 - Craftwood Lumber Company Total:					2,800.56
Vendor: 11398 - Creekside Operating, LLC					
Creekside Operating, LLC	11/10/2020	12985	10-13-000-5360	Watts Mailer	1,422.70
Vendor 11398 - Creekside Operating, LLC Total:					1,422.70

Voucher List of Bills

Payment Dates: 10/14/2020 - 11/10/2020

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 11417 - Daiohs USA, Inc.					
Daiohs USA, Inc.	11/10/2020	12986	10-11-000-5420	Takiff Coffee Supplies	95.45
Vendor 11417 - Daiohs USA, Inc. Total:					95.45
Vendor: 11585 - Davey Resource Group					
Davey Resource Group	11/10/2020	12987	10-12-000-5585	Site Development	626.00
Vendor 11585 - Davey Resource Group Total:					626.00
Vendor: 10333 - Dermatec Direct					
Dermatec Direct	11/10/2020	12988	25-26-000-5430	Day Care Diapering Gloves/Pap...	1,040.19
Vendor 10333 - Dermatec Direct Total:					1,040.19
Vendor: 10334 - Discount School Supply					
Discount School Supply	10/27/2020	12926	25-25-401-5400	ELC Supplies	21.45
Discount School Supply	10/27/2020	12926	25-25-402-5400	ELC Supplies	21.45
Discount School Supply	10/27/2020	12926	25-25-403-5400	ELC Supplies	21.45
Discount School Supply	10/27/2020	12926	25-25-405-5400	K Readiness Supplies	21.45
Discount School Supply	10/27/2020	12926	25-26-000-5403	Day Care Pgm Supplies	89.55
Vendor 10334 - Discount School Supply Total:					175.35
Vendor: 11342 - DocNetwork LLC					
DocNetwork LLC	11/02/2020	12953	25-00-000-5404	August Balance Due - CampDoc ...	36.00
Vendor 11342 - DocNetwork LLC Total:					36.00
Vendor: 10286 - EVP Academies, LLC					
EVP Academies, LLC	10/20/2020	12900	25-25-111-5300	Contractual - Fall Volleyball	2,963.80
Vendor 10286 - EVP Academies, LLC Total:					2,963.80
Vendor: 10341 - Excalibur Technology Corporation					
Excalibur Technology Corporati...	11/10/2020	12989	10-11-000-5355	TSS Maint - Dec	6,275.85
Excalibur Technology Corporati...	11/10/2020	12989	25-00-000-5321	Webtrac Hosting - Dec	749.00
Vendor 10341 - Excalibur Technology Corporation Total:					7,024.85
Vendor: 10402 - F.J. Kerrigan Plumbing Co.					
F.J. Kerrigan Plumbing Co.	10/20/2020	12901	25-00-000-5352	Emergency Repair - Takiff Main...	3,200.80
Vendor 10402 - F.J. Kerrigan Plumbing Co. Total:					3,200.80
Vendor: 10346 - Fun Express					
Fun Express	11/10/2020	12990	25-25-913-5400	Halloween Supplies	231.27
Vendor 10346 - Fun Express Total:					231.27
Vendor: 11375 - Game On! LLC					
Game On! LLC	11/02/2020	12954	25-25-752-5300	Contractual - Fall Sports Classes	1,848.00
Vendor 11375 - Game On! LLC Total:					1,848.00
Vendor: 11474 - Glencoe Dekhockey LLC					
Glencoe Dekhockey LLC	10/27/2020	12927	25-25-826-5300	Contractual - Fall Dekhockey Cli...	672.00
Vendor 11474 - Glencoe Dekhockey LLC Total:					672.00
Vendor: 10367 - Goodmark Nurseries, LLC.					
Goodmark Nurseries, LLC.	11/02/2020	12955	10-12-000-5492	Trees/Shrubs	2,404.50
Vendor 10367 - Goodmark Nurseries, LLC. Total:					2,404.50
Vendor: 10370 - Grainger Inc.					
Grainger Inc.	10/20/2020	12902	10-13-000-5412	Cleaning Supplies - Watts	40.82
Grainger Inc.	10/20/2020	12902	25-00-000-5412	Cleaning Supplies - Takiff	10.00
Grainger Inc.	10/20/2020	12902	25-26-000-5460	Day Care Food Prep Supplies	479.88
Grainger Inc.	11/02/2020	12956	10-12-000-5482	Hardware - Parks	163.60
Grainger Inc.	11/02/2020	12956	25-00-000-5360	Marketing Supplies	301.50
Grainger Inc.	11/02/2020	12956	25-00-000-5412	Takiff Cleaning Supplies	159.86
Grainger Inc.	11/02/2020	12956	25-00-000-5484	Electrical Supplies - Takiff	485.60
Grainger Inc.	11/02/2020	12956	25-26-000-5460	Day Care Food Prep Supplies	271.66
Grainger Inc.	11/02/2020	12956	69-00-000-5572	Duke Park Owner Items	69.00
Grainger Inc.	11/10/2020	12991	10-12-000-5582	Parks Maint Equipment	175.70
Grainger Inc.	11/10/2020	12991	10-13-000-5482	Hardware - Watts	88.00
Grainger Inc.	11/10/2020	12991	25-00-000-5588	Takiff Building Improvements	459.80
Grainger Inc.	11/10/2020	12991	25-26-000-5460	Day Care Food Prep Supplies	220.04
Vendor 10370 - Grainger Inc. Total:					2,925.46

Voucher List of Bills

Payment Dates: 10/14/2020 - 11/10/2020

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10325 - Grand Food Center					
Grand Food Center	10/27/2020	12928	25-26-000-5409	Day Care Milk/Food Supplies	313.28
Vendor 10325 - Grand Food Center Total:					313.28
Vendor: 11282 - Hacienda Landscaping					
Hacienda Landscaping	10/20/2020	12903	69-00-000-5571	Construction - Duke Park	116,196.21
Hacienda Landscaping	11/02/2020	12957	69-00-000-5571	Construction - Duke Park	132,503.49
Hacienda Landscaping	11/10/2020	12992	69-00-000-5571	Construction - Duke Park	95,090.40
Vendor 11282 - Hacienda Landscaping Total:					343,790.10
Vendor: 10379 - HD Supply Facilities Maintenance					
HD Supply Facilities Mainten...	11/10/2020	12993	25-00-000-5451	Runner Mats - Takiff	550.68
Vendor 10379 - HD Supply Facilities Maintenance Total:					550.68
Vendor: 10384 - Home Depot Credit Services					
Home Depot Credit Services	10/20/2020	12904	25-25-913-5400	Halloween Supplies	34.96
Home Depot Credit Services	10/20/2020	12904	25-25-953-5400	Fall Event Supplies	66.00
Vendor 10384 - Home Depot Credit Services Total:					100.96
Vendor: 10068 - Hot Shots Sports					
Hot Shots Sports	11/02/2020	12958	25-25-746-5300	Contractual - Fall Sports Classes	567.00
Hot Shots Sports	11/02/2020	12958	25-25-747-5300	Contractual - Fall Sports Classes	6,084.00
Hot Shots Sports	11/02/2020	12958	25-25-748-5300	Contractual - Fall Clinics	3,528.00
Vendor 10068 - Hot Shots Sports Total:					10,179.00
Vendor: 10934 - IC Signs & Graphics					
IC Signs & Graphics	11/10/2020	12994	25-00-000-5360	Parking Lot Signs	170.00
Vendor 10934 - IC Signs & Graphics Total:					170.00
Vendor: 11611 - IDHR Public Contracts Unit					
IDHR Public Contracts Unit	11/05/2020	12975	10-11-000-5730	Public Contracts Renewal Fee - ...	75.00
Vendor 11611 - IDHR Public Contracts Unit Total:					75.00
Vendor: 10100 - IL Dept of Revenue					
IL Dept of Revenue	10/23/2020	DFT0001103	10-00-000-2110	IL State Tax W/H	5,874.81
IL Dept of Revenue	11/06/2020	DFT0001113	10-00-000-2110	IL State Tax W/H	5,738.60
Vendor 10100 - IL Dept of Revenue Total:					11,613.41
Vendor: 10101 - Illinois Municipal Retirement Fund					
Illinois Municipal Retirement Fu...	10/30/2020	DFT0001106	10-00-000-2150	IMRF Contribution - Oct 2020	40,590.75
Illinois Municipal Retirement Fu...	10/30/2020	DFT0001106	10-00-000-2155	VAC Contribution - Oct 2020	5,366.00
Vendor 10101 - Illinois Municipal Retirement Fund Total:					45,956.75
Vendor: 10429 - Indecor, Inc					
Indecor, Inc	11/02/2020	12959	25-00-000-5352	Building Repairs - Takiff	150.00
Vendor 10429 - Indecor, Inc Total:					150.00
Vendor: 10106 - IRS/Dept of Treasury					
IRS/Dept of Treasury	10/23/2020	DFT0001101	10-00-000-2120	Social Security W/H	15,729.18
IRS/Dept of Treasury	10/23/2020	DFT0001102	10-00-000-2130	Medicare	3,870.90
IRS/Dept of Treasury	10/23/2020	DFT0001104	10-00-000-2100	Fed Income Tax W/H	10,913.62
IRS/Dept of Treasury	11/06/2020	DFT0001111	10-00-000-2120	Social Security W/H	15,406.32
IRS/Dept of Treasury	11/06/2020	DFT0001112	10-00-000-2130	Medicare	3,795.48
IRS/Dept of Treasury	11/06/2020	DFT0001114	10-00-000-2100	Fed Income Tax W/H	10,686.14
Vendor 10106 - IRS/Dept of Treasury Total:					60,401.64
Vendor: 11538 - Karen Campion					
Karen Campion	11/10/2020	12995	25-25-787-5300	Contractual - Oct Fitness Classes	180.00
Vendor 11538 - Karen Campion Total:					180.00
Vendor: 9311 - Keri Werner					
Keri Werner	11/10/2020	12996	25-27-000-5365	Contractual - Oct Personal Train...	45.00
Vendor 9311 - Keri Werner Total:					45.00
Vendor: 10404 - Konica Minolta Business Solutions USA Inc.					
Konica Minolta Business Solutio...	10/20/2020	12905	10-11-000-5355	Copy Machine Mo Maint - Oct	111.93
Konica Minolta Business Solutio...	10/20/2020	12905	25-00-000-5355	Copy Machine Mo Maint - Oct	225.28
Vendor 10404 - Konica Minolta Business Solutions USA Inc. Total:					337.21

Voucher List of Bills

Payment Dates: 10/14/2020 - 11/10/2020

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10360 - Lowe's Business Acct/GEMB					
Lowe's Business Acct/GEMB	10/20/2020	12906	10-13-000-5588	Watts Service Window (COVID)	877.16
Vendor 10360 - Lowe's Business Acct/GEMB Total:					877.16
Vendor: 10120 - Magic of Gary Kantor					
Magic of Gary Kantor	10/20/2020	12907	25-25-932-5300	Contractual - Sch Day Off Magic...	445.00
Vendor 10120 - Magic of Gary Kantor Total:					445.00
Vendor: 10082 - Marianne Nicolosi					
Marianne Nicolosi	11/10/2020	12997	25-25-785-5300	Contractual - Oct Fitness Classes	151.20
Marianne Nicolosi	11/10/2020	12997	25-25-787-5300	Contractual - Oct Fitness Classes	420.00
Vendor 10082 - Marianne Nicolosi Total:					571.20
Vendor: 11607 - Martam Construction, Inc.					
Martam Construction, Inc.	10/20/2020	12908	65-00-020-5514	Retaining Wall Repair	55,125.00
Martam Construction, Inc.	10/20/2020	12908	69-00-000-5564	N Overlook Restoration	113,076.00
Martam Construction, Inc.	11/02/2020	12960	65-00-020-5514	Retaining Wall Repairs	9,125.00
Martam Construction, Inc.	11/02/2020	12960	69-00-000-5564	North Overlook Restoration	40,750.00
Vendor 11607 - Martam Construction, Inc. Total:					218,076.00
Vendor: 10174 - MCI					
MCI	11/02/2020	12961	25-00-000-5210	Long Distance Phone Svc	67.44
Vendor 10174 - MCI Total:					67.44
Vendor: 10191 - Menoni & Mocogni					
Menoni & Mocogni	11/10/2020	12998	10-15-000-5481	Construction Supplies - Boathou...	170.00
Vendor 10191 - Menoni & Mocogni Total:					170.00
Vendor: 11519 - Midwest Mechanical					
Midwest Mechanical	11/02/2020	12962	10-12-000-5352	Repairs - Maint Center HVAC (N...	667.59
Midwest Mechanical	11/10/2020	12999	25-00-000-5351	Troubleshoot BAS (Outside Svc ...	406.89
Vendor 11519 - Midwest Mechanical Total:					1,074.48
Vendor: 11267 - Milieu Design LLC					
Milieu Design LLC	10/27/2020	12929	10-12-000-5348	Shared Svcs Mowing	986.48
Milieu Design LLC	10/27/2020	12929	10-12-000-5349	Contractual - Landscaping	6,735.50
Milieu Design LLC	11/02/2020	12963	10-12-000-5348	Shared Svcs Mowing	493.26
Milieu Design LLC	11/02/2020	12963	10-12-000-5349	Contractual - Landscaping	2,354.74
Milieu Design LLC	11/10/2020	13000	10-12-000-5348	Shared Svcs - Mowing	1,479.72
Milieu Design LLC	11/10/2020	13000	10-12-000-5349	Contractual - Landscaping	7,064.28
Vendor 11267 - Milieu Design LLC Total:					19,113.98
Vendor: 11319 - Monica McCarthy O'Connor					
Monica McCarthy O'Connor	11/10/2020	13001	25-25-785-5300	Contractual - Sept/Oct Fitness C...	99.04
Monica McCarthy O'Connor	11/10/2020	13001	25-25-787-5300	Contractual - Sept/Oct Fitness C...	165.00
Vendor 11319 - Monica McCarthy O'Connor Total:					264.04
Vendor: 10103 - NCPERS-IL IMRF					
NCPERS-IL IMRF	11/06/2020	12941	10-00-000-2160	IMRF Life-#03298	80.00
Vendor 10103 - NCPERS-IL IMRF Total:					80.00
Vendor: 11424 - Noggin Builders, LLC					
Noggin Builders, LLC	11/02/2020	12964	25-25-491-5300	Contractual - Jr Engineers Fall C...	1,344.00
Vendor 11424 - Noggin Builders, LLC Total:					1,344.00
Vendor: 10224 - North Shore Gas Company					
North Shore Gas Company	10/27/2020	12930	10-13-000-5220	Gas/Heat - Watts	146.73
North Shore Gas Company	10/27/2020	12930	25-00-000-5220	Gas/Heat - Takiff	1,663.03
North Shore Gas Company	11/02/2020	12965	10-12-000-5220	Gas/Heat - Parks	186.06
Vendor 10224 - North Shore Gas Company Total:					1,995.82
Vendor: 10233 - Orkin Pest Control					
Orkin Pest Control	11/10/2020	13002	25-00-000-5355	Takiff Mo Exterminator - Nov	187.30
Vendor 10233 - Orkin Pest Control Total:					187.30
Vendor: 10235 - Otis Elevator Company					
Otis Elevator Company	10/27/2020	12931	25-00-000-5355	Takiff Elevator Mo Maint - Nov	515.21
Otis Elevator Company	11/10/2020	13003	25-00-000-5355	Takiff Elevator Pressure Testing	830.00
Vendor 10235 - Otis Elevator Company Total:					1,345.21

Voucher List of Bills

Payment Dates: 10/14/2020 - 11/10/2020

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 11527 - P & J HP LLC					
P & J HP LLC	11/02/2020	12966	25-25-613-5300	Contractual - Fall Ninja Class	3,197.60
Vendor 11527 - P & J HP LLC Total:					3,197.60
Vendor: 10110 - PACT Administrative Services Corp					
PACT Administrative Services C...	10/20/2020	12909	10-00-000-2175	FSA Plan Contributions - Oct 20...	1,687.76
PACT Administrative Services C...	10/27/2020	12932	10-11-000-5600	Sect 125 Fees - Nov	91.00
PACT Administrative Services C...	11/10/2020	13004	10-11-000-5600	Set-Up Fee - 2021 Sect 125	300.00
Vendor 10110 - PACT Administrative Services Corp Total:					2,078.76
Vendor: 11380 - Park Warehouse					
Park Warehouse	10/20/2020	12910	69-00-000-5565	Park Benches - Overlook	5,717.05
Park Warehouse	10/20/2020	12910	69-00-000-5572	Park Benches - Duke	6,352.28
Vendor 11380 - Park Warehouse Total:					12,069.33
Vendor: 10104 - Partnership Financial Credit Union					
Partnership Financial Credit Uni...	10/23/2020	12888	10-00-000-2180	#110071680 Barrios	120.00
Partnership Financial Credit Uni...	10/23/2020	12888	10-00-000-2180	#86720 Janis	30.00
Partnership Financial Credit Uni...	10/23/2020	12888	10-00-000-2180	#95910 Mensinger	500.00
Partnership Financial Credit Uni...	10/23/2020	12888	10-00-000-2180	#880010320 Stowick	20.00
Partnership Financial Credit Uni...	11/06/2020	12942	10-00-000-2180	#110071680 Barrios	120.00
Partnership Financial Credit Uni...	11/06/2020	12942	10-00-000-2180	#86720 Janis	30.00
Partnership Financial Credit Uni...	11/06/2020	12942	10-00-000-2180	#95910 Mensinger	500.00
Partnership Financial Credit Uni...	11/06/2020	12942	10-00-000-2180	#880010320 Stowick	20.00
Vendor 10104 - Partnership Financial Credit Union Total:					1,340.00
Vendor: 10242 - PDRMA					
PDRMA	10/27/2020	12933	10-11-000-5600	Health Insurance - Oct	34,426.95
PDRMA	10/27/2020	12933	25-26-000-5600	Health Insurance - Oct	14,317.73
PDRMA	11/10/2020	13005	10-11-000-5600	COBRA Cont - Nov & Dec (Aviles)	4,927.05
Vendor 10242 - PDRMA Total:					53,671.73
Vendor: 10374 - Postmaster Glencoe					
Postmaster Glencoe	10/20/2020	12911	25-00-000-5360	Postage Imprint	240.00
Vendor 10374 - Postmaster Glencoe Total:					240.00
Vendor: 10434 - Pupils Vision & Hearing Testing, Inc					
Pupils Vision & Hearing Testing, ..	11/10/2020	13006	25-26-000-5335	Early Childhood Vision/Hearing ...	1,278.00
Vendor 10434 - Pupils Vision & Hearing Testing, Inc Total:					1,278.00
Vendor: 10259 - Quill Corporation					
Quill Corporation	10/20/2020	12912	25-00-000-5401	Supplies - Rec Office	26.42
Quill Corporation	10/20/2020	12912	25-25-601-5400	Supplies - Kids Club	23.95
Quill Corporation	10/27/2020	12934	10-11-000-5420	General Admin Supplies	23.88
Quill Corporation	10/27/2020	12934	25-00-000-5401	Rec Office Supplies	158.40
Quill Corporation	10/27/2020	12934	25-00-000-5420	General Rec Supplies	19.12
Quill Corporation	11/10/2020	13007	25-00-000-5420	General Rec Supplies	38.81
Quill Corporation	11/10/2020	13007	25-25-401-5400	ELC Supplies	33.37
Quill Corporation	11/10/2020	13007	25-25-402-5400	ELC Supplies	33.37
Quill Corporation	11/10/2020	13007	25-25-403-5400	ELC Supplies	33.38
Quill Corporation	11/10/2020	13007	25-26-000-5401	Day Care Office Supplies	33.37
Vendor 10259 - Quill Corporation Total:					424.07
Vendor: 10638 - Reach					
Reach	11/10/2020	13008	25-00-000-5368	TV Screen Marketing Subscripti...	1,476.00
Vendor 10638 - Reach Total:					1,476.00
Vendor: 10966 - Real V LLC					
Real V LLC	11/02/2020	12967	25-25-413-5300	Contractual - Fall Presch Cookin...	1,160.00
Vendor 10966 - Real V LLC Total:					1,160.00
Vendor: 11232 - Rek Room Inc.					
Rek Room Inc.	11/02/2020	12968	25-25-753-5300	Contractual - Fall Speed/Agility ...	1,092.00
Vendor 11232 - Rek Room Inc. Total:					1,092.00

