



JANUARY 2020 Board Report





**GLENCOE PARK DISTRICT
REGULAR BOARD MEETING
Tuesday, January 21, 2020 – 7:00pm
Takiff Center - Community Hall**

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

A G E N D A

- I. Call to Order
- II. Roll Call
- III. Consent Agenda Items
 - A. Minutes of December 17, 2019 Regular Board Meeting
 - B. Minutes of January 6, 2020 Committee of the Whole Meeting
 - C. Approval of Personnel Policy Manual Updates
 - D. Approval of FY2020/21 Regular Meeting Schedule
 - E. Approval of the Bills
- IV. Matters from the Public
- V. Presentation by Glencoe Historical Society (GHS) Regarding Request to Lease a Portion of Park 7n for the Placement of the Frank Lloyd Wright Cottage
- VI. Matters from the Public - Regarding GHS Request for Land Lease
- VII. Action Items
 - A. Approval of Land Lease with Glencoe Historical Society
- VIII. Financial Report
- IX. Staff Reports
 - A. Business
 - B. Recreation and Facilities
 - C. Parks and Maintenance
 - D. Marketing and Communications
 - E. Safety and Wellness Committee
- X. Executive Director's Report
- XI. Discussion of the BINA Hearing
- XII. Action Items
 - A. Approval of Order for BINA Hearing
 - B. Approval of Altamanu Contract Addendum #2
- XIII. Other Business
- XIV. Closed Session
 - A. Personnel 5ILCS 120/2 (c)(1)
- XV. Adjournment

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

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
January 2020 Board Meeting

MINUTES OF DECEMBER 17, 2019 REGULAR BOARD MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

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

Commissioners present:

Lisa Brooks, President
Stefanie Boron, Vice President
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

Commissioners absent:

Michael Covey, Treasurer

Members of the public in attendance who signed in or spoke: Sam Rakestraw

Consent Agenda: A motion was made by Commissioner Onderdonk to approve the consent agenda items as presented including Minutes of November 19, 2019 Regular Board meeting, Minutes of December 3, 2019 Committee of the Whole meeting, and Approval of the Bills. Commissioner Boron seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: Covey

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 nine months into the fiscal year. The Pooled Cash Report reflects a significant decrease for November due to bond and interest payments made late November. Overall, we will see if daycare recouped at the end of year, fitness is maintaining, and recreation programs look ok. Winter registration was strong, so staff is hopeful for all departments.

Commissioner Lutton arrived at 7:03pm.

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

Business Report: The IT expansion project finished this weekend, upgraded phone system installed, laptops and workstations replaced with Windows 7 (actually Windows 10), and staff is working on end of year tasks including 1099's, W2's, the next draft of the budget, and insurance open enrollment. In response to a commissioner question, staff confirmed that Excalibur constantly reviews our system security.

Recreation and Facilities Report: Executive Director Sheppard highlighted the adult improv show, art show, new professional pictures of Glencoe in the hallway, Watts Teen Night with GJHP, and Winter Express. Registration and waitlists were reviewed; increasing participation while being nimble is vital without ruining quality.

Parks and Maintenance Report: Staff have been installing safety mulch, new kiosks, the Takiff play space is complete, the ice rinks are up and running, and staff is developing a plan for damaged pier decking at Glencoe Beach. The railing was not removed due to early winter and high-water levels. Staff are watching lake levels closely and may take proactive measures if we can. The halfway house's roof replacement will be done before the beach opens.

Marketing and Communications Report: Staff are getting ready for year-end and Inside Glencoe is coming out at the end of the year. In response to Commissioner Boron's question, Supt. Classen confirmed that marketing is targeted by age.

Executive Director Report: Executive Director Sheppard highlighted the year in review; coming soon in our social media platforms. Takiff play space is phenomenal; kids loved the mounds and many other play experiences. The fence around it was rejected, but will remain in place until the new fence arrives. Playground hours were reviewed. Sheppard also shared that real-time registration did well, staff are in the middle of the budget process, Watts is going well with good weather during opening weekend, and she will be out of the office from this Friday thru December 30.

Staff and commissioners then reviewed bond option time tables a & b included in the packet. Director Mensinger recommended February to prepare in time to communicate it properly to the community. Commissioners agreed to wait until February. In response to a question from Commissioner Lutton, Mensinger explained we want it to impact 2020, not 2019. Watts and Takiff debts were clarified.

Going back to the Takiff fence, a portion of the new fence was damaged and we will need to wait two to three months for the manufacturer. The play space will have to be shut down during replacement. A keypad on the Takiff play space fence was reviewed.

Action Items:

Approval of No Smoking/Vaping Policy: A motion was made by Commissioner Boron to approve the no smoking/vaping policy as presented. Commissioner Lutton seconded the motion. The ordinance states that smoking is not allowed in buildings, playgrounds, beach, or as noted for a special event at a park also including e-cigarettes, marijuana, and vaping. Patrons may have it on them, but not use it. The law states that marijuana cannot be used in parks per state law. Discussion ensued on specific locations.

Sheppard will look into enforcement of the overlook. Roll call vote taken:

AYES: Boron, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: Covey

The motion passed.

Approval of the PARC Grant Resolution of Authorization: A motion was made by Commissioner Boron to adopt the Resolution of Authorization for the State of Illinois Department of Natural Resources Park and Recreational Facility Construction (PARC) Grant Application for the Watts Recreational Center renovation project with the scope as presented in the December 3, 2019 Committee of the Whole meeting, and authorize Executive Director Sheppard to sign the grant application as presented. Commissioner Lutton seconded the motion. Wight and Company and staff write the grant. No further discussion ensued. Roll call vote taken:

AYES: Boron, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: Covey

The motion passed.

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

Other Business: There was no other business.

Adjourn: Commissioner Lutton moved to adjourn the meeting at 7:46pm. Commissioner Onderdonk seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary

MINUTES OF JANUARY 7, 2020 COMMITTEE OF THE WHOLE MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 7:06pm and roll was called.

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
Jenny Runkel, Administrative Assistant

Members of the Public in attendance who signed in or spoke: Michael Bier, Thomas Bittman, John Bjork, Kim Bloomberg, Emily Borovsky, David Duckler, Richard Espe, Kooki Finkelman, René Firmin, Tom Fraerman, Ed Goodale, Erich Haupt, Alvin Katz, Liz Katz, Holly Kempner, Ann Koch, Harvey Mysel, Jen Napier, Leslie Polakoff, Sam Rakestraw, Lisa Salzman, Steve Salzman, Marlene Samson, Ann Satter, David Stein

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

Presentation on Dog Park Task Force Findings: Executive Director Sheppard gave the presentation attached to these minutes including review of the process from the community meeting to formation of a task force, task force determined potential locations, selection of Shelton Park as the preferred location, survey to Shelton Park neighbors and surrounding area, and the task force's conclusion that they would not recommend a dog park on Park District property although a citizen group should be formed with Winnetka, Northfield, and Glencoe for a dog park at the Cook County Forest Preserve. Survey results also attached to these minutes were reviewed. Task force members gave more detail of the process and decision. Member Erich Haupt reviewed survey results for *Would Glencoe be good for a dog park?* 45% answered yes, but then when answering if they would want it near their house, 86% responded no. Member Haupt visited dog parks in different seasons and asked users if they would want it next to their home and most said no. Smell and sound mitigation was reviewed as well as DC's Chevy Chase dog park closing. Member Tom Zachar reviewed survey results and the thoroughness of the Park District having taxpayers and residents in mind. Executive Director Sheppard has reached out to the Cook County Forest Preserve and have indicated no desire for a dog park, but the Task force believes a united voice of community members may be a stronger influence. Member Michael Bier agreed with other task force members completely and is a more rabid supporter of a dog park. The neighbors will kick up an awful fuss if a dog park is built at Shelton Park. They believe there should be a dog park, but not in their backyard. Member Bier also reviewed other options. There is just not a good enough space in Glencoe at this time

and is not worth the Board's time or taxpayer's money to make it happen. The task force really tried to make it work, but decided there was no way.

All documentation on dog park and task force meetings are available on the website.

Matters from the Public Relating to Dog Park Task Force Findings: Alvin Katz spoke on Shelton Park as an odd choice being an active park with about ten homes abutting the park and less than 50 feet from his home, Chevy Chase dog park was a fiasco, and he thanked the task force for the reasonable and considerate effort.

Emily Borovsky commented she would love a dog park in her backyard, thanked the task force, spoke about paying \$150/year at Highland Park's dog park and has never experienced an odor, dogs are playing happy and not barking, and everyone is missing the bringing of a community together. Borovsky commented that those saying it will be noisy purchased homes next to a train track and playground. Everyone missed the whole point of having a dog park in Glencoe and is very disappointed.

Steve Salzman spoke on completing his own study before the process started and came to similar and different conclusions, a citizens committee with the leadership coming from the Park District regarding land at the forest preserve and Little House, and is not sure noise and smells are a serious concern. He asked the Board that if it is true there is no land, to look at other land to utilize it another way more closely. A dog park has been a topic of conversation since the 1990's.

Executive Director Sheppard thanked the task force for giving their time to the community.

President Brooks was disappointed, because we do understand the value of a dog park. This is an ask in every community across the country. The conclusion that the task force came to was not the desired result, but it is what they came to.

The meeting paused for members of the public to exit the meeting from 7:40-7:52pm.

Other Business: Executive Director Sheppard reviewed Master Plan Fund 69 to discuss Kalk Park flooding issues, constant calls, and lack of being able to have programs the last two years at the gazebo. Director Leiner reviewed renovation history, site usage, existing infrastructure, and site conditions of low areas in front of the gazebo. Holding water makes it impassable and unusable. The French drains are not enough although it allows staff to pump water from the site. The last two years, we have experienced the highest rainfall and we had to move a majority of our events last year. Director Leiner review what was included in the Kalk first phase and drainage improvement were not included at that time. Director Leiner reviewed options including no improvements, limited pathway are improvements, develop park drainage, and adding park lighting. Staff recommends developing a concept plan in FY2020/21 to measure the cost benefits of the above listed stormwater mitigation/drainage options at Kalk Park. Next month Fund 69 discussions will continue.

President Brooks reviewed the history of the Kalk Park Liza's Gazebo project. At the time, they decided to increase the gazebo budget and not complete the drainage portion of the project. We did not have a problem with flooding at Kalk Park at that time, the current extent of flooding is new these past two years.

Executive Director Sheppard explained that the gazebo is rarely being used for weddings, the Ruck March, or Tots n Tunes. When rented, a backup location is required. Commissioner Lutton stated there is a long list we would like to fund, but there is a point when planning cost for projects not being completed should go toward the cost of completing a project. Commissioner Covey offered the suggestion of the 20 other parks that can be beautiful for a wedding or rental including the beach. President Brooks suggested flooding mitigation of only the path would be less expensive. Commissioner Lutton commented on lack of interest in spending money to save a path that is flooded two months out of the year. Commissioner Onderdonk commented on the lack of information to decide, Kalk Park as part of the Green Bay Trail system should remain open through the community especially since we are investing so heavily to the north, and nonstructural environmental improvements. Commissioner Lutton suggested adding the plan to the budget, but not the cost to proceed. Commissioner Boron prefers not revisiting a site already complete. In addition, there is a drainage issue in Glencoe as a whole, so why just this site. It is part of Connect Glencoe, but doesn't seem like a good enough reason. Village plans for a Hazel path, not a bridge, along the Green Bay Trail were explained. Commissioner Lutton asked that if the Village plan proceeds that the Park District may want to look it at that time due to savings potential and streamlined for minimal disruption of use.

Adjourn to Closed Session: At 8:02pm, Commissioner Onderdonk moved to adjourn into closed session to discuss lease property as mandated by Section 2.06. 5 ILCS 120/2 (c)(5) Commissioner Boron seconded the motion, which passed unanimously by roll call vote.

Return to Open Session: Commissioner Onderdonk moved to return to open session at 8:33pm, Commissioner Boron seconded the motion, which passed unanimously by roll call vote.

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

Adjourn: Commissioner Onderdonk moved to adjourn the meeting at 8:34pm. Commissioner Boron seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary

Dog Park in Glencoe?

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Review of Process

- The Park District held a community meeting on the desire for a dog park.
- Attendees indicated appropriate spots for a dog park by placing dots on a map.
- The Board reviewed all suggestions and determined six locations met the criteria.
- The Board formed a task force to study the viability of six locations.

Task Force

- The task force visited and discussed the potential locations.
- They unanimously determined the south-side Shelton Park location best met the criteria.
- A survey was hand-delivered to 70 neighbors in the area surrounding the site.

Dog Park Task Force Conclusion

- There was a consensus on the task force that a dog park is a desired amenity for Glencoe.
- However, after reflecting on the survey results they reluctantly concluded they would not recommend a dog park within Glencoe Park District property.
- The task force believes that the Cook County Forest Preserve has adequate nearby property for a dog park.
- Recommendation: That a citizen group should be formed with residents of Winnetka, Northfield, and Glencoe to request the Cook County Forest Preserve consider a dog park on forest preserve land in our area.

Thank You

Thank you to our
volunteer task force
for their countless hours of meetings
and dog park tours.

Appendix

Visit www.GlencoeParkDistrict.com to find more information on dog park discussion:

Under Transparency Portal / Board or Committee:

- Dog Park Community Meeting Minutes - February 12, 2019
- Special Projects Committee Meeting Minutes - March 05, 2019
- Committee of the Whole Meeting Minutes - May 7, 2019
- Committee of the Whole Meeting Minutes - January 7, 2020

Under News:

- <https://www.glencoeParkDistrict.com/news/special-projects/dog-park-feasibility>

Dog Park Criteria

The Board of Park Commissioners then discussed and set other site selection criteria including:

- A dog park should not directly abut a residence
- Safe and accessible parking
- Avoid locations that share an entrance with a children's play area
- Minimum impact on visual character of the park
- If the park is activated for other uses, avoid any area with potential for congestion
- Optimal size for fenced-in area is one acre (or more)

Board of Park Commissioners Discuss Dog Park

The following sites were eliminated from consideration:

Takiff Park: Eliminated due to athletic field/walking path/parks operations center

Friends Park: Eliminated due to playground

Berlin Park: Eliminated due to athletic fields

Woodlawn Park: Eliminated due to playground

Old Elm Park: Eliminated due to playground

West Park: Eliminated due to playground

Watts Athletic Fields: Eliminated due to athletic fields

Glencoe Beach – in season: Eliminated due to operational beach

Kalk Park: Eliminated due to gazebo/special event space

Veterans Memorial Park: Eliminated due to special use space

Vernon Playground: Eliminated due to playground

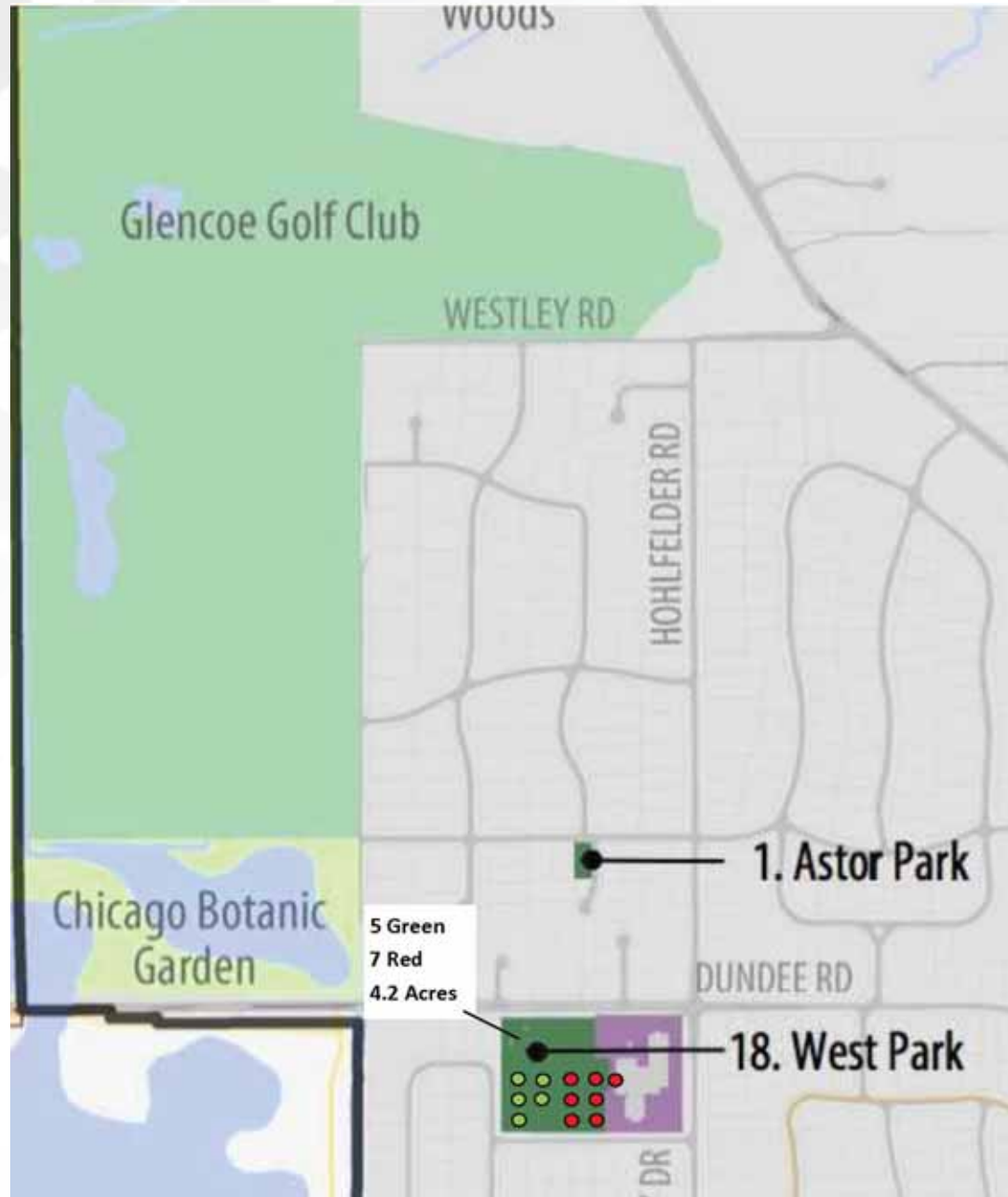
Everly Wildflower Sanctuary: Eliminated due to active naturalized area

Board of Park Commissioners

Discuss Dog Park

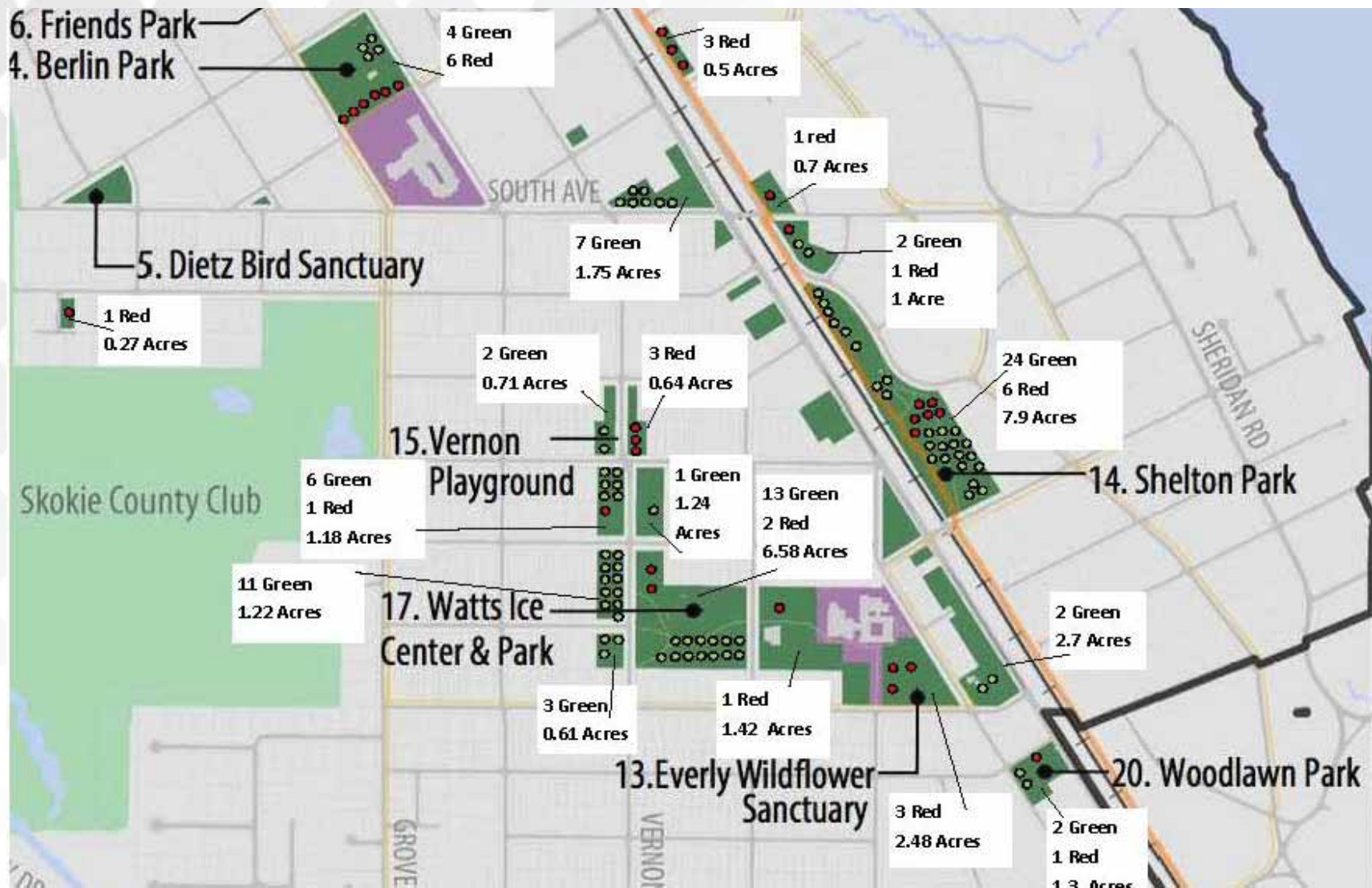
After viewing all possible sites owned by the Glencoe Park District that were one acre or above, the Board of Park Commissioners narrowed down the choices to six possible sites to explore further. Those sites were:

- **Park 7n and 8n:** located at the intersection of Old Green Bay Road and Maple Hill Road
- **Park 3n “Sunken Park”:** located east of Old Green Bay Road and north of Dennis Lane
- **Watts Park:** not including the athletic fields, located at 461 Jackson Avenue
- **Shelton Park:** located at 251 Harbor Avenue, focus on southwest portion of the park
- **Park 21s2 and 22s:** adjacent to the Linden House, located at Linden and Jackson Avenues
- **Park 10s:** located at Green Bay Road and South Avenue



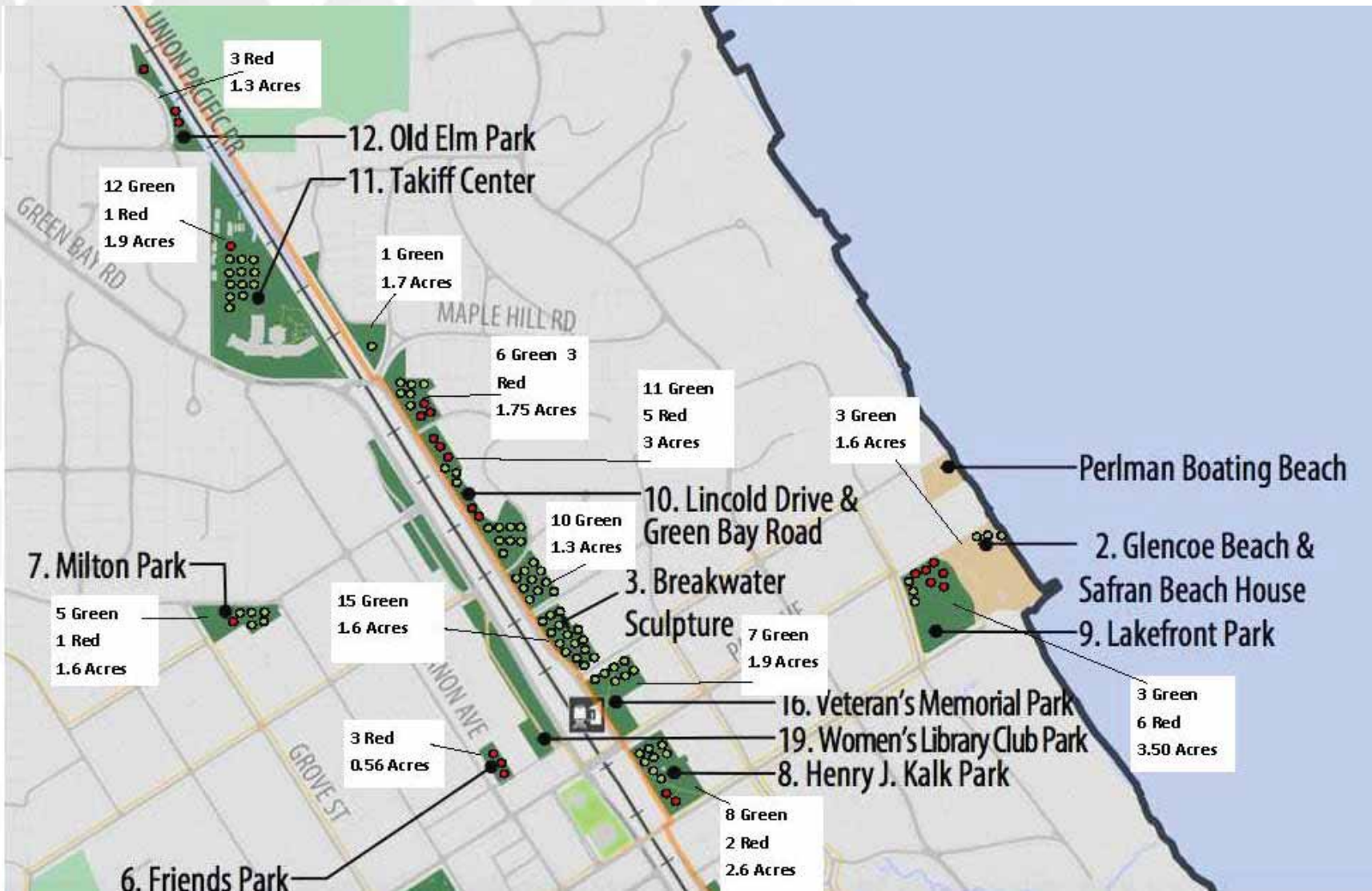
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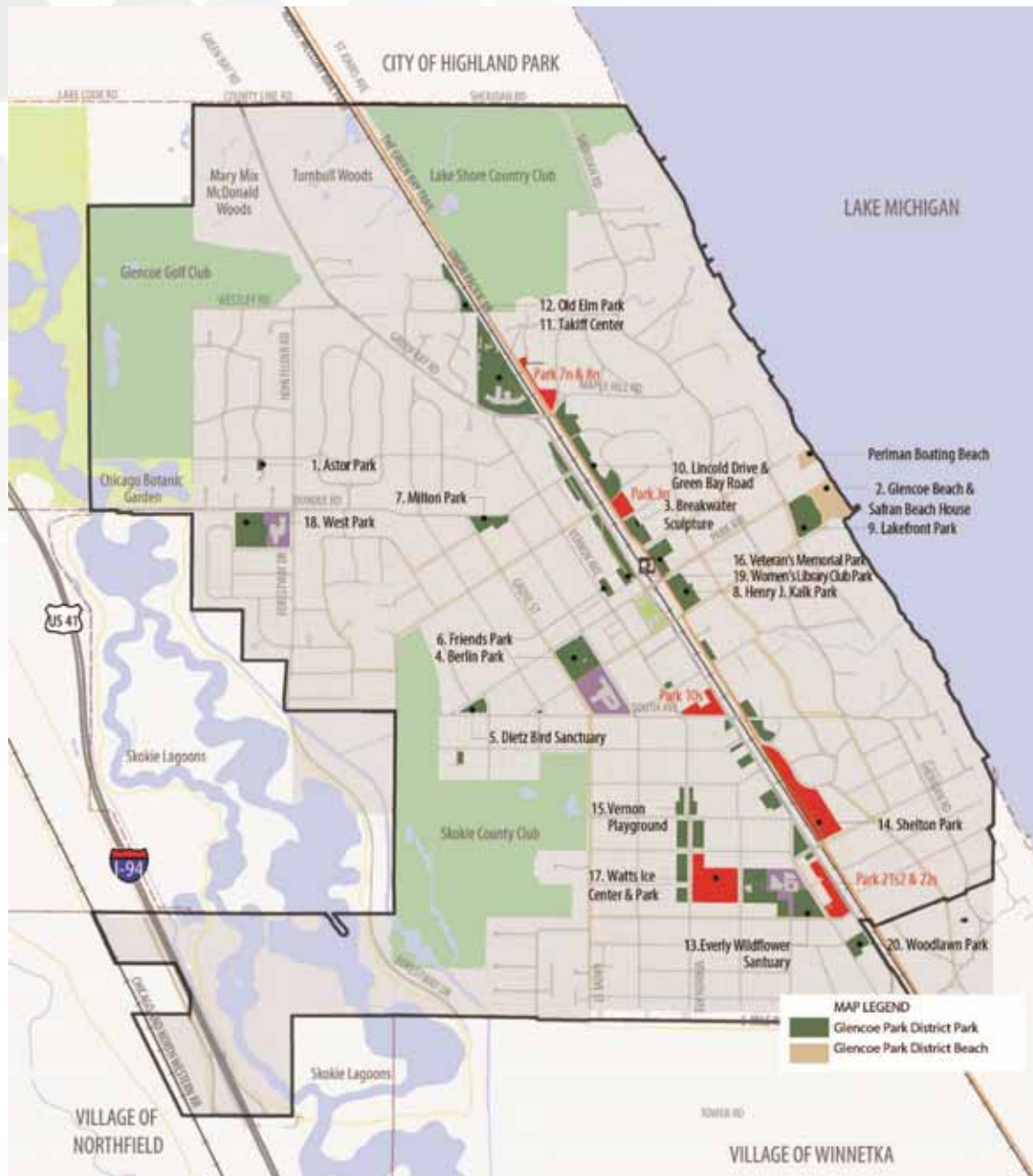
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Park 7n and 8n



- Triangle property
- Backs up to Green Bay Trail/tracks, and a park
- Across the street from 5-6 single family homes
- 1.7 acres



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Park 7n and 8n Task Force Pro/Con List

PROS

Member #1

- No tree removal

Member #2

- Train to drown out noise
- Houses are less
- Big shrubs on house across street
- Parking at Takiff
- Minimal impact (relatively) on population
- Good size

Member #3

- Easy access from Green Bay Trail

Member #4

- Only one house is close
- Parking at Takiff or acquire spaces related to train on Old Green Bay
- Fairly central in the community near Takiff

Member #5

- One house impacted only
- Takiff Center parking lot

Member #6

- Not on a major through street
- Screened/good distance from houses
- Not near playgrounds
- Shady sections

Member #7

- Impacts few homes

Member #8

- Only one impacted house

Member #9

- Few (2) homes nearby

Member #10

- Train and Green Bay
- Trail
- Impacts one house
- Good bushes

Member #11

- Impacts one house

CONS

Member #1

- Parking—designate with Village along inner Green Bay
- Three houses across the street

Member #2

- Parking on street

Member #3

- House very close by
- Smaller Size
- Street parking only
- Heavy traffic on main road
- Smaller size

Member #4

- Limited parking
- Need substantial screening on Meadow Road
- Might need dog turf
- Small

Member #5

- Nearby parking, but...

Member #6

- Not much parking; street only
- Small

Member #7

- Parking
- May be small

Member #8

- Too small

Member #9

- Limited parking nearby on street

Member #10

- Home across street
- Parking not good
- Small

Member #11

- Parking difficult, maybe get parking spots from train parking
- Small

Park 3n “Sunken Park”



- One of a series of parks on Old Green Bay Road
- Backs up to residents, two parks, and railroad tracks
- Area recently approved for trail and playground project
- 1.3 acres



Park 3n “Sunken Park” Task Force Pro/Con List

PROS

Member #1

- Parking

Member #2

- Parking
- Seclusion from housing
- Size

Member #3

- -

Member #4

- No homes about the park
- Good size
- Relatively central!
- Ties into Green Bay Trail

Member #5

- Good parking
- Large

Member #6

- Train lot parking (after 10 on weekends)
- Shady sections (existing trees)

Member #7

- Large area
- Only impacts two houses?

Member #8

- Few houses

Member #9

- Parking on Old Green Bay Road after 10

Member #10

- Good size
- Seems isolated, less neighbors
- Good parking??
- Hardly used!!

Member #11

- Better parking

CONS

Member #1

- Trail will reduce space available

Member #2

- -

Member #3

- Only open play space in this area
- Neighbors already upset with walking trail
- House close by, no barrier in winter

Member #4

- Drainage
- No shade
- Neighbors not happy

Member #5

- Neighbors

Member #6

- Proximity to future park/splash pad
- Conflict with forthcoming paths/changes
- Hostile neighbors

Member #7

- Drainage issue
- Big open field for kids to play
- Will ultimately be small

Member #8

- Drainage issues
- Will be used for path

Member #9

- Drainage
- Size—small
- Neighbors concerned about noise

Member #10

- Only open space on this side of town

Member #11

- Very close to houses

Watts Park



- Not on athletic fields
- Street parking
- No drinking fountain



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Watts Park

Task Force Pro/Con List

PROS

Member #1

- -

Member #2

- -

Member #3

- Already a recreational area
- Lots of parking

Member #4

- Over an acre, good size
- Already noisy as park use
- Parking available
- Shade

Member #5

- -

Member #6

- Bigger
- Tree buffer to houses
- Already established as noisy (hockey, ball, etc.)
- Shady sections/existing trees

Member #7

- Large rec space

Member #8

- No houses

Member #9

- Size

Member #10

- Parking seems good
- Good size
- Good for limited hours
- Low neighbor impact

Member #11

- Great area
- Already noisy as park use

CONS

Member #1

- Moving current activity to less desirable area
- Already much activity for this neighborhood

Member #2

- Parking
- Frisbee golf
- Sled Hill
- School proximity

Member #3

- Frisbee golf would move
- Already a recreational area

Member #4

- Would have to relocate Frisbee golf

Member #5

- Move Frisbee golf

Member #6

- Moving Frisbee golf/sled hill

Member #7

- Busy park
- Parking
- Would have to relocate Frisbee golf

Member #8

- Have to move Frisbee golf

Member #9

- Sledding hill, Frisbee golf
- Neighbors
- Parking when heavily used

Member #10

- Relocate golf
- Move golf

Member #11

- Move Frisbee golf
- Parking

Shelton Park



- Southwest, closest to the tracks



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Shelton Park Task Force Pro/Con List

PROS

Member #1

- Parking
- Dogs can get in and play when walking along Green Bay Trail
- Train noise already

Member #2

- Less homes impacted (2-4 homes)

Member #3

- There's space away from houses
- Good parking
- Easy access of Green Bay Road

Member #4

- Good space
- Parking
- Could use a more secluded portion of this
- Nice tie in to the Green Bay Trail
- Shade

Member #5

- -

Member #6

- Bigger
- Differing grades and existing trees
- Various parking options
- Not near too many houses
- Doesn't front on major street
- Parking

Member #7

- More space to work with—can fix drainage and maybe redirect path
- Parking
- Along Green Bay Trail

Member #8

- -

Member #9

- Parking on Village lot?
- Known park
- Hidden and quiet
- Away from school

Member #10

- Could have parking on west side if Village put snow elsewhere
- Good parking

Member #11

- Impacts least amount of houses
- Good parking
- Good place to build berm
- Adjacent to Green Bay Trail
- Wonderful place to build a park

CONS

Member #1

- -

Member #2

- -

Member #3

- There are a few houses who would be impacted

Member #4

- Some houses

Member #5

- -

Member #6

- Hostile neighbors?

Member #7

- Impact several houses

Member #8

- -

Member #9

- -

Member #10

- Neighbors to east have complained in past

Member #11

- -

Park 21s2 and 22s



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Park 21s2 and 22s

Task Force Pro/Con List

PROS

Member #1

- Buffer of Green Bay Road and train + north side park area

Member #2

- -

Member #3

- Not as many houses—just one side
- More open space
- Shady

Member #4

- Very large
- Not much residential conflict
- Screening belongs to park district
- Good size

Member #5

- -

Member #6

- Existing trees; shady sections
- No neighbors on two sides
- Bigger

Member #7

- Large area
- Busy (noisy) due to train and Green Bay
- Shaded with trees

Member #8

- -

Member #9

- Parking on street on weekends
- Opportunities for long narrow run away from houses
- Parking opportunity on south Linden

Member #10

- Next to Green Bay
- Good size
- Nice land

Member #11

- Large parcel
- Would be a good buffer

CONS

Member #1

- Parking?

Member #2

- Lots of homes
- Off leash dog on Green Bay
- South School safety proximity
- Parking

Member #3

- Parking tough here

Member #4

- Parking limited!
- Busy street if dog escapes
- Noisy

Member #5

- Parking—re: South School

Member #6

- Fronts on Green Bay; dangerous if dogs escape/gates left open
- Proximity to school
- Parking limited/congestion

Member #7

- Parking
- Impacts several homes
- Near school

Member #8

- Parking is very limited

Member #9

- Neighbors
- Parking during school days limited

Member #10

- Homes
- Parking

Member #11

- Parking huge problem

Park 10s



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Park 10s

Task Force Pro/Con List

PROS

Member #1

- Shady
- OK parking on street

Member #2

- Size

Member #3

- -

Member #4

- Larger
- Green Bay already has noise
- Good parking
- Shade
- Have to fix the drainage anyway

Member #5

- Size
- Nearby parking

Member #6

- Bigger
- Near train, so neighbors used to noise?
- Side street parking
- Not near playgrounds
- Varied topography: different grades, existing trees

Member #7

- Large area
- Already a busy area

Member #8

- -

Member #9

- Parking available

Member #10

- Next to Green Bay Road
- Live near train
- Good size

Member #11

- Large property
- Parking better

CONS

Member #1

- Extremely poor drainage
- Abuts one house
- Across street from five houses
- Distractions from Green Bay Road

Member #2

- Denser homes
- Central School traffic

Member #3

- Lots of houses
- Busy street Right of Green Bay Road—could impact traffic

Member #4

- Lots of houses across the street
- Water issues

Member #5

- South Avenue neighbors

Member #6

- Close to houses
- Fronts on Green Bay: dangerous if dogs escape/ gates left open

Member #7

- Very poor drainage
- A lot of work
- Impacts several houses
- Ducks
- Already a busy area

Member #8

- Needs a lot of drainage

Member #9

- Drainage
- Nearby houses
- Traffic on Green Bay Road

Member #10

- Parking not great
- Water improvement
- Lots of houses (on south side, one house right on site, north side)

Member #11

- -

October 14, 2019

Dear Neighbor,

The Glencoe Park District (GPD) Board of Commissioners formed a volunteer task force to address resident requests for a dog park in Glencoe. A dog park was a top priority on Glencoe's 2014 Master Plan community survey and has been a consistent request since then. Nationally, dog parks are now one of the most desired park amenities.

The objective of the task force is to find a location on GPD property that meets basic criteria for this new amenity, such as adequate open space and nearby parking, and on land not currently activated for another recreational use. After evaluating 23 potential sites chosen from resident input at a public meeting, the location unanimously chosen by the task force to further explore is in the SW corner of Shelton Park as shown in the attached rendering. The attached is a basic rendering of the potential location and size. The design attributes would include quality fencing, drainage, landscaping, and a variety of different surface materials such as grass, artificial grass, or crushed granite surface. This is the just the first step in a process that will require the Board to determine funding.

The task force is interested in hearing from neighbors in the area around the potential dog park and has created this survey to better understand your opinions and any potential concerns. Please take some time to complete the survey and return it to the GPD in the stamped addressed enclosed envelope. The survey is also available online at <https://www.surveymonkey.com/r/GPDdogs>. Please use the code **GPDdogpark** (case sensitive) to complete the survey. The deadline for the survey to be returned is Monday, November 4.

The Task Force will discuss the opinions shared in the survey, prior to making any recommendations to the Board of Park Commissioners. The Task Force will report their findings and their recommendations at a public meeting later this year. If you would like to be notified of the meeting, please include your email address on the survey.

Thank you for helping us by taking the time to share your thoughts. If you have any questions, feel free to contact info@glencoe parkdistrict.com or (847) 835-3030.

Best,

Glencoe Park District Dog Park Task Force

PLEASE SHARE YOUR OPINION ON A POTENTIAL DOG PARK IN SHELTON PARK AT THE LOCATION SHOWN ON THE RENDERING ATTACHED TO THIS SURVEY.

The results of this survey and comments will be shared with the task force and at a public meeting but names will be withheld.

Please fill out a separate survey for every adult over 21 in your household or indicate below both names if views are shared by both 21 and over residents.

First Name(s): _____ Last Name(s): _____

Address: _____

Are you a neighbor of Shelton Park? Yes No

Have you ever been to a dog park before? Yes No

Do you think Glencoe could benefit from an area where dogs could safely play off-leash? Yes No No opinion

What benefits could a dog park bring to Glencoe?

(Rate the strength of your opinion: 1 – no benefit, 5 - high benefit and 3 – neutral/ambivalent)

____ Socialization for dogs ____ Socialization for humans

____ Exercise and enrichment for dogs ____ Builds a sense of community

____ Gives dogs a safe space to exercise and roam freely

____ Improves desirability of Glencoe to potential buyers (newcomers)

____ Other: _____

What concerns do you have for a dog park in the location shown on the rendering attached to this survey?