Voucher List of Bills

Payment Dates: 10/14/2020 - 11/10/2020

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 8498 - Richard Tomei					
Richard Tomei	11/10/2020	13009	25-27-000-5365	Contractual - Oct Personal Train...	45.00
Vendor 8498 - Richard Tomei Total:					45.00
Vendor: 10269 - RMC Inc.					
RMC Inc.	10/27/2020	12935	10-13-000-5357	Watts Refrig Mo Maint - Nov	281.00
RMC Inc.	11/02/2020	12969	10-13-000-5357	Watts Refrig Mo Maint - Oct	281.00
Vendor 10269 - RMC Inc. Total:					562.00
Vendor: 1232 - Ronald P. Cadarian					
Ronald P. Cadarian	11/10/2020	13010	25-27-000-5365	Contractual - Oct Personal Train...	157.50
Vendor 1232 - Ronald P. Cadarian Total:					157.50
Vendor: 11320 - Roundy's Inc.					
Roundy's Inc.	11/10/2020	13011	25-00-000-5342	Meeting Expenses - Rec	25.00
Roundy's Inc.	11/10/2020	13011	25-26-000-5342	Meeting Expenses - Day Care	16.96
Vendor 11320 - Roundy's Inc. Total:					41.96
Vendor: 10275 - Sam's Club Direct Commercial Account Program					
Sam's Club Direct Commercial A...	10/27/2020	12936	25-25-913-5400	Halloween Supplies	140.66
Vendor 10275 - Sam's Club Direct Commercial Account Program Total:					140.66
Vendor: 10654 - Sandra K Culver					
Sandra K Culver	11/10/2020	13012	25-25-728-5300	Contractual - Oct Rowing	2,117.25
Sandra K Culver	11/10/2020	13012	25-25-785-5300	Contractual - Oct Fitness Classes	219.56
Sandra K Culver	11/10/2020	13012	25-25-787-5300	Contractual - Oct Fitness Classes	870.00
Vendor 10654 - Sandra K Culver Total:					3,206.81
Vendor: 10515 - Sarah Hall Theatre Company					
Sarah Hall Theatre Company	11/10/2020	13013	25-25-312-5300	Contractual - Fall Session 1 Adul...	945.00
Vendor 10515 - Sarah Hall Theatre Company Total:					945.00
Vendor: 11160 - Shaun Christopher Whitley					
Shaun Christopher Whitley	11/02/2020	12970	25-25-415-5300	Contractual - Presch Music Clas...	300.00
Vendor 11160 - Shaun Christopher Whitley Total:					300.00
Vendor: 11472 - Silvia Strazzarino					
Silvia Strazzarino	11/10/2020	13014	25-25-785-5300	Contractual - Oct Fitness Classes	20.70
Silvia Strazzarino	11/10/2020	13014	25-25-787-5300	Contractual - Oct Fitness Classes	380.70
Vendor 11472 - Silvia Strazzarino Total:					401.40
Vendor: 11436 - SportsEngine Inc.					
SportsEngine Inc.	11/10/2020	13015	45-00-000-5335	Background Checks - Oct	18.50
Vendor 11436 - SportsEngine Inc. Total:					18.50
Vendor: 10108 - State Disbursement Unit					
State Disbursement Unit	10/23/2020	12889	10-00-000-2190	M Barrios,FIPS#1703100/2013...	195.90
State Disbursement Unit	11/06/2020	12943	10-00-000-2190	M Barrios,FIPS#1703100/2013...	195.90
Vendor 10108 - State Disbursement Unit Total:					391.80
Vendor: 10291 - Swank Motion Pictures, Inc					
Swank Motion Pictures, Inc	10/27/2020	12937	25-25-953-5300	Contractual - Movie on the Bea...	435.00
Vendor 10291 - Swank Motion Pictures, Inc Total:					435.00
Vendor: 11263 - Sweet Comb Chicago LLC					
Sweet Comb Chicago LLC	11/10/2020	13016	10-12-000-5350	Bee Keeping Cont - 2nd Half	4,250.00
Vendor 11263 - Sweet Comb Chicago LLC Total:					4,250.00
Vendor: 11414 - Sysco Chicago, Inc.					
Sysco Chicago, Inc.	10/20/2020	12913	25-25-405-5400	K Readiness Supplies	200.00
Sysco Chicago, Inc.	10/20/2020	12913	25-26-000-5409	Day Care Food Supplies	810.68
Sysco Chicago, Inc.	10/27/2020	12938	25-25-405-5400	K Readiness Supplies	200.00
Sysco Chicago, Inc.	10/27/2020	12938	25-26-000-5409	Day Care Food Supplies	714.53
Sysco Chicago, Inc.	11/02/2020	12971	25-25-401-5400	ELC Supplies	74.07
Sysco Chicago, Inc.	11/02/2020	12971	25-25-402-5400	ELC Supplies	74.07
Sysco Chicago, Inc.	11/02/2020	12971	25-25-403-5400	ELC Supplies	74.07
Sysco Chicago, Inc.	11/02/2020	12971	25-25-405-5400	K Readiness Supplies	200.00
Sysco Chicago, Inc.	11/02/2020	12971	25-26-000-5409	Food Supplies - Day Care	516.36
Sysco Chicago, Inc.	11/10/2020	13017	25-25-405-5400	K Readiness Supplies	100.00

Voucher List of Bills

Payment Dates: 10/14/2020 - 11/10/2020

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Sysco Chicago, Inc.	11/10/2020	13017	25-26-000-5409	Day Care Food Supplies	597.11
Sysco Chicago, Inc.	11/10/2020	13017	25-26-000-5460	Day Care Food Prep Supplies	156.38
Vendor 11414 - Sysco Chicago, Inc. Total:					3,717.27
Vendor: 10294 - Telcom Innovations Group					
Telcom Innovations Group	10/27/2020	12939	10-11-000-5355	Annual Software Assurance	2,037.68
Vendor 10294 - Telcom Innovations Group Total:					2,037.68
Vendor: 11506 - The Home Depot Pro					
The Home Depot Pro	11/02/2020	12972	10-13-000-5412	Cleaning Supplies - Watts	107.94
The Home Depot Pro	11/02/2020	12972	25-00-000-5412	Cleaning Supplies - Takiff	200.00
The Home Depot Pro	11/02/2020	12972	25-26-000-5412	Cleaning Supplies - Day Care	600.00
The Home Depot Pro	11/10/2020	13018	25-00-000-5412	Cleaning Supplies - Takiff	7.95
Vendor 11506 - The Home Depot Pro Total:					915.89
Vendor: 11168 - TimeClock Plus, Inc.					
TimeClock Plus, Inc.	11/02/2020	12973	10-11-000-5355	TCP Hardware Maint/Support	2,615.94
Vendor 11168 - TimeClock Plus, Inc. Total:					2,615.94
Vendor: 10301 - Tyler Business Forms					
Tyler Business Forms	10/27/2020	12940	25-00-000-5401	Tax Forms - W2s & 1099s	435.39
Vendor 10301 - Tyler Business Forms Total:					435.39
Vendor: 10307 - Vanguard Energy Service, LLC					
Vanguard Energy Service, LLC	10/20/2020	12914	10-13-000-5220	Bulk Gas/Heat - Watts	21.20
Vanguard Energy Service, LLC	10/20/2020	12914	25-00-000-5220	Bulk Gas/Heat - Watts	924.17
Vendor 10307 - Vanguard Energy Service, LLC Total:					945.37
Vendor: 10099 - Vantagepoint Trf Agents-457					
Vantagepoint Trf Agents-457	10/23/2020	12890	10-00-000-2140	ICMA - A/C#301403	1,425.00
Vantagepoint Trf Agents-457	11/06/2020	12944	10-00-000-2140	ICMA - A/C#301403	1,425.00
Vendor 10099 - Vantagepoint Trf Agents-457 Total:					2,850.00
Vendor: 10309 - Verizon Wireless					
Verizon Wireless	11/10/2020	13019	25-00-000-5210	Cell Phone Svc	992.33
Vendor 10309 - Verizon Wireless Total:					992.33
Vendor: 10457 - Village of Glencoe					
Village of Glencoe	11/02/2020	12974	10-12-000-5240	Water/Sewer - Parks	40.36
Village of Glencoe	11/02/2020	12974	25-00-000-5240	Water/Sewer - Takiff	583.10
Village of Glencoe	11/10/2020	13020	10-12-000-5480	Gasoline/Fuel - Parks	877.99
Vendor 10457 - Village of Glencoe Total:					1,501.45
Vendor: 10314 - Walmart Community					
Walmart Community	11/10/2020	13021	25-25-601-5400	Kids Club Supplies	49.79
Vendor 10314 - Walmart Community Total:					49.79
Vendor: 10700 - Warehouse Direct Workplace Solutions					
Warehouse Direct Workplace So..	10/20/2020	12915	10-13-000-5412	Cleaning Supplies - Watts	619.25
Warehouse Direct Workplace So..	10/20/2020	12915	25-00-000-5412	Cleaning Supplies - Takiff	2,000.00
Warehouse Direct Workplace So..	11/10/2020	13022	25-00-000-5412	Takiff Cleaning Supplies	529.50
Vendor 10700 - Warehouse Direct Workplace Solutions Total:					3,148.75
Vendor: 10882 - Welcome Wagon					
Welcome Wagon	10/20/2020	12916	25-00-000-5360	Marketing	161.42
Welcome Wagon	11/10/2020	13023	25-00-000-5360	Marketing	161.42
Vendor 10882 - Welcome Wagon Total:					322.84
Vendor: 10102 - Wisconsin Dept of Revenue					
Wisconsin Dept of Revenue	10/30/2020	DFT0001105	10-00-000-2111	WI Mo Withholding	255.84
Vendor 10102 - Wisconsin Dept of Revenue Total:					255.84
Vendor Set AP Vendors Total:					952,169.85

Voucher List of Bills

Payment Dates: 10/14/2020 - 11/10/2020

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor Set: Employees - Employees					
Vendor: 6044 - Ben Newcomb					
Ben Newcomb	10/20/2020	12893	10-14-000-5340	Reimbursement - Lifeguard Trai...	100.00
Vendor 6044 - Ben Newcomb Total:					100.00
Vendor Set Employees Total:					100.00
Grand Total:					952,269.85

Report Summary

Fund Summary

Fund	Payment Amount
10 - CORPORATE FUND	224,744.90
25 - RECREATION FUND	94,928.05
45 - LIABILITY INSURANCE FUND	2,341.00
65 - CAPITAL PROJECTS FUND	67,643.01
69 - MASTER PLAN CAPITAL PROJECTS	562,612.89
Grand Total:	952,269.85

Account Summary

Account Number	Account Name	Payment Amount
10-00-000-2100	FEDERAL WITHHOLDING	21,599.76
10-00-000-2110	IL STATE WITHHOLDING	11,613.41
10-00-000-2111	WI STATE WITHHOLDING	255.84
10-00-000-2120	SOCIAL SECURITY WITHO...	31,135.50
10-00-000-2130	MEDICARE WITHHOLDING	7,666.38
10-00-000-2140	ICMA DEF COMP WITHOL...	2,850.00
10-00-000-2150	IMRF WITHHOLDING	40,590.75
10-00-000-2155	IMRF VAC WITHHOLDING	5,366.00
10-00-000-2160	SUPPL IMRF LIFE WITHOL...	80.00
10-00-000-2170	AFLAC WITHHOLDING	261.76
10-00-000-2175	FSA PLAN WITHHOLDING	1,687.76
10-00-000-2180	CREDIT UNION WITHOLDI...	1,340.00
10-00-000-2190	GARNISHMENT WITHOLD...	391.80
10-11-000-5310	LEGAL SERVICES	698.75
10-11-000-5340	CONFERENCES AND TRAIN..	205.00
10-11-000-5355	MAINTENANCE SERVICE ...	11,041.40
10-11-000-5402	BOOKS/PUBLICATNS/SUB...	27.72
10-11-000-5420	SUPPLIES - GENERAL	140.12
10-11-000-5425	SUPPLIES-STAFF RECOG/T...	1,272.90
10-11-000-5600	HEALTH INSURANCE PRE...	39,745.00
10-11-000-5730	DUES/MEMBERSHIPS	867.00
10-12-000-5210	TELEPHONE/INTERNET	177.78
10-12-000-5220	FUEL/HEAT	186.06
10-12-000-5230	ELECTRICITY	750.99
10-12-000-5240	WATER	40.36
10-12-000-5348	SHARED SVCS-CONT MOW..	2,959.46
10-12-000-5349	CONTRACTL-HORT/LAND...	16,154.52
10-12-000-5350	MAINTENANCE SERVICES	5,803.95
10-12-000-5352	REPAIRS - BUILDINGS	667.59
10-12-000-5353	DISPOSAL/PORTOLET SER...	1,822.00
10-12-000-5401	OFFICE SUPPLIES	148.11
10-12-000-5421	SUPPLIES - UNIFORMS	499.50
10-12-000-5425	SUPPLIES-STAFF RECOGNI...	38.61
10-12-000-5450	SUPPLIES - EQUIPMENT P...	122.12
10-12-000-5480	GASOLINE/LUBRICANTS	877.99
10-12-000-5481	SUPPLIES-CONSTRUCTION	135.08
10-12-000-5482	SUPPLIES-HARDWARE	163.60
10-12-000-5484	SUPPLIES-ELECTRICAL/BU...	134.88
10-12-000-5487	SUPPLIES-HAND TOOLS	100.00
10-12-000-5488	SUPPLIES-POWER TOOLS	300.00
10-12-000-5491	SUPPLIES-GREENHOUSE/...	455.45
10-12-000-5492	SUPPLIES-TREES/SHRUBS	2,404.50
10-12-000-5582	EQUIPMENT - MAINTENA...	658.52
10-12-000-5585	PAVEMENT & SITE DEVEL...	1,921.24
10-13-000-5210	TELEPHONE/INTERNET/C...	164.77
10-13-000-5220	FUEL/HEAT	167.93
10-13-000-5230	ELECTRICITY	530.04
10-13-000-5353	DISPOSAL/PORTOLET SER...	336.00

Account Summary

Account Number	Account Name	Payment Amount
10-13-000-5357	MAINT SERVICE-REFRIGE...	562.00
10-13-000-5360	PRINTING/MARKETING/A...	1,422.70
10-13-000-5412	CUSTODIAL/CLEANING SU...	812.86
10-13-000-5416	SUPPLIES-ICE MAKING	1,378.18
10-13-000-5421	SUPPLIES - UNIFORMS	129.99
10-13-000-5482	SUPPLIES-HARDWARE	88.00
10-13-000-5588	BUILDING IMPROVEMENTS	877.16
10-13-000-5990	CONTINGENCY	1,295.94
10-14-000-5210	TELEPHONE/INTERNET	344.58
10-14-000-5230	ELECTRICITY	147.59
10-14-000-5340	CONFERENCES AND TRAIN..	100.00
10-14-000-5425	SUPPLIES-STAFF RECOGNI...	86.80
10-14-000-5481	SUPPLIES-CONSTRUCTION	247.74
10-15-000-5230	ELECTRICITY	341.30
10-15-000-5420	SUPPLIES - GENERAL	17.00
10-15-000-5481	SUPPLIES-CONSTRUCTION	335.16
25-00-000-5210	TELEPHONE/INTERNET	4,103.63
25-00-000-5220	FUEL/HEAT	2,587.20
25-00-000-5230	ELECTRICITY	8,557.81
25-00-000-5240	WATER	583.10
25-00-000-5321	CONSULTING SERVICES	749.00
25-00-000-5342	OFFICIALS/MEETING EXP...	25.00
25-00-000-5351	REPAIRS - EQUIPMENT	2,452.84
25-00-000-5352	REPAIRS - BUILDINGS	3,350.80
25-00-000-5353	DISPOSAL/PORTOLET SER...	1,144.01
25-00-000-5355	MAINTENANCE SERVICE ...	1,757.79
25-00-000-5360	PRINTING/MARKETING/A...	1,759.72
25-00-000-5362	PHOTOGRAPHY	78.00
25-00-000-5368	MARKETING-DIGITAL	1,608.81
25-00-000-5401	OFFICE SUPPLIES	620.21
25-00-000-5404	COMPUTER PROGRAMS	175.95
25-00-000-5412	CUSTODIAL/CLEANING SU...	2,941.16
25-00-000-5420	SUPPLIES - GENERAL	404.10
25-00-000-5422	SUPPLIES-UNIFORMS, BL...	300.00
25-00-000-5451	SUPPLIES - BUILDING PAR...	550.68
25-00-000-5480	SUPPLIES-GAS/LUBRICANT	83.48
25-00-000-5483	SUPPLIES-PAINT	20.58
25-00-000-5484	SUPPLIES-ELECTRICAL/BU...	685.56
25-00-000-5588	BUILDING IMPROVEMENTS	459.80
25-00-000-5730	DUES/MEMBERSHIPS	792.00
25-25-111-5300	CONTRACTL-BEACH VB	2,963.80
25-25-312-5300	CONTRACTL-ADULT WOR...	945.00
25-25-401-5400	SUPPLIES-ELC 3YR	128.89
25-25-402-5400	SUPPLIES-ELC 4YR	128.89
25-25-403-5400	SUPPLIES-ELC 2YR	141.93
25-25-405-5400	SUPPLIES-KINDERGTN RE...	759.32
25-25-413-5300	CONTRACTL-PRESCHOOL ...	1,160.00
25-25-415-5300	CONTRACTL-MUSIC,IMAG...	300.00
25-25-491-5300	CONTRACTL-PRESCH JR B...	1,344.00
25-25-601-5300	CONTRACTL-KIDS CLUB PM	150.00
25-25-601-5400	SUPPLIES-KIDS CLUB PM	177.02
25-25-602-5400	SUPPLIES-KIDS CLUB AM	123.29
25-25-613-5300	CONTRACTL-PULSE	3,197.60
25-25-615-5400	SUPPLIES-YOUTH CERAMI...	622.06
25-25-653-5401	COSTUMES	262.90
25-25-706-5300	CONTRACTL-SOCCER SHO...	1,900.50
25-25-728-5300	CONTRACTL-ROWING	2,117.25
25-25-746-5300	CONTRACTL-HOT SHOT S...	567.00

Account Summary

Account Number	Account Name	Payment Amount
25-25-747-5300	CONTRACTL-HOTSHOT SP...	6,084.00
25-25-748-5300	CONTRACTL-BB CLINICS	3,528.00
25-25-752-5300	CONTRACTL-GAME ONIS...	1,848.00
25-25-753-5300	CONTRACTL-REDLINE ATH...	1,092.00
25-25-785-5300	CONTRACTL-FITNESS PUN...	490.50
25-25-787-5300	CONTRACTL-GENERAL FIT...	2,015.70
25-25-791-5300	CONTRACTL-PICKLEBALL	225.00
25-25-801-5300	CONTRACTL-SUN FUN C...	-50.00
25-25-810-5300	CONTRACTL-CAMP ADVE...	-50.00
25-25-826-5300	CONTRACTL-HOT SHOTS S...	672.00
25-25-913-5400	SUPPLIES-HALLOWEEN P...	1,567.35
25-25-932-5300	CONTRACTL-SCHOOL DAY...	445.00
25-25-932-5400	SUPPLIES-SCHOOL DAYS ...	279.86
25-25-934-5300	CONTRACTL-SPEC EVENT ...	169.88
25-25-953-5300	CONTRACTL FALL SPEC EV...	435.00
25-25-953-5400	SUPPLIES-FALL SPEC EVEN...	145.53
25-26-000-5335	WELLNESS/PRE-PLACEMT ...	1,278.00
25-26-000-5342	OFFICIALS/MEETINGS EXP...	16.96
25-26-000-5360	PRINTING/MARKETING/A...	75.00
25-26-000-5387	NURSE SERVICES	90.00
25-26-000-5401	OFFICE SUPPLIES	33.37
25-26-000-5403	DAYCARE PROGRAM SUP...	504.99
25-26-000-5404	COMPUTER PGMS/APPs	175.00
25-26-000-5409	SUPPLIES-INTERNAL FOOD..	2,951.96
25-26-000-5412	SUPPLIES-CLEANING/CUS...	600.00
25-26-000-5430	SUPPLIES - FIRST AID	1,100.09
25-26-000-5460	SUPPLIES-FOOD EQUIPMT	1,127.96
25-26-000-5600	HEALTH INSURANCE PRE...	14,317.73
25-26-000-5730	DUES/MEMBERSHIPS	528.00
25-27-000-5210	DEDICATED TV/INTERNET	202.99
25-27-000-5365	CONTRACTL-PERSONAL T...	247.50
45-00-000-5321	CONSULTING-SAFETY/LOS...	165.00
45-00-000-5335	WELLNESS/PRE-PLACEMT ...	18.50
45-00-000-5765	SAFETY INCENTIVE AWAR...	2,157.50
65-00-020-5503	DIRECTOR INITIATIVES	3,393.01
65-00-020-5514	RETAINING WALL-BEACH	64,250.00
69-00-000-5553	CONNECT GLENCOE TRAIL...	43,508.24
69-00-000-5554	CONNECT GLENCOE TRAIL...	374.00
69-00-000-5564	SCHUMAN OVERLOOK-Co...	153,826.00
69-00-000-5565	SCHUMAN OVERLOOK-O...	5,717.05
69-00-000-5570	DUKE PLAY AREA PROJ-De...	7,185.72
69-00-000-5571	DUKE PLAY AREA PROJ-PI...	343,790.10
69-00-000-5572	DUKE PLAY AREA PROJ-O...	8,211.78
	Grand Total:	952,269.85

Project Account Summary

Project Account Key	Payment Amount
None	952,269.85
Grand Total:	952,269.85

Authorization Signatures

To the Board of Commissioners

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

Treasurer, Park Board of Commissioners

Secretary/Executive Director

V. Brad Friedman Community Service Award

Glencoe Park District
November 2020 Board Meeting

MEMORANDUM

TO: Board of Park Commissioners
FROM: Bobby Collins, Director of Recreation & Facilities and Chris Leiner, Director of Parks & Maintenance
SUBJECT: IPRA/IAPD Community Service Award
DATE: November 17, 2020

The Glencoe Park District presents the Illinois Park and Recreation Association and the Illinois Association of Park District's Community Service Award to Brad Friedman in recognition and appreciation of outstanding contributions and unselfish devotion to the advancement of parks, recreation, and leisure in the community and the State of Illinois.

In Brad's role as the President of the Glencoe Baseball Association (GBA) organization for youth baseball, he has worked tirelessly to dramatically improve communication and league organization. Thru his efforts, the partnership between GBA and the Glencoe Park District has strengthened, with the result being an improvement in the baseball opportunities available to the entire community.

In addition, Brad volunteers as a Glencoe Park District youth basketball coach. His spirit of volunteerism, positive attitude, and can-do approach has made him invaluable to Park District programming.