(Rate the strength of your opinion: 1 – no concern, 5 - high concern and 3 – neutral/ambivalent)

____ Dog conflicts ____ Noise

____ Parking and congestion ____ Trash

____ Odor ____ Hours of operations

____ Location (proximity to houses) ____ Dogs getting loose

____ Change of landscape/view ____ Impact on property value for homes near dog park

____ Other? _____

Would you support a dog park in the area shown on the rendering? Yes No No opinion

If no, let us know if anything could be done to make this area acceptable: _____

If you would like to be contacted about future dog park discussion at regular board or committee meetings, please share your email address here (your e-mail address will not be shared): _____

If you would like to have personal discussion on this potential project please indicate your phone number below. We will call you to discuss the project in more detail. _____

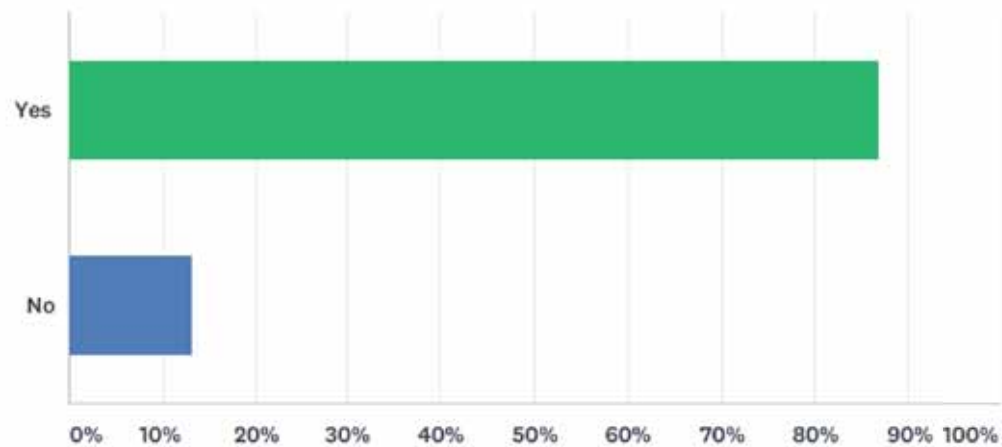
We want to make sure we make every effort to reach all of our Shelton Park neighbors, so if you know of a neighbor who is not home for an extended period of time, please let them know to contact us and we will e-mail or mail a copy.



Survey Results

Q2 Are you a neighbor of Shelton Park?

Answered: 53 Skipped: 0

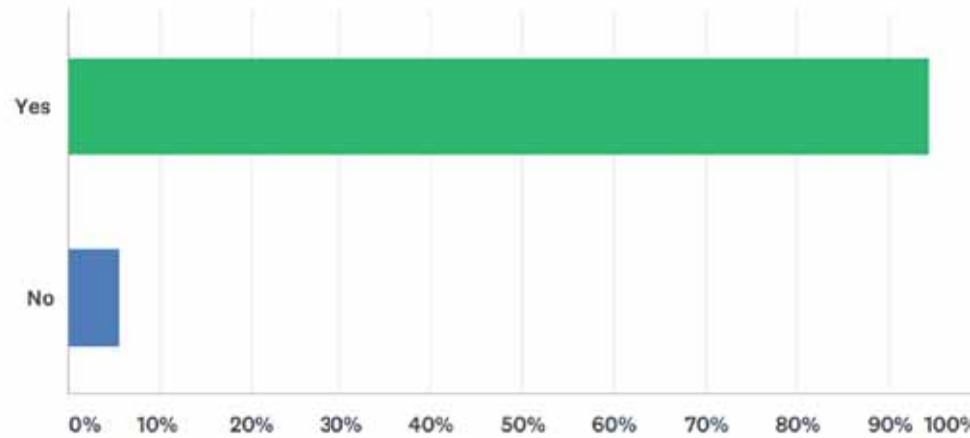


ANSWER CHOICES	RESPONSES	
Yes	86.79%	46
No	13.21%	7
Total Respondents: 53		

Survey Results

Q3 Have you ever been to a dog park before?

Answered: 53 Skipped: 0

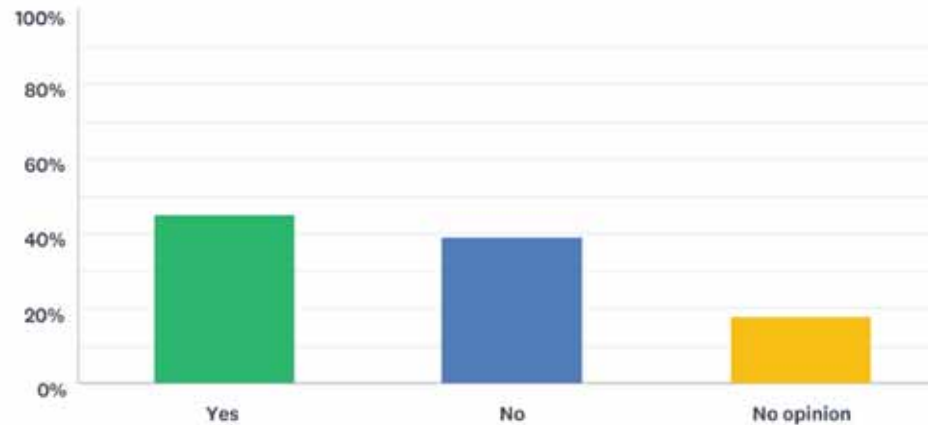


ANSWER CHOICES	RESPONSES
Yes	94.34% 50
No	5.66% 3
Total Respondents: 53	

Survey Results

Q4 Do you think Glencoe could benefit from an area where dogs could safely play off-leash?

Answered: 51 Skipped: 2

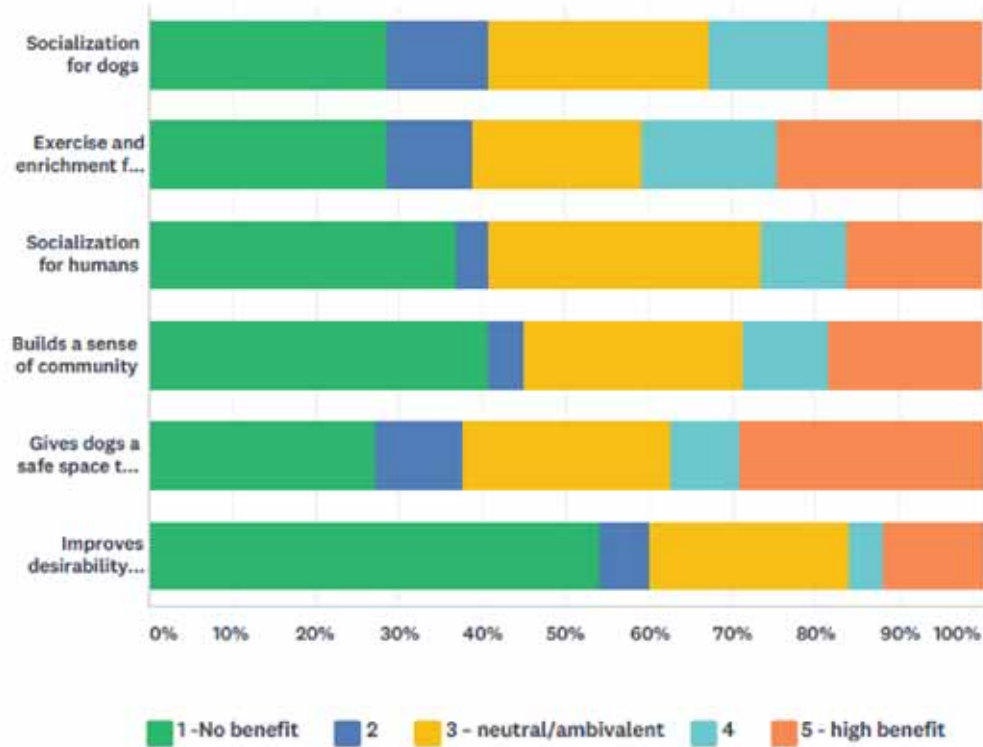


ANSWER CHOICES	RESPONSES	
Yes	45.10%	23
No	39.22%	20
No opinion	17.65%	9
Total Respondents: 51		

Survey Results

Q5 What benefits could a dog park bring to Glencoe? (Rate the strength of your opinion: 1 – no benefit, 5 - high benefit and 3 – neutral/ambivalent)

Answered: 50 Skipped: 3



Enriching lives and creating memorable experiences.



Survey Results

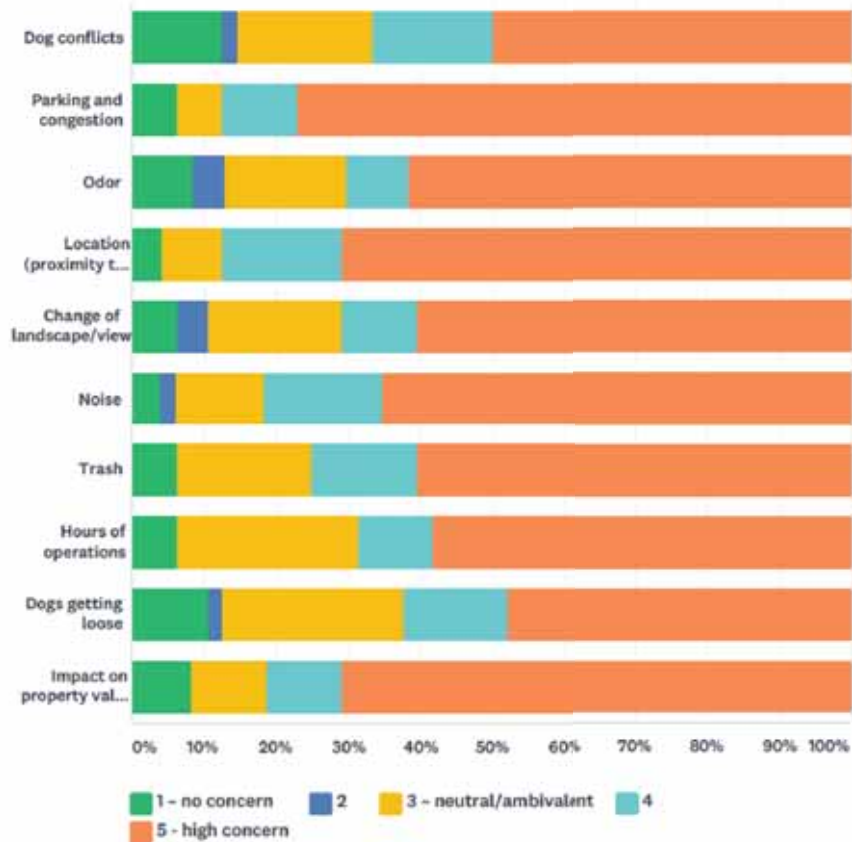
Q5 What benefits could a dog park bring to Glencoe? (Rate the strength of your opinion: 1 – no benefit, 5 - high benefit and 3 – neutral/ambivalent)

	1 -NO BENEFIT	2	3 – NEUTRAL/AMBIVALENT	4	5 - HIGH BENEFIT	TOTAL	WEIGHTED AVERAGE
Socialization for dogs	28.57% 14	12.24% 6	26.53% 13	14.29% 7	18.37% 9	49	2.82
Exercise and enrichment for dogs	28.57% 14	10.20% 5	20.41% 10	16.33% 8	24.49% 12	49	2.98
Socialization for humans	36.73% 18	4.08% 2	32.65% 16	10.20% 5	16.33% 8	49	2.65
Builds a sense of community	40.82% 20	4.08% 2	26.53% 13	10.20% 5	18.37% 9	49	2.61
Gives dogs a safe space to exercise and roam freely	27.08% 13	10.42% 5	25.00% 12	8.33% 4	29.17% 14	48	3.02
Improves desirability of Glencoe to potential buyers (newcomers)	54.00% 27	6.00% 3	24.00% 12	4.00% 2	12.00% 6	50	2.14

Survey Results

Q6 What concerns do you have for a dog park in the location shown on the rendering at the beginning of this survey? (Rate the strength of your opinion: 1 – no concern, 5 - high concern and 3 – neutral/ambivalent)

Answered: 49 Skipped: 4



Survey Results

Q6 What concerns do you have for a dog park in the location shown on the rendering at the beginning of this survey? (Rate the strength of your opinion: 1 – no concern, 5 - high concern and 3 – neutral/ambivalent)

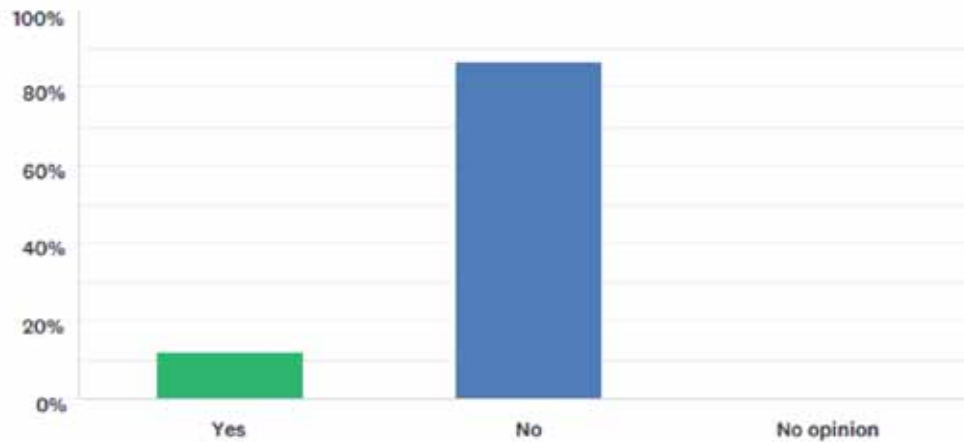
Answered: 49 Skipped: 4

	1 – NO CONCERN	2	3 – NEUTRAL/AMBIVALENT	4	5 - HIGH CONCERN	TOTAL	WEIGHTED AVERAGE
Dog conflicts	12.50% 6	2.08% 1	18.75% 9	16.67% 8	50.00% 24	48	3.90
Parking and congestion	6.25% 3	0.00% 0	6.25% 3	10.42% 5	77.08% 37	48	4.52
Odor	8.51% 4	4.26% 2	17.02% 8	8.51% 4	61.70% 29	47	4.11
Location (proximity to houses)	4.17% 2	0.00% 0	8.33% 4	16.67% 8	70.83% 34	48	4.50
Change of landscape/view	6.25% 3	4.17% 2	18.75% 9	10.42% 5	60.42% 29	48	4.15
Noise	4.08% 2	2.04% 1	12.24% 6	16.33% 8	65.31% 32	49	4.37
Trash	6.25% 3	0.00% 0	18.75% 9	14.58% 7	60.42% 29	48	4.23
Hours of operations	6.25% 3	0.00% 0	25.00% 12	10.42% 5	58.33% 28	48	4.15
Dogs getting loose	10.42% 5	2.08% 1	25.00% 12	14.58% 7	47.92% 23	48	3.88
Impact on property value for homes near dog park	8.33% 4	0.00% 0	10.42% 5	10.42% 5	70.83% 34	48	4.35

Survey Results

Q7 Would you support a dog park in the area shown on the rendering?

Answered: 52 Skipped: 1



ANSWER CHOICES	RESPONSES	
Yes	11.54%	6
No	86.54%	45
No opinion	0.00%	0
Total Respondents: 52		

Want More Information?

Go to www.glencoe park district.com

Under News:

- <https://www.glencoe park district.com/news/special-projects/dog-park-feasibility>

You will find Task Force meeting packets and articles that were considered by the Task Force.

MEMORANDUM

TO: Board of Park Commissioners
FROM: Lisa Sheppard, Executive Director
SUBJECT: New Cannabis law effective January 1, 2020
DATE: Tuesday, January 14, 2020

On January 1, recreational cannabis became legal in Illinois. With this law change, several personnel policies require updating. Attached are the Personnel Policy Manual updates that we are requesting approval:

1.10.4 Preplacement Examinations/Drug Tests
1.35.7 Alcohol/Drug Use
1.40.5 Examples of Reasons for Disciplinary Action
Appendix C - Alcohol and Drug Abuse Policy

Recommend Motion: Approval of the updates to Personnel Policy Manual 1.10.4 Preplacement Examinations/Drug Tests, 1.35.7 Alcohol/Drug Use, 1.40.5 Examples of Reasons for Disciplinary Action, and Appendix C - Alcohol and Drug Abuse Policy.

Excerpt from Full-time and Part-time Personnel Manual...

Personal interview by administrative and/or supervisory employee and/or any other person whom the Park District deems appropriate.

Evaluate an applicant's apparent ability to perform properly the necessary and essential functions of the position, including without limitation, checking references.

For all new hires and rehires, the Park District will conduct a criminal background check on all applicants for that position. Applicants may be required to submit fingerprints and/or other identification information in order to facilitate such an investigation. The Park District reserves the right to make any and all inquiries into an applicant's employment and driving record. It may, on its own, request the applicant's driving record abstract from the Illinois Secretary of State. If the Park District wishes to request a copy of the applicant's driving record abstract, the applicant must submit all necessary information, including the applicant's full name and driver's license number, so the Park District can obtain the abstract.

Employees are required to furnish the Park District with proof of citizenship or right to work by completing the federal Form I-9 within the first three days of employment.

If applicable, applicants may be required to read the Illinois Abused and Neglected Child Reporting Act (325 ILCS 5/1 et seq.) and sign/date an acknowledgment form stating that they have read the Act and understand their obligations, if any, under the Act.

1.10.4 Preplacement Examinations/Drug Tests

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The Park District is concerned for your health and safety, as well as the health and safety of the people who use Park District parks and facilities and participate in Park District programs. Therefore, all applicants for full-time employment are required to undergo a medical examination after an offer of employment has been made, but prior to starting employment. Employment shall be conditioned on the results of such examination. The medical examination will be performed by a physician of the Park District's choice and at the Park District's expense. This medical examination is necessary to determine if the employee can perform the essential functions of the job offered to him with or without reasonable accommodations.

The Park District may also require drug and/or alcohol testing as part of the medical examination. [A job offer may be rescinded if the testing shows the presence of drugs illegal under Illinois law. A job offer will not be rescinded solely because an applicant tested positive for alcohol or cannabis.](#)

Commented [DM1]: The Right to Privacy in the Workplace Act (820 ILCS 55/5(a)) makes it illegal to rescind a job offer solely due to a job applicant testing positive for alcohol, cannabis, or any other substances legal under state law.

You must consent to the disclosure of the physician's findings, conclusions, and opinions to the Park District. Your medical records will be maintained in a separate file. Information contained in your medical file will not be released or disclosed without your written consent, except to persons with a lawful right or need to know.

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Any employee may be required to undergo subsequent medical examinations when

Excerpt from Full-time and Part-time Personnel Manual...

such an examination is job related. Such examinations will be conducted under the same procedures and guidelines as outlined above for pre-employment medical examinations. [An employee may be disciplined or discharged for testing positive for drugs illegal under State law. An employee will not be disciplined or discharged solely for testing positive for cannabis or alcohol.](#)

Commented [DM2]: Again, the Right to Privacy in the Workplace Act (820 ILCS 55/5(a)) makes it illegal to discipline an employee solely for testing positive for cannabis, alcohol, or any other substances legal under state law.

Excerpt from Full-time and Part-time Personnel Manual...

1.35.5 Cooperation/Courtesy

As a part of a team providing services for the benefit of the public, you must cooperate with fellow workers and the public in order to achieve a high standard of work performance. You must treat fellow workers and the public with respect and courtesy. Wrongful conduct, which engenders employee divisiveness, loss of morale, or workplace disruption will not be condoned.

1.35.6 Nepotism

Relatives of seated Board of Park Commissioners are not eligible for seasonal, part-time, or full-time employment with the Park District. The District shall not hire a former commissioner, or relative of any seated or former commissioner for full-time employment. The term former commissioner is defined as a commissioner from the end of the person's term through a period of five years.

No relative of any Grade 1 employee may work in any part-time or full-time position under which the employee has direct or indirect supervision.

For purposes of interpreting the Park District's nepotism policy, the term relatives will be defined as spouse, civil union partner, parents, step-parents, siblings, children, step-children, grandchildren, step-grandchildren, nieces, and nephews.

1.35.7 Alcohol/Drug Use

At no time during your service to the Park District should you be under the influence or in possession of alcohol, **cannabis**, or illegal drugs during working hours. Doing so may serve as grounds for immediate termination. If you operate or work on or near vehicles or machinery, handle toxic or hazardous materials or substances of any kind (e.g., pesticides), or have public safety responsibilities (e.g., transporting Park District patrons to outings or supervising programs or facilities) and you are under the influence of legal drugs, you must report the use of such drugs (that may cause drowsiness or alter reaction time) to your Supervisor. The Park District's comprehensive Alcohol and Drug Abuse Policy is attached as Appendix C.

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Commented [DM1]: Since cannabis is no longer an illegal drug I made it clear that it is illegal to be in possession or under the influence of this drug during working hours.