**VI. & VII. Hearing and Approval of Ordinance
No. 920: An Ordinance Levying the Taxes for
the Glencoe Park District, Cook County, IL for
2020**

Glencoe Park District
November 2020 Board Meeting

**GLENCOE PARK DISTRICT
ORDINANCE NO. 920**

**AN ORDINANCE LEVYING THE TAXES FOR THE GLENCOE PARK DISTRICT,
COOK COUNTY, ILLINOIS FOR 2020**

WHEREAS, the Board of Park Commissioners established an estimate of levy, in compliance with Section 18-60 of the Property Tax Code, at the Committee of the Whole meeting on October 6, 2020; and

WHEREAS, the estimate of levy determined that the proposed aggregate levy represents a 4.40% increase over the 2019 extension of the corporate or special purpose taxes that were levied or abated; and

WHEREAS, the Board of Park Commissioners held a public hearing on November 17, 2020, regarding a proposed property tax increase at the Takiff Center, 999 Green Bay Road, Glencoe, Illinois 60022, for which the Board caused notice of the public hearing to be published in the *Glencoe News*, an English language newspaper of general circulation published in the taxing district, on November 5, 2020.

BE IT ORDAINED by the Board of Park Commissioners of the Glencoe Park District, Cook County, Illinois, as follows:

SECTION 1. The sum of Four Million, Eight Hundred Forty-Three Thousand (\$4,843,000), or so much as may be authorized by law, is hereby assessed and levied, for the anticipated objects and purposes specified, against all taxable property within the limits of the Glencoe Park District as the same is assessed and equalized for State and County purposes, for 2020. The said taxes, which are hereby levied, are exclusive of the amounts previously levied for the payment of bonded indebtedness and interest thereon.

I. GENERAL CORPORATE FUND

Personnel Services	\$ 970,000
Utilities and Other Contractual Services	600,000
Commodities	280,000
Capital Improvements	<u>450,000</u>

**Total to be raised by Taxation for Corporate Purposes
(70 ILCS 1205/5-1; 5-3 and Public Act 97-974)** **\$2,300,000**

II. RECREATION FUND

Personnel Services	\$ 700,000
Utilities and Other Contractual Services	360,000
Commodities	125,000

Fixed Charges/Dues	20,000
Capital Improvements	<u>25,000</u>
Total to be raised by Taxation for Recreation Fund (70 ILCS 1205/5-2; 5-3a and Public Act 97-974)	\$ 1,230,000
III. SPECIAL RECREATION FUND	
District's share of expenses of providing recreational programs for the handicapped under joint intergovernmental agreement	<u>350,000</u>
Total to be raised by Taxation for Special Recreation Fund (70 ILCS 1205/5-8)	\$ 350,000
IV. LIABILITY INSURANCE FUND	
Joint Self-Insurance Premiums	\$ 115,000
Other Risk Management Expenses	<u>45,000</u>
Total to be raised by Taxation for Insurance Fund (745 ILCS 10/9-107)	\$ 160,000
V. AUDIT FUND	
Auditing Expenses	\$ <u>17,000</u>
Total to be raised by Taxation for Audit Services (50 ILCS 310/9)	\$ 17,000
VI. I.M.R.F. FUND	
Employer IMRF Contributions	\$ <u>400,000</u>
Total to be raised by Taxation for I.M.R.F. Fund (40 ILCS 5/7-171)	\$ 400,000
VII. SOCIAL SECURITY/MEDICARE FUND	
Cost of participation in Federal Social Security Program	\$ 260,000
Cost of participation in Federal Medicare Program	\$ <u>80,000</u>
Total to be raised by Taxation for Social Security (40 ILCS 5/21-110) and Medicare (40 ILCS 4/21-110.1)	\$ 340,000

VIII. WORKERS' COMPENSATION INSURANCE FUND

Joint Self-Insurance Premiums	\$ <u>46,000</u>
Total to be raised by Taxation for Workers' Compensation Insurance Fund (745 ILCS 10/9-107)	\$ 46,000
TOTAL AMOUNT TO BE LEVIED-OPERATING FUNDS	\$4,843,000

SUMMARY

Total Tax Levy for General Corporate Fund	\$2,300,000
Total Tax Levy for Recreation Fund	1,230,000
Total Tax Levy for Special Recreation Fund.....	350,000
Total Tax Levy for Liability Insurance Fund.....	160,000
Total Tax Levy for Audit Fund	17,000
Total Tax Levy for I.M.R.F. Fund.....	400,000
Total Tax Levy for Social Security Fund.....	340,000
Total Tax Levy for Workers' Compensation Insurance Fund.....	<u>46,000</u>

TOTAL AMOUNT TO BE LEVIED - OPERATING FUNDS **\$4,843,000**

SECTION 2. Pursuant to Section 4-4 of the Park District Code (70 ILCS 1205/4-4) neither the Budget and Appropriation Ordinance of the District for the current fiscal year beginning March 1, 2020 and ending February 28, 2021 nor any other Budget and Appropriation Ordinance is intended or required to be in support of the tax levy made in this ordinance.

SECTION 3. The unexpended balance of any item or items levied in and by this ordinance may be expended in making up any deficit of any item or items in the same general appropriation and levy made by this ordinance. The unexpended balance of the tax for general corporate purposes from the preceding year may be accumulated and set aside for the purposes of building repairs and improvements in a capital improvement fund, provided that the balance of such fund does not exceed 1.5% of the aggregated assessed valuation of all taxable property within the District.

SECTION 4. That forthwith upon the passage of this ordinance, the Secretary of this Board is directed to file in the office of the County Clerk of Cook County, Illinois, a copy of this ordinance properly certified by said Secretary as to its enactment accompanied by the certificate of the presiding officer as to compliance with the Truth-in-Taxation Law, and said County Clerk is hereby directed to extend taxes sufficient to produce the amounts levied herein in accordance with applicable law.

SECTION 5. This ordinance shall be in full force and effect from and after its adoption as required by law.

ADOPTED this 17th of November 2020 pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSTENTIONS:

ABSENT AND NOT VOTING:

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

ATTEST:

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

[SEAL]

**GLENCOE PARK DISTRICT
CERTIFICATE OF SECRETARY**

I, Lisa Sheppard, 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 seals of said Park District, and

I HEREBY CERTIFY that the foregoing instrument is a true and correct copy of **AN ORDINANCE LEVYING THE TAXES OF THE GLENCOE PARK DISTRICT, COOK COUNTY, ILLINOIS FOR 2020**, which was 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 17th day of November, A.D. 2020.

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 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 an agenda for said meeting was posted at the location at which said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, 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 said Park District at Glencoe, Illinois, this 17th day of November 2020.

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

[SEAL]

**GLENCOE PARK DISTRICT
TRUTH IN TAXATION
CERTIFICATE OF COMPLIANCE**

I, Lisa M. Brooks, hereby certify that I am the presiding officer of the Glencoe Park District, Cook County, Illinois, and as such presiding officer I certify that the levy ordinance, a copy of which is attached, was adopted pursuant to, and in all respects in compliance with the provisions of the Illinois Property Tax Code - Truth in Taxation Law, 35 ILCS 200/18-60 through 18-85(2002).

This certificate applies to the 2020 levy.

IN WITNESS WHEREOF, I have signed my name in my official capacity as the President and presiding officer of the Board of Park Commissioners of the Glencoe Park District at Glencoe, Illinois this 17th day of November 2020.

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

[SEAL]

VIII. Financial Report

Glencoe Park District
November 2020 Board Meeting



G/L MONTHLY New Pooled Cash Report

Glencoe Park District
For the Period Ending 10/31/2020

ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE	
CLAIM ON CASH					
<u>10-00-000-1000</u>	CASH/INVESTMENTS	3,073,472.53	104,610.94	3,178,083.47	
<u>25-00-000-1000</u>	CASH/INVESTMENTS	3,826,885.29	115,031.06	3,941,916.35	
<u>30-00-000-1000</u>	CASH/INVESTMENTS	367,019.64	24,286.00	391,305.64	
<u>35-00-000-1000</u>	CASH/INVESTMENTS	334,446.43	(3,455.12)	330,991.31	
<u>36-00-000-1000</u>	CASH/INVESTMENTS	175,823.09	911.46	176,734.55	
<u>40-00-000-1000</u>	CASH/INVESTMENTS	1,407,024.05	84,261.92	1,491,285.97	
<u>45-00-000-1000</u>	CASH/INVESTMENTS	260,960.83	(180.34)	260,780.49	
<u>50-00-000-1000</u>	CASH/INVESTMENTS	63,227.57	3,018.74	66,246.31	
<u>55-00-000-1000</u>	CASH/INVESTMENTS	6,086.60	883.00	6,969.60	
<u>65-00-000-1000</u>	CASH/INVESTMENTS	474,163.58	(28,768.51)	445,395.07	
<u>67-00-000-1000</u>	CASH/INVESTMENTS	0.00	4,502,697.47	4,502,697.47	
<u>69-00-000-1000</u>	CASH/INVESTMENTS	3,086,442.23	(273,790.17)	2,812,652.06	
<u>70-00-000-1000</u>	CASH/INVESTMENTS	0.00	0.00	0.00	
<u>75-00-000-1000</u>	CASH/INVESTMENTS	0.00	0.00	0.00	
<u>80-00-000-1000</u>	CASH/INVESTMENTS	0.00	0.00	0.00	
<u>90-00-000-1000</u>	CASH/INVESTMENTS	0.00	0.00	0.00	
TOTAL CLAIM ON CASH		<u>13,075,551.84</u>	<u>4,529,506.45</u>	<u>17,605,058.29</u>	
CASH IN BANK					
Cash in Bank					
<u>99-00-000-1011</u>	Operating Corporate Account	210,873.75	157,629.04	368,502.79	
<u>99-00-000-1012</u>	Operating PR Account	4,924.99	2.67	4,927.66	
<u>99-00-000-1013</u>	IL Funds	5,034,973.59	4,113.79	5,039,087.38	
<u>99-00-000-1014</u>	IPDLAF CDs	1,973,000.00	(241,000.00)	1,732,000.00	
<u>99-00-000-1015</u>	IPDLAF MM	2,851,186.55	92,884.33	2,944,070.88	
<u>99-00-000-1016</u>	PMA CDs	2,461,600.00	(487,000.00)	1,974,600.00	
<u>99-00-000-1017</u>	PMA MM	538,992.96	749,879.15	1,288,872.11	
<u>99-00-000-1018</u>	PMA 2020 BOND CDs	0.00	2,741,700.00	2,741,700.00	
<u>99-00-000-1019</u>	PMA 2020 BONDS IPrime	0.00	1,511,297.47	1,511,297.47	
TOTAL: Cash in Bank		<u>13,075,551.84</u>	<u>4,529,506.45</u>	<u>17,605,058.29</u>	
TOTAL CASH IN BANK		<u>13,075,551.84</u>	<u>4,529,506.45</u>	<u>17,605,058.29</u>	
DUE TO OTHER FUNDS					
<u>99-00-000-2400</u>	Due To Other Funds	13,075,551.84	4,529,506.45	17,605,058.29	
TOTAL DUE TO OTHER FUNDS		<u>13,075,551.84</u>	<u>4,529,506.45</u>	<u>17,605,058.29</u>	
Claim on Cash	17,605,058.29	Claim on Cash	17,605,058.29	Cash in Bank	17,605,058.29
Cash in Bank	17,605,058.29	Due To Other Funds	17,605,058.29	Due To Other Funds	17,605,058.29
Difference	<u>0.00</u>	Difference	<u>0.00</u>	Difference	<u>0.00</u>

**Glencoe Park District
 Monthly Cash/Investments Report
 October 2020**

Operating and Capital Funds:

	<u>Sept 2020</u>	<u>Oct 2020</u>
Harris Bank Corporate Account 0.100%	469,444.60	437,355.80
Illinois Park District Liquid Asset Fund (IPDLAF) 0.02%	2,851,186.55	2,944,070.88
The Illinois Fund (Public Treasurers' Investment Pool) 0.99%	5,034,973.59	5,039,087.38
Harris Payroll Account 0.100%	6,361.09	7,354.49
PMA Financial/IPRIME Account 0.06%	538,992.96	1,039,172.11
Reconciling Items(Dep in Transit, O/S Checks, etc.)	(260,006.95)	(71,279.84)
IPDLAF Certificates of Deposit:		
1 CDs at \$245,000 each maturing October 19, 2020 (1.80% net)	245,000.00	0.00
2 CDs at \$246,000 each maturing October 19, 2020 (1.60% net)	492,000.00	0.00
2 CDs at \$243,000 each maturing December 11, 2020 (0.53% net)	496,000.00	496,000.00
1 CDs at \$245,000 each maturing February 26, 2021 (1.55% net)	245,000.00	245,000.00
1 CDs at \$247,000 each maturing April 23, 2021 (1.02% net)	247,000.00	247,000.00
1 CDs at \$248,000 maturing June 11, 2021 (0.40% net)	248,000.00	248,000.00
2 CDs at \$248,000 each maturing October 19, 2021 (0.15% net)	0.00	496,000.00
PMA Certificates of Deposit:		
1 CDs at \$245,400 maturing October 19, 2020 (1.86% net)	245,400.00	0.00
2 CDs totalling \$738,100 maturing October 19, 2020 (1.701-1.766% net)	491,300.00	0.00
1 CDs at \$247,000 maturing November 23, 2021 (1.64% net)	247,000.00	247,000.00
3 CDs totalling \$737,800 maturing January 22, 2021 (1.61-1.66% net)	737,800.00	737,800.00
2 CDs at \$246,000 each maturing February 26, 2021 (1.59% net)	492,000.00	492,000.00
1 CDs at \$248,100 maturing June 11, 2021 (0.76% net)	248,100.00	248,100.00
1 CD at \$249,700 maturing October 22, 2021 (0.11% net)	0.00	249,700.00
Grand Total-Operating and Capital	\$13,075,551.84	\$13,102,360.82

2020 Bond Proceeds:

PMA Financial/IPRIME Account 0.06%	0.00	1,760,997.47
PMA Certificates of Deposit:		
1 CD at \$249,700 maturing July 27, 2021 (0.15% net)	0.00	249,700.00
3 CDs at \$748,300 maturing October 12, 2021 (0.20% net)	0.00	748,300.00
1 CD at \$249,500 maturing October 19, 2021 (0.20% net)	0.00	249,500.00
1 CD at \$249,400 maturing April 4, 2022 (0.14% net)	0.00	249,400.00
1 CD at \$248,900 maturing April 12, 2022 (0.24% net)	0.00	248,900.00
1 CD at \$248,600 maturing October 14, 2022 (0.15% net)	0.00	248,600.00
3 CDs at \$747,300 maturing October 11, 2022 (0.17% net)	0.00	747,300.00
Grand Total-2020 Bond Proceeds	0.00	4,502,697.47
Grand Total - All Funds	13,075,551.84	17,605,058.29

**Glencoe Park District
Monthly Financial Analysis
October 2020**

	<u>As of 10/31/2018</u>	<u>As of 10/31/2019</u>	<u>As of 10/31/2020</u>
<u>Recreation Department - Programs</u>			
Revenues	2,775,543	2,935,578	1,801,419
Wages	(467,394)	(486,865)	(277,741)
Contractual	(969,007)	(1,047,392)	(790,751)
Supplies	(88,281)	(120,014)	(39,903)
Net Surplus	1,250,861	1,281,307	693,024
<u>Day Care Department</u>			
Revenue	784,978	929,335	954,672
Expense	(652,963)	(818,484)	(812,772)
Net Surplus/(Deficit)	132,015	110,851	141,900
<u>Fitness Department</u>			
Revenue	26,275	16,744	13,321
Expense	(24,818)	(33,651)	(21,221)
Net Surplus/(Deficit)	1,457	(16,907)	(7,900)
<u>Beach Department</u>			
Revenue	321,353	286,971	254,658
Expense	(204,335)	(202,829)	(223,004)
Net Surplus/(Deficit)	117,018	84,142	31,654
<u>Boating Department</u>			
Revenue	105,495	107,483	107,635
Expense	(127,238)	(134,792)	(100,622)
Net Surplus/(Deficit)	(21,743)	(27,309)	7,013
 Beach/Boating Dept Total:	95,275	56,833	38,667
<u>Watts Department</u>			
Revenue	11,550	22,514	91,684
Expenses	(98,745)	(140,753)	(117,879)
Net Surplus/(Deficit)	(87,195)	(118,239)	(26,195)
<u>G & A (Administration)</u>			
Revenue (excl G&A Tfr)	22,088	20,820	21,635
Expense	(788,478)	(789,327)	(784,860)
Net Surplus/(Deficit)	(766,390)	(768,507)	(763,225)
<u>Parks Department</u>			
Revenue	17,117	10,501	14,699
Expense	(742,379)	(850,353)	(662,987)
Net Surplus/(Deficit)	(725,262)	(839,852)	(648,288)
<u>Rec-Admin/Takiff Department</u>			
Revenues	1,206,026	1,248,439	1,153,605
Expenses (1)	(1,741,088)	(2,028,506)	(2,117,901)
Net Surplus/(Deficit)	(535,062)	(780,067)	(964,296)

(1) Includes interfund transfers to Fund 69

IX. Presentation of the Glencoe Lakefront Annual Report

Glencoe Park District
November 2020 Board Meeting



2020 LAKEFRONT REPORT

An operations summary and analysis of the 2020 season at the Glencoe Beach and Boathouse.

Enriching lives and creating memorable experiences.





TABLE OF CONTENTS

Table of Contents.....	2
Executive Summary.....	3
Introduction.....	3
Facility Improvements.....	3
Marketing.....	4
Staffing and Training.....	5
Swimming Beach Operation.....	9
Boating Beach Operation.....	12
Special Events.....	15
Feedback and Survey Results.....	16
Financial Review and Future Planning.....	21
Appendices	
Appendix A – Financial Data.....	23
Appendix B – Attendance Comparisons.....	27
Appendix C – Pricing Comparisons.....	32



EXECUTIVE SUMMARY

The Lakefront Report provides a comprehensive summary of the 2020 Lakefront operations amidst the COVID -19 pandemic. Changes this year included season pass holder admittance only, extended hours, no shower facilities, no concessions, Park Ambassadors at bluff top entrances, and midseason additions of lifeguarding and boater assistance. We sold a total of 6,011 season passes and offered the opportunity for every season pass holder to purchase guest passes with total revenue of \$355,239. We also continued our service of providing sand boat spots and boater assistance on a limited basis. Boat summer and winter storage total revenue was \$107,587.

We were able to offer our popular Aquatic/Sailing Camps in a safe manner. Limited special events were also held following strict COVID-19 guidelines.

While this summer looked very different, the Lakefront Team provided excellent customer service and, most importantly, a safe beach summer. Detailed information can be found below.

In an upcoming Board Committee meeting, we will discuss whether we should make permanent any operational changes made this year and future improvements to the beach, including pier replacement.

INTRODUCTION

Glencoe Beach is one of the premier lakefront facilities in the north shore region of Chicago on Lake Michigan. Glencoe Beach is comprised of the south side of the beach featuring a swimming area and beach house and the north side, which features boat storage as well as a boathouse. The Glencoe Public Works Water Plant divides the beach.

In 2020, a revitalized focus was placed on a number of areas of beach operation including revenue generation through season pass sales, facility cleanliness, patron safety, and customer service in the midst of a pandemic. Beach Facility Manager Matt Walker, as well as the Director of Recreation and Facilities Bobby Collins, took a hands-on approach in order to develop a beach operation manageable during the pandemic. Despite the many challenges, agency leadership and our parks staff were successful in implementing a number of changes necessary to open the facility on time and put safety precautions in place to safeguard the staff as well as our patrons against COVID-19.

FACILITY IMPROVEMENTS/MAINTENANCE

Prior to the start of the season, numerous projects were put on hold as we were forced to halt many aspects of District operations due to the pandemic. With limited staff, small maintenance projects were completed in an effort to maintain the facility and prepare it to operate under the guidelines presented to us by the State of Illinois. Staff completed the following jobs for the beach season.

- Completion of the Halfway House renovation
- Hands-free flushing devices were installed on all toilets, urinals, and sinks in the beach house
- Hands-free sanitizer dispensers were installed in all bathrooms and public areas of the beach house
- Sun Shelter 5 was divided into two sections to prevent larger groups from congregating

- Staff removed one of two picnic tables from each sun shelter as well as spaced the picnic tables under the trellis to encourage social distancing
- Picnic tables were brought down from Lakefront Park and placed on the sand to provide adequate seating at a safe distance from other groups
- New standup paddle board racks (SUP racks) were built on both the north and the south beach providing a total of 48 new storage spaces
- Schuman Overlook was renovated
- The retaining wall on the Park Avenue ramp was restored
- Damaged decking was removed from the entire pier
- A new water bottle filler station was installed on the swimming beach
- Annual repairs to the stairs were completed
- New benches were installed in both the men's and women's beach house restrooms
- New cashier carts were built over the winter, reducing the weight, making them easier for staff to move
- Sail locker and personal lockers were painted on the south beach
- Sneeze shields were installed on the new cashier carts and in front of the main office of the beach house

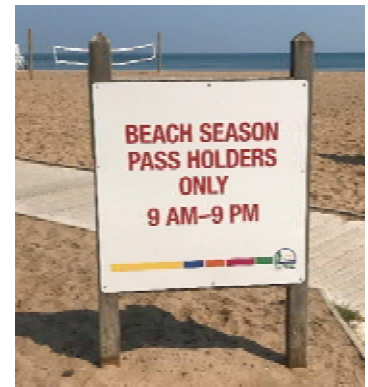
MARKETING

Due to the pandemic and tight time frames, most traditional print pieces were not used to market the beach this year. Instead, staff relied on digital communication channels to update patrons about beach changes, passes, and usage. This included social media (Facebook, Twitter, and Instagram), as well as email marketing and website updates. Staff created new web pages to post FAQs and provide updates as needed. Additionally, staff sent a letter to every household in Glencoe explaining the new season pass requirement. An article about the change was also included in *Inside Glencoe*, the joint-newsletter mailed to every resident.

Temporary signs, primarily in the form of lawn signs and a-frames, were used to display information at the beach. Over 30 new signs were ordered for the beach. The 'season pass holders only' lawn signs were placed on residential street corners up to Sheridan Road. An electronic construction sign was placed near the Dundee exit at the entrance of Glencoe during the week of July 4th to inform drivers that the beach was limited to season pass holders.



In addition to the Glencoe Park District’s general Facebook page, Glencoe Beach has its own business page. To date, the page has 2,487 likes (up from 1,938 from 2019). 985 people “checked in” to the page during the summer months and 28,874 page engagements (post clicks, photo views, video plays, etc) occurred during the summer months. 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 admission. We also posted beach closures due to inclement weather or high bacteria on this page, thereby reaching people where they naturally “hang” out.



During the season, the beach landing page on our website receives the highest amount of traffic. Unique page views increased 72% this summer, with over 47,866 page views (compared to 33,500 in 2019) from May-September. Links to purchase passes saw over 8,000 page views. In addition, the websites news blog, where many of the beach updates were published, saw an 82% increase in page views.

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 33 employees were hired in 2020 compared to 55 in 2019. Of that group, 30 staff members were returning employees. We did hire three new lifeguards to assist in the lifeguard rotation once we opened the water for guarded swim hours. With the difficulty of hiring, a focus was placed on increasing the flexibility of staff. As a result, all staff members working on both the bathing and boating beach were required to successfully complete the American Red Cross Lifeguard Certification, making them capable of working two or more positions at either beach. Due to the cross training, major staff shortages were not experienced during the modified regular season. There was no tangible increase in labor costs as a result of this cross training and staff was accepting of the cross training.

Staffing Levels by Position

	Total Staff	Operations Manager	Beach/Boat Manager	Lifeguards	Beach Services	Boat Guards	Sailing Instructors
2020	33	1	3	24	5	8	1
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



Training

All pre-season seasonal staff training was conducted by Matt Walker via Zoom since we could not use the Takiff Center or beach as our regular training centers. All staff members were trained on the newly developed operations plan which was created to insure the beach was ready to open to the public Memorial Day weekend. Staff were instructed on new safety precautions put in place to insure the safety of staff and guests alike. These new procedures proved to be very reliable as we did not record a single case of COVID-19 amongst our staff members and no contact tracing to the beach or staff members.

Lifeguard Training

Given the restrictions in place, we were not able to open our swim area for the season's first month and a half. Once guidelines changed in June, we were able to open the swim area, as swim at your own risk. In anticipation of entering Phase 4, we held lifeguard training in early July and began offering lifeguards on July 13 between the hours of 10:00am to 4:00pm.

During this modified training, guards were required to demonstrate their swimming abilities by passing a timed 500-yard swim in Lake Michigan, treading water for two 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. During the training guards were walked through an average day at the beach, 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 lifeguarding exam, practical exam, and written exam in order to receive their Red Cross Waterfront Lifeguard Certification.

Additional in-service training was held one day per week for one hour throughout the course of the summer. Lifeguards, boat guards, and beach services were required to attend four hours of training every month and could attend 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. All training was conducted with the safety of staff in mind. Masks were worn by all staff members while not actively in the water.

Boathouse Training

Boat guards and sailing instructors were all required to complete a modified training at the Glencoe Boathouse at the beginning of the season. Training groups were kept to under 4 people to insure social distancing amongst staff members. During this training staff learned about the daily operations of the boathouse, safety equipment, water/medical emergencies, "Code Adam," and radio use.

Matt Walker did not run a complete Powerboat Safety Course at the beginning of the summer since all boathouse staff and camp counselors had already completed the training in 2019. Matt did complete boat driver training as well as on-water boater assistance training in small groups or on an individual basis. During this training, staff learned about boat safety/parts, safety equipment, trailering, storage, and rescue equipment. After reviewing these basic skills, guards were



then taught how to drive and trailer our boats used for on-water assistance to our boaters as well as for observation of our Aquatics and Sailing Camps.

Beach Services Training

Beach services staff engaged in four hours of pre-season training that took place via Zoom and socially distanced in-person training at the beach. During this training, staff were taught the basic functions of the beach house, how to use the point-of-sale computer system, beach rules/regulations, customer service skills, and were run through scenarios typically encountered when working with the general public. The courtesy cart was not used on a regular basis this summer. If we were approached by a guest at the beach in need of assistance to get up or down the bluff, we did offer them a ride if a staff member was available.

Manager Training

A manager training was held this year via Zoom, to help improve customer service both internally and externally. The focus of the training was to develop leadership skill in managers and help them trouble shoot common staffing conflict as well as to insure they were comfortable and confident in managing the beach facilities based on the new rules and regulations. 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.

All managers were required to attend a manager's meeting held once a week at 8:00am in the Beach House during the regular beach season. This meeting was held in order 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 and each manager had time to discuss any issues during a round table discussion.

Camp Staff Training

Camp staff spent approximately four hours training on location at the boathouse. Led by the Aquatics and Sailing Camp Director Alessia Leibovich, staff training focused on daily operations at the boathouse, emergency procedures, as well as camp curriculum. Given the sensitivity to staff and camper safety, strict procedures were implemented to insure the well-being of everyone associated with camps. Some of the safety procedures included breaking camp sections into smaller pods to minimize exposure to others and offer better social distancing, pickup/drop off locations were at both Park and Hazel entrances, small group activity, masks were worn at all times when campers were in the boathouse, each camper's temperature was taken daily at drop off, each camper was assigned a numbered lifejacket, a color-coded paddle for kayak/paddle boarding and a personal cubby for storing gear each week. The boathouse was split into two sections, one for each pod. Staff reviewed procedures for inclement weather, beach closure, and special accommodations for campers who needed them. Any Aquatics or Sailing Camp counselor directly supervising children in/on the water was also required to renew their American Red Cross Lifeguard Certificate with the waterfront module. Staff reviewed procedures for inclement weather, beach closure, and special accommodations for campers who needed them.



Aquatics Camp

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. We were successful in increasing the size of each section to 20 campers and each Aquatics Camp section was fully rostered with a waitlist.

Sailing Camp

Our Sailing Camp focused on teaching campers about the basics of sailing and seamanship in a fun environment while giving them experience on the water in Hobie Getaways. We anticipated campers to come to camp without a fear of boats or water and a willingness to go out in winds up to 15 knots or waves up to 3 feet. On high wind or high surf days and at the discretion of the camp director, we would offer to take campers sailing, but there was no expectation that campers go on the water in winds in excess of 15 knots or waves in excess of 3 feet if they were not comfortable. 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, and basic sailing knowledge. Given the popularity of the sailing camp, we are confident we will have numerous returning campers for the 2021 summer season as well as new campers looking to participate. Sailing groups were broken up into sailing pods consisting of four campers and a counselor on each getaway.

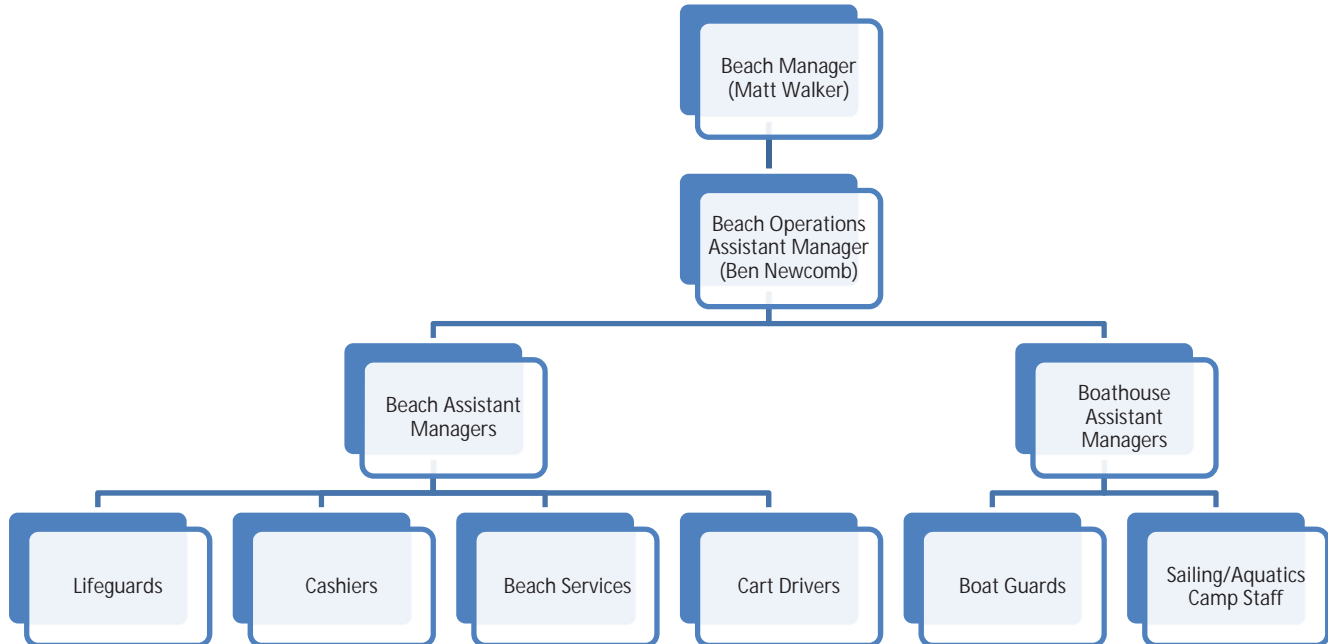
Beach Programming in 2020

Due to COVID-19, we did not introduce any new programming during the course of the summer. A sand volleyball class ran in August through October 24, 2020. The volleyball class was extremely popular with kids from the community.

Beach SAFE

Beach SAFE was cancelled in an abundance of caution for staff and the guests who would have visited the beach for the day.

Beach Organization Chart



SWIMMING BEACH OPERATION

Swimming Beach Overview

The swimming beach is staffed from Memorial Day to Labor Day. Due to COVID-19, we remained open seven days a week during the post-season. Outside of those dates, the beach is still accessible to the public, but visitors are not charged and lifeguards not staffed. The swimming beach uses the Paul and Ada Safran Beach House as its hub. This facility features men's and women's changing rooms, a customer service desk, manager's office, staff break room, maintenance closet, and a concession stand which is contracted out to a third-party vendor. The swimming beach also features a designated swimming area measuring 50' deep by 200' long, playground in the sand, large trellis, five sun shelters, two volleyball nets, pier, and boardwalk.

Daily Operations and Usage

Dates and Hours of Operation

Preseason/Regular Season:	May 23 – September 7 (Modified for COVID-19)	9:00am - 9:00pm
Post Season:	September 8 – September 27	11:00am - 7:00pm
Fourth of July (open due to COVID-19/cancellation of fireworks):		9:00am-9:00pm

In a conscious effort to manage the number of guests enjoying the beach each day, we decided to open the facility full-time beginning May 23 through September 7 and extended the season until September 28.



Customer Service

Given the numerous restrictions placed on the operation of public facilities this summer, our staff did a tremendous job of informing our season pass holders and visitors of the changes to our traditional operating procedure. As a first line of staff members, we introduced our beach ambassador program this summer. The beach ambassador had the hard job of informing non-season pass holders of changes and often were not treated kindly after informing some guests they would not be allowed to enter the facility. The beach ambassadors encountered many different situations over the course of the summer, handling them with consistency and extreme professionalism. In the event a visitor was not happy with the beach ambassador's information, the acting manager on duty would be called to the entrance to handle the situation.

Facility Cleaning

This season posed many obstacles when trying to keep a public facility clean during a pandemic. A new cleaning routine was developed and included hourly cleaning of both the men's and women's restrooms, all high traffic areas in the beach house as well as the employee breakroom. Since there was no concessionaire this summer, we moved the cleaning supplies into the back of the kitchen, which made it easy for staff to mix the bleach water solution, charge the battery-operated sprayers and replenish needed cleaning supplies. All staff members were issued safety goggles, hand sanitizer, and vinyl gloves, which they were required to wear anytime they were completing routine cleaning or emptying garbage cans.

Revenue Collection

Out of an abundance of caution for staff well-being, we decided not to complete any cash or credit card transactions at the halfway house or in the beach house. We wanted to reduce the amount of exposure our staff members experienced when handling cash or credit card transactions. Staff was very good about informing non-season pass holders of the procedure to buy passes online. Season pass sales were only available online through the Park District website. We did not offer, trellis, sun shelter, or rentals this summer.

Outside Camps and Swim Testing

Due to COVID-19, no outside camps were allowed to visit the beach this summer.

Swim Area

This summer, the width of the swim area was 25' longer than the past couple of years. Five white mooring buoys defined the swim area, which was 50 feet into the lake and spanned 200 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 the swim area is tested each year to ensure Glencoe Park District lifeguards can meet PDRMA requirements. Unlike years past, we utilized two guard chairs in our daily rotation. Two lifeguards were scheduled from 10:00am-4:00pm during weekdays. Each guard was assigned their own rescue tube, fanny pack, CPR mask with viral shield and personal whistle. Each chair was equipped with its own set of rescue gear including umbrella, bullhorn, air horn, and radio. This prevented any cross contamination between staff. Each staff member was responsible for setting their own tower as well. Guards were required to wear masks anytime they were on duty. On weekends, three lifeguards were scheduled and the towers were rotated between each



lifeguard. Each tower was sanitized by the guard on duty once their rotation shift was over. This proved very effective in keeping the tower clean and sanitized when multiple staff were using shared equipment.

Water Testing

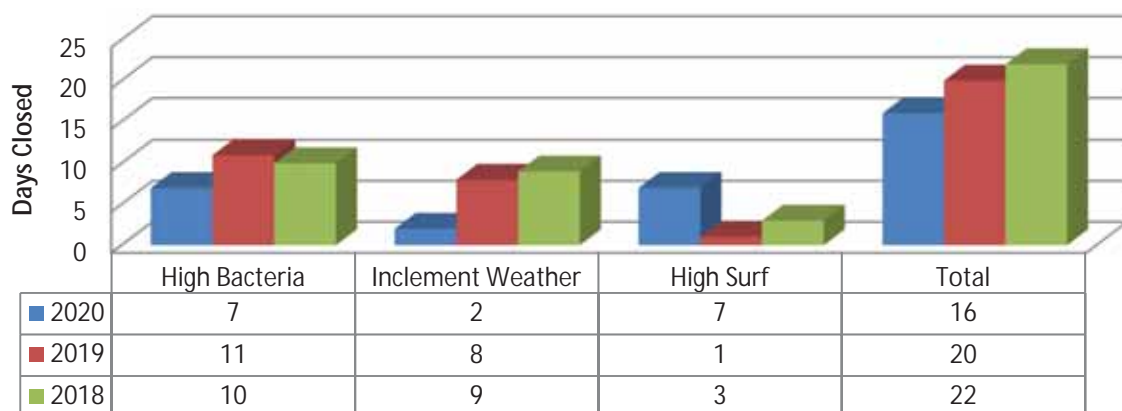
A high bacteria count is difficult to predict and unfortunately the testing methods currently used to test for bacteria take 24 hours to complete. This is the current testing method required by the Illinois Department of Health. Staff has continued to stay current with the Lake Michigan Federation, the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

The swimming beach was closed a total of 16 days in 2020, 20 days in 2019 and 22 days in 2018. The closures were due to a combination of high bacteria closures, bad weather, and dangerous surf. The water was closed seven times in 2020 due to high bacteria (waterfowl E.coli), two times due to poor weather conditions (rain/low temperatures) and seven due to high surf conditions. It is more likely that high levels of bacteria are observed after heavy rain or beach hazard/high surf conditions. 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 staff received the test results, we updated our daily voicemail as well as the rainout line status.

History of High Bacteria Beach Closures by Season

	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
High Bacteria Closures	7	11	10	6	2	9	11	7	8	22	7

2020 Beach Closures





Beach Risk Management and Lifeguard Audit

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

Because the Red Cross does not visit sites and provide lifeguard audits, PDRMA offers a program where another lifeguard certification company, Councilman-Hunsaker, will provide an audit of the lifeguards to ensure they are well trained to proactively prevent emergencies before they occur or respond appropriately in the event of emergency. The beach was not audited this summer as we began lifeguarding in mid-July, almost a month and a half after we normally start lifeguards on duty.

RENTALS

Trellis/Sun Shelter/Equipment Rentals

Trellis and Sun Shelter reservations were not accepted this summer. Each sun shelter and grill were available to our season pass holders on a first-come, first-serve basis.

Equipment Rentals

Equipment rentals were not offered this summer due to COVID-19.

BOATING BEACH OPERATION

The boating beach opens in early May each season and operates into mid-October. Patrons are able to store their boats on the boating beach for a fee both in-season and during the winter. Due to the many safety concerns this past summer, staff was not permitted to assist with many of the amenities provided by the boat guards to the boaters. We did not begin offering on-water assistance until the third weekend in July nor did we assist with the rigging of boats at the beginning of the season. Staff did help moving boats to and from their storage spaces as long as social distancing was possible and masks were worn by boaters and staff.

Boat Storage

As with most other beaches along the North Shore, 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 storm water runoff. In addition to sand erosion, Lake Michigan water levels are at record high levels. At this water height, the number of sand spots has been reduced by approximately two spots. Currently, there are no available sand spots to new boaters. Looking towards 2021 boat storage, the beach is at full capacity. Staff will be identifying ways to increase storage for standup paddleboards and other vessels as necessary.



Staff has completed the winter storage process, having moved all boats, kayaks, and SUP's into their storage space for the winter. All boats currently on the beach have been tagged as paid or not paid with vinyl ribbon. Any boat remaining on the beach that has not been paid for has been documented and staff will continue to follow up with the owners for payment or to advise the owner to remove the vessel from the beach.

Boat Rental Spaces by Boat Type

	Kayak & SUP	Laser/Sunfish/Other	Catamaran	Total
2020	164	4	53	221
2019	115	6	55	176
2018	103	6	59	168
2017	100	6	66	172

Daily Operations

Dates and Hours of Operation

Preseason Hours: May 9 -June 7 | Saturdays & Sundays, Memorial Day | 12:00-5:00pm

Regular Season Hours: June 10 - August 9 | Monday-Thursday | 12:00-7:00pm

Friday-Sunday | 10:00am-7:00pm

July 4 | 10:00am-7:00pm

Post Season Hours: August 14 to September 13 | Friday-Sunday, Labor Day | 12:00-6:00pm

September 18 – October 11 | Friday-Sunday | 12:00-5:00pm

Powerboats

The Park District maintains three inflatable Zodiac motorboats. These support boats are used for rentals (when offered), 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 boathouse is staffed with boat guards and a manager. Boat guards maintain the boathouse and beach; they offer boater and rental assistance (not offered this summer) 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 Coast Guard to assist the boater. The Coast Guard was called once at the beginning of the season by a concerned beach goer of a vessel in distress. All parties on the vessel were fine and returned to shore safely.

Sailing Regattas

Unfortunately, due to the guidelines established for public facilities and in the best interest of staff safety, we did not host any regattas this summer.

Kayak, Paddleboard, and Sailboat Rentals

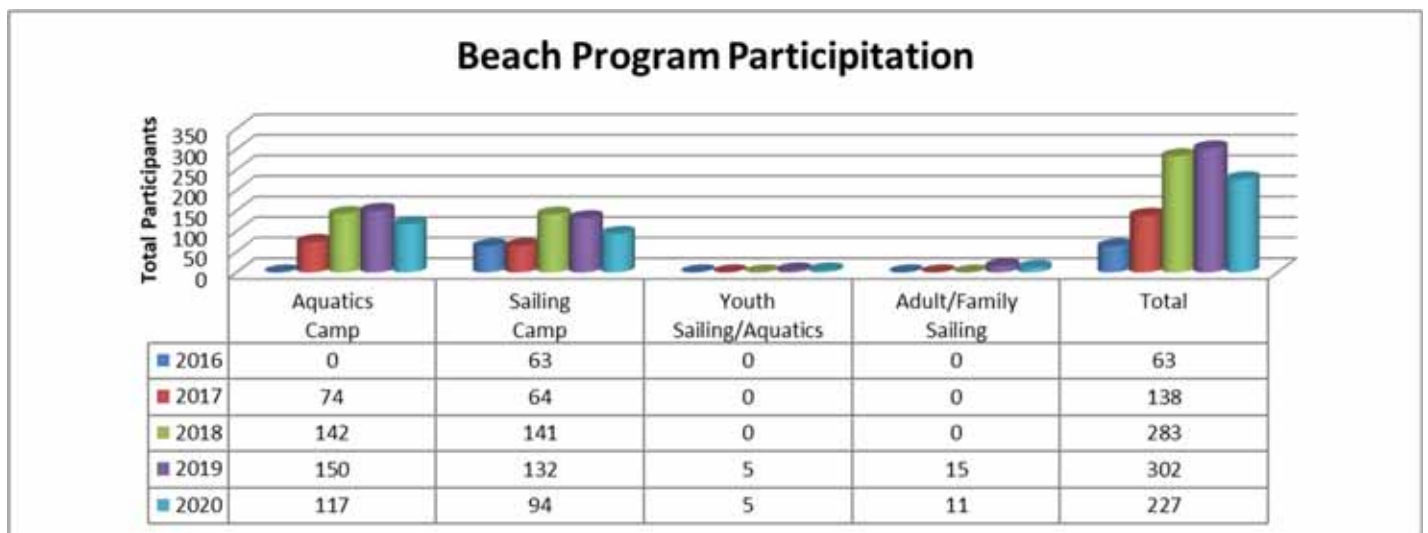
We did not offer any rentals this summer due to COVID-19.