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1.35.8 Accurate Records

Every report you produce or record you maintain is important to the administration of the Park District and must be accurate and complete.

1.35.9 Suspected Employees Misconduct

If you reasonably suspect or you know that another Park District employee is engaged in or has engaged in unlawful conduct while on duty, or has violated any Park District policy or rule, you must report such misconduct together with supporting information to the Executive Director.

Excerpt from Full-time and Part-time Personnel Manual...

may be used for poor work performance or repeated misconduct of a minor nature or for more serious misconduct which in your immediate supervisor's, department head's and/or Executive Director's opinion does not warrant suspension or discharge.

You are required to sign the written warning indicating your receipt and understanding of the reason for the warning. You will also be provided with the opportunity to provide written comments on the form. If you refuse to sign, another administrative and/or supervisory employee will be brought into the meeting to witness the fact that you were issued the warning, but refused to sign it.

1.40.3 Suspension

A suspension is defined as temporarily relieving an employee from duties. Depending on the circumstances, a suspension may be with or without pay, in the sole discretion of the Executive Director. Your department head and/or the Executive Director will meet with you and provide you with a written notice outlining the details of your suspension, including without limitation, the reasons for your suspension, the duration of your suspension, and other pertinent information. During this meeting, the reasons for your suspension will be discussed with you and you will have the opportunity to respond. Your department head may suspend you, with the Executive Director's approval, for such period of time as the Executive Director in his sole discretion deems appropriate.

1.40.4 Dismissal

A dismissal is a termination of employment instituted by the Park District. You may be dismissed for any lawful reason at any time. All Park District employees serve at the will of the Park District. The notice of dismissal, including the effective date and time of dismissal shall be in writing and shall state the reasons for dismissal. Your department head will meet with you prior to dismissal to explain the reasons for dismissal contained in the notice and offer you the opportunity to respond to the circumstances regarding your dismissal. You may request a formal review procedure outlined in section 1.40.8 below.

1.40.5 Examples of Reasons for Disciplinary Action

You may be warned, suspended, and/or dismissed whenever it is determined in the Park District's sole discretion, to be in its best interests. Nevertheless, listed below are some examples of reasons for disciplinary action. This list, however, does not constitute an exhaustive list of all of the acts that may subject you to disciplinary action including dismissal and does not change the employment-at-will relationship between you and the Park District. Instead, the following list sets forth some of the more typical cases that arise in the course of any employment relationship. They include but are not limited to:

- a. Felony conviction
- b. Failure to obey any lawful official rule, regulation or order, or failure to obey any proper direction made or given by your supervisor, department head, or the Executive Director or supervisory or administrative staff, or any other form of

Excerpt from Full-time and Part-time Personnel Manual...

- c. insubordination
- d. Failure to adhere to Park District policies and/or procedures including, without limitation, all safety policies, ordinances and procedures
- e. Being under the influence or in possession of ~~intoxicants~~ alcohol, cannabis, or illegal drugs while on duty or on Park District property or failing to notify the Park District that you are taking legal drugs when such notice is required, or any other violation of the Park District's Alcohol and Drug Abuse Policy (Appendix C).
- f. Incompetent, inefficient, or negligent performance of duties; inability or failure to perform duties properly
- g. Careless, negligent, or improper use of Park District funds or property
- h. Attempting to use, or threatening to use, personal or political influence in securing promotion, leave of absence, transfer, change of pay rate, or nature of work assignment
- i. Receiving from any person for personal use, any fee, gift, or other item of value in the course of performing your duties when the item is given in the hope or expectation of receiving a favor or better treatment than accorded other persons
- j. Absence from duty without permission, excessive tardiness, excessive absenteeism, abandonment of employment, or misrepresenting material facts relating to use of leave
- k. Failure to return to work as scheduled from vacation, personal leave, absence without leave, or any other approved leave
- l. Inability or unwillingness to work effectively with other Park District personnel
- m. Use of a Park District telephone, computer, or other equipment for personal benefit, except as authorized by the Executive Director or a department head
- n. Inability or unwillingness to take orders from supervisor, department head, supervisory or administrative staff, or the Executive Director
- o. Uncooperative, hostile, or discourteous attitude or conduct toward supervisor, co-workers, members of the public, department head, the Executive Director, or the Board
- p. Failure to maintain valid driver's license or other license or certification which may be required for your position or as provided in this manual
- q. Smoking or ~~vaping~~ in restricted areas
- r. Violation of the policy Prohibiting Harassment in the Workplace (Appendix B)
- s. Dishonesty, lying to Park District personnel, or falsifying or providing misleading information on forms, records, or reports provided to or on behalf of the Park District including without limitation accident reports, employment application/ résumé, financial reports, reimbursement reports, departmental reports, and timekeeping records
- t. Violation of employee policies, rules, or guidelines or engaging in any conduct determined by the Park District in its sole discretion not to be in its best interests
- u. Extending breaks or lunches and/or not taking breaks or lunches at scheduled times
- v. Leaving job during working hours without permission
- w. Being wasteful of or the willful destruction of Park District supplies, materials, vehicles, equipment, tools, working time while on the clock, or other Park District property

Commented [DM1]: What are "intoxicants?" I do not see that term defined anywhere. I replaced it with "alcohol and cannabis" to make this section clearer.

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Commented [DM2]: I think this might have been a typo—I imagine the policy did not intend to discipline employees for "efficient" performance of duties.

Commented [DM3]: This is fine, the Park District is allowed to prohibit its employees from vaping in restricted areas

Excerpt from Full-time and Part-time Personnel Manual...

- x. Failure to wear uniform or safety equipment (e.g., safety shoes, glasses, goggles and/or face shield) as required by this manual and/or department manuals, rules and/or procedures or the failure to wear appropriate clothing for duties as required by this manual or department manual, rules and/or procedures
- y. Endangering one's own safety and/or the safety of others because of failure to act properly and safely in the performance of job duties
- z. Failure to follow any federal, state, local, or Park District law, rule, or regulation while on duty or while in or on Park District property or engaging in criminal activity
 - aa. Failing to report an accident or known hazardous conditions to your supervisor
 - bb. Gambling or fighting while on duty
 - cc. Theft or misappropriation or the careless, negligent or improper use of funds or property belonging to the Park District, fellow employees or the public; using or taking for personal use Park District property or private property in the care or custody of the Park District
 - dd. Possession or use of weapons in or on Park District property or while on duty
 - ee. ~~Time card or sign-in book falsification~~ Falsification or altering of your hours worked
 - ff. Unauthorized possession, use or copying of any records that are the property of the Park District

1.40.6 Review of Disciplinary Action Other Than Dismissal

In the case of disciplinary action other than dismissal, you may request a review of the action by submitting a written request to the supervisor who took the action against you within five (5) working days from the date the action was taken. Such supervisor should meet with you and issue a written determination within fifteen (15) working days following the supervisor's receipt of your written request.

This determination shall be final if the employee who took the disciplinary action against you was the Executive Director. However, if the Executive Director did not take the disciplinary action, you may seek review through the following procedure:

- a. If your supervisor took the disciplinary action against you, you must submit a written request, along with the written determination from your supervisor, to your department head within five (5) working days after the date of your supervisor's written determination; or
- b. If your department head took the disciplinary action against you, you must submit a written request, along with the written determination of your department head, to the Executive Director within five (5) working days after the date of your department head's written determination.

As appropriate, either your Department head or the Executive Director will attempt to meet with you within ten (10) working days of his receipt of your written request. Thereafter, either your department head or the Executive Director will attempt to issue a written determination ten (10) days after such meeting. The decision at this level of authority shall be final.

APPENDIX C - ALCOHOL AND DRUG ABUSE POLICY

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Purpose: The Park District has implemented this policy in response to overwhelming evidence that alcohol and drug abuse has a detrimental impact on job performance, safety, and efficiency. Since Park District employees operate, supervise and maintain parks, facilities, programs, and equipment for use by members of the public and perform services that may have a direct effect on the health and safety of members of the public and fellow employees, the Park District wishes to assure the health and safety of its patrons and employees. This policy also expresses the Park District's desire to satisfy the requirements of the federal and state Drug Free Workplace Acts (41 U.S.C.A. § 701 et seq. and 30 ILCS 580/1 et seq.). In accordance with these statutes and concerns, the Park District has resolved to maintain a drug free workplace.

The purpose of this policy is to inform employees of the Park District's investigation, treatment, and disciplinary policy relating to alcohol and drugs. This policy shall be deemed part of the Park District's personnel policies. As such, all Park District employees shall abide by its terms. This policy is subject to periodic addition, modification, or deletion.

Acts Prohibited: The unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance, including cannabis and alcohol, is prohibited on Park District property.

Definitions

- Alcohol: any substance containing any form of alcohol, including but not limited to ethanol, methanol, propenyl and isopropanol
- Cannabis: defined as provided in the Cannabis Control Act (720 ILCS 550/1 et seq.) which provisions are specifically incorporated in this Policy by reference
- Controlled Substance: a controlled substance in schedules I through V of section 812 of Title 21 of the United States Code, which provisions are specifically incorporated in this Policy by reference.
- Criminal Drug Statute: a criminal statute involving the manufacture, distribution, dispensation, possession, or use of any controlled substance
- Executive Director: the person hired by the Board to be the chief administrative officer of the Glencoe Park District
- District Property: any building, park, gym, pool, office, common area, open space, vehicle, parking lot, or other area owned, leased, managed, used or controlled by the Park District. District Property shall include property used by Park District patrons while on Park District sponsored events or field trips or property of others when presence thereon by the Park District employee is related to his employment with the Park District.
- Drugs: legal drugs and controlled substances, including cannabis
- Legal Drug(s): prescription drugs and over-the-counter drugs, which have been obtained legally and are being used in the manner and for the purpose for which they were prescribed or manufactured.
- Medical Facility: any physician, laboratory, clinic, hospital, or other similar entity

- Policy: this Alcohol and Drug Abuse Policy of the Glencoe Park District
- Possess: means to have either in or on an employee's person, personal effects, desk, files, or other similar area
- Public safety responsibility: a position in which the nature of an employee's duties is such that impaired perception, reaction time, or judgment may place a member or members of the public or other employees at risk of serious bodily harm, or is responsible for the administration or enforcement of alcohol/drug policies
- Under the influence: The employee is affected by alcohol or drugs in any determinable manner. A determination of being Under the Influence can be established by a professional opinion, a scientifically valid test, a lay person's opinion, or the statement of a witness.

Voluntary Treatment: It is the responsibility of each employee to seek assistance before alcohol or drug problems lead to disciplinary action. Employees who suffer from alcohol or drug abuse are encouraged to consult voluntarily with Park District management and undergo appropriate medical treatment. Participation in such treatment will be at the employee's expense to the extent that such treatment is not covered by the Park District's insurance plan. Park District management will attempt to keep such voluntary discussions and medical treatment confidential in accordance with this policy.

Screening and Testing: The Park District may require employees whose job functions require them to operate or maintain vehicles or machinery, handle hazardous or toxic materials or substances of any kind, or have public safety responsibility to be screened or tested on a random basis, or may require any employee to be screened or tested following a workplace accident involving a possible violation of safety rules, during and after an employee's participation in an alcohol or drug counseling or rehabilitation program, or upon reasonable suspicion that the employee is under the influence of alcohol or drugs. The screening or testing will be conducted by a medical facility selected by the Park District at the Park District's expense.

The screening or testing may require an analysis of the employee's breath, urine and/or blood or such similar substance as the medical facility may recommend. Employees who undergo alcohol or drug screening or testing will be given the opportunity, prior to the collection of a specimen or other testing, to disclose the use of legal drugs and to explain the circumstances of their use.

Each Park District employee is required to sign a consent form, a copy of which is included with this policy, at the time this policy is distributed to the employee. Prospective employees will be required to sign a consent form prior to taking the pre-employment physical. Each employee and prospective employee may also be required to sign a separate consent form requested by the medical facility conducting the screening or testing. Refusal to sign any requested consent form will result in non-hire or disciplinary action. Such disciplinary action may include dismissal as deemed appropriate by the Park District, in its sole discretion, under the circumstances.

Commented [DM1]: There should be no change to the way CDL holders or anyone performing "safety-sensitive" job duties should be treated. The Department of Transportation regulations requiring drug testing of these employees prior to their employment, as well as random drug testing and drug testing after certain accidents, remain in place. The Cannabis Regulation and Tax Act as well as the DOT regulations make this clear. See 410 ILCS 705/10-50(g). So do not change the way you treat CDL holders or anyone else performing "safety-sensitive" job duties.

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Treatment: If the Medical Facility recommends treatment, the Park District may, depending on the circumstances as determined in the sole discretion of the Park District, give the employee one opportunity to undergo treatment offered by a clinic or trained professional mutually acceptable to the Park District and employee. Participation in such treatment will be at the employee's expense. The employee must enter the treatment program within ten (10) days from the time of recommendation of treatment. The Park District may reinstate the employee provided that they submit a statement issued by the medical facility certifying that they have successfully completed the treatment program, that they are released to return to work, and that they agree to all conditions of their reinstatement as determined by the Park District, which may include, but not be limited to, future alcohol and/or drug testing.

Use of Legal Drugs: Any employee who operates or maintains ~~on or near~~ vehicles or machinery, handles hazardous materials or substances of any kind, works with children, has public safety responsibility and who has taken a legal drug must report the use of such legal drug to the Executive Director if the ~~Legal~~ ~~Drug~~ causes drowsiness or if it alters perception or reaction time. The burden is on the employee to ascertain from their doctor or pharmacist whether or not the Legal Drug has such a potential side effect. The information will be retained by the Park District in a confidential manner and will be disclosed only to persons who need to know. The employee's supervisor, after conferring with the Executive Director, will decide whether or not the employee may safely continue to perform his job while using the legal drug. ~~F~~ailure to declare the use of such legal drugs may be cause for discipline up to and including dismissal.

Medical Cannabis: Effective January 1, 2014 registered qualifying patients in Illinois will be able to obtain a registry identification card which allows them to purchase medical cannabis for the treatment of a variety of debilitating medical conditions. The Act also provides employers with the ability to regulate the use of medical cannabis on employer owned premises and during work hours. The following regulations shall apply to employees of Glencoe Park District who may also qualify to obtain legal access to medical cannabis:

- a. Employees are strictly prohibited from possessing and/or using medical cannabis on any Park District owned property at any time.
- b. Employees are strictly prohibited from using medical cannabis during all work hours.
- c. Employees are strictly prohibited from reporting to work under the influence of medical cannabis.
- d. Employees may not possess medical cannabis in their personal vehicles in any Park District parking lot unless the medical cannabis is in a sealed, tamper-evident medical cannabis container.
- e. Employees who possess a Commercial Driver's License (CDL) shall not use or possess medical cannabis.

Notwithstanding the specific prohibitions set forth above, any employee who validly possesses a card allowing for the use of medical cannabis shall still be subject to all other provisions of the Glencoe Park District Drug Free Workplace Policy.

Recreational Cannabis: Effective January 1, 2020, recreational cannabis is legal in Illinois. Only Park District employees possessing commercial drivers' licenses or who are subject to drug testing as set forth in 49 CFR Part 40 are prohibited from using recreational cannabis during non-working hours.

No Park District employee shall report to work or perform his or her job duties under the influence of cannabis. If an employee's supervisor has a reasonable suspicion, as defined below, that an employee is under the influence of cannabis, alcohol, or other drugs, the employee may be subject to drug testing, discipline, and/or discharge. Park District employees and job applicants will not be disciplined or be subject to negative action solely on the basis of testing positive for cannabis. However, a positive test for cannabis in conjunction with other observations leading to a reasonable suspicion that an employee is under the influence of cannabis while on duty or on call may subject that employee to discipline for being under the influence of cannabis while on duty. All employees disciplined for being under the influence of cannabis at work shall be afforded a reasonable opportunity to contest the basis of the determination.

Reasonable Suspicion: A supervisor will have a reasonable suspicion that an employee is impaired or under the influence of cannabis while on duty if the employee manifests specific, articulable symptoms while working that decrease or lessen the employee's performance of the duties or tasks of the employee's job position, including symptoms of the employee's speech, physical dexterity, agility, coordination, demeanor, irrational or unusual behavior, or negligence or carelessness in operating equipment or machinery; disregard for the safety of the employee or others, or involvement in any accident that results in serious damage to equipment or property; or carelessness that results in any injury to the employee or others. If a supervisor has a reasonable suspicion that an employee is under the influence of cannabis at work, the employer may require the employee to take a drug test.

Notice of Convictions: Any employee who is convicted of violating any federal or state Criminal Drug Statute on District property must notify the Executive Director within five (5) days of such conviction. For purposes of this notice requirement, a conviction includes a finding of guilt, a no contest plea, and/or an imposition of sentence by any judicial body for any violation of a criminal statute involving the unlawful manufacture, distribution, sale, dispensation, possession, or use of any controlled substance or cannabis.

Discipline/Penalties for Violation

1. An employee who reports to work under the influence of alcohol, controlled substances, or cannabis or who manufactures, possesses, uses, sells or dispenses alcohol, controlled substances, or cannabis while on District property, is convicted of a drug related crime, causes financial or physical damage to the Park District, District property or its employees as the result of alcohol or drug abuse, or fails to report the use of legal drugs in accordance with this policy, will be disciplined in accordance with the Park District's Full-Time Personnel Policy Manual ("Manual"). In addition to or in the alternative, depending on the

Commented [DM2]: The US Department of Transportation regulations prohibiting CDL holders and those performing "safety-sensitive" job duties from using cannabis remain in effect. The Right to Privacy in the Workplace Act (820 ILCS 55/5(a)) prohibits the Park District from disciplining its employees not subject to USDOT regulations for consuming cannabis outside of work.

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Commented [DM3]: Again, the Right to Privacy in the Workplace Act prohibits an employer from disciplining an employee solely on the basis of a positive test for cannabis.

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Commented [DM4]: The Park District cannot be held liable for disciplining an employee if it has a reasonable suspicion that the employee is under the influence of cannabis at work. See 410 ILCS 705/10-50(e).

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Commented [DM5]: This is required by section 10-50(d) of the Cannabis Regulation and Tax Act.

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Commented [DM6]: It is a good idea to have some definition of reasonable suspicion in your policy. That way you cannot be accused of arbitrarily deciding who displays reasonable suspicion. We have put together a checklist of symptoms that your supervisors can fill out if they have a reasonable suspicion that an employee is impaired, and can provide that to you if you would like.

This definition of reasonable suspicion is that stated in the Cannabis Regulation and Tax Act. See 410 ILCS 705/10-50(d).

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Commented [DM7]: Do you want this to only apply to convictions that occur on District property? Or do you want your employees to report any violations of criminal drug statutes? There is nothing preventing you from doing that.

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circumstances as determined by the Park District in its sole discretion, the Park District may require the employee to successfully complete an alcohol and/or drug abuse assistance or rehabilitation program approved for such purposes by a federal State or local health, law enforcement or other appropriate agency and by the Park District.

2. In addition to the examples of misconduct that may subject an employee to disciplinary action contained in this policy and the manual, the Park District will discipline an employee up to and including dismissal for the following: (1) if the employee refuses to submit to diagnosis, testing or screening upon request of the Park District; (2) if the employee tampers in any way with the specimen given to the medical facility for purposes of drug screening or testing; (3) if the medical facility recommends treatment and the employee refuses to undergo such treatment; (4) if, while undergoing treatment, the employee fails or refuses to follow the course of treatment; (5) if the employee, who undergoes treatment, is again under the influence of alcohol or drugs in violation of this policy; or, (6) if the employee fails to notify the Executive Director of a conviction for violating any federal or state Criminal Drug Statute in accordance with Section VIII of this policy.
3. An employee who participates in a treatment program will be expected to meet job performance standards and comply with all rules established by the Park District. Participation in a treatment program will not, in itself, protect the employee from disciplinary actions should job performance remain unsatisfactory. The Park District, however, will not take adverse action against an employee because he voluntarily and successfully completes medical treatment.

Pre-employment Screening: As a final prerequisite in the Park District's employment selection procedure, persons otherwise offered a full-time, child care responsibilities position with the Park District will be required to undertake a physical examination which will include a drug and alcohol screening test.

Inspections: In order to assure that employees comply with the prohibition on manufacturing, distributing, dispensing, possessing, or using alcohol, controlled substances, or cannabis, employees may be subject to inspection as follows:

1. Lockers, desks, files, vehicles, equipment and other Park District containers and property that an employee is permitted to use during employment with the Park District are and remain the property of the Park District. Employees are not permitted to keep controlled substances, cannabis, or alcohol in or on such property. Any such property reasonably suspected of having or holding such substances is subject to search by the Park District.
2. Any refusal to submit to such an inspection will be treated as an act of insubordination and may result in disciplinary action up to and including dismissal.

Records: The Park District will maintain medical records relating to alcohol or drug abuse, diagnosis, and treatment confidential and in a file separate from the regular personnel file. Access will be limited to those who need to know. The Park District will not disclose these records to persons outside the Park District without the employee's

Commented [DM8]: This is fine, but just remember that you cannot rescind a job offer solely because the applicant tests positive for cannabis or alcohol. See 820 ILCS 55/5(a).