Beach Programming

Aquatics Camp is operated and administered by beach staff. Day-to-day activities include kayaking, paddle boarding, sailing, beach volleyball, along with many other outdoor beach activities. The camp is available in one-week sessions and runs from 9:30am-12:00pm Monday through Friday. Total enrollment for 2020 was 117 participants. Due to COVID-19, we had to cancel the first three weeks of Aquatics Camp this summer.

Sailing Camp was extremely successful again this summer. This camp operates Monday through Friday from 12:30-3:00pm. Participants were divided into two groups based on skill levels. Like Aquatics Camp, Sailing Camp also had to cancel the first three weeks due to COVID-19. Participants could extend their day at the beach by signing up for both camps. Total enrollment for 2020 was 94 participants. The decrease in enrollment was due to the decreased number of sections but also the smaller size groups. We only accepted 16 campers in sailing so we could safely distribute the kids in small groups while on the water.

We had a total of 11 participants in our Adult/Family Sailing programs. Staff is looking into growing our adult sailing programs at the beach for the summer of 2021.





SPECIAL EVENTS

June 12 - GJHP Beach Bash

This event was cancelled due to COVID-19 concerns.

July 24-25 - Beach Camp Out

The Beach Camp Out was a lot fun! It was a bit cold and windy that night, but the event had great attendance with 50 people registered. The event featured firepits and S'mores. Due to COVID-19 and other budgetary concerns, dinner and breakfast was not provided. Staff facilitated in other activities like fire building, arts and crafts, and a scavenger hunt.

Fourth of July Celebration

We did not host a celebration at Lakefront Park this year, but we were able to open the beach to season pass holders for the day due to cancellation of fireworks.

August 7 - Cardboard Regatta

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

October 8 - Moonlight Movie on the Beach

Families pre-registered to attend a showing of Hotel Transylvania on a portable 35-foot movie screen. Staff staked out areas on the sand to insure safe social distancing and provided firepits for participants to warm up. 50 were registered for the event and only 21 showed up, due in part to the cooler temperatures along the lakefront.

October 4 and October 16 - Doggie Dip

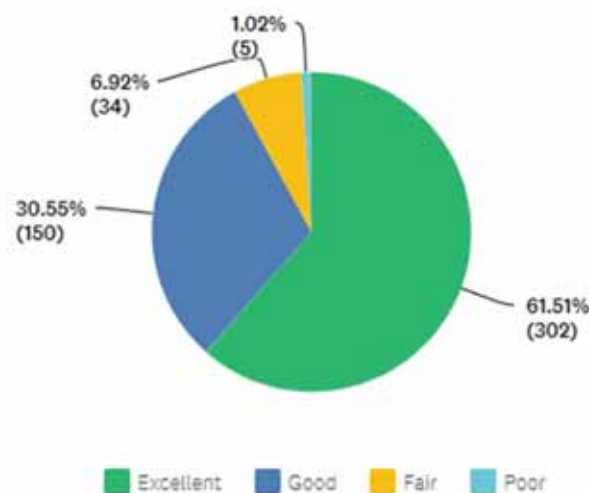
Well over 30 dogs and their owners/families attended between the two events. Staff had doggie give-a-ways including tennis balls, bandanas, and frisbees. Staff also had crafts for the kids, but the big hit was the dogs being able to swim and run along the shoreline with their families and other dogs.

FEEDBACK AND SURVEY RESULTS

Each year a survey is sent to beach pass 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, 509 responses collected, compared to 98 in 2019. When asked about overall experience during the summer of 2020, 95% of responses marked either excellent or good, compared to 86% in 2019. The continuous training throughout the entire summer by our lifeguard and boat guards showed as 94% 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 and the spray ground. Below are some of the overall survey statistics.

Please rate the value of your 2020 Beach Season pass purchase. (Select one)

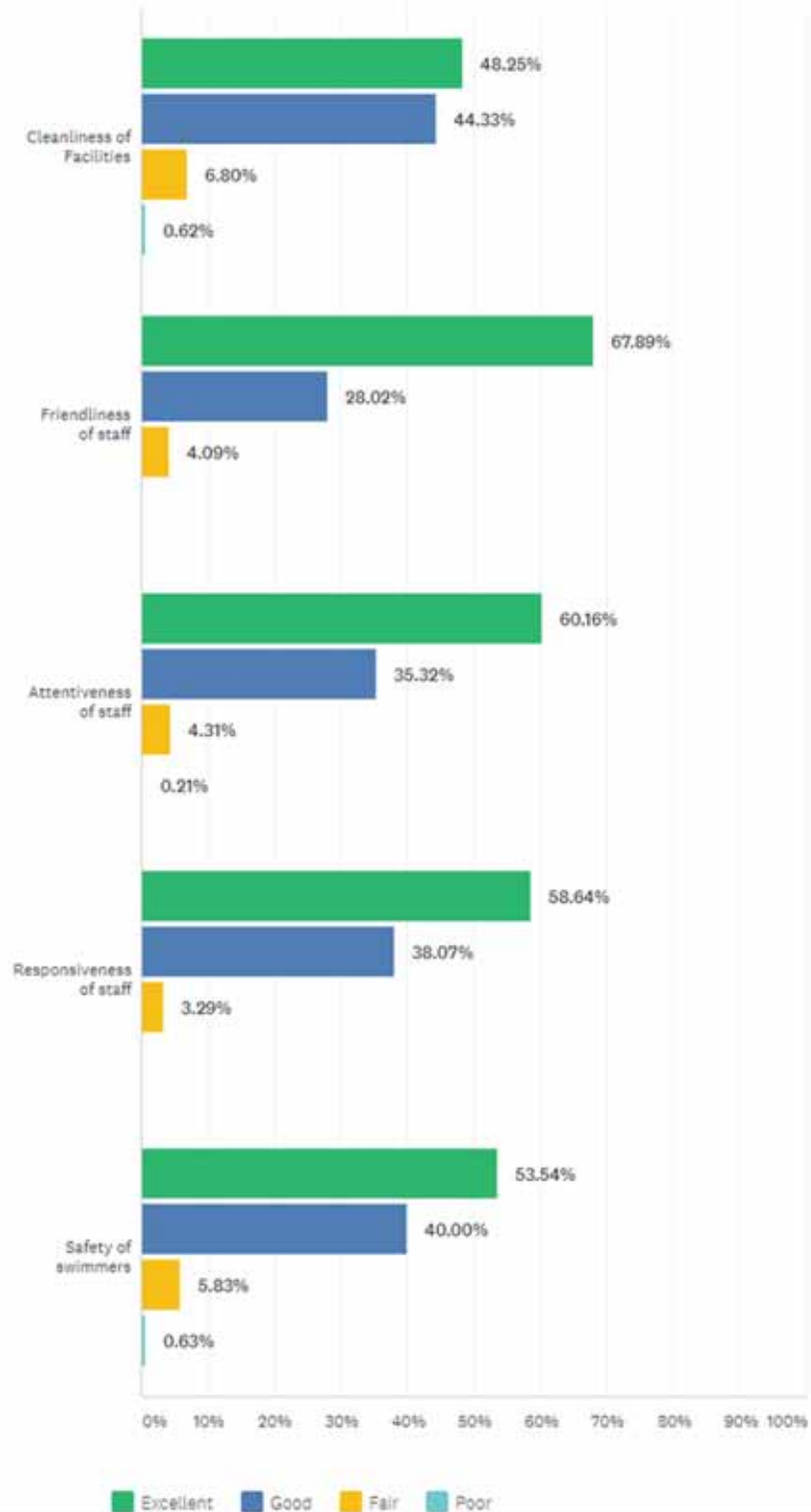
Answered: 491 Skipped: 18



	EXCELLENT	GOOD	FAIR	POOR	TOTAL	WEIGHTED AVERAGE
(no label)	61.51% 302	30.55% 150	6.92% 34	1.02% 5	491	3.53

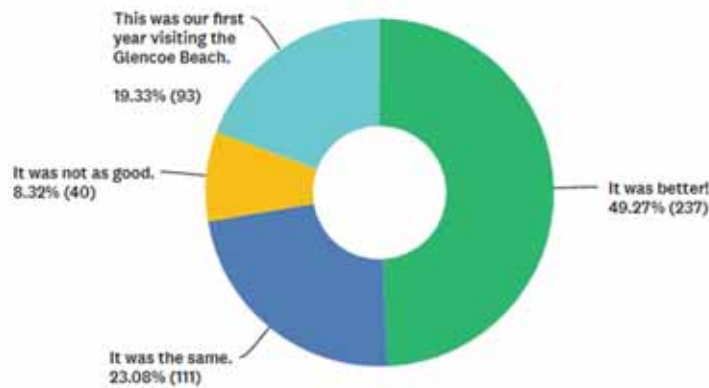
When thinking about the beach staff, including lifeguards, beach ambassadors, and management, please rate the following attributes:

Answered: 491 Skipped: 18



Compared to previous years, how was your experience at Glencoe Beach this year?

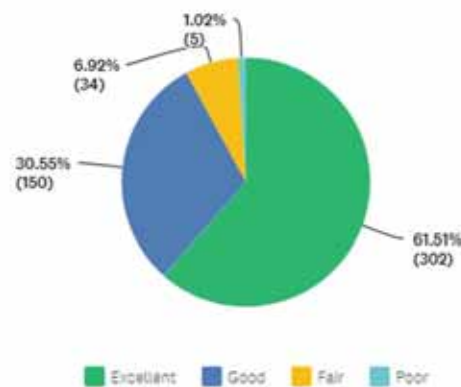
Answered: 481 Skipped: 28



ANSWER CHOICES	RESPONSES	
It was better!	49.27%	237
It was the same.	23.08%	111
It was not as good.	8.32%	40
This was our first year visiting the Glencoe Beach.	19.33%	93
TOTAL		481

Please rate the value of your 2020 Beach Season pass purchase. (Select one)

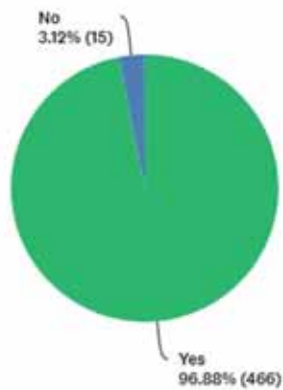
Answered: 491 Skipped: 18



	EXCELLENT	GOOD	FAIR	POOR	TOTAL	WEIGHTED AVERAGE
(no label)	61.51% 302	30.55% 150	6.92% 34	1.02% 5	491	3.53

This year, Glencoe Beach was open 9 AM to 9 PM during the regular season. Did you like the hours of operation?

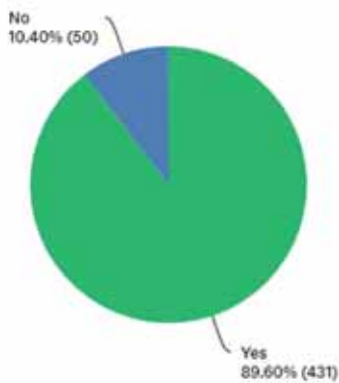
Answered: 481 Skipped: 28



ANSWER CHOICES	RESPONSES	
▼ Yes	96.88%	466
▼ No	3.12%	15
TOTAL		481

Due to COVID-19, Glencoe Beach was only open to pass holders. Did you like that admission was limited to season pass holders?

Answered: 481 Skipped: 28



ANSWER CHOICES	RESPONSES	
▼ Yes	89.60%	431
▼ No	10.40%	50
TOTAL		481



The Glencoe Park District is currently assessing options for next season. Please select the option you like best.

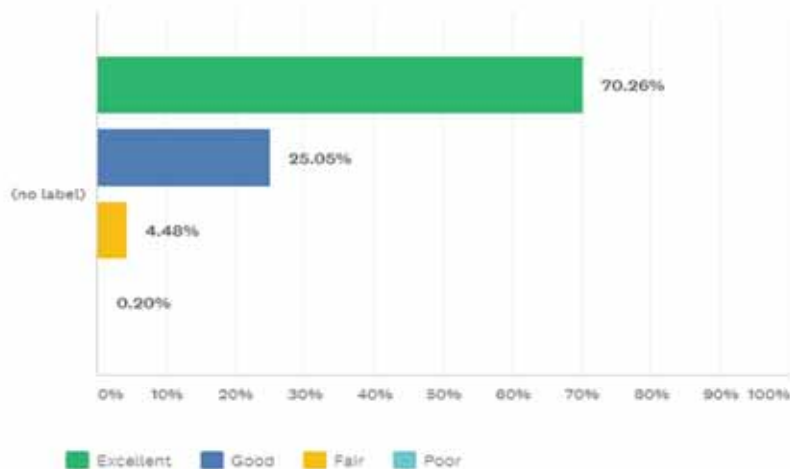
Answered: 324 Skipped: 185



ANSWER CHOICES	RESPONSES
Admission is only for Season Pass Holders (weekends and weekdays). No daily admission can be purchased.	53.40% 173
Weekend admission is for Season Pass Holders Only. Daily admission can be purchased on weekdays.	26.23% 85
Admission fees and season passes are accepted during all operating hours.	5.25% 17
Daily admission fees can only be purchased during non-peak hours. Season passes can be used during all operating hours.	15.12% 49
TOTAL	324

Please rate your overall satisfaction with the Glencoe Beach during the 2020 season. (Select one)

Answered: 491 Skipped: 18



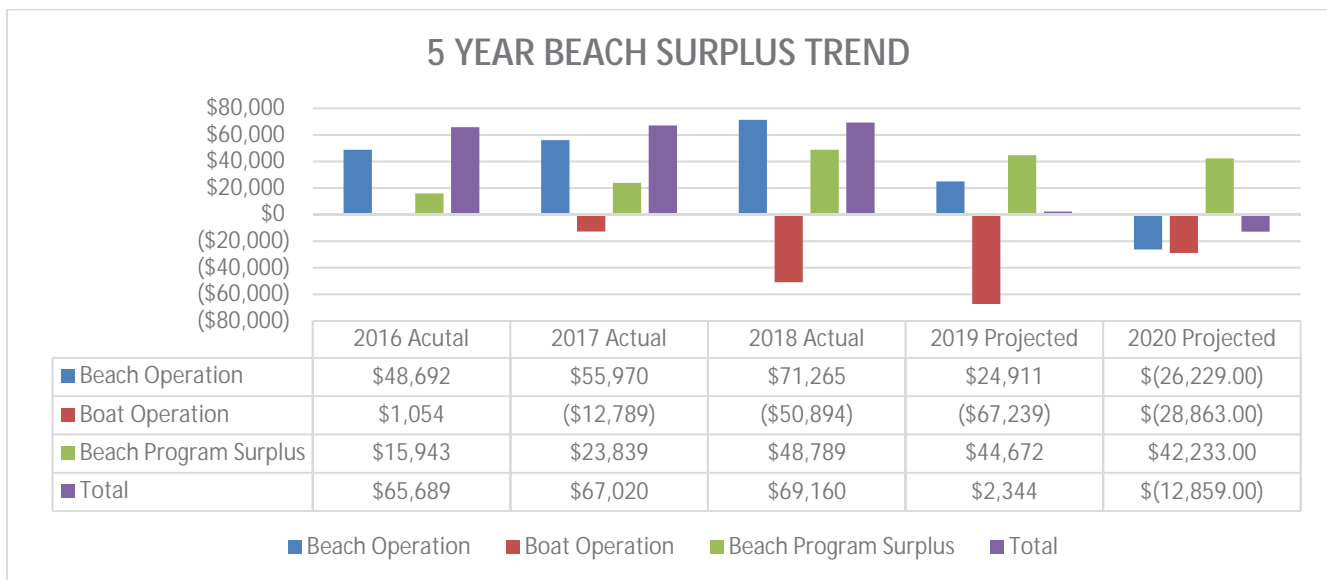
	EXCELLENT	GOOD	FAIR	POOR	TOTAL	WEIGHTED AVERAGE
(no label)	70.26% 345	25.05% 123	4.48% 22	0.20% 1	491	3.65



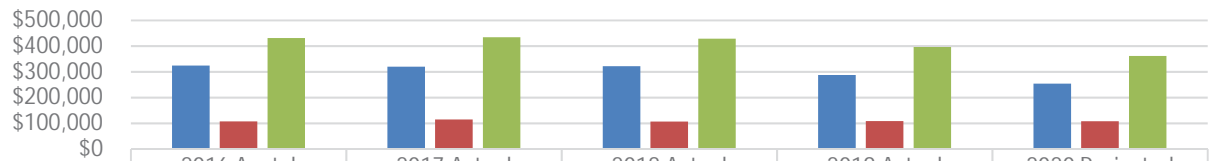
FINANCIAL REVIEW AND FUTURE PLANNING

Unlike years past, this past summer presented numerous obstacles on how to operate safely while maintaining economic responsibilities. The pandemic offered us an opportunity to try new operational plans and implement new practices and policies that did not seem practical in the past. Based on the overwhelmingly positive survey results from our season pass holders, we have confidence we can make changes to beach operations and not interrupt the guest experience.

After revamping nearly the entire operation of the beach and boathouse, we found some areas that we thought would have been major issues to our guests by not providing them. Instead, we were pleasantly surprised to find no complaints. We will look to our Board for their input on operations this past summer to help us develop a comprehensive list of recommendations for the summer 2021 season.



5 YEAR BEACH REVENUE TRENDS



	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Projected
Beach Operation Revenue	\$324,303	\$319,842	\$322,001	\$287,959	\$254,371
Boat Operation Revenue	\$107,008	\$114,828	\$106,663	\$108,521	\$107,587
Total	\$431,311	\$434,670	\$428,664	\$396,480	\$361,958

■ Beach Operation Revenue ■ Boat Operation Revenue ■ Total

5 YEAR BEACH EXPENSE TRENDS



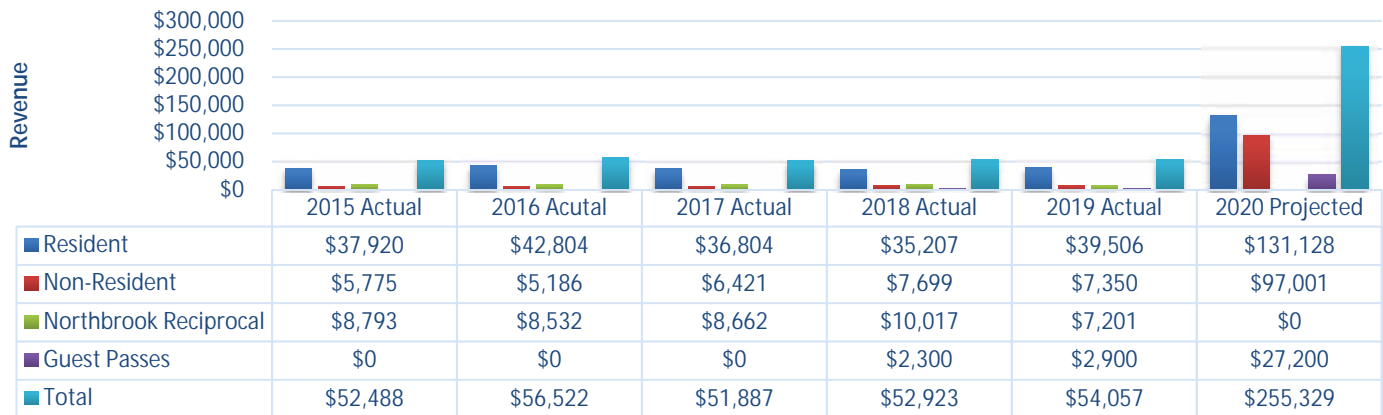
	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Projected
Beach Operation Expense	(\$275,611)	(\$263,872)	(\$250,736)	(\$251,909)	(\$280,600)
Boat Operation Expense	(\$105,955)	(\$127,616)	(\$157,556)	(\$167,442)	(\$136,450)
Total	(\$381,566)	(\$391,488)	(\$408,292)	(\$419,351)	(\$417,050)