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consent unless disclosure of the records is necessary for legal or insurance purposes.

Distribution of Policy to Employees - Effective Date: Every Park District employee, including employees who may be engaged in the performance of any contract for the procurement of any property or services from any federal or state agency, shall be given a copy of this policy upon such employee's initial employment with the Park District or the effective date of this policy. The effective date of this Policy ~~is was~~ [January 21, 2020](#). ~~March 19, 1996~~.

CONSENT TO DRUG AND/OR ALCOHOL SCREENING OR TESTING

I hereby voluntarily consent to submit to drug and/or alcohol screening or testing by a physician, clinic, laboratory, or medical facility chosen by the Glencoe Park District ("Park District") at the Park District's expense. I hereby consent to the physician, clinic, laboratory, or medical facility taking and analyzing a sample or specimen of my breath, urine, saliva, blood, and other similar substance. I also authorize the physician, clinic, laboratory or medical facility to disclose his, her or its findings, conclusions, and opinions regarding the drug and/or alcohol screening or testing to a Park District official or his designee.

I hereby further consent to the Park District's contacting my physician or pharmacist to verify my reported use of legal drugs in accordance with the Park District's Alcohol and Drug Abuse Policy and authorize my physician or pharmacist to provide all information requested by the Park District regarding my use of such drugs including without limitation the possible effects of such use on my performance of my job functions.

I also acknowledge receiving, reading, and understanding the Park District's Alcohol and Drug Abuse Policy. I understand that, in accordance with this policy, failure to execute this document and submit to drug and/or alcohol screening or testing, or failure to report to the Park District the use of legal drugs as required by the policy, may result in non-hire or disciplinary action up to and including dismissal.

Name: _____

Date: _____

Witness: _____

FOR REFERENCE ONLY
A signed and dated copy
is in your personnel file

MEMORANDUM

TO: All Staff
FROM: Lisa Sheppard, Executive Director
SUBJECT: New Cannabis law effective January 1, 2020
DATE: January 3, 2020



On January 1, recreational cannabis became legal in Illinois. Here are some changes that we will be making to our personnel policy manuals regarding the use of cannabis, and are effective immediately. Once the Board meets and officially approves these new policies on January 21, we will make the changes to our Personnel Policy manuals and distribute them to all staff.

We will be removing all provisions that discipline an employee for using cannabis outside of work.

Along with the passage of the Cannabis Regulation and Tax Act last June, the Right to Privacy in the Workplace Act was amended to make it illegal for an employer to discipline an employee for using products legal under state law, like cannabis, outside of work.

FYI: this provision probably does not apply to public safety personnel. So, police, firefighters, and paramedics can be prohibited from using cannabis outside of work and disciplined for doing so.

We will remove any provisions disciplining an employee or job applicant 21 or over, solely for testing positive for cannabis.

Limitations in drug testing technology make it impossible to know precisely when someone who tests positive for cannabis used it. While we may drug test employees for alcohol, cannabis and other drugs, disciplining an employee solely for testing positive for cannabis will not be done.

For employees under 21yrs of age, cannabis is still illegal.

MEMORANDUM

We will add reasonable suspicion criteria to your policies.

We will ban cannabis from our workplace or use on any park district property and discipline employees who come to work under its influence. As noted above, merely testing positive for cannabis does not prove that an employee is under its influence at work. Instead, we will consider other factors that show that an employee is under the influence of cannabis, and document all signs that an employee is under the influence of cannabis at work. We will be creating a checklist of symptoms that a supervisor observes that lead to a reasonable suspicion that the employee is under the influence of cannabis. This checklist will be part of your personnel policy.

CDL Holders

We do not need to revise our drug testing policies for CDL holders. Federal regulations and the Cannabis Act make it clear that there is no change in the drug testing requirements for CDL holders. We will still drug test CDL holders and prohibit them from operating the machines that require the CDL if they test positive for cannabis or other drugs. We will discipline a CDL driver who tests positive for cannabis.

If you qualify for FMLA we will allow employees to take time off of work if they are struggling with addiction.

The Family and Medical Leave Act requires employers to provide employees with unpaid leave to get treatment for addiction. So, if the FMLA applies to you, we will not punish an employee for seeking treatment for addiction to cannabis, alcohol, or other drugs.

This is new legislation; therefore, we anticipate more information/clarification or changes will be made. If this occurs we will update our policies in accordance to those clarifications and or changes.

If you have any questions please see your immediate supervisor or the Administrative Office (Lisa, Carol, or Liz).





**Glencoe Park District
Regular Board & Committee Meeting Dates
2020-2021 Fiscal Year**

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

Regular Board Meetings

Tuesday March 17, 2020
Tuesday April 21, 2020
Tuesday May 19, 2020
Tuesday June 16, 2020
Tuesday July 21, 2020
Tuesday August 18, 2020
Tuesday September 22, 2020
Tuesday October 20, 2020
Tuesday November 17, 2020
Tuesday December 15, 2020
Tuesday January 19, 2021
Tuesday February 16, 2021

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

Regular Committee Meetings

Tuesday March 10, 2020**
Tuesday April 7, 2020
Tuesday May 5, 2020
Tuesday June 2, 2020
Tuesday July 7, 2020
Tuesday August 4, 2020
Tuesday September 1, 2020
Tuesday October 6, 2020
Tuesday November 3, 2020
Tuesday December 1, 2020
Tuesday January 5, 2021
Tuesday February 2, 2021

Committee meetings are held on the first Tuesday of the month.

***Exceptions: March 10*

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

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

Lisa M. Sheppard, CPRP
Board Secretary

Approved:



Voucher List of Bills

By Vendor Set

Payment Dates 12/11/2019 - 01/14/2020

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor Set: AP Vendors - AP Vendors					
Vendor: 10133 - Accuraty Solutions					
Accuraty Solutions	12/17/2019	11560	25-00-000-5321	Quarterly Web Hosting	495.00
Accuraty Solutions	01/14/2020	11722	25-00-000-5321	Annual SSL Certificate	199.95
Vendor 10133 - Accuraty Solutions Total:					694.95
Vendor: 10136 - Advanced Disposal Services					
Advanced Disposal Services	12/17/2019	11561	10-12-000-5353	Trash/Recycling - Parks	422.00
Advanced Disposal Services	12/17/2019	11561	10-13-000-5353	Trash/Recycling - Watts	112.00
Advanced Disposal Services	12/17/2019	11561	25-00-000-5353	Trash/Recycling - Takiff	344.00
Advanced Disposal Services	01/14/2020	11723	10-12-000-5353	Trash/Recycling - Parks	1,390.40
Advanced Disposal Services	01/14/2020	11723	10-13-000-5353	Trash/Recycling - Watts	112.00
Advanced Disposal Services	01/14/2020	11723	25-00-000-5353	Trash/Recycling - Takiff	344.00
Vendor 10136 - Advanced Disposal Services Total:					2,724.40
Vendor: 10098 - AFLAC					
AFLAC	12/30/2019	11634	10-00-000-2170	Supplemental Aflac Coverage	261.76
Vendor 10098 - AFLAC Total:					261.76
Vendor: 10739 - Airespring					
Airespring	01/07/2020	11660	25-00-000-5210	Takiff Fiber Internet - Jan 202	1,743.56
Vendor 10739 - Airespring Total:					1,743.56
Vendor: 10138 - AJ Sewer Service					
AJ Sewer Service	12/30/2019	11635	25-00-000-5351	Takiff Ejector Pit Cleanout	339.00
Vendor 10138 - AJ Sewer Service Total:					339.00
Vendor: 11275 - Albertsons Safeway					
Albertsons Safeway	12/17/2019	11562	25-25-602-5400	Kids Club Supplies	15.00
Vendor 11275 - Albertsons Safeway Total:					15.00
Vendor: 10864 - All About Childcare Health, Ltd.					
All About Childcare Health, Lt	12/23/2019	11603	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.	12/17/2019	11563	69-00-000-5560	Construction Mgmt - Takiff Pla	2,277.33
Altamanu, Inc.	12/17/2019	11563	69-00-000-5563	Design Svcs - Overlook	2,269.05
Altamanu, Inc.	01/07/2020	11661	69-00-000-5553	Design Svc - GB Trail Ph 1	22,546.95
Vendor 10973 - Altamanu, Inc. Total:					27,093.33
Vendor: 10140 - Althoff Industries, Inc.					
Althoff Industries, Inc.	01/07/2020	11662	25-00-000-5355	Takiff HVAC Mo Maint - Jan 20	772.17
Althoff Industries, Inc.	01/14/2020	11724	25-00-000-5355	Takiff HVAC Mo Maint - Feb 2	772.17
Vendor 10140 - Althoff Industries, Inc. Total:					1,544.34
Vendor: 10056 - Amazing Minds					
Amazing Minds	12/23/2019	11604	25-25-635-5300	Contractual - Fall Science Clas	1,296.00
Vendor 10056 - Amazing Minds Total:					1,296.00
Vendor: 10946 - Amazon Capital Services					
Amazon Capital Services	12/17/2019	11564	10-11-000-5342	Admin Meeting Expenses	144.12
Amazon Capital Services	12/17/2019	11564	10-11-000-5420	General Admin Supplies	249.99
Amazon Capital Services	12/17/2019	11564	10-12-000-5342	Holiday Party Supplies	2.19
Amazon Capital Services	12/17/2019	11564	10-12-000-5401	Replacement Printer - Parks	24.35
Amazon Capital Services	12/17/2019	11564	10-13-000-5415	Watts Special Event Supplies	32.58
Amazon Capital Services	12/17/2019	11564	10-14-000-5580	Building Equipment - Beach	908.91
Amazon Capital Services	12/17/2019	11564	25-00-000-5360	Marketing Supplies	29.50
Amazon Capital Services	12/17/2019	11564	25-00-000-5401	Takiff Office Supplies	10.20
Amazon Capital Services	12/17/2019	11564	25-00-000-5420	General Rec Supplies	8.90
Amazon Capital Services	12/17/2019	11564	25-25-303-5400	Open Gym Supplies	444.12

Voucher List of Bills

Payment Dates: 12/11/2019 - 01/14/2020

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Amazon Capital Services	12/17/2019	11564	25-25-401-5400	ELC Supplies	251.01
Amazon Capital Services	12/17/2019	11564	25-25-402-5400	ELC Supplies	59.47
Amazon Capital Services	12/17/2019	11564	25-25-403-5400	ELC Supplies	23.28
Amazon Capital Services	12/17/2019	11564	25-25-405-5400	Kindergarten Readiness Suppl	40.00
Amazon Capital Services	12/17/2019	11564	25-25-601-5400	Kids Club Supplies	37.75
Amazon Capital Services	12/17/2019	11564	25-25-615-5400	Ceramics Supplies	162.54
Amazon Capital Services	12/17/2019	11564	25-25-707-5400	House Basketball Supplies	73.96
Amazon Capital Services	12/17/2019	11564	25-25-708-5400	House Basketball Supplies	73.96
Amazon Capital Services	12/17/2019	11564	25-25-953-5400	Fall Event Supplies	87.86
Amazon Capital Services	12/17/2019	11564	25-26-000-5401	CREDIT - Day Care Office Supp	-179.00
Amazon Capital Services	12/17/2019	11564	25-26-000-5403	Day Care Program Supplies	842.88
Amazon Capital Services	12/17/2019	11564	25-26-000-5430	Day Care First Aid Supplies	42.93
Amazon Capital Services	12/17/2019	11564	65-00-019-5502	Replacement Printer - Parks	179.89
Amazon Capital Services	01/07/2020	11663	10-11-000-5342	Pot Luck Mtg Supplies	133.17
Amazon Capital Services	01/07/2020	11663	10-12-000-5401	Office Supplies - Parks	78.50
Amazon Capital Services	01/07/2020	11663	10-13-000-5401	Watts Office Supplies	220.35
Amazon Capital Services	01/07/2020	11663	10-14-000-5580	Beach Grill	908.91
Amazon Capital Services	01/07/2020	11663	25-00-000-5360	Marketing Supplies	83.10
Amazon Capital Services	01/07/2020	11663	25-00-000-5401	Office Supplies - Rec	578.16
Amazon Capital Services	01/07/2020	11663	25-00-000-5420	General Rec Supplies	106.88
Amazon Capital Services	01/07/2020	11663	25-00-000-5481	Construction Supplies - Takiff	48.85
Amazon Capital Services	01/07/2020	11663	25-00-000-5486	Plumbing Supplies - Takiff	156.62
Amazon Capital Services	01/07/2020	11663	25-25-401-5400	ELC Supplies	8.93
Amazon Capital Services	01/07/2020	11663	25-25-402-5400	ELC Supplies	8.93
Amazon Capital Services	01/07/2020	11663	25-25-403-5400	ELC Supplies	8.94
Amazon Capital Services	01/07/2020	11663	25-25-943-5400	Itty Bitty NY Supplies	80.75
Amazon Capital Services	01/07/2020	11663	25-26-000-5401	Day Care Office Supplies	8.93
Amazon Capital Services	01/07/2020	11663	25-26-000-5403	Day Care Program Supplies	388.82
Vendor 10946 - Amazon Capital Services Total:					6,371.23
Vendor: 10145 - American Backflow Prevention					
American Backflow Preventio	12/17/2019	11566	25-00-000-5351	Takiff Boiler Repairs	413.95
Vendor 10145 - American Backflow Prevention Total:					413.95
Vendor: 10686 - American Building Services, LLC					
American Building Services, LL	01/07/2020	11664	25-00-000-5351	Takiff Auto Door Repairs	1,735.40
Vendor 10686 - American Building Services, LLC Total:					1,735.40
Vendor: 10050 - Ancel, Glink P.C.					
Ancel, Glink P.C.	01/14/2020	11725	10-11-000-5310	Legal Services - Dec 2019	680.00
Vendor 10050 - Ancel, Glink P.C. Total:					680.00
Vendor: 10717 - Applied Controls, Inc.					
Applied Controls, Inc.	01/07/2020	11665	65-00-019-5502	Replace BAS Comp/Update B	2,500.00
Vendor 10717 - Applied Controls, Inc. Total:					2,500.00
Vendor: 11140 - Applied GeoScience Inc.					
Applied GeoScience Inc.	12/30/2019	11636	69-00-000-5553	Design Svcs - Connect Glenco	4,800.00
Vendor 11140 - Applied GeoScience Inc. Total:					4,800.00
Vendor: 10159 - Arlington Power Equipment					
Arlington Power Equipment	01/07/2020	11666	10-12-000-5481	Construction Supplies - Parks	75.47
Vendor 10159 - Arlington Power Equipment Total:					75.47
Vendor: 10162 - AT & T					
AT & T	12/30/2019	11637	10-12-000-5210	Phone Svc - Parks	61.51
AT & T	12/30/2019	11637	10-13-000-5210	Phone Svc - Watts	50.78
AT & T	12/30/2019	11637	25-00-000-5210	Phone Svc - Takiff	1,436.41
Vendor 10162 - AT & T Total:					1,548.70
Vendor: 10455 - AT & T					
AT & T	01/07/2020	11667	10-14-000-5210	DSL Service - Beach	172.29
Vendor 10455 - AT & T Total:					172.29

Voucher List of Bills

Payment Dates: 12/11/2019 - 01/14/2020

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 11428 - Bauer Latoza Studio, Ltd.					
Bauer Latoza Studio, Ltd.	01/14/2020	11727	69-00-000-5566	Halfway House Construction	4,483.72
Vendor 11428 - Bauer Latoza Studio, Ltd. Total:					4,483.72
Vendor: 10473 - BMO Harris Bank N.A.					
BMO Harris Bank N.A.	12/17/2019	11567	10-11-000-5340	IAPD Conf Registrations/WILS	1,751.00
BMO Harris Bank N.A.	12/17/2019	11567	10-11-000-5342	Admin Meeting Expenses	309.68
BMO Harris Bank N.A.	12/17/2019	11567	10-11-000-5402	Digital News Subscription	15.96
BMO Harris Bank N.A.	12/17/2019	11567	10-11-000-5404	Adobe Annual Subscription	216.62
BMO Harris Bank N.A.	12/17/2019	11567	10-11-000-5730	WILS Membership	80.00
BMO Harris Bank N.A.	12/17/2019	11567	10-12-000-5340	IAPD Conf Registration	605.00
BMO Harris Bank N.A.	12/17/2019	11567	10-12-000-5342	Holiday Party Decor	331.96
BMO Harris Bank N.A.	12/17/2019	11567	10-13-000-5340	Watts Ice Making Lunch/Dinn	222.07
BMO Harris Bank N.A.	12/17/2019	11567	10-13-000-5360	Watts Banners/Board Photos/	251.71
BMO Harris Bank N.A.	12/17/2019	11567	10-13-000-5415	Watts Event Supplies	625.00
BMO Harris Bank N.A.	12/17/2019	11567	10-14-000-5301	Postage	6.85
BMO Harris Bank N.A.	12/17/2019	11567	10-14-000-5360	Framing - Board Photos	153.05
BMO Harris Bank N.A.	12/17/2019	11567	10-15-000-5361	Job Posting - Boathouse	84.00
BMO Harris Bank N.A.	12/17/2019	11567	10-15-000-5730	US Sailing Membership	160.00
BMO Harris Bank N.A.	12/17/2019	11567	25-00-000-5210	iCloud Storage	1.98
BMO Harris Bank N.A.	12/17/2019	11567	25-00-000-5301	Postage	14.15
BMO Harris Bank N.A.	12/17/2019	11567	25-00-000-5321	Email Marketing	132.81
BMO Harris Bank N.A.	12/17/2019	11567	25-00-000-5340	Lyft Ride - Reimbursed	15.38
BMO Harris Bank N.A.	12/17/2019	11567	25-00-000-5360	Canva Graphic Elements	238.80
BMO Harris Bank N.A.	12/17/2019	11567	25-00-000-5360	iCloud Storage	0.99
BMO Harris Bank N.A.	12/17/2019	11567	25-00-000-5360	Event Online Ad	45.90
BMO Harris Bank N.A.	12/17/2019	11567	25-00-000-5360	Facebook Marketing	72.98
BMO Harris Bank N.A.	12/17/2019	11567	25-00-000-5360	Takiff Banners	99.20
BMO Harris Bank N.A.	12/17/2019	11567	25-00-000-5362	Stock Photography	29.00
BMO Harris Bank N.A.	12/17/2019	11567	25-00-000-5404	Adobe/Animotion Software	839.76
BMO Harris Bank N.A.	12/17/2019	11567	25-00-000-5420	Gen Rec Supplies	448.78
BMO Harris Bank N.A.	12/17/2019	11567	25-00-000-5481	Cnstruction Supplies - Takiff	88.40
BMO Harris Bank N.A.	12/17/2019	11567	25-00-000-5482	Hardware - Takiff	83.78
BMO Harris Bank N.A.	12/17/2019	11567	25-25-310-5400	Adult Art Supplies	25.56
BMO Harris Bank N.A.	12/17/2019	11567	25-25-315-5400	Ceramics Supplies	92.88
BMO Harris Bank N.A.	12/17/2019	11567	25-25-403-5400	ELC Supplies	36.80
BMO Harris Bank N.A.	12/17/2019	11567	25-25-601-5300	Contractual - Brightwheel App	150.00
BMO Harris Bank N.A.	12/17/2019	11567	25-25-602-5400	Kids Club Food	128.80
BMO Harris Bank N.A.	12/17/2019	11567	25-25-615-5400	Ceramics Supplies	787.11
BMO Harris Bank N.A.	12/17/2019	11567	25-25-932-5300	Contractual - School Day Off T	1,422.84
BMO Harris Bank N.A.	12/17/2019	11567	25-25-953-5400	Winter Express Supplies	483.38
BMO Harris Bank N.A.	12/17/2019	11567	25-26-000-5340	IAPD Conf Registration	300.00
BMO Harris Bank N.A.	12/17/2019	11567	25-26-000-5360	Care.com Subscription	75.00
BMO Harris Bank N.A.	12/17/2019	11567	25-26-000-5404	Contractual - Brightwheel App	175.00
BMO Harris Bank N.A.	12/17/2019	11567	25-26-000-5730	IPRA Membership	264.00
BMO Harris Bank N.A.	12/17/2019	11567	25-27-000-5210	Takiff Fitness TV/Internet	160.98
Vendor 10473 - BMO Harris Bank N.A. Total:					11,027.16
Vendor: 10656 - Call One					
Call One	12/17/2019	11570	25-00-000-5210	T1 Line - Watts	344.69
Call One	01/14/2020	11728	25-00-000-5210	T1 Line - Watts	344.19
Vendor 10656 - Call One Total:					688.88
Vendor: 10441 - Carole K Pearlman					
Carole K Pearlman	12/23/2019	11605	25-25-627-5300	Contractual - Fall Art Club Clas	2,184.00
Vendor 10441 - Carole K Pearlman Total:					2,184.00
Vendor: 10190 - Ceramic Supply Chicago, Inc.					
Ceramic Supply Chicago, Inc.	12/23/2019	11606	25-25-615-5400	Ceramics Supplies	744.00
Ceramic Supply Chicago, Inc.	01/14/2020	11729	25-25-615-5400	Ceramics Supplies	284.15
Vendor 10190 - Ceramic Supply Chicago, Inc. Total:					1,028.15
Vendor: 10552 - Chicago Tribune Media Group					
Chicago Tribune Media Group	12/17/2019	11572	10-11-000-5311	Legal Notices	258.98

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Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Chicago Tribune Media Group	01/14/2020	11730	10-11-000-5311	Legal Notices - Beach Bid	41.89
Vendor 10552 - Chicago Tribune Media Group Total:					300.87
Vendor: 10802 - Clauss Brothers Inc.					
Clauss Brothers Inc.	01/07/2020	11668	10-12-000-5350	Maint Svcs - Bioswale	2,541.00
Vendor 10802 - Clauss Brothers Inc. Total:					2,541.00
Vendor: 10505 - Comcast					
Comcast	12/17/2019	11574	10-12-000-5210	Parks Internet Svc	108.55
Comcast	12/17/2019	11574	10-13-000-5210	Watts Cable TV/Internet	270.27
Comcast	01/14/2020	11731	10-12-000-5210	Internet Svc - Parks	114.00
Vendor 10505 - Comcast Total:					492.82
Vendor: 10208 - Commonwealth Edison					
Commonwealth Edison	01/07/2020	11669	10-12-000-5230	Electricity - Parks	980.12
Commonwealth Edison	01/07/2020	11669	10-13-000-5230	Electricity - Watts	9,691.96
Commonwealth Edison	01/07/2020	11669	10-14-000-5230	Electricity - Beach	85.95
Commonwealth Edison	01/07/2020	11669	10-15-000-5230	Electricity - Boathouse	45.17
Commonwealth Edison	01/07/2020	11669	25-00-000-5230	Electricity - Takiff	7,737.94
Vendor 10208 - Commonwealth Edison Total:					18,541.14
Vendor: 10215 - Craftwood Lumber Company					
Craftwood Lumber Company	12/17/2019	11575	10-13-000-5412	Watts Cleaning Supplies	91.98
Craftwood Lumber Company	12/17/2019	11575	25-00-000-5412	Takiff Cleaning Supplies	61.91
Craftwood Lumber Company	12/17/2019	11575	25-00-000-5482	Takiff Hardware	31.95
Craftwood Lumber Company	12/17/2019	11575	25-00-000-5483	Takiff Paint	43.95
Craftwood Lumber Company	01/14/2020	11732	25-00-000-5481	Construction Supplies - Takiff	81.13
Craftwood Lumber Company	01/14/2020	11732	25-00-000-5486	Plumbing Supplies - Takiff	11.58
Vendor 10215 - Craftwood Lumber Company Total:					322.50
Vendor: 10322 - Custom Sign Consultants, Inc.					
Custom Sign Consultants, Inc.	12/17/2019	11576	25-00-000-5420	Commissioner Plaque	1,055.00
Custom Sign Consultants, Inc.	12/17/2019	11576	65-00-019-5504	Gold Medal Window Decals	190.00
Vendor 10322 - Custom Sign Consultants, Inc. Total:					1,245.00
Vendor: 11417 - Daihls USA, Inc.					
Daihls USA, Inc.	12/17/2019	11577	10-11-000-5420	Takiff Coffee Supplies	72.00
Vendor 11417 - Daihls USA, Inc. Total:					72.00
Vendor: 10324 - Decatur Blueprint, Inc.					
Decatur Blueprint, Inc.	01/14/2020	11733	25-00-000-5360	Park Kiosk Signs	304.74
Vendor 10324 - Decatur Blueprint, Inc. Total:					304.74
Vendor: 11219 - Direct Fitness Solutions					
Direct Fitness Solutions	01/07/2020	11670	25-27-000-5351	Preventive Maint - Takiff Fitne	620.00
Direct Fitness Solutions	01/14/2020	11734	25-27-000-5351	Fitness Equipment Repair	307.75
Vendor 11219 - Direct Fitness Solutions Total:					927.75
Vendor: 10334 - Discount School Supply					
Discount School Supply	12/17/2019	11578	25-25-615-5400	Ceramics Supplies	99.75
Discount School Supply	01/07/2020	11671	25-25-401-5400	ELC Supplies	269.84
Discount School Supply	01/07/2020	11671	25-25-402-5400	ELC Supplies	269.84
Discount School Supply	01/07/2020	11671	25-25-403-5400	ELC Supplies	269.84
Discount School Supply	01/07/2020	11671	25-26-000-5403	Day Care Pgm Supplies	445.63
Vendor 10334 - Discount School Supply Total:					1,354.90
Vendor: 10335 - Domino's Pizza					
Domino's Pizza	12/23/2019	11608	25-25-401-5400	Pizza - ELC (Bal Due)	0.06
Domino's Pizza	12/23/2019	11608	25-25-410-5400	Pizza - Kind Kids Club	37.96
Domino's Pizza	01/07/2020	11672	25-25-933-5400	Teen Ice Nite Pizza	244.49
Vendor 10335 - Domino's Pizza Total:					282.51
Vendor: 10341 - Excalibur Technology Corporation					
Excalibur Technology Corpora	12/23/2019	11609	65-00-019-5501	Replace 7 yr old NAS Server	2,345.75
Excalibur Technology Corpora	01/07/2020	11673	10-11-000-5355	TSS - Feb 2020	5,977.80
Excalibur Technology Corpora	01/07/2020	11673	25-00-000-5321	WebTrac Host - Feb 2020	749.00
Vendor 10341 - Excalibur Technology Corporation Total:					9,072.55

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Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 11291 - Fambro Management LLC					
Fambro Management LLC	12/23/2019	11610	25-25-629-5300	Contractual - Fall Chess Classe	6,630.00
Vendor 11291 - Fambro Management LLC Total:					6,630.00
Vendor: 10673 - FAMOSI DJ Entertainment					
FAMOSI DJ Entertainment	12/23/2019	11611	25-25-943-5300	Contractual - Itty Bitty DJ (Bal	445.00
FAMOSI DJ Entertainment	01/07/2020	11674	25-25-901-5300	Contractual - DJ Watts Below	665.00
FAMOSI DJ Entertainment	01/07/2020	11674	25-25-903-5300	Contractual - DJ Dad/Daughte	322.00
FAMOSI DJ Entertainment	01/07/2020	11674	25-25-943-5300	Contractual - Photo Booth Re	200.00
Vendor 10673 - FAMOSI DJ Entertainment Total:					1,632.00
Vendor: 10405 - First Student					
First Student	12/17/2019	11579	25-25-801-5300	Contractual - Sun Fun Bussing	2,821.50
First Student	12/17/2019	11579	25-25-803-5300	Contractual - K Korner Bussin	245.81
First Student	12/17/2019	11579	25-25-809-5300	Contractual - CIT Bussing	342.00
First Student	12/17/2019	11579	25-25-810-5300	Contractual - Camp Adv Bussi	1,154.24
First Student	12/17/2019	11579	25-25-833-5300	Contractual - Action Quest Bu	1,934.43
First Student	12/17/2019	11579	25-25-932-5300	Contractual - School Day Off B	181.69
First Student	12/17/2019	11579	25-26-000-5386	Contractual - Day Care Bussin	235.13
First Student	01/14/2020	11735	25-25-932-5300	Contractual - Sch Day Off Buss	513.00
Vendor 10405 - First Student Total:					7,427.80
Vendor: 10345 - Fox Valley Fire and Safety					
Fox Valley Fire and Safety	12/30/2019	11638	25-00-000-5351	Takiff Equipment Repairs	164.00
Vendor 10345 - Fox Valley Fire and Safety Total:					164.00
Vendor: 10570 - FP Mailing Solutions					
FP Mailing Solutions	01/14/2020	11736	10-11-000-5370	Postage Machine Rental	152.85
Vendor 10570 - FP Mailing Solutions Total:					152.85
Vendor: 10346 - Fun Express					
Fun Express	01/07/2020	11675	25-25-943-5400	Itty Bitty NY Supplies	469.49
Fun Express	01/14/2020	11737	25-25-913-5400	Boo Bash Supplies	810.72
Vendor 10346 - Fun Express Total:					1,280.21
Vendor: 11375 - Game On! LLC					
Game On! LLC	12/23/2019	11612	25-25-752-5300	Contractual - Fall Sports Class	5,684.00
Vendor 11375 - Game On! LLC Total:					5,684.00
Vendor: 10076 - Glencoe Junior Kindergarten					
Glencoe Junior Kindergarten	01/07/2020	11676	25-25-475-5300	Paymnt 2 - Winter Enrichmen	1,072.50
Vendor 10076 - Glencoe Junior Kindergarten Total:					1,072.50
Vendor: 10370 - Grainger Inc.					
Grainger Inc.	12/17/2019	11580	25-00-000-5484	Takiff Electrical Supplies	379.20
Grainger Inc.	12/23/2019	11613	10-13-000-5412	Cleaning Supplies - Watts	42.48
Grainger Inc.	12/23/2019	11613	25-00-000-5412	Cleaning Supplies - Takiff	38.16
Grainger Inc.	12/23/2019	11613	25-00-000-5484	Electrical Supplies - Takiff	111.00
Grainger Inc.	12/30/2019	11639	25-00-000-5482	Takiff Hardware Supplies	184.75
Grainger Inc.	12/30/2019	11639	25-00-000-5485	Takiff Ice Melt Supplies	184.75
Grainger Inc.	12/30/2019	11639	25-00-000-5486	Takiff Plumbing Supplies	641.97
Grainger Inc.	12/30/2019	11639	25-26-000-5460	Day Care Food Equipment	198.63
Grainger Inc.	01/07/2020	11677	25-00-000-5484	Takiff Electrical Supplies	316.00
Grainger Inc.	01/14/2020	11738	25-00-000-5412	Takiff Custodial Supplies	44.20
Grainger Inc.	01/14/2020	11738	25-00-000-5481	Takiff Construction Supplies	337.11
Grainger Inc.	01/14/2020	11738	25-26-000-5412	Day Care Custodial Supplies	212.40
Grainger Inc.	01/14/2020	11738	25-26-000-5460	Day Care Food Equipment	114.48
Vendor 10370 - Grainger Inc. Total:					2,805.13
Vendor: 10325 - Grand Food Center					
Grand Food Center	12/30/2019	11640	25-26-000-5409	Day Care Milk/Food Supplies	309.27
Vendor 10325 - Grand Food Center Total:					309.27
Vendor: 11282 - Hacienda Landscaping					
Hacienda Landscaping	12/23/2019	11614	69-00-000-5561	Takiff Playgrd Construct - Payo	215,783.52
Vendor 11282 - Hacienda Landscaping Total:					215,783.52

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Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10384 - Home Depot Credit Services					
Home Depot Credit Services	12/23/2019	11615	10-12-000-5482	Hardware - Parks	15.13
Home Depot Credit Services	12/23/2019	11615	10-13-000-5484	Electrical Supplies - Watts	27.18
Home Depot Credit Services	12/23/2019	11615	65-00-019-5506	Park Kiosks	250.74
Vendor 10384 - Home Depot Credit Services Total:					293.05
Vendor: 10068 - Hot Shots Sports					
Hot Shots Sports	12/17/2019	11581	25-25-589-5300	Contractual - Fall Football Clas	525.00
Hot Shots Sports	12/17/2019	11581	25-25-744-5300	Contractual - Fall Football Clas	2,919.00
Hot Shots Sports	01/14/2020	11739	25-25-586-5300	Contractual - Fall Lil Dribblers	1,701.00
Hot Shots Sports	01/14/2020	11739	25-25-705-5300	Contractual - Fall Floor Hocke	241.50
Hot Shots Sports	01/14/2020	11739	25-25-746-5300	Contractual - Fall Sat Sports Cl	2,079.00
Hot Shots Sports	01/14/2020	11739	25-25-747-5300	Contractual - Fall Sports Class	4,326.00
Hot Shots Sports	01/14/2020	11739	25-25-789-5300	Contractual - Fall Tumbling Cl	1,550.00
Vendor 10068 - Hot Shots Sports Total:					13,341.50
Vendor: 10386 - Hufcor-Chicago, Inc.					
Hufcor-Chicago, Inc.	12/17/2019	11582	25-00-000-5351	Takiff BBall Hoop Repair	1,590.00
Vendor 10386 - Hufcor-Chicago, Inc. Total:					1,590.00
Vendor: 10934 - IC Signs & Graphics					
IC Signs & Graphics	01/14/2020	11740	25-00-000-5360	Meeting Signs	157.50
Vendor 10934 - IC Signs & Graphics Total:					157.50
Vendor: 10100 - IL Dept of Revenue					
IL Dept of Revenue	12/20/2019	DFT0000943	10-00-000-2110	IL State Tax W/H	5,828.76
IL Dept of Revenue	01/03/2020	DFT0000950	10-00-000-2110	IL State Tax W/H	5,007.17
Vendor 10100 - IL Dept of Revenue Total:					10,835.93
Vendor: 11378 - Illinois Department of Natural Resources					
Illinois Department of Natural	01/13/2020	11707	69-00-000-5322	PARC Grant Application Fee	300.00
Illinois Department of Natural	01/14/2020	11741	69-00-000-5322	Bike Path Grant Award Fee (1	2,000.00
Vendor 11378 - Illinois Department of Natural Resources Total:					2,300.00
Vendor: 10454 - Illinois Dept of Revenue					
Illinois Dept of Revenue	01/07/2020	DFT0000952	10-13-000-4400	2019 IL Sales Tax	24.50
Illinois Dept of Revenue	01/07/2020	DFT0000952	10-13-000-4430	2019 IL Sales Tax	5.50
Vendor 10454 - Illinois Dept of Revenue Total:					30.00
Vendor: 10101 - Illinois Municipal Retirement Fund					
Illinois Municipal Retirement	12/30/2019	DFT0000945	10-00-000-2150	IMRF Contribution - Dec 2019	38,266.22
Illinois Municipal Retirement	12/30/2019	DFT0000945	10-00-000-2155	IMRF VAC - Dec 2019	4,599.22
Vendor 10101 - Illinois Municipal Retirement Fund Total:					42,865.44
Vendor: 10647 - Illinois Pump, Inc					
Illinois Pump, Inc	01/07/2020	11678	25-00-000-5351	Emergency Repair - Takiff Sew	3,448.50
Vendor 10647 - Illinois Pump, Inc Total:					3,448.50
Vendor: 10106 - IRS/Dept of Treasury					
IRS/Dept of Treasury	12/20/2019	DFT0000941	10-00-000-2120	Social Security W/H	15,152.60
IRS/Dept of Treasury	12/20/2019	DFT0000942	10-00-000-2130	Medicare	3,890.94
IRS/Dept of Treasury	12/20/2019	DFT0000944	10-00-000-2100	Fed Income Tax W/H	10,889.01
IRS/Dept of Treasury	01/03/2020	DFT0000948	10-00-000-2120	Social Security W/H	14,404.54
IRS/Dept of Treasury	01/03/2020	DFT0000949	10-00-000-2130	Medicare	3,368.86
IRS/Dept of Treasury	01/03/2020	DFT0000951	10-00-000-2100	Fed Income Tax W/H	9,389.32
Vendor 10106 - IRS/Dept of Treasury Total:					57,095.27
Vendor: 11100 - Jade Surveyors					
Jade Surveyors	01/07/2020	11679	69-00-000-5322	Boundary Survey for PARC	5,200.00
Vendor 11100 - Jade Surveyors Total:					5,200.00
Vendor: 10399 - Jorson & Carlson Company Inc.					
Jorson & Carlson Company In	12/23/2019	11616	10-13-000-5356	Zamboni Blade Sharpening	74.60
Jorson & Carlson Company In	12/30/2019	11641	10-13-000-5356	Zamboni Blade Sharpening	37.30
Jorson & Carlson Company In	01/14/2020	11742	10-13-000-5356	Zamboni Blade Sharpening	68.10
Vendor 10399 - Jorson & Carlson Company Inc. Total:					180.00

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Vendor: 11485 - Jozef Cabaj					
Jozef Cabaj	12/30/2019	11642	25-00-000-5355	Takiff Daily Cleaning Svcs	220.00
Jozef Cabaj	01/14/2020	11743	10-13-000-5354	Watts Cleaning Svcs	2,200.00
Jozef Cabaj	01/14/2020	11743	25-00-000-5354	Takiff Cleaning Svcs	1,380.00
Vendor 11485 - Jozef Cabaj Total:					3,800.00
Vendor: 10089 - Julie Kaplan					
Julie Kaplan	01/07/2020	11680	25-25-785-5300	Contractual - Fitness Classes	137.00
Julie Kaplan	01/07/2020	11680	25-25-786-5300	Contractual - Fitness Classes	180.00
Vendor 10089 - Julie Kaplan Total:					317.00
Vendor: 11418 - Kids HeArt Yoga, LLC					
Kids HeArt Yoga, LLC	12/23/2019	11617	25-25-439-5300	Contractual - Fall Presch Yoga	2,411.50
Kids HeArt Yoga, LLC	12/23/2019	11617	25-25-639-5300	Contractual - Fall Youth Yoga C	1,234.80
Kids HeArt Yoga, LLC	12/23/2019	11617	25-26-000-5386	Contractual - Day Care Yoga	320.00
Vendor 11418 - Kids HeArt Yoga, LLC Total:					3,966.30
Vendor: 10558 - Kim Bloomberg Designs, Inc					
Kim Bloomberg Designs, Inc	12/17/2019	11584	25-25-614-5300	Contractual - Fall Crafting Clas	300.00
Vendor 10558 - Kim Bloomberg Designs, Inc Total:					300.00
Vendor: 10404 - Konica Minolta Business Solutions USA Inc.					
Konica Minolta Business Solu	12/17/2019	11585	10-11-000-5355	Copy Machine Mo Maint - No	197.73
Konica Minolta Business Solu	12/17/2019	11585	25-00-000-5355	Copy Machine Mo Maint - No	341.12
Konica Minolta Business Solu	01/14/2020	11744	10-11-000-5355	Copy Machine Mo Maint - De	86.62
Konica Minolta Business Solu	01/14/2020	11744	25-00-000-5355	Copy Machine Mo Maint - De	334.00
Vendor 10404 - Konica Minolta Business Solutions USA Inc. Total:					959.47
Vendor: 10096 - Lawrence Wayne					
Lawrence Wayne	01/07/2020	11681	25-25-707-5300	Contractual - Basketball Refer	78.00
Lawrence Wayne	01/07/2020	11681	25-25-708-5300	Contractual - Basketball Refer	39.00
Lawrence Wayne	01/07/2020	11681	25-25-711-5300	Contractual - Basketball Refer	117.00
Vendor 10096 - Lawrence Wayne Total:					234.00
Vendor: 10360 - Lowe's Business Acct/GEMB					
Lowe's Business Acct/GEMB	01/14/2020	11745	25-00-000-5484	Light Ballast - Takiff	1,890.72
Lowe's Business Acct/GEMB	01/14/2020	11745	25-26-000-5580	General Day Care Equipment	122.55
Vendor 10360 - Lowe's Business Acct/GEMB Total:					2,013.27
Vendor: 10080 - Mad Science of N. Illinois					
Mad Science of N. Illinois	12/23/2019	11618	25-25-617-5300	Contractual - Fall Science Clas	980.00
Vendor 10080 - Mad Science of N. Illinois Total:					980.00
Vendor: 10120 - Magic of Gary Kantor					
Magic of Gary Kantor	12/23/2019	11619	25-25-638-5300	Contractual - Fall Magic Class	75.00
Vendor 10120 - Magic of Gary Kantor Total:					75.00
Vendor: 10066 - Maria Kotsinis					
Maria Kotsinis	01/07/2020	11683	25-25-422-5300	Contractual - Music & More Cl	1,040.00
Vendor 10066 - Maria Kotsinis Total:					1,040.00
Vendor: 10082 - Marianne Nicolosi					
Marianne Nicolosi	01/07/2020	11684	25-25-785-5300	Contractual - Fitness Classes	406.17
Vendor 10082 - Marianne Nicolosi Total:					406.17
Vendor: 10160 - Market Access					
Market Access	01/14/2020	11746	25-00-000-5305	Liquor Liability Insurance - De	175.00
Vendor 10160 - Market Access Total:					175.00
Vendor: 11263 - Martin Lopez					
Martin Lopez	12/23/2019	11620	10-12-000-5350	Bee Keeping Services	4,250.00
Vendor 11263 - Martin Lopez Total:					4,250.00
Vendor: 10174 - MCI					
MCI	01/07/2020	11685	25-00-000-5210	Long Distance Phone Svc	80.21
Vendor 10174 - MCI Total:					80.21