■ Beach Operation Expense ■ Boat Operation Expense ■ Total

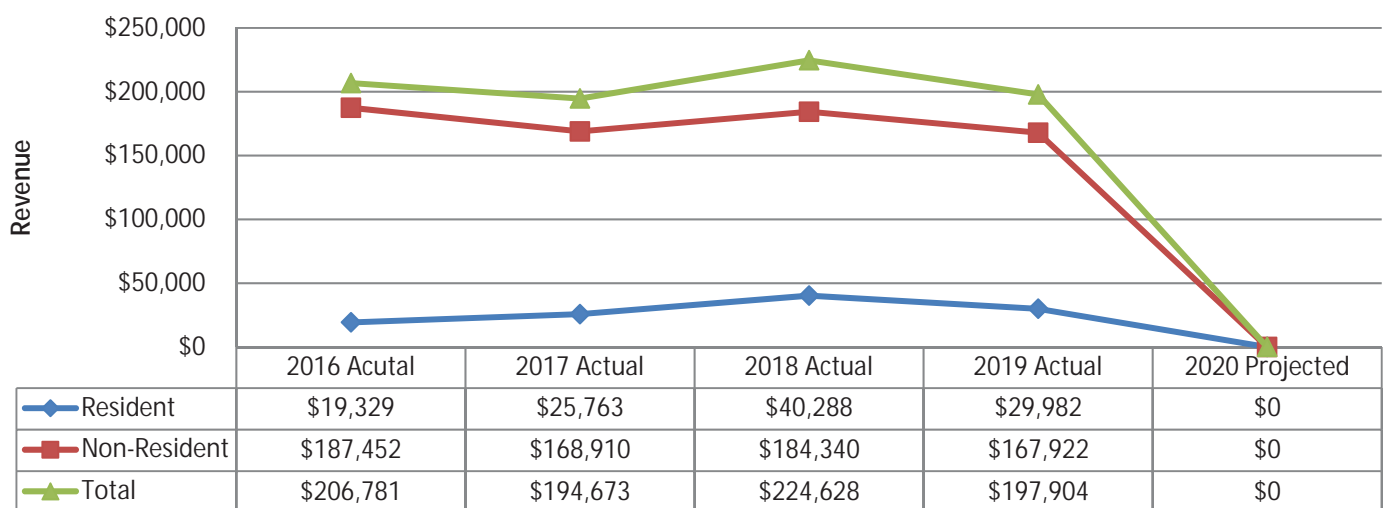
APPENDICES

Appendix A –Financial Data

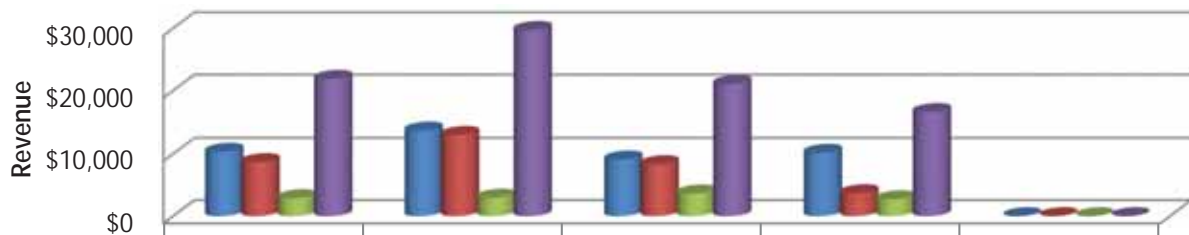
5 YEAR BEACH PASS REVENUE TRENDS



5 YEAR REVENUE FROM DAILY FEES TREND



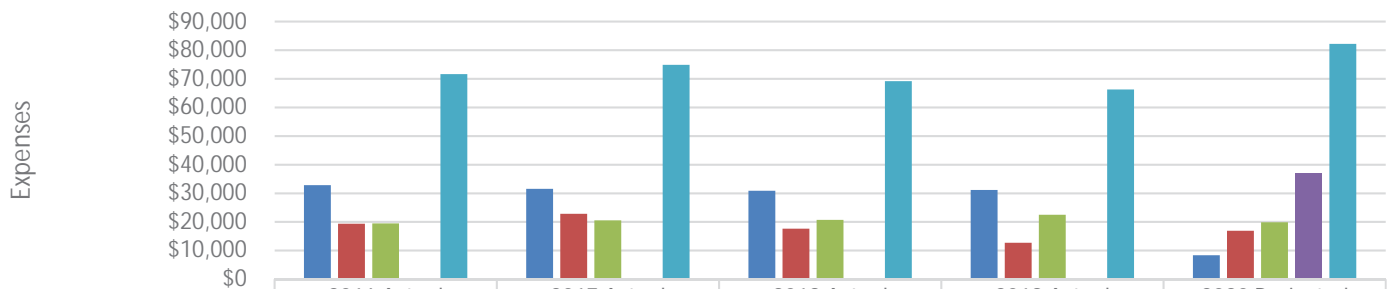
5 YEAR BEACH FACILITY AND EQUIPMENT RENTAL TRENDS



	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Projected
■ Trellis	\$10,336	\$13,750	\$9,091	\$10,173	\$-
■ Sun Shelters	\$8,677	\$13,034	\$8,340	\$3,680	\$-
■ Chairs/Umbrellas	\$2,879	\$2,967	\$3,639	\$2,715	\$-
■ Total	\$21,892	\$29,751	\$21,070	\$16,568	\$-

*We did not offer any rentals during the summer due to COVID.

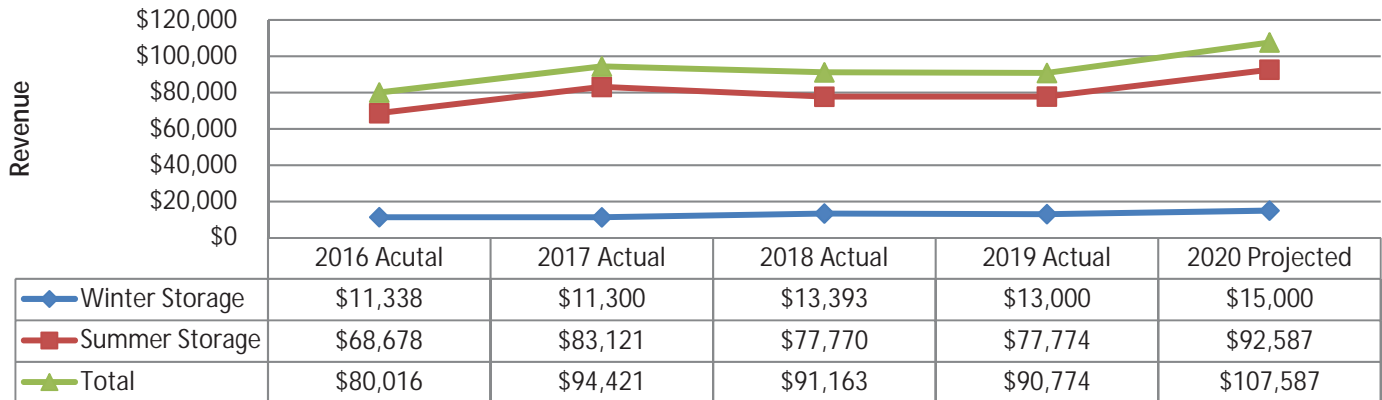
5 YEAR SEASONAL STAFF EXPENSE TRENDS



	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Projected
■ Lifeguards	\$32,831	\$31,526	\$30,856	\$31,144	\$8,334
■ Seasonal Managers	\$19,334	\$22,802	\$17,620	\$12,673	\$16,904
■ Beach Operations Staff	\$19,460	\$20,537	\$20,667	\$22,464	\$19,856
■ Beach Ambassador	\$0	\$0	\$0	\$0	\$37,090
■ Total	\$71,625	\$74,865	\$69,143	\$66,281	\$82,184

* Returning employees did not receive a merit increase unless it was to meet minimum wage requirements and new staff wages were the same as the 2019 rate for their position. Note, the beach was open from 9:00am to 9:00pm, seven days a week this summer, which was two hours longer each day than in years past.

5 YEAR BOATHOUSE STORAGE REVENUE TRENDS



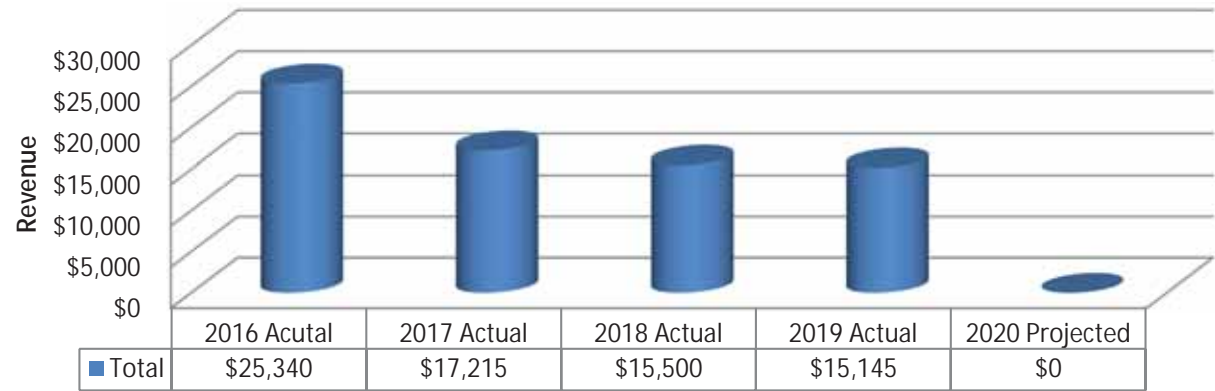
*The loss of sand spaces on both the north and south beach has played a major role in revenue collection. Staff has maximized the number of sand spaces available and will continue to monitor the water levels to determine if we can accept new boaters off of our growing waitlist. Given the popularity of standup paddle boarding, we were able to build new paddle board racks and rent those spaces to boaters off our waitlist.

5 YEAR BOATHOUSE STAFF EXPENSE TREND



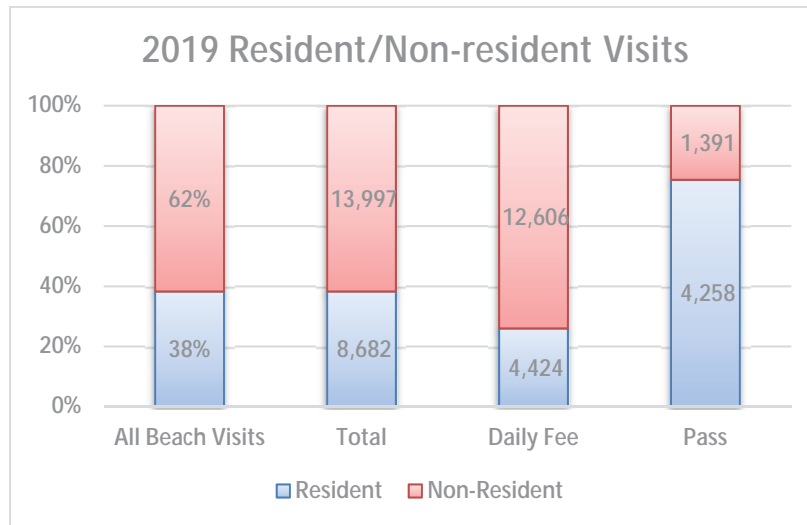
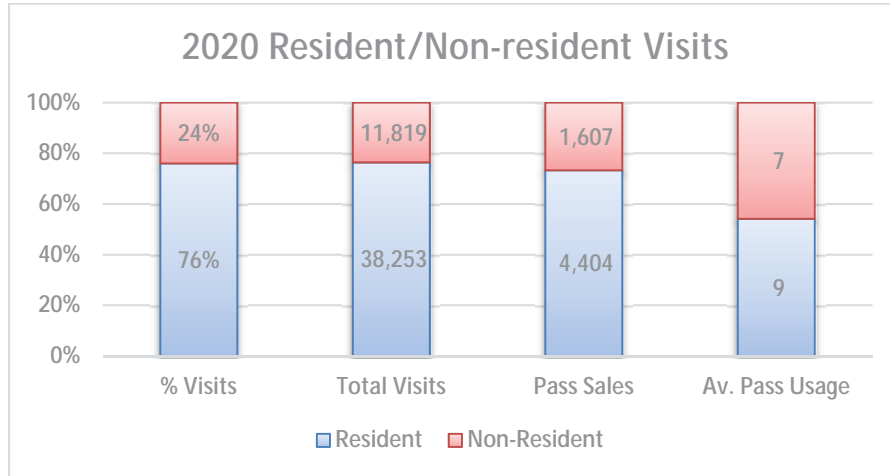
* Staff wages were kept to a minimum by reducing the number of boat guards during the week to only two and three on weekends.

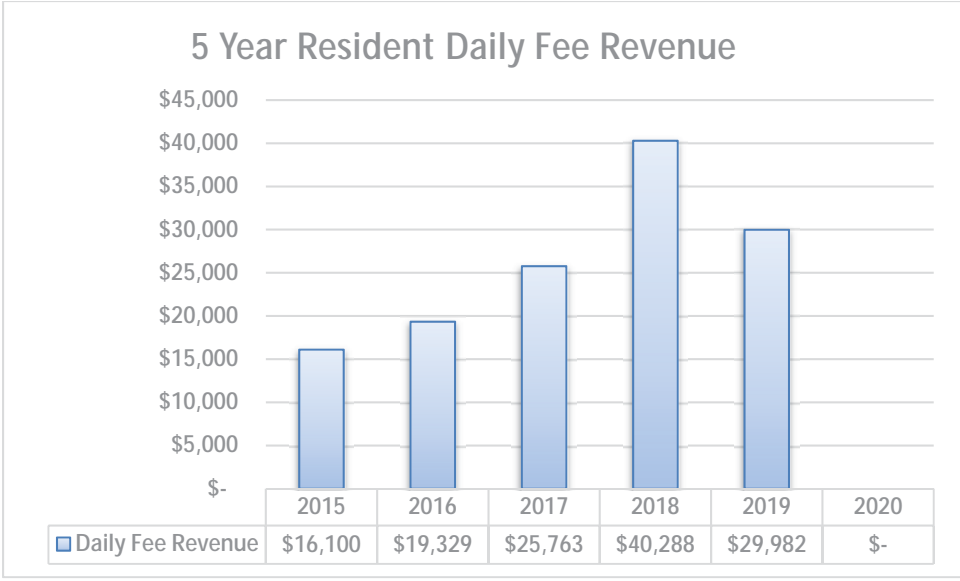
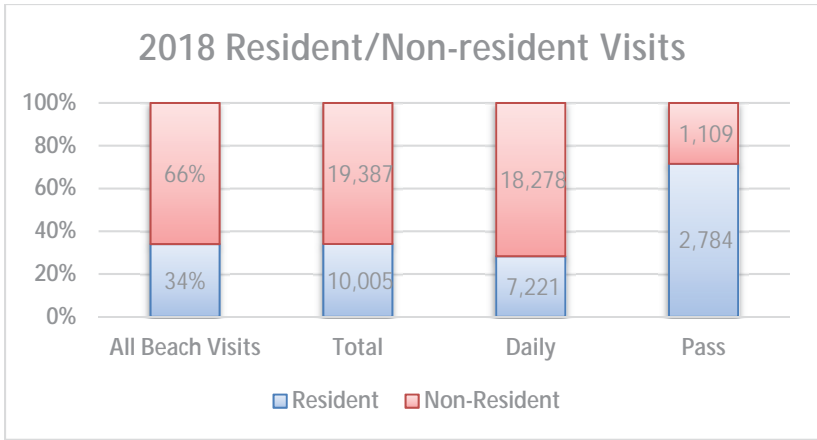
5 YEAR BOAT, KAYAK, PADDLEBOARD RENTAL TRENDS



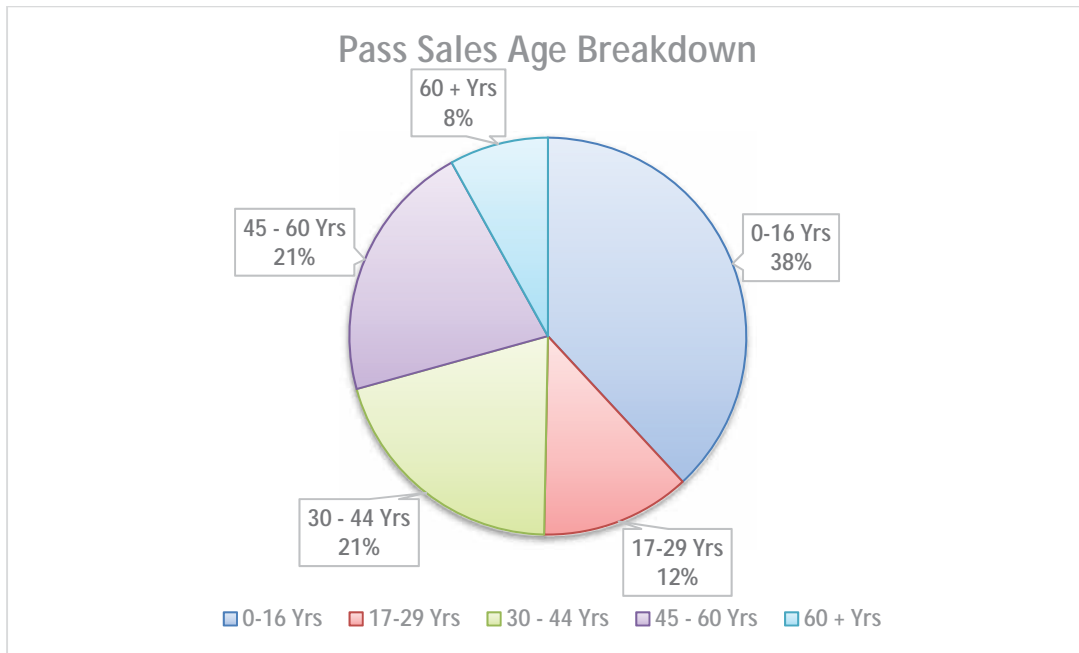
* Rentals were not offered this summer due to COVID-19.

Appendix B – Attendance Comparisons

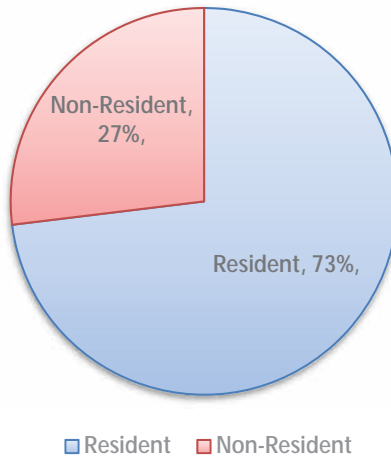




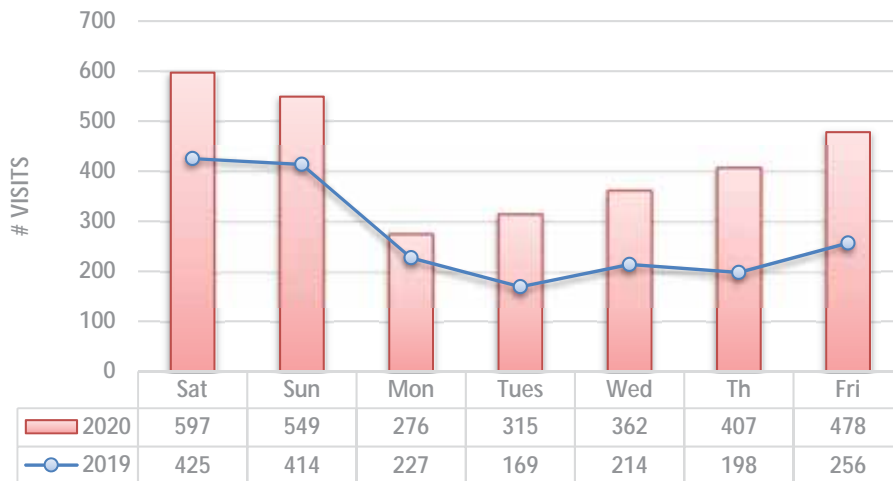
*Daily fees not offered in 2020 due to COVID-19 restrictions.

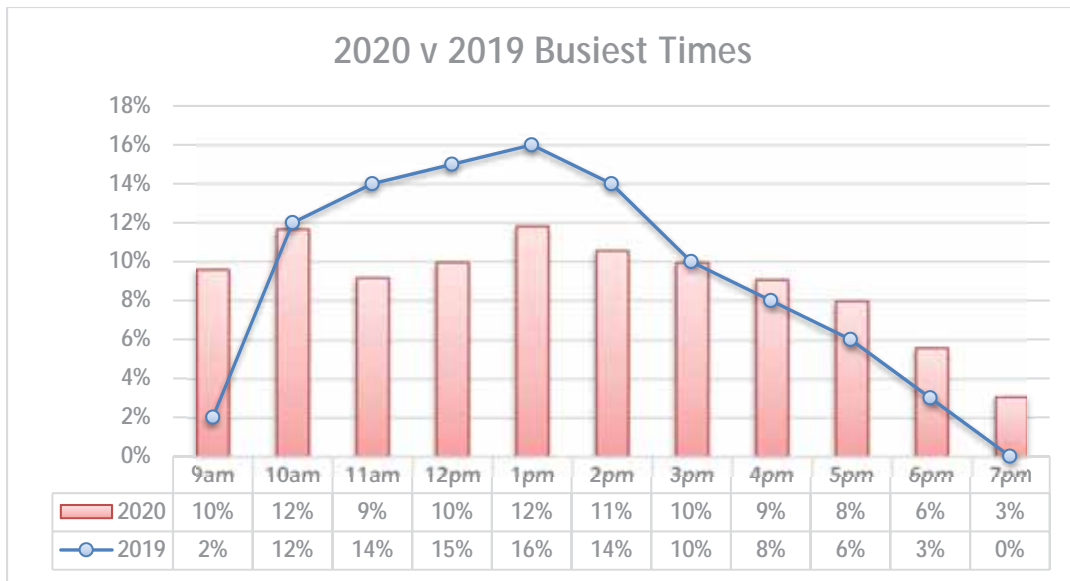


2020 Pass Demographics



2020 v 2019 Average Daily Attendance







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	9:00am-9:00pm	NA	\$95/\$143 \$95/\$190	\$140/\$233 \$140/\$280
Wilmette	9:00am-8:00pm	NA	\$52/\$131 Parking Pass \$30/\$170	\$112/\$311
Winnetka	9:00am-9:00pm	NA	\$100/\$300	\$130/\$390
Evanston	10:30am-7:30pm	NA	*\$28/\$44 *\$18/30	\$112/\$176 \$72/\$120

*Revised Dates for mid-season pass sales

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
- 2020: Daily rate not offered due to COVID-19 restrictions

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
- 2020: NR season pass increase to double the Resident rate

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



Sun Shelter and Trellis Rentals

Town	Sun Shelter (12 person) 3 Hour Rental R/NR	Sun Shelters (24 person) 3 Hour Rental R/NR	Trellis (75-100 person) 5 Hour Rental R/NR
Glencoe	Not Available	Not Available	Not Available
Wilmette	Not Available	Not Available	Not Available
Winnetka	Not Available	Not Available	Not Available
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 for 2019

** No area beaches offered rentals due to COVID.

Boat Storage Spaces

Town	Sand Res/NR	Rack Paddle Res/NR	Winter Sand Res/NR	Winter Rack Res/NR
Glencoe	\$644/\$1052	\$387/\$633	\$271/\$349	\$140/\$216
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

X. Staff Reports

Glencoe Park District
November 2020 Board Meeting

**Glencoe Park District
Business Department Report
November 2020**

2020 Levy Ordinance

Based on the Board's approval of the aggregate levy amount, the Truth-in-Taxation Resolution was approved at last month's board meeting. Because the 4.40% increase in the operating levy amount is under 5% a hearing is not required, but will be held on November 17. The Levy Ordinance was prepared and has been reviewed by legal counsel. A copy of this Ordinance is included in your packet and is scheduled to be approved by the Board at this November 17 regular meeting, after the levy hearing is held. It will then be filed with the County Clerk's Office by the deadline of Tuesday, December 29.

FY 2021/22 Budget and Capital Project Proposals

Given the COVID-19 pandemic, the FY2021/22 budget process was delayed in an effort to secure more information. The process began on October 21 with the staff kick-off budget meeting. Capital project proposals were also submitted for consideration by the Admin Team (along with a staff tour), and they were discussed with the Board at the November 4 Committee meeting.

Legal Calendar

Please see attached for a full version of the District's legal calendar and note key meeting dates.

Health Insurance Renewal

Staff attended the PDRMA Health Program Benefit Coordinator seminar in October, and staff's recommendation was approved by the Board at the October 6 Committee meeting. The full-time meeting to discuss the 2020 health insurance renewal, including plan benefit changes and employee contribution amounts, was conducted with employees via webinar on November 4. Open enrollment period for PDRMA Health Program is November 2 thru 20, and staff is assisting employees in understanding and completing all required paperwork by this time.

Front Office Operations

Resident registration for season ice passes began on October 23, and reopened again on October 29. Non-resident registration for the passes began on October 30.

Unclaimed Property Report to State of Illinois

Governmental agencies are required to complete the Annual Unclaimed Property Report for 2020 by November 1, 2020 and remit any unclaimed assets (primarily payroll) to the State after applicable rules on trying to contact the payees for reissuing of checks. Staff has submitted the report and there is no unclaimed property this year to remit to the State.

Investment of 2020 Bond Proceeds

Business and Parks Department staff worked together to come up with a logical payout timeline for anticipated projects over the next three years. This was then used to coordinate an investment plan for the \$4.5 million in bond proceeds in October. This information is now shown on the Monthly Financial Report included in your regular Board meeting packets.

Personnel

With this ongoing COVID-19 pandemic, staff has spent time in resolving and brainstorming on several HR-related situations that have occurred in the last month.

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

**GLENCOE PARK DISTRICT
FINANCIAL LEGAL CALENDAR
PLANNING FOR FY2021/2022**

SEPTEMBER 2020

Early September	Staff works on options for 2020 Tax Levy.
By September 4, 2020	Distribution of PROJECTION ONLY budget worksheets AND program budget worksheets to ADMIN TEAM with tentative budget timeline.
By September 25, 2020	First Draft of FY20/21 BUDGET PROJECTIONS due to Carol.

OCTOBER 2020

10/6/2020	Committee of the Whole meeting to discuss preliminary levy.
10/9/2020	Deadline for all staff to submit capital project ideas/proposals to their Department Head. All items must be priced.
10/16/2020	Deadline for Department Heads to submit capital project proposals to Executive Director. All items must be priced.
Week of Oct. 19, 2020	Director and Department Heads meet to discuss all capital project proposals. Afterwards, Capital List is distributed to Executive Director and Department Heads for discussion and prioritization.
10/20/2020	October Board Meeting - Board formally determines amount of money estimated necessary to be raised by taxation in tax year 2020 for 2021/22 fiscal year; Truth In Taxation Resolution is passed.
10/21/2020	Budget Kickoff Meeting/In-Service Training for staff Program fee/bill codes and budget prep due to Director of Recreation Budget Training 101 & 201 (Recreation Team only)
10/21/2020	Distribution of Budget Detail worksheets for FY21/22 - FIRST DRAFT to all
10/29/2020	Deliver notice of Levy Hearing for paper to publish on Thursday, 11/5/20 (must be no more than 14 days, no less than 7 days prior to hearing, which will be 11/17/20).
10/30/2020	Capital Project List finalized by Executive Director and Admin Team

NOVEMBER 2020

November 3 or 17, 2020	Potential FCW Meeting to discuss Fund 65 capital ideas with Board.
11/17/2020	November Board Meeting: Levy Hearing held. Board adopts 2020 Tax Levy Ordinance.
11/23/2020	Draft #1 recreation program AND general budget worksheets due to Department Head for their review/approval.
11/30/2020	Draft #1 Budget worksheets (regular and program) due to Carol.

DECEMBER 2020

12/11/2020	Draft #2 Budget worksheets (regular and program) returned to staff for further revisions.
12/29/2020	File 2020 Tax Levy Ordinance, Certificate of Presiding Officer, Certificate of Secretary with Cook County Tax Extension Office (Deadline to file: last Tuesday of December).

JANUARY 2021

1/11/2021	Draft #2 Budget worksheets (regular and program) due to Carol.
1/19/2021	January Board Meeting: Board approves FY2021/22 Regular Board meeting dates.
1/25/2021	Deadline for staff changes to be made to Proposed First Budget Draft.
By 1/31/2021	Deadline to file tax-exempt status filing with Cook County. Deadline to mail W-2s, 1099s, 1095s. (IRS Filing by 2/28/21).

FEBRUARY 2021

2/1/2021	Deadline to submit Economic Interest Statement file to County Clerk's Office.
By February 15, 2021	Proposed First Budget Draft FY2021/22 distributed to Board for review.
Mid to Late Feb 2021	Finance Committee of the Whole meeting to discuss budget. Additional meetings in early March, if necessary.
2/16/2021	February Board Meeting: Pass BAO Transfer Resolution, if necessary.

2/28/2021 Annual Worker Compensation Audit due to PDRMA.
Salary increase/annual evaluations.
Change IMRF posting - new salary/insurance information.
Change IPRA salary survey information.

MARCH 2021

3/1/2021 Deadline to file ACA Forms with IRS.

By 3/10/2020 Tentative preliminary date of audit fieldwork.

3/16/2021 March Board Meeting: Approve FY2021/22 Approval Draft as "working administrative budget." (BAO is adopted at April or May meeting once accurate prior year amounts are known.)

By 3/20/2021 Completed and **final** proposed BAO copy is made available at administrative offices for public inspection. Document shall be available for not less than 30 days prior to the adoption of BAO on 4/20/21.

By 3/29/2021 Deliver notice to paper announcing public hearing on BAO to be published in local paper on 4/8/21.

APRIL 2021

Mid-April PDRMA Annual Operating Expenditures/Audit Filing.

4/20/2021 April Board Meeting: As part of the agenda, a public hearing is held on the 2021/22 Estimated Revenue, Budget & Appropriations Ordinance (BAO). It must be adopted within 3 months after the beginning of the fiscal year, or June 1.

MAY 2021

Last week April/Early May Annual audit final fieldwork begins.

5/18/2021 May Board Meeting.

By 5/31/21 File BAO with Cook County Clerk's Office.

JUNE 2021

6/15/2021 June Board Meeting: Pass Prevailing Wage Ordinance.
Final audit and management letter presented to Board.

6/16/2021 Mail certified copy of Prevailing Wage Ordinance to Secretary of State and Illinois Department of Labor.

By 6/30/2021 Annual Operating Expenditures Report due to PDRMA.

JULY 2021

Early July	Special Projects Committee review of 3-year capital/master plan projects.
7/20/2021	July Board Meeting: Board approval of potential Resolution to commit additional fund balance reserves to Master Plan Capital Fund 69.
July/August	Publish "Notice of Audit Availability" in local newspaper.

AUGUST 2021

By 8/27/2021	Final Annual Audit Comptroller's Annual Financial Report with County Clerk's Office. (Auditors do this and provide copy)
June - August 2021	File Annual Audit and Comptroller's Annual Financial Report with Comptroller's Office. (These steps above must be completed within 180 days after the preceding fiscal year ends.) Receive 2020 final EAV and Tax Extension from County. Update Tax Impact files on GPD website.
By August 31, 2021	File Unclaimed Property Report with IL Treasurer's Office.

**Glencoe Park District
Recreation and Facilities Department Report
November 2020**

Update on Recreation Services amid COVID-19

Congratulations to Jess Stockl, who was able to secure another 'Child Care Restoration Grant' in the amount of \$71,550 through INCCRRA for our Children's Circle program. These grants were awarded due to the extreme financial impact COVID-19 has taken on the child care industry as a whole.

Watts passes, skating classes, and rentals went on sale on Friday, October 23, at 9:00am. We had a massive demand for skating and hockey passes this season, resulting in a waitlist to purchase a pass. We have officially adopted a pass holder only model for this season. To be admitted to the Watts Ice Center you must have a pass or be a guest of a pass holder. We currently anticipate being able to accommodate over 1800 visits per week for public skate.

See below for a breakdown of passes sold compared to last year at this time.

Watts Pass Sales As of 11/1	2020		2019	
	# Passes	Fees	# Passes	Fees
Skating Pass	976	\$48,825	24	\$810
Hockey Pass	151	\$24,450	13	\$858
Guest Pass	85	\$4,300	-	-
Total	1,212	\$77,575	37	\$1,668

Fall Session 2 programming began the week of November 2. More classes are moving indoors as the weather gets colder. The team has been working on the winter brochure, including camp options for summer 2021. We continue to be nimble and will adapt to any changes to guidelines and regulations.

American Red Cross Blood Drive

We hosted a blood drive on October 21. We collected 65 units of blood. This is the most units we have ever collected as a host site. The next set of blood drives are scheduled for December 22, February 17, and April 28.

Beach: Matt Walker

The boathouse officially closed for the season on Sunday, October 11. Beach staff moved boats to higher ground. Staff is following up with boaters who have not paid for winter storage. Any boat found to be delinquent or abandoned will be handled according to the Glencoe Park District policy regarding delinquent and abandoned boats.

In an effort to safeguard the boathouse interior and sail lockers from high wave action, staff sandbagged the building doors. The winterization of the beach house, spray ground, and boathouse is complete. Staff will continue to monitor the erosion and damages to the pier due to the high lake levels and powerful fall storms.

Early Childhood: Jess Stockl

Our children celebrated Halloween by having a parade that parents were invited to attend virtually as well as doing a socially-distanced pumpkin hunt in the hallway. Our teachers are working diligently on preparing for parent-teacher conferences, which will take place in mid-November virtually.

Our Early Learning Center (ELC) has explored ways to help children learn more about bias and racism in early childhood. Teachers have been addressing this topic through literature, lessons, and

group chats with the children. In ELC, we also focused on fall themes and fire safety this month. The children were delighted when the leaves fell on our new playground for the first time and they were able to have fall fun in our new space. We lost two students in our Kindergarten Readiness Program, one due to a move and one due to transferring into ELC 4's. We gained one new student in Kindergarten Readiness, and one new student in ELC 3's.

ELC Enrollment As of 11/1	2020/21	2019/20	2018/19
ELC 2s	8	16	18
ELC 3s	12	14	16
ELC 4s	14	18	27
Kindergarten Readiness	10	16	7
Total	44	64	68

Children's Circle enrollment stayed steady with one infant moving to the toddler room and another student joining the toddler room. There is an infant set to replace the child who moved classrooms.

Children's Circle Enrollment As of 11/1	2020/21	2019/20	2018/19
Jellyfish (6 weeks to 15 months)	4	10	5
Tadpoles (6 weeks to 15 months)	7	0	0
Frogs (15 months to 2 years old)*	10	7	7
Turtles (18 months-youngers 2s)*	12	13	6
Starfish (older 2s)	11	17	16
Dolphins (3s)	11	20	18
Sea Lions (3s and 4s)	16	0	0
Belugas (4s)	16	16	14
Total	87	83	66

**Turtles are slightly older than Frogs, otherwise there is no difference.*

The Children's Circle waitlist continues to be closed for all age groups. Below is the breakdown of the waitlist and residents versus non-residents. In addition, 13 of the children on the waitlist were Children's Circle students or children who were supposed to enroll in June 2020 but dropped due to COVID-19 concerns or job loss. Between June and September 2020, we enrolled 19 students off of the waitlist. This does not include the 10 infants that started between June and September, 9 of whom are siblings of current students.

Children's Circle Waitlist As of 11/1	Total	Residents	Nonresidents
Jellyfish (6 weeks to 15 months)	19	12	7
Frogs (15 months to 2 years old)	10	6	4
Turtles (18 months-youngers 2s)	10	4	6
Starfish (older 2s)	11	8	3
Dolphins (3s)	19	13	6
Belugas (4s)	7	6	1
Total	76	49	27

Arts and Youth: Stephani Briskman

Kids Club Enrichment Camp is running with five cohorts, two in the morning session and three in the afternoon session. We had two children drop the afternoon session, and one child enrolled in the morning session. Our Kids Club Enrichment Camp has fourteen available spaces in the morning and nine spaces in the afternoon.

Kids Club Enrichment Camp As of 11/3	Enrolled
AM Kids Club Enrichment Camp	16
PM Kids Club Enrichment Camp	36
Total	52

We are now shifting to our second session of fall programming. We have seen a slight decrease in enrollment due to programming being moved inside. Due to COVID-19, we will continue to have smaller class sizes.

Youth - Fall Session 2 As of 11/3	Enrolled	Revenue
Amazing Art	8	\$1,370
Amazing Minds	8	\$1,032
Chess Scholars (3-4)	0	\$0
Chess Scholars (K-2)	8	\$930
Sloth Pillow	4	\$412
Sticky Fingers Cooking	8	\$1,172
Bucket Drumming	5	\$855
Total	41	\$5,771

Athletics and Teen Camps: Shannon Stevens

November has been a busy month for the start of Athletics programming. On October 22, we received new guidelines from the State, which moved basketball to a higher risk sport. We remove all scrimmaging from the house basketball program for now but continue to move forward with our skills clinics. Preseason basketball started this week, along with our second session of afterschool programming. Preseason clinic numbers are lower than last year, but as the season progresses and more activities move indoors, we think our numbers will increase slightly.

For afterschool programming, we were able to add one of our trendy classes back on Mondays - Flag Football. All of our afterschool programs plan to stay outside as long as the weather is not too extreme. Due to new restrictions, we keep all group sizes to ten or fewer and asked contractors to bring in more staff to ensure we follow ratios if the restriction tightens.

We also maximized our weekend programming for moving indoors. We will continue to offer softball, volleyball, tennis, and basketball classes.

Athletics - Fall Session 2 As of 11/4	Enrolled	Revenue
Volleyball	20	\$2,366
Soccer Shots	22	\$1,980
Mini Ninjas	20	\$3,080
Saturday Basketball	30	\$1,570
Total Sports	40	\$3,432
Game On! Sports 4 Girls	21	\$2,940
Speed & Agility	9	\$1,620
Karate (in-person & virtual)	16	\$1,906
Youth & Teen Rowing	17	\$1,883
Flag Football	40	\$4,090
Total	235	\$24,867

Fall Preseason Basketball Clinics As of 11/4	Enrollment		Revenue	
	2020	2019	2020	2019
Preseason Boys 1/2	6	45	\$540	\$3,192
Preseason Boys 3/4	13	38	\$975	\$2,775
Preseason Boys 5/6	13	10	\$1,365	\$537
Preseason Girls 1/2	8	17	\$720	\$1,142
Preseason Girls 3/4	4	16	\$360	\$1,140
Preseason Girls 5/6	-	4	-	\$240
Preseason Girls/Boys 7/8	18	NA	\$1,901	NA
Total	62	130	\$5,861	\$9,026

Special Events & Active Adults: Liz Visteen

October was a busy month for special events. All events were held outside with reduced capacity due to COVID-19. To accommodate more participants, multiple sessions were offered to keep the number of participants below 50 per session at our Basketball All-Stars, Pumpkin Painting, Spooky Skate, and Hallows Eve events.

Hallows Eve, this year's Boo Bash replacement, was a success! The event filled and began accumulating a waitlist on the same day registration opened for the event. New COVID-19 mitigations were announced just four days before the event, which caused staff to modify group sizes. Instead of 50 people walking through every 30 minutes, we changed it to 25 people or less every 15 minutes. This proved to be very helpful. Families were spread apart and socially distanced from other families. The event ran from 4:00-7:00pm. It was a bit chilly, but all those attended had a magical time wandering through the different trail sections and waving to each area's characters.

Special Event Attendance	2020	2019
Th, Oct 8 - Moonlight Movie on the Beach	29 families	Not offered
F, Oct 16 - Doggie Dip	12 dogs	~ 35 dogs
Sa, Oct 17 - Basketball All-Stars Competition	24	Not offered
F, Oct 23 - Spooky Skate	150	Not offered
Sa, Oct 24 - Pumpkin Painting	30	Not offered
F, Oct 30 - Hallows Eve	300	Not offered

Upcoming Special Events

Sa, Nov 7 - Nerf Games
 Sa, Nov 14 - Fall Scavenger Hunt
 Nov 16-30 - Case of the Missing Turkey
 Nov 21-30 - Glencoe Gobbler (Virtual) 5K
 W, Nov 25 - Gobble Hobble

An additional in-person Youth Ceramics was added to this second fall session, which filled.

Ceramics & Art Enrollment As of 11/3	Fall Session 1		Fall Session 2	
	2020	2019	2020	2019
Youth Ceramics & Sculpting w/ Model Magic	31	38*	37	N/A
Adult Ceramics	20	25	17	4
Teen Ceramics	15	22	15	21
Adult Art classes	12	38	11	16

* This program offered one long session instead of separate Fall 1 and Fall 2 sessions.

Takiff, Fitness, and Watts: Adam Wohl

Watts

Adam is busy planning for the 2020-21 Watts ice season. We have scheduled tentative dates to begin making the ice for the season on November 18-20, weather permitting. We will host training on the new operations for staff the week of November 16, including managers, Zamboni drivers, cashiers, and skate guards. We plan to do a blended training on Zoom with a small group training for specific positions. All our managers from last year are returning for this season. This will allow for a seamless transition to the altered operations under COVID-19.

We hosted a Spooky Skate at the rink on Friday, October 23. We had three 60-minute time slots with 50 people each who came roller skate on the main rink. We worked hard to clear the nearly 2 inches of rain off the rink in time for the event that evening.

Learn to Skate/Hockey Classes

Our USFS Skating and Minor Hawk classes have proven to be very popular under COVID-19 due to being held outdoors. Adam has hired a new skating instructor that will oversee both hockey and skating classes this season.

Watts Skating Classes As of 11/2	2020		2019	
	Enrolled	Fees	Enrolled	Fees
Tot Learn to Skate	104	\$8,916	35	\$2,760
USFS Skating	61	\$4,758	8	\$660
Minor Hawks	52	\$4,686	7	\$480
Total	217	\$18,360	50	\$3,900

Takiff

Facility rentals continue to be absent at the Takiff Center. We had a few scheduled rentals but had to cancel most due to rental restrictions.

Takiff Center Rental As of 10/31	2020	2019
Facility Rentals	\$5,224	\$59,846

Glencoe Fitness

We had 13 new members join the fitness center in October. Staff continues to field calls about our protocols and options to join. We anticipate seeing an increase in usage as the weather turns colder. We will continue to monitor daily attendance if adjustments to time slots are necessary to accommodate more members.

We added a *'mask required'* time slot. This time slot is Monday-Friday 2:30-3:30pm. Members working out at this time are required to wear their mask at all times.

Right now, there are 93 members with active memberships with 77 on hold until later this winter. In comparison, we had 150 active members as of November 2019. During October, we had 526 total visits to the fitness center. This compares to 700 visits in 2019 and 580 visits in 2018.

Total # Visits	526
# Days Open	31
Average Visits/day	17.0

Outdoor Fitness Classes

All adult fitness classes are transitioning indoors beginning in November. We are running the same schedule we offered in October for a combined November/December session. All classes will be held in the large fitness studio or gym with limited capacity. Masks/face coverings are not required while actively exercising. We expect enrollment to be lower with rising COVID-19 cases in Illinois and participants being nervous about coming indoors.

Fitness Classes As of 11/10	November (Indoor)		October (Outdoor)	
	Enrolled	Revenue	Enrolled	Revenue
Cardio Kickboxing	4	\$560	4	\$240
Moving with Weights	14	\$760	15	\$562
Rowing	18	\$1,870	22	\$1,260
All Levels Yoga	5	\$200	4	\$248
Pilates Yoga Fusion	1	\$80	4	\$240
Zumba	19*	\$95	31	\$155
Total	42	\$3,565	80	\$2,705

**Zumba participants historically sign up the day before class scheduled on November 21.*

Submitted by:

Bobby Collins, CPRP

CPRP Director of Recreation and Facilities

**Glencoe Park District
Parks & Maintenance Department Report
November 2020**

Administrative

Work continues with Altamanu relating to the current and future capital projects. The overlook restoration was completed on schedule at the end of October. Work continues on the trail and Duke Park. Recently the poured-in-place was installed at the playground, and we are expecting delivery of the water runnel and interactive fountain components in early November. While the trail contractor is still technically behind on the trail construction, they have opted to work several Saturdays in an attempt to catch up and avoid additional fines.