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Vendor: 10636 - Michiana, LLC					
Michiana, LLC	01/14/2020	11747	25-25-932-5400	Winter Break Camp Lunches	318.00
Vendor 10636 - Michiana, LLC Total:					318.00
Vendor: 10111 - Midland Funding LLC					
Midland Funding LLC	01/03/2020	11655	10-00-000-2190	Garnishment-Aviles,Case #18	115.63
Vendor 10111 - Midland Funding LLC Total:					115.63
Vendor: 11319 - Monica McCarthy O'Connor					
Monica McCarthy O'Connor	01/07/2020	11686	25-25-785-5300	Contractual - Fitness Classes	146.53
Monica McCarthy O'Connor	01/07/2020	11686	25-25-786-5300	Contractual - Fitness Classes	15.00
Vendor 11319 - Monica McCarthy O'Connor Total:					161.53
Vendor: 10213 - Mutual Ace Hardware					
Mutual Ace Hardware	01/07/2020	11687	10-12-000-5485	Ice Melt/Salt Supplies	52.16
Mutual Ace Hardware	01/07/2020	11687	10-13-000-5370	Rental Equipment - Watts	72.80
Mutual Ace Hardware	01/07/2020	11687	25-00-000-5487	Takiff Power Tools	45.87
Vendor 10213 - Mutual Ace Hardware Total:					170.83
Vendor: 10103 - NCPERS-IL IMRF					
NCPERS-IL IMRF	01/03/2020	11656	10-00-000-2160	IMRF Life-#03298	80.00
Vendor 10103 - NCPERS-IL IMRF Total:					80.00
Vendor: 10217 - Nels J. Johnson Tree Experts Inc.					
Nels J. Johnson Tree Experts I	12/17/2019	11586	10-12-000-5590	Tree Trimming	485.00
Vendor 10217 - Nels J. Johnson Tree Experts Inc. Total:					485.00
Vendor: 10224 - North Shore Gas Company					
North Shore Gas Company	12/30/2019	11643	10-13-000-5220	Gas/Heat - Watts	226.99
North Shore Gas Company	12/30/2019	11643	25-00-000-5220	Gas/Heat - Takiff	1,149.99
North Shore Gas Company	01/07/2020	11688	10-12-000-5220	Gas/Heat - Parks	771.92
North Shore Gas Company	01/07/2020	11688	10-14-000-5220	Gas/Heat - Beach	39.90
Vendor 10224 - North Shore Gas Company Total:					2,188.80
Vendor: 10228 - NSSRA					
NSSRA	01/14/2020	11748	30-00-000-1300	1st Installment - 2020 Contrib	36,438.00
NSSRA	01/14/2020	11748	30-00-000-5750	1st Installment - 2020 Contrib	18,191.41
NSSRA	01/14/2020	11749	30-00-000-5755	Bal Due - 2019 Companion Sv	4,694.65
Vendor 10228 - NSSRA Total:					59,324.06
Vendor: 10085 - Ole Spanish Services LLC					
Ole Spanish Services LLC	01/07/2020	11689	25-25-402-5300	Contractual - Spanish Classes f	150.00
Ole Spanish Services LLC	01/07/2020	11689	25-26-000-5386	Contractual - Spanish Classes f	300.00
Vendor 10085 - Ole Spanish Services LLC Total:					450.00
Vendor: 10233 - Orkin Pest Control					
Orkin Pest Control	01/07/2020	11690	25-00-000-5355	Takiff Mo Exterminator - Jan 2	187.30
Vendor 10233 - Orkin Pest Control Total:					187.30
Vendor: 10235 - Otis Elevator Company					
Otis Elevator Company	12/30/2019	11644	25-00-000-5355	Takiff Elevator Mo Maint - Jan	498.83
Vendor 10235 - Otis Elevator Company Total:					498.83
Vendor: 10110 - PACT Administrative Services Corp					
PACT Administrative Services	12/17/2019	11587	10-00-000-2175	FSA Plan Contrib - Dec 2019	1,825.48
PACT Administrative Services	01/07/2020	11691	10-11-000-5600	Sect 125 Fee - Jan 2020	91.00
Vendor 10110 - PACT Administrative Services Corp Total:					1,916.48
Vendor: 10104 - Partnership Financial Credit Union					
Partnership Financial Credit U	12/20/2019	11557	10-00-000-2180	#110071680 Barrios	120.00
Partnership Financial Credit U	12/20/2019	11557	10-00-000-2180	#86720 Janis	30.00
Partnership Financial Credit U	12/20/2019	11557	10-00-000-2180	#95910 Mensinger	275.00
Partnership Financial Credit U	12/20/2019	11557	10-00-000-2180	#880010320 Stowick	20.00
Partnership Financial Credit U	01/03/2020	11657	10-00-000-2180	#110071680 Barrios	120.00
Partnership Financial Credit U	01/03/2020	11657	10-00-000-2180	#86720 Janis	30.00
Partnership Financial Credit U	01/03/2020	11657	10-00-000-2180	#95910 Mensinger	275.00
Partnership Financial Credit U	01/03/2020	11657	10-00-000-2180	#880010320 Stowick	20.00
Vendor 10104 - Partnership Financial Credit Union Total:					890.00

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Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10242 - PDRMA					
PDRMA	12/30/2019	11645	10-11-000-5600	Health Insurance - Dec 2019	32,175.36
PDRMA	12/30/2019	11645	25-26-000-5600	Health Insurance - Dec 2019	8,665.69
PDRMA	12/30/2019	11646	45-00-000-5650	Insurance - Property	25,777.08
PDRMA	12/30/2019	11646	45-00-000-5651	Insurance - Pollution Liability	1,031.04
PDRMA	12/30/2019	11646	45-00-000-5651	Insurance - Liability	12,601.02
PDRMA	12/30/2019	11646	45-00-000-5652	Insurance - Employment Prac	4,218.00
PDRMA	12/30/2019	11646	50-00-000-5655	Insurance - Workers Comp	19,644.84
Vendor 10242 - PDRMA Total:					104,113.03
Vendor: 11490 - Peloton Interactive, Inc.					
Peloton Interactive, Inc.	12/23/2019	11621	25-00-000-5584	Peloton Bike - Takiff Fitness	4,049.00
Vendor 11490 - Peloton Interactive, Inc. Total:					4,049.00
Vendor: 10246 - Petty Cash					
Petty Cash	12/17/2019	11588	25-00-000-4910	Petty Cash for Registration De	20.00
Petty Cash	12/17/2019	11588	25-25-303-4200	Petty Cash for Registration De	30.00
Vendor 10246 - Petty Cash Total:					50.00
Vendor: 10247 - Piero's Pizza - Highland Park					
Piero's Pizza - Highland Park	12/23/2019	11622	25-26-000-5342	Watts Staff Meal - Holiday Par	91.24
Vendor 10247 - Piero's Pizza - Highland Park Total:					91.24
Vendor: 10090 - Pride Dojo Inc.					
Pride Dojo Inc.	12/17/2019	11589	25-25-725-5300	Contractual - Winter Karate	11,826.15
Vendor 10090 - Pride Dojo Inc. Total:					11,826.15
Vendor: 10256 - Pure Power					
Pure Power	12/17/2019	11590	25-00-000-5355	Annual Takiff Generator Maint	890.00
Vendor 10256 - Pure Power Total:					890.00
Vendor: 11224 - Quantum 360 LLC					
Quantum 360 LLC	12/23/2019	11623	25-25-650-5300	Contractual - Fall Computer Cl	5,331.73
Vendor 11224 - Quantum 360 LLC Total:					5,331.73
Vendor: 10788 - QuickScores LLC					
QuickScores LLC	12/23/2019	11624	25-25-707-5300	Contractual - BBall Sched/Tou	56.00
QuickScores LLC	12/23/2019	11624	25-25-708-5300	Contractual - BBall Sched/Tou	28.00
QuickScores LLC	12/23/2019	11624	25-25-711-5300	Contractual - BBall Sched/Tou	84.00
Vendor 10788 - QuickScores LLC Total:					168.00
Vendor: 10259 - Quill Corporation					
Quill Corporation	12/17/2019	11591	25-00-000-5401	Takiff Office Supplies	59.78
Quill Corporation	12/17/2019	11591	25-25-401-5400	ELC Supplies	15.65
Quill Corporation	12/17/2019	11591	25-25-402-5400	ELC Supplies	15.64
Quill Corporation	12/17/2019	11591	25-25-403-5400	ELC Supplies	15.64
Quill Corporation	12/17/2019	11591	25-26-000-5401	Day Care Office Supplies	15.65
Quill Corporation	12/30/2019	11647	10-11-000-5420	General Admin Supplies	4.00
Quill Corporation	12/30/2019	11647	25-00-000-5401	Rec Office Supplies	207.07
Quill Corporation	01/14/2020	11750	10-12-000-5401	Office Supplies - Parks	18.08
Quill Corporation	01/14/2020	11750	10-13-000-5401	Office Supplies - Watts	110.99
Quill Corporation	01/14/2020	11750	25-00-000-5401	Office Supplies - Takiff	894.14
Quill Corporation	01/14/2020	11750	25-25-401-5400	Office Supplies - ELC	22.24
Quill Corporation	01/14/2020	11750	25-25-402-5400	Office Supplies - ELC	22.24
Quill Corporation	01/14/2020	11750	25-25-403-5400	Office Supplies - ELC	22.25
Quill Corporation	01/14/2020	11750	25-26-000-5401	Office Supplies - Day Care	22.24
Vendor 10259 - Quill Corporation Total:					1,445.61
Vendor: 10121 - Quiyann Laseter					
Quiyann Laseter	12/12/2019	11556	25-25-707-5300	Contractual - Basketball Refer	78.00
Quiyann Laseter	12/12/2019	11556	25-25-708-5300	Contractual - Basketball Refer	39.00
Quiyann Laseter	12/12/2019	11556	25-25-711-5300	Contractual - Basketball Refer	117.00
Quiyann Laseter	01/07/2020	11692	25-25-707-5300	Contractual - Basketball Refer	78.00
Quiyann Laseter	01/07/2020	11692	25-25-708-5300	Contractual - Basketball Refer	39.00
Quiyann Laseter	01/07/2020	11692	25-25-711-5300	Contractual - Basketball Refer	117.00
Vendor 10121 - Quiyann Laseter Total:					468.00

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Vendor: 10718 - R&R Specialties of Wisconsin					
R&R Specialties of Wisconsin	12/17/2019	11592	10-13-000-5418	Zamboni Parts	380.45
Vendor 10718 - R&R Specialties of Wisconsin Total:					380.45
Vendor: 10966 - Real V LLC					
Real V LLC	12/23/2019	11625	25-25-648-5300	Contractual - Fall Cooking Clas	8,816.00
Vendor 10966 - Real V LLC Total:					8,816.00
Vendor: 10375 - Record-A-Hit					
Record-A-Hit	01/14/2020	11751	25-25-901-5300	Contractual - Watts Event Ren	1,900.00
Vendor 10375 - Record-A-Hit Total:					1,900.00
Vendor: 11412 - Recreation Results, LLC					
Recreation Results, LLC	01/14/2020	11752	65-00-000-5321	Website Assessment - Final Pa	10,000.00
Vendor 11412 - Recreation Results, LLC Total:					10,000.00
Vendor: 11486 - Red Feather Painting, Inc.					
Red Feather Painting, Inc.	01/07/2020	11693	69-00-000-5567	Halfway House Restoration	65,583.00
Vendor 11486 - Red Feather Painting, Inc. Total:					65,583.00
Vendor: 10266 - Reliable Fire Equipment Co.					
Reliable Fire Equipment Co.	12/23/2019	11626	10-13-000-5352	Watts Emergency Fire Alarm R	3,416.36
Reliable Fire Equipment Co.	12/23/2019	11626	10-13-000-5355	Watts Fire Alarm Maint Svc Ag	615.30
Reliable Fire Equipment Co.	01/07/2020	11694	10-13-000-5352	Watts Fire Alarm Repairs	417.50
Vendor 10266 - Reliable Fire Equipment Co. Total:					4,449.16
Vendor: 8498 - Richard Tomei					
Richard Tomei	01/07/2020	11695	25-27-000-5365	Contractual - Personal Trainin	82.50
Vendor 8498 - Richard Tomei Total:					82.50
Vendor: 10767 - Rite Portable Restrooms					
Rite Portable Restrooms	12/30/2019	11648	10-12-000-5353	Portable Toilet Svcs - Parks	1,035.00
Rite Portable Restrooms	12/30/2019	11648	10-14-000-5353	Portable Toilet Svcs - Beach	355.00
Rite Portable Restrooms	01/07/2020	11696	10-14-000-5353	Portable Toilet Svcs - Beach	355.00
Vendor 10767 - Rite Portable Restrooms Total:					1,745.00
Vendor: 10269 - RMC Inc.					
RMC Inc.	01/07/2020	11697	10-13-000-5357	Watts Refrig Mo Maint - Jan 2	281.00
RMC Inc.	01/07/2020	11697	10-13-000-5581	Watts Building Repairs	1,715.00
Vendor 10269 - RMC Inc. Total:					1,996.00
Vendor: 11320 - Roundy's Inc.					
Roundy's Inc.	12/17/2019	11593	25-25-401-5400	ELC Supplies	22.96
Roundy's Inc.	12/17/2019	11593	25-25-402-5400	ELC Supplies	40.64
Roundy's Inc.	12/17/2019	11593	25-25-403-5400	ELC Supplies	4.47
Roundy's Inc.	12/17/2019	11593	25-25-490-5400	Presch Enrich Supplies	14.80
Roundy's Inc.	12/17/2019	11593	25-25-602-5400	Kids Club Supplies	50.67
Roundy's Inc.	12/17/2019	11593	25-25-932-5400	School Day Off Lunches	160.48
Roundy's Inc.	12/17/2019	11593	25-26-000-5403	Day Care Program Supplies	182.59
Roundy's Inc.	12/17/2019	11593	25-26-000-5409	Day Care Food Supplies	65.06
Roundy's Inc.	01/14/2020	11753	10-11-000-5342	Staff Anniversary Gift	50.00
Roundy's Inc.	01/14/2020	11753	25-25-400-5400	Staff Goodbye Party	119.01
Roundy's Inc.	01/14/2020	11753	25-25-402-5400	ELC Supplies	9.37
Roundy's Inc.	01/14/2020	11753	25-25-403-5400	ELC Supplies	20.45
Roundy's Inc.	01/14/2020	11753	25-25-432-5400	Presch Day Off Supplies	9.12
Roundy's Inc.	01/14/2020	11753	25-25-932-5400	School Day Off Supplies	257.36
Roundy's Inc.	01/14/2020	11753	25-25-943-5400	Itty Bitty NY Supplies	35.00
Roundy's Inc.	01/14/2020	11753	25-25-950-5400	Adult Workshop Supplies	101.60
Roundy's Inc.	01/14/2020	11753	25-26-000-5409	Day Care Food Supplies	25.86
Vendor 11320 - Roundy's Inc. Total:					1,169.44
Vendor: 10615 - Salle Stepien Corp					
Salle Stepien Corp	12/17/2019	11594	25-25-765-5300	Contractual - Fall Fencing Clas	1,078.00
Vendor 10615 - Salle Stepien Corp Total:					1,078.00
Vendor: 10275 - Sam's Club Direct Commercial Account Program					
Sam's Club Direct Commercial	12/30/2019	11649	25-00-000-5420	General Rec Supplies	78.18
Sam's Club Direct Commercial	12/30/2019	11649	25-25-933-5400	Teen Scene Supplies	38.90

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Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Sam's Club Direct Commercial	12/30/2019	11649	25-25-950-5400	General Workshop Supplies	35.92
Sam's Club Direct Commercial	12/30/2019	11649	25-25-953-5400	Fall Special Event Supplies	72.86
Vendor 10275 - Sam's Club Direct Commercial Account Program Total:					225.86
Vendor: 10654 - Sandra K Culver					
Sandra K Culver	12/17/2019	11595	25-25-728-5300	Contractual - Fall Youth/Teen	2,479.50
Sandra K Culver	01/07/2020	11698	25-25-785-5300	Contractual - Fitness Classes	681.73
Sandra K Culver	01/07/2020	11698	25-25-785-5400	Rowing Machine	400.00
Sandra K Culver	01/07/2020	11698	25-25-786-5300	Contractual - Fitness Classes	240.00
Vendor 10654 - Sandra K Culver Total:					3,801.23
Vendor: 10515 - Sarah Hall					
Sarah Hall	12/17/2019	11596	25-25-406-5300	Contractual - Fall Dance	4,360.92
Sarah Hall	12/17/2019	11596	25-25-419-5300	Contractual - Fall Dance	1,841.62
Sarah Hall	12/17/2019	11596	25-25-449-5300	Contractual - Presch Drama	4,440.87
Sarah Hall	12/17/2019	11596	25-25-601-5300	Contractual - Kids Club Yoga/	1,600.00
Sarah Hall	12/17/2019	11596	25-25-607-5300	Contractual - Fall Dance	5,106.37
Sarah Hall	12/17/2019	11596	25-25-608-5300	Contractual - Fall Dance	1,603.12
Sarah Hall	12/17/2019	11596	25-25-652-5300	Contractual - Fall Dance	5,400.00
Sarah Hall	12/17/2019	11596	25-25-654-5300	Contractual - Fall Dance	2,343.75
Sarah Hall	12/23/2019	11627	25-25-312-5300	Contractual - Adult Improv Cla	5,087.25
Vendor 10515 - Sarah Hall Total:					31,783.90
Vendor: 10051 - Sculptures in Ice, Inc.					
Sculptures in Ice, Inc.	01/14/2020	11754	25-25-901-5300	Contractual - Watts Event Ice	1,944.00
Vendor 10051 - Sculptures in Ice, Inc. Total:					1,944.00
Vendor: 11376 - Segal Consulting					
Segal Consulting	12/23/2019	11628	55-00-000-5330	GASB 75 Services - Annual Au	2,500.00
Vendor 11376 - Segal Consulting Total:					2,500.00
Vendor: 11160 - Shaun Christopher Whitley					
Shaun Christopher Whitley	12/17/2019	11597	25-25-401-5300	Contractual - ELC Music Class	150.00
Shaun Christopher Whitley	12/17/2019	11597	25-25-402-5300	Contractual - ELC Music Class	150.00
Shaun Christopher Whitley	12/17/2019	11597	25-25-403-5300	Contractual - ELC Music Class	150.00
Shaun Christopher Whitley	12/17/2019	11597	25-25-415-5300	Contractual - Presch Enrich M	1,650.00
Shaun Christopher Whitley	12/17/2019	11597	25-25-422-5300	Contractual - Presch Music En	80.00
Shaun Christopher Whitley	12/17/2019	11597	25-26-000-5386	Contractual - Day Care Music	675.00
Vendor 11160 - Shaun Christopher Whitley Total:					2,855.00
Vendor: 10279 - Sherwin-Williams Company					
Sherwin-Williams Company	01/07/2020	11699	25-00-000-5483	Takiff - Paint	333.80
Vendor 10279 - Sherwin-Williams Company Total:					333.80
Vendor: 11436 - SportsEngine Inc.					
SportsEngine Inc.	01/14/2020	11755	45-00-000-5335	Background Checks - Dec 201	92.50
Vendor 11436 - SportsEngine Inc. Total:					92.50
Vendor: 10108 - State Disbursement Unit					
State Disbursement Unit	12/20/2019	11558	10-00-000-2190	M Barrios,FIPS#1703100/201	195.90
State Disbursement Unit	01/03/2020	11658	10-00-000-2190	M Barrios,FIPS#1703100/201	195.90
Vendor 10108 - State Disbursement Unit Total:					391.80
Vendor: 10289 - Sunshine Arts & Crafts					
Sunshine Arts & Crafts	12/23/2019	11629	25-25-659-5300	Contractual - Fall Art Classes	2,240.00
Vendor 10289 - Sunshine Arts & Crafts Total:					2,240.00
Vendor: 11414 - Sysco Chicago, Inc.					
Sysco Chicago, Inc.	12/17/2019	11598	25-25-405-5400	ELC Supplies	116.89
Sysco Chicago, Inc.	12/17/2019	11598	25-26-000-5409	Day Care Food Supplies	737.85
Sysco Chicago, Inc.	12/30/2019	11650	25-25-401-5400	ELC Food Supplies	33.68
Sysco Chicago, Inc.	12/30/2019	11650	25-25-402-5400	ELC Food Supplies	33.68
Sysco Chicago, Inc.	12/30/2019	11650	25-25-403-5400	ELC Food Supplies	33.68
Sysco Chicago, Inc.	12/30/2019	11650	25-26-000-5409	Day Care Food Supplies	1,082.97
Sysco Chicago, Inc.	01/07/2020	11700	25-25-401-5400	ELC Supplies	29.37
Sysco Chicago, Inc.	01/07/2020	11700	25-25-402-5400	ELC Supplies	29.37
Sysco Chicago, Inc.	01/07/2020	11700	25-25-403-5400	ELC Supplies	29.37