Staff worked with assessors from PDRMA to inventory the fixed assets of the Park District.

Grounds/Horticulture

The horticulture crew has been busy maintaining planting beds throughout the Park District. Tulip and daffodil bulbs have been planted throughout the park system. Trees that died this year throughout the park system were replaced with 15 new trees.

Crews have been working on selectively clearing areas of the bluffs at Glencoe Beach in preparation for the detailed surveys that will be necessary for next year's capital projects.

Staff ended the 2020 contractual mowing contract the first week of November.

Parks Maintenance & Construction

Parks staff has been busy making repairs and improvements throughout the District. Staff installed new Park ID signs at Lakefront Park. Additionally, staff assembled and installed six new benches on the Schuman Overlook.

Staff is busy compiling the material for the Park District performed work at Duke Park. Parks staff will be installing nearly 450 feet of split rail fencing, constructing the barn for the hand-cranked train cars, and assembling/installing 11 park benches.

All outdoor water services are turned off and shade trellis covers removed for the season.

Staff continues to balance seasonal tasks with routine maintenance such as trash removal, grass cutting, and park grooming.

Facilities

Facilities staff has been focusing on seasonal preparations at the Watts Ice Center. Staff is working on repairing ice rink boards and touching up paint throughout the building. Temporary plastic panels have been added to the dasher boards in areas where the boards were cracked or sharp. Staff constructed outdoor changing booths and will be installing the exterior service window in mid-November.

Seasonal start-up maintenance was completed on the compressors at Watts, with fingers-crossed, staff is hoping that the previous capital investment in the compressors results in a low frequency of repair this season.

In addition, facilities staff continue to perform the heavy cleaning and sanitizing routine in our buildings.

Athletic

AYSO Soccer and Glencoe Baseball Association's outdoor seasons have concluded for 2020.

Tennis windscreens are stored for the season and lacrosse nets will be put away by mid-November.

Equipment

In preparation for cold weather, trucks have been serviced, and snow equipment has been inspected. We continue to familiarize staff with all facets of equipment and District operations with a focus on staff training.

Personnel

Long-time custodian Rogelio Aviles retired after 21 years serving the Glencoe Park District. Rogelio was primarily focused on cleaning classrooms in the early childhood wing. He was known by all and will be missed. His sunny demeanor and smile were a constant wherever he went. Staff will be working to fill the position quickly as custodial duties are critical during the pandemic.

Part-time custodian Patrick Tarpey resigned his position to take on a larger full-time role with the Buffalo Grove School District.

Shared Services

Village and Park District staff continue to partner through the shared services agreement. The Village of Glencoe delivered rock salt to the park's yard in preparation for the snow season.

Submitted by:

Chris Leiner, CPRP

Director of Parks & Maintenance

Glencoe Park District Marketing/Communications Report November 2020

Online Communication

Due to changing COVID-19 regulations, our programs and events are primarily being marketed online. Instead of a printed fall program guide, we emailed participants a link to our digital fall guide and continue to push people to our website for current information. We had 69,718 page views in October (+191.29% compared to 2019). Pages related to Watts, registration, and the fall program guide generated the highest traffic in October.

Social Media

We ended the month with 16,431 Facebook impressions (in 2019, we ended the month with 44,870 impressions). During the month, we also had 14,738 impressions on Instagram. We now have 1,939 followers on Facebook, 1,034 followers on Twitter and 1,767 followers on Instagram. Glencoe Beach has 2,587 and Watts Ice Center has 410 followers on Facebook.

Email Marketing

During the month of October, we sent out 17 targeted emails, focusing primarily on fall programs, fitness, and special events. Of the 29,592 emails we sent, over 9,370 were opened (34%) with a 15% click rate.

Campaign Summaries



Inside Glencoe

Inside Glencoe, our community newsletter with the Village, School District, Library, and Family Services, was sent to all residents at the end of the month. It included articles about our financial outlook, the bond issue, Watts updates, Connect Glencoe updates, as well as information about getting digital information from us (email/social media).

Special Events

I worked with the Recreation Team to promote fall registration, Doggie Dips, and a variety of Halloween events. This includes email blasts, social media posts, flyers, and website posts.

For the first time in GPD history, we livestreamed our preschool Halloween parade. Due to COVID-19, parents were unable to attend the parade in person, so they were invited to watch it online. The private link was only shared with Children's Circle and Early Learning Center parents; a recording of the event was available after the livestream ended. The livestream generated 484 views from 217 unique viewers, with viewers tuning in on average for 16 minutes.

Watts Communication

Season passes and skating/hockey class registration started on October 23. A mailer with a QR code was sent to every household in Glencoe on October 16. The postcard included a QR code linking to our website, which was scanned by 46 devices. A detailed article was also included in *Inside Glencoe*, which was sent to every household in Glencoe. Details were also posted on our website, emailed to subscribers, and posted on Facebook/Twitter/NextDoor/Instagram. When pass sales sold out, the website and social media were updated to push people to the waitlist. An email was also sent out encouraging people to join the waitlist, which re-opened October 29. Website traffic spiked 134% on October 23, with over 2,400 page views of the pass WebTrac page.

Submitted by:

Erin Classen

Superintendent of Marketing and Communications

SAFETY AND WELLNESS COMMITTEE

Agenda and Minutes

Tuesday, October 27, 2020 / 11:00 AM

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

1. Call to order at 11:03 AM

Roll Call: **VIA Zoom people in attendance:** Chris Leiner, Bobby Collins, Carol Mensinger, Liz Stowick, Liz Visteen, Matt Walker, Jessica Stockl, Adam Wohl and Lauren Kinsey Absent: Lisa Sheppard

2. Review of the Minutes: The Safety and Wellness Committee Meeting Minutes from September 23, 2020 were reviewed and accepted.

3. Accident/Incident Review: Carol reported on the accident/incident reports for October. There were five (5) minor participant incidents, one (1) worker comp accident.

4. Facility and Park Inspection Review: Completed the warranty repairs at Old Elm, working on the warranty repairs at Woodlawn, and working on the warranty repairs on the gates at Takiff Center.

5. Open Claims: One (1) open property claims: pier property loss claim due to weather damage. Three (3) open worker comp claims.

6. Carry Over Items:

- a) Bobby and Chris met with the police and set up a drill date in May which was postponed due to Covid-19. **Chris** will talk to Jason at the schools to see what they are doing in regards to drills right now. Public Safety did say that they are comfortable with us setting a time limit for drills during inclement weather, even if the drill is incomplete. Mention of using the gym as a safe zone to gather kids during a real fire was presented by Public Safety.
- b) Had the site visit for the Pilot Program C and we are currently being assessed for inventory and assets.
- c) **Chris** ordered a custom-made door that leads to the playground in the EC wing. He will let Jessica know when the door is ready to be installed. Chris hopes to install them within two weeks.
- d) PDRMA performed a coefficient of friction testing on hot spots for trips and falls when wet. PDRMA recommended we apply anti-slip product in areas where more slippery than should be (example: ELC bathrooms). **Chris** is researching this further.
- e) Thermal testing was completed to determine hot spots for fire issues. Report is pending.

7. Certificate of Insurance Information: Contractors aren't being asked to provide anything new or different due to Covid-19.

8. New Items: None.

9. Wellness Initiatives:

- a) The Parks and Rec Trek steps challenge is complete. All park districts that participated collected canned goods for the winning district's local food pantry. **Liz S.** will drop off the collected canned goods.
- b) Friday is the last day to register for the Worldwide Wellness Challenge via PATH.

Adjourn: 11:13 AM

**The next Safety and Wellness Committee Meeting has been scheduled for
Wednesday, November 18 at 11 AM.**

XI. Executive Director's Report

Glencoe Park District
November 2020 Board Meeting

**Glencoe Park District
Executive Director's Report
November 2020**

Watts Recreational Center & Ice Rinks

Staff is preparing Watts Recreational Center & Ice Rinks for opening day! Adam is going through operational procedures and programming with a fine-tooth comb. They are also working on a staff training schedule. The Facilities and Watts Teams have been busy preparing the facility for the season. Even though November started with warm temperatures in the 70's, we are watching the weather carefully. Chicagoland weather can change daily! Weather permitting; we plan to open for the season the day after Thanksgiving.

Watts passes, skating classes, and rentals went on sale Friday, October 23, at 9:00am, with a huge demand. Last year we sold 300 season passes, this year we have sold 1,127 plus guest passes with a waitlist for passes. We will continue to evaluate the ability to sell more passes as the season progresses. Due to the demand for outdoor activities due to COVID-19, we have officially adopted a pass holder only model for this season. To be admitted to the Watts Ice Center you must have a pass or be a guest of a pass holder. We currently anticipate being able to accommodate over 1800 visits per week for public skate.

See below for a breakdown of passes sold compared to last year at this time.

Watts Pass Sales	2020 as of 11/1/20		2019 as of 11/1/19	
	# Passes	Fees	# Passes	Fees
Skating Pass	976	\$48,825	24	\$810
Hockey Pass	151	\$24,450	13	\$858
Guest Pass	85	\$4,300	-	-
Total	1,212	\$77,575	37	\$1,668

Due to COVID-19 and our Kids Club extended program being held at Watts, we will not be allowing Watts Ice Rink participants into the recreation building. Skaters will have access to washrooms that have an exterior entrance and we will be making outdoor "changing areas" for hockey players. We will also have exterior heaters to warm up.

Everyone who enters Watts will need a Watts pass and it will be highly recommended to make reservations before coming. Individuals who do not have a pass and want to watch their child can do so outside the rink. Due to COVID-19, we have to adhere to capacity requirements and want to maximize the number of individuals who can skate.

Glencoe Park District Team Holiday Party

Due to COVID-19, the Customer Service Committee has cancelled our annual agency appreciation party. They are looking at doing a virtual Happy Hour for any staff who care to join. We also are doing a number of smaller appreciation items throughout the holiday season.

IPRA Conference

The IPRA Conference is coming up in January; please send me an email if you would like to attend the virtual conference.

Special Projects

The overlook restoration was completed on schedule at the end of October. The Parks Team will continue to do some bluff clearing throughout the fall and winter. Duke Park and Connect Glencoe Trail projects continue and are shaping up to be a wonderful amenity for the community.

COVID-19

Jess Stockl applied for and secured another 'Child Care Restoration Grant' in the amount of \$71,550 through INCCRRA for our Children's Circle program. These grants were awarded due to the extreme financial impact COVID-19 has taken on the child care industry as a whole. The funds will be used in Children's Circle for COVID-19 related staff leave and additional equipment needed for COVID-19 related cleaning, etc.

Parks

Long-time custodian Rogelio Aviles retired after 21 years serving the Glencoe Park District. Rogelio was primarily focused on cleaning classrooms in the early childhood wing. He was known by all and will be missed. The children in our early childhood program took an exceptional liking to Rogelio! They will miss his sunny disposition and smile.

IAPD Legal Symposium

Carol and I attended the virtual Legal Symposium on Thursday, November 5. Topics included COVID regulations, new laws and key legislative issues, and significant court decisions affecting our District's day-to-day operations.

Pilot Project for Section 1122

In late July, the Public review began for dredged material pilot project draft feasibility study.

The U.S. Army Corps of Engineers, Chicago District posted a draft feasibility report, Public Beach Protection in Four Illinois Coastal Communities Beneficial Use of Dredged Material Pilot Project, for a 30- day public review period that ended on August 31, 2020. The purpose of this pilot project is to beneficially use dredged material from Waukegan Harbor to provide ecosystem restoration, shoreline protection, and recreation benefits in four Illinois coastal communities, including Glencoe. This report documents the feasibility of the proposed activity and how it achieves the stated goals for the pilot program as outlined in the implementation guidance for Section 1122 of the Water Resources Development Act of 2016.

The draft feasibility report, as well as the 2019 EA and FONSI, can be found at: <https://www.lrc.usace.army.mil/Missions/Civil-Works-Projects/Waukegan-Harbor-Dredging/>

More information on this project can be found on our website under Special Projects.

As we continue to plan for this project we will be welcoming Cam Davis to our December Committee meeting on December 1, to discuss and educate the Board on this project. Mr. Davis is a qualified consultant hired by the four participating communities, through a grant from IDNR.

Restore Illinois Resurgence Mitigation

With the increased positivity rate of COVID-19 in our region, we continue to monitor as additional restrictions are released and/or current mitigations are lifted due to COVID-19. Tier 2 would be the next mitigation level we would enter. To view the Tier 2 mitigations please click on the following link <https://coronavirus.illinois.gov/s/restore-illinois-mitigation-plan>.

The following are Tier 1 and 2 restrictions (I've listed those that impact Park District operations and/or have changed in Tier 2):

Meetings, Social Events, Gatherings

- Limit to lesser of 25 guests or 25% of overall room capacity both indoors and outdoors
- Maximum indoor/outdoor gathering size = 10
 - Applicable to professional, cultural, and social group gatherings
 - Not applicable to students participating in in-person classroom learning
 - Not applicable to sports; see sports guidance below - This does NOT reduce the overall facility capacity dictated by general business such as office, retail, etc.

Organized Group Recreational Activities & Gyms

- Maintain lesser of 25 people or 25% of overall room capacity for both indoor and outdoor
- Groups limited to 10 or fewer
- Not applicable to fitness centers
- Outdoor activities (not included in the above exposure setting) continue per existing DCEO Phase 4 guidance. (Watts Ice Rinks can have 25 on each rink.)

Per Restore Illinois Tier 2 Resurgence Mitigation webpage, "IDPH will continue to track the positivity rate in regions requiring additional mitigations **over a 14-day monitoring period to determine if mitigations can be relaxed, if additional mitigations are required, or if current mitigation should remain in place**. If the positivity rate averages greater than or equal to 8 percent after 14 days, more stringent mitigations may be applied to further reduce spread of the virus, which could include reducing capacity on organized group recreation, fitness, or other activities supported by local contact tracing and outbreak data and temporary suspension of certain activities."

Submitted by:
Lisa Sheppard, CPRP
Executive Director

XII. Action Item A

Approval of Tot Gym Floor Proposal

Glencoe Park District
November 2020 Board Meeting

MEMORANDUM

TO: Board of Park Commissioners
FROM: Lisa Sheppard, Executive Director and Chris Leiner, Director of Parks & Maintenance
SUBJECT: Approval of Tot Gym Floor Replacement Contract
DATE: November 11, 2020

Executive Summary:

In the FY2020/21 capital budget, funds were allocated for replacement of the tot gym floor at the Takiff Community Center. This project was previously postponed due to COVID-19. After committee consensus to proceed at the November 3, 2020 Committee of Whole Meeting, staff is recommending the approval of the Safelandings Worldwide bid for components; base bid for \$34,395.

Full Detail:

In the FY2020/21 capital budget, funds were allocated for replacement of the tot gym floor at the Takiff Community Center.

Three firms initially expressed interest in this project, two qualified legal bids were received and opened at the February 13, 2020 legal bid opening.

The project components include:

Base Bid: Replacement of the Tot Gym Floor

Results are as follows:

Tot Gym Flooring Replacement Program Bid Opening Results	
Contractor	Total Bid
Safelandings Worldwide	\$34,395.00
Red Feather	\$44,800.00

This project was previously postponed due to COVID-19. After consensus to proceed at the November 3, 2020 Committee of Whole Meeting, staff is recommending the approval of the Safelandings Worldwide bid for components; base bid for \$34,395.

Safelandings Worldwide has excellent references. This contractor works extensively with park districts, school districts, and the U.S. Air Force.

Recommended Motion:

The approval of the base bid of the lowest responsible bidder, Safelandings Worldwide of San Antonio, Texas for a total of \$34,395.

XII. Action Item B

Approval of IAPD Annual Meeting Delegates

Glencoe Park District
November 2020 Board Meeting



TO: ALL MEMBER DISTRICTS

FROM: Peter M. Murphy, President/CEO

DATE: October 1, 2020

RE: **CREDENTIALS CERTIFICATE**

The IAPD/IPRA Soaring to New Heights Conference will be held on January 28-30, 2021.

Article V, Section 3 and 4 of the Constitutional By-Laws of the Illinois Association of Park Districts provides as follows:

"Section 3. 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 of member districts, the Secretary, Attorney, Treasurer, Director or any paid employee of the member district. Each delegate shall present proper credentials consisting of a certificate by the Secretary of the member district said delegate or delegates represent, with seal of office affixed, showing that the governing board at a special or regular meeting authorized said delegate or delegates to represent said member district. On all questions each member district represented shall have one vote which shall be the majority expression of the delegation from that member district."

"Section 4. No member district shall be entitled to vote by proxy and only delegates of a member district shall cast a ballot for that member district."

Accordingly, we enclose herewith a certificate, which, when properly certified by the Secretary of your agency after its governing board authorizes such delegate and alternates at a regular or special meeting, shall be mailed to the Association's office, 211 East Monroe Street, Springfield, IL 62701.

This certificate will entitle the delegate or, in their absence, an alternate listed thereon to vote on matters presented during the Association's Annual Business meeting to be held on Saturday, January 30, 2021 at 3:30 p.m.

Your agency must be in good standing, the Credentials Certificate must be signed by the Board President and Secretary with your agency seal affixed.

NOTE: If your agency does not have a seal, then write the word "SEAL" and circle it where indicated on the certificate.

Your careful and prompt attention to this important matter is requested.

CREDENTIALS CERTIFICATE

This is to certify that at a meeting of the Governing Board of the

_____ held at
(Name of Agency)
_____ on _____ at _____
(Location) *(Month/Day/Year)* *(Time)*

the following individuals were designated to serve as delegate(s) to the Annual Business Meeting of the ILLINOIS ASSOCIATION OF PARK DISTRICTS to be held on **Saturday, January 30, 2021 at 3:30 p.m.:**

	<u>Name</u>	<u>Title</u>	<u>Email</u>
Delegate:	_____	_____	_____
1st Alternate:	_____	_____	_____
2nd Alternate:	_____	_____	_____
3rd Alternate:	_____	_____	_____

This is to certify that the foregoing is a statement of action taken at the board meeting cited above.

Affix Seal: _____ Signed: _____
(President of Board)

Attest: _____
(Board Secretary)

Return this form to: Illinois Association of Park Districts
211 East Monroe Street
Springfield, IL 62701-1186
Email: iapd@ilparks.org



TO: ALL MEMBER DISTRICTS
FROM: Peter M. Murphy, President/CEO
DATE: October 1, 2020
RE: **RESOLUTIONS**

To ensure our membership a voice in the Association, Article X, of the Constitutional By-Laws provides as follows:

"Section 1. Resolutions for presentation at the Annual Meeting of the Association may be proposed by any member district, the Honors and Resolutions Committee and by the Board of Trustees.

(a) Resolutions must be submitted to the President/CEO no later than sixty (60) days prior (December 1, 2020) to the Annual Business Meeting of the Association. All resolutions submitted shall be mailed to the membership not less than forty-five (45) days prior (December 16, 2020) to the Annual Business Meeting.

(b) The Honors and Resolutions Committee shall have the prerogative to determine which resolutions submitted by member districts shall be presented at the Annual Business Meeting of the Association; however, all resolutions received must be submitted to the membership. Any governing board of a member district shall have the right to appeal the Committee's decision to the delegates at the Annual Business Meeting of the Association.

(c) Notice of appeal by a member district for the resolution must be served by mail on the members of the Honors and Resolutions Committee so as to be received not less than forty-eight (48) hours in advance of the start of the Annual Conference. A majority of the official delegates present and voting at the Annual Business Meeting of the Association during the Annual Conference is required for consideration of appeals. Approval by a two-thirds (2/3rds) majority vote of the official delegates present and voting is required at the Annual Business Meeting of the Association for the introduction of additional resolutions. A member district seeking authority at the Annual Business Meeting of the Association to present an additional resolution must provide duplicated copies in number sufficient for all delegates present."

NOTE: All resolutions must be received in the Association's office no later than December 1, 2020.



TO: ALL MEMBER DISTRICTS
FROM: Peter M. Murphy, President/CEO
DATE: October 1, 2020
RE: **RECOMMENDATIONS**

In order to comply with the provisions of the IAPD Constitutional By-Laws, recommended changes and/or amendments to the Constitutional By-Laws must be on file in the Association's office on or before December 1, 2020 to be considered by the committee.

This schedule has been adopted by the committee in order to provide adequate time for the office to publish and distribute the committee report to all member districts forty-five (45) days (December 16, 2020) in advance of the Annual Business Meeting. For your information, we list the following section of the Association's Constitutional By-Laws:

ARTICLE XIII -- AMENDMENTS TO CONSTITUTIONAL BY-LAWS

"Section 1. These Constitutional By-Laws may be amended at the Annual Meeting of the association by a majority vote of the official delegates of the member districts present and voting subject to the compliance with the following procedure:

(a) Any member district, or the Board of Trustees, desiring to suggest an amendment to the Constitutional By-Laws, shall submit the proposed amendment to the President/CEO in writing not less than sixty (60) days prior to the Annual Business Meeting of the Association.

(b) The President/CEO shall thereupon cause a copy of the proposed amendment to be mailed to each member district of the Association not less than forty-five (45) days prior to the Annual Meeting of the Association."

NOTE: December 1, 2020 is the deadline for all changes and/or amendments to be received in the Association's office.