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Sysco Chicago, Inc.	01/07/2020	11700	25-26-000-5409	Day Care Food Supplies	347.95
Sysco Chicago, Inc.	01/14/2020	11756	25-25-401-5400	ELC Supplies	35.25
Sysco Chicago, Inc.	01/14/2020	11756	25-26-000-5409	Day Care Food Supplies	696.13
Vendor 11414 - Sysco Chicago, Inc. Total:					3,206.19
Vendor: 11213 - Taylor Ioannu					
Taylor Ioannu	12/23/2019	11607	25-25-651-5300	Contractual - Fall Sewing Class	702.00
Vendor 11213 - Taylor Ioannu Total:					702.00
Vendor: 10720 - Tebon's Gas Station					
Tebon's Gas Station	01/07/2020	11701	10-13-000-5480	Propane - Zamboni	439.00
Vendor 10720 - Tebon's Gas Station Total:					439.00
Vendor: 10294 - Telcom Innovations Group					
Telcom Innovations Group	01/14/2020	11757	65-00-019-5503	Bal Due - Phone Upgrade/Ne	6,049.50
Vendor 10294 - Telcom Innovations Group Total:					6,049.50
Vendor: 10209 - The Mulch Center					
The Mulch Center	12/23/2019	11630	10-12-000-5497	Parks - Playground/Surfaces	800.00
The Mulch Center	12/30/2019	11651	10-12-000-5497	Playground/Surface Supplies	800.00
The Mulch Center	01/07/2020	11702	10-12-000-5497	Playground Surface Supplies	1,600.00
Vendor 10209 - The Mulch Center Total:					3,200.00
Vendor: 10517 - Timothy Dane Bowen					
Timothy Dane Bowen	12/23/2019	11631	25-25-594-5300	Contractual - Fall Technology	4,086.00
Vendor 10517 - Timothy Dane Bowen Total:					4,086.00
Vendor: 11316 - TinkRWorks, LLC.					
TinkRWorks, LLC.	12/23/2019	11632	25-25-656-5300	Contractual - Fall STEAM Class	8,970.00
Vendor 11316 - TinkRWorks, LLC. Total:					8,970.00
Vendor: 10301 - Tyler Business Forms					
Tyler Business Forms	01/07/2020	11703	25-00-000-5401	ACA Forms 2019	54.99
Vendor 10301 - Tyler Business Forms Total:					54.99
Vendor: 10307 - Vanguard Energy Service, LLC					
Vanguard Energy Service, LLC	12/23/2019	11633	10-13-000-5220	Bulk Gas/Heat - Watts	272.88
Vanguard Energy Service, LLC	12/23/2019	11633	25-00-000-5220	Bulk Gas/Heat - Takiff	2,481.86
Vanguard Energy Service, LLC	12/30/2019	11652	10-13-000-5220	Bulk Gas/Heat - Watts	58.76
Vanguard Energy Service, LLC	12/30/2019	11652	25-00-000-5220	Bulk Gas/Heat - Takiff	1,683.19
Vanguard Energy Service, LLC	01/14/2020	11758	10-13-000-5220	Bulk Gas/Heat - Watts	414.66
Vanguard Energy Service, LLC	01/14/2020	11758	25-00-000-5220	Bulk Gas/Heat - Takiff	2,811.80
Vendor 10307 - Vanguard Energy Service, LLC Total:					7,723.15
Vendor: 10099 - Vantagepoint Trf Agents-457					
Vantagepoint Trf Agents-457	12/20/2019	11559	10-00-000-2140	ICMA - A/C#301403	1,156.00
Vantagepoint Trf Agents-457	01/03/2020	11659	10-00-000-2140	ICMA - A/C#301403	1,156.00
Vendor 10099 - Vantagepoint Trf Agents-457 Total:					2,312.00
Vendor: 10309 - Verizon Wireless					
Verizon Wireless	01/07/2020	11704	25-00-000-5210	Cell Phone Svc	699.30
Vendor 10309 - Verizon Wireless Total:					699.30
Vendor: 10308 - Vermont Systems, Inc.					
Vermont Systems, Inc.	12/17/2019	11599	10-11-000-5355	Service - RecTrac 10.32 Upgra	312.50
Vendor 10308 - Vermont Systems, Inc. Total:					312.50
Vendor: 10457 - Village of Glencoe					
Village of Glencoe	12/17/2019	11600	10-12-000-5240	Water/Sewer - Parks	740.92
Village of Glencoe	12/17/2019	11600	10-13-000-5240	Water/Sewer - Watts	717.27
Village of Glencoe	12/17/2019	11600	10-14-000-5240	Water/Sewer - Beach	604.91
Village of Glencoe	12/17/2019	11600	10-15-000-5240	Water/Sewer - Boathouse	51.86
Village of Glencoe	01/07/2020	11705	10-12-000-5480	Gasoline - Parks	1,209.48
Village of Glencoe	01/07/2020	11706	10-12-000-5240	Water/Sewer - Parks	21.26
Village of Glencoe	01/07/2020	11706	25-00-000-5240	Water/Sewer - Takiff	1,385.50
Vendor 10457 - Village of Glencoe Total:					4,731.20
Vendor: 10314 - Walmart Community					
Walmart Community	12/30/2019	11653	25-00-000-5420	General Rec Supplies	26.34

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Walmart Community	12/30/2019	11653	25-25-401-5400	ELC Supplies	84.99
Walmart Community	12/30/2019	11653	25-25-933-5400	Teen Scene Supplies	70.24
Walmart Community	12/30/2019	11653	25-25-953-5400	Fall Event Supplies	250.98
Vendor 10314 - Walmart Community Total:					432.55
Vendor: 10700 - Warehouse Direct Workplace Solutions					
Warehouse Direct Workplace	01/14/2020	11759	10-12-000-5412	Custodial Supplies - Parks	450.00
Warehouse Direct Workplace	01/14/2020	11759	10-13-000-5412	Custodial Supplies - Watts	2,200.00
Warehouse Direct Workplace	01/14/2020	11759	25-00-000-5412	Custodial Supplies - Takiff	2,850.70
Vendor 10700 - Warehouse Direct Workplace Solutions Total:					5,500.70
Vendor: 10882 - Welcome Wagon					
Welcome Wagon	01/14/2020	11760	25-00-000-5360	Marketing	161.42
Vendor 10882 - Welcome Wagon Total:					161.42
Vendor: 11102 - Wight & Company					
Wight & Company	12/30/2019	11654	65-00-019-5525	Concept Designs - Watts	5,052.82
Wight & Company	12/30/2019	11654	65-00-019-5526	Concept Designs - Maint Ctr	5,500.00
Vendor 11102 - Wight & Company Total:					10,552.82
Vendor: 10102 - Wisconsin Dept of Revenue					
Wisconsin Dept of Revenue	12/30/2019	DFT0000946	10-00-000-2111	WI Mo Withholding - Dec 201	243.16
Vendor 10102 - Wisconsin Dept of Revenue Total:					243.16
Vendor: 10957 - YBA Shirts					
YBA Shirts	12/17/2019	11601	25-25-707-5400	Basketball Jerseys - Boys Hous	1,000.00
YBA Shirts	12/17/2019	11601	25-25-708-5400	Basketball Jerseys - Girls Hous	396.23
YBA Shirts	12/17/2019	11601	25-25-711-5400	Basketball Jerseys - Pee Wee	1,155.00
Vendor 10957 - YBA Shirts Total:					2,551.23
Vendor Set AP Vendors Total:					908,358.53

Voucher List of Bills

Payment Dates: 12/11/2019 - 01/14/2020

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor Set: Employees - Employees					
Vendor: 3109 - Amanda Giacomino					
Amanda Giacomino	01/13/2020	11712	25-26-000-5340	IPRA Conference - Cash Advan	85.00
Vendor 3109 - Amanda Giacomino Total:					85.00
Vendor: 5488 - Anthony Marx					
Anthony Marx	01/13/2020	11713	10-12-000-5340	IPRA Conference - Cash Advan	145.00
Anthony Marx	01/14/2020	11726	10-13-000-5480	Reimbursement - Fuel for Par	59.49
Vendor 5488 - Anthony Marx Total:					204.49
Vendor: 5667 - Carol Mensinger					
Carol Mensinger	01/13/2020	11714	10-11-000-5340	IPRA Conference - Cash Advan	180.00
Vendor 5667 - Carol Mensinger Total:					180.00
Vendor: 8124 - Cheryl Steiger					
Cheryl Steiger	12/17/2019	11571	25-25-310-5400	Reimbursement - Art Supplies	23.96
Vendor 8124 - Cheryl Steiger Total:					23.96
Vendor: 5202 - Chris Leiner					
Chris Leiner	12/17/2019	11573	10-12-000-5341	Mileage Reimbursement	136.53
Chris Leiner	01/13/2020	11715	10-12-000-5340	IPRA Conference - Cash Advan	145.00
Vendor 5202 - Chris Leiner Total:					281.53
Vendor: 1770 - Jenna Davison					
Jenna Davison	12/17/2019	11583	25-26-000-5340	Tuition Reimbursement - Dir	1,393.00
Vendor 1770 - Jenna Davison Total:					1,393.00
Vendor: 7621 - Jenny Runkel					
Jenny Runkel	01/13/2020	11716	10-11-000-5340	IPRA Conference - Cash Advan	75.00
Vendor 7621 - Jenny Runkel Total:					75.00
Vendor: 7851 - Lisa Sheppard					
Lisa Sheppard	01/13/2020	11717	10-11-000-5340	IPRA Conference - Cash Advan	255.00
Vendor 7851 - Lisa Sheppard Total:					255.00
Vendor: 9041 - Liz Visteen					
Liz Visteen	01/07/2020	11682	25-00-000-5341	Mileage Reimbursement (Oct	152.54
Vendor 9041 - Liz Visteen Total:					152.54
Vendor: 9190 - Matt Walker					
Matt Walker	01/13/2020	11718	25-00-000-5340	IPRA Conference - Cash Advan	145.00
Vendor 9190 - Matt Walker Total:					145.00
Vendor: 1518 - Robert Collins					
Robert Collins	01/13/2020	11719	25-00-000-5340	IPRA Conference - Cash Advan	160.00
Vendor 1518 - Robert Collins Total:					160.00
Vendor: 8140 - Shannon Stevens					
Shannon Stevens	01/13/2020	11720	25-00-000-5340	IPRA Conference - Cash Advan	145.00
Vendor 8140 - Shannon Stevens Total:					145.00
Vendor: 1834 - Stephani Briskman					
Stephani Briskman	01/13/2020	11721	25-00-000-5340	IPRA Conference - Cash Advan	145.00
Vendor 1834 - Stephani Briskman Total:					145.00
Vendor Set Employees Total:					3,245.52

Voucher List of Bills

Payment Dates: 12/11/2019 - 01/14/2020

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor Set: Refunds - Refunds					
Vendor: 00000343-218 - Brent Gamse					
Brent Gamse	12/19/2019	11602	25-00-000-2580	Actv 908801-03 Class Refund	1,541.00
				Vendor 00000343-218 - Brent Gamse Total:	1,541.00
				Vendor Set Refunds Total:	1,541.00
				Grand Total:	913,145.05

Report Summary

Fund Summary

Fund	Payment Amount
10 - CORPORATE FUND	209,328.88
25 - RECREATION FUND	221,315.36
30 - SPECIAL RECREATION FUND	59,324.06
45 - LIABILITY INSURANCE FUND	43,719.64
50 - WORKERS COMP FUND	19,644.84
55 - AUDIT FUND	2,500.00
65 - CAPITAL PROJECTS FUND	32,068.70
69 - MASTER PLAN CAPITAL PROJECTS	325,243.57
Grand Total:	913,145.05

Account Summary

Account Number	Account Name	Payment Amount
10-00-000-2100	FEDERAL WITHHOLDING	20,278.33
10-00-000-2110	IL STATE WITHHOLDING	10,835.93
10-00-000-2111	WI STATE WITHHOLDIN	243.16
10-00-000-2120	SOCIAL SECURITY WITH	29,557.14
10-00-000-2130	MEDICARE WITHHOLDING	7,259.80
10-00-000-2140	ICMA DEF COMP WITHO	2,312.00
10-00-000-2150	IMRF WITHHOLDING	38,266.22
10-00-000-2155	IMRF VAC WITHHOLDING	4,599.22
10-00-000-2160	SUPPL IMRF LIFE WITHO	80.00
10-00-000-2170	AFLAC WITHHOLDING	261.76
10-00-000-2175	FSA PLAN WITHHOLDIN	1,825.48
10-00-000-2180	CREDIT UNION WITHOL	890.00
10-00-000-2190	GARNISHMENT WITHOL	507.43
10-11-000-5310	LEGAL SERVICES	680.00
10-11-000-5311	LEGAL NOTICES	300.87
10-11-000-5340	CONFERENCES AND TRA	2,261.00
10-11-000-5342	OFFICIALS/MEETING EXP	636.97
10-11-000-5355	MAINTENANCE SERVICE	6,574.65
10-11-000-5370	RENTAL - EQUIPMENT	152.85
10-11-000-5402	BOOKS/PUBLICATNS/SU	15.96
10-11-000-5404	COMPUTER PROGRAMS	216.62
10-11-000-5420	SUPPLIES - GENERAL	325.99
10-11-000-5600	HEALTH INSURANCE PRE	32,266.36
10-11-000-5730	DUES/MEMBERSHIPS	80.00
10-12-000-5210	TELEPHONE/INTERNET	284.06
10-12-000-5220	FUEL/HEAT	771.92
10-12-000-5230	ELECTRICITY	980.12
10-12-000-5240	WATER	762.18
10-12-000-5340	CONFERENCES AND TRA	895.00
10-12-000-5341	MILEAGE REIMBURSEME	136.53
10-12-000-5342	OFFICIALS/MEETING EXP	334.15
10-12-000-5350	MAINTENANCE SERVICE	6,791.00
10-12-000-5353	DISPOSAL/PORTOLET SE	2,847.40
10-12-000-5401	OFFICE SUPPLIES	120.93
10-12-000-5412	CUSTODIAL/CLEANING S	450.00
10-12-000-5480	GASOLINE/LUBRICANTS	1,209.48
10-12-000-5481	SUPPLIES-CONSTRUCTIO	75.47
10-12-000-5482	SUPPLIES-HARDWARE	15.13
10-12-000-5485	SUPPLIES-ICEMELT/SALT	52.16
10-12-000-5497	SUPPLIES-PLAYGRD/SUR	3,200.00
10-12-000-5590	TREE TRIM/WORK-Outsi	485.00
10-13-000-4400	CONCESSION FOOD SAL	24.50
10-13-000-4430	MERCHANDISE SALES	5.50
10-13-000-5210	TELEPHONE/INTERNET/	321.05
10-13-000-5220	FUEL/HEAT	973.29

Account Summary

Account Number	Account Name	Payment Amount
10-13-000-5230	ELECTRICITY	9,691.96
10-13-000-5240	WATER	717.27
10-13-000-5340	CONFERENCES AND TRA	222.07
10-13-000-5352	REPAIRS - BUILDINGS	3,833.86
10-13-000-5353	DISPOSAL/PORTOLET SE	224.00
10-13-000-5354	CLEANING SERVICE	2,200.00
10-13-000-5355	MAINTENANCE SERVICE	615.30
10-13-000-5356	MAINT SERVICE/REPAIRS	180.00
10-13-000-5357	MAINT SERVICE-REFRIGE	281.00
10-13-000-5360	PRINTING/MARKETING/	251.71
10-13-000-5370	RENTAL - EQUIPMENT	72.80
10-13-000-5401	OFFICE SUPPLIES	331.34
10-13-000-5412	CUSTODIAL/CLEANING S	2,334.46
10-13-000-5415	SUPPLIES-WATTS SPEC E	657.58
10-13-000-5418	SUPPLIES-ZAMBONI	380.45
10-13-000-5480	GASOLINE/LUBRICANTS/	498.49
10-13-000-5484	SUPPLIES-ELECTRICAL/B	27.18
10-13-000-5581	EQUIPMENT - ICE RINK	1,715.00
10-14-000-5210	TELEPHONE/INTERNET	172.29
10-14-000-5220	FUEL/HEAT	39.90
10-14-000-5230	ELECTRICITY	85.95
10-14-000-5240	WATER	604.91
10-14-000-5301	POSTAGE	6.85
10-14-000-5353	DISPOSAL/PORTOLET SE	710.00
10-14-000-5360	PRINTING/MARKETING/	153.05
10-14-000-5580	EQUIPMENT - GENERAL	1,817.82
10-15-000-5230	ELECTRICITY	45.17
10-15-000-5240	WATER	51.86
10-15-000-5361	PRINTING - EMPLOYME	84.00
10-15-000-5730	DUES/MEMBERSHIPS	160.00
25-00-000-2580	BALANCE ON ACCOUNT-	1,541.00
25-00-000-4910	MISC/UNCLASSIFIED INC	20.00
25-00-000-5210	TELEPHONE/INTERNET	4,650.34
25-00-000-5220	FUEL/HEAT	8,126.84
25-00-000-5230	ELECTRICITY	7,737.94
25-00-000-5240	WATER	1,385.50
25-00-000-5301	POSTAGE	14.15
25-00-000-5305	PARTY RENTAL ENTERMT	175.00
25-00-000-5321	CONSULTING SERVICES	1,576.76
25-00-000-5340	CONFERENCES AND TRA	610.38
25-00-000-5341	MILEAGE REIMBURSEME	152.54
25-00-000-5351	REPAIRS - EQUIPMENT	7,690.85
25-00-000-5353	DISPOSAL/PORTOLET SE	688.00
25-00-000-5354	CLEANING SERVICE	1,380.00
25-00-000-5355	MAINTENANCE SERVICE	4,015.59
25-00-000-5360	PRINTING/MARKETING/	1,194.13
25-00-000-5362	PHOTOGRAPHY	29.00
25-00-000-5401	OFFICE SUPPLIES	1,804.34
25-00-000-5404	COMPUTER PROGRAMS	839.76
25-00-000-5412	CUSTODIAL/CLEANING S	2,994.97
25-00-000-5420	SUPPLIES - GENERAL	1,724.08
25-00-000-5481	SUPPLIES-CONSTRUCTIO	555.49
25-00-000-5482	SUPPLIES-HARDWARE	300.48
25-00-000-5483	SUPPLIES-PAINT	377.75
25-00-000-5484	SUPPLIES-ELECTRICAL/B	2,696.92
25-00-000-5485	SUPPLIES-ICEMELT/SALT	184.75
25-00-000-5486	SUPPLIES-PLUMBING	810.17
25-00-000-5487	SUPPLIES-POWER TOOLS	45.87

Account Summary

Account Number	Account Name	Payment Amount
25-00-000-5584	EQUIPMENT - RECREATI	4,049.00
25-25-303-4200	REV-OPEN GYM	30.00
25-25-303-5400	SUPPLIES-OPEN GYM	444.12
25-25-310-5400	SUPPLIES-ADULT ART/PA	49.52
25-25-312-5300	CONTRACTL-ADULT WO	5,087.25
25-25-315-5400	SUPPLIES-ADULT CERAM	92.88
25-25-400-5400	SUPPLIES-PRESCHOOL P	119.01
25-25-401-5300	CONTRACTL-ELC 3YR	150.00
25-25-401-5400	SUPPLIES-ELC 3YR	773.98
25-25-402-5300	CONTRACTL-ELC 4YR	300.00
25-25-402-5400	SUPPLIES-ELC 4YR	489.18
25-25-403-5300	CONTRACTL-ELC 2YR	150.00
25-25-403-5400	SUPPLIES-ELC 2YR	464.72
25-25-405-5400	SUPPLIES-KINDERGTN R	156.89
25-25-406-5300	CONTRACTL-PRESCHOO	4,360.92
25-25-410-5400	SUPPLIES-KIND KIDS CLU	37.96
25-25-415-5300	CONTRACTL-MUSIC,IMA	1,650.00
25-25-419-5300	CONTRACT-PRESCHOOL	1,841.62
25-25-422-5300	CONTRACTL-MUSIC & M	1,120.00
25-25-432-5400	SUPPLIES-PRESCHOOL D	9.12
25-25-439-5300	CONTRACTL-PRESCHOO	2,411.50
25-25-449-5300	CONTRACTL-DRAMA-PR	4,440.87
25-25-475-5300	CONTRACTL-GJK ENRICH	1,072.50
25-25-490-5400	SUPPLIES-PRESCH JR TR	14.80
25-25-586-5300	CONTRACTL-KINDER LIL	1,701.00
25-25-589-5300	CONTRACTL-KINDERGAR	525.00
25-25-594-5300	CONTRACTL-PLAY WELL/	4,086.00
25-25-601-5300	CONTRACTL-KIDS CLUB	1,750.00
25-25-601-5400	SUPPLIES-KIDS CLUB PM	37.75
25-25-602-5400	SUPPLIES-KIDS CLUB AM	194.47
25-25-607-5300	CONTRACTL-YOUTH HIP	5,106.37
25-25-608-5300	CONTRACTL-YOUTH BAL	1,603.12
25-25-614-5300	CONTRACTL-YOUTH CRA	300.00
25-25-615-5400	SUPPLIES-YOUTH CERA	2,077.55
25-25-617-5300	CONTRACTL-MAD SCIEN	980.00
25-25-627-5300	CONTRACTL-JOY OF CRE	2,184.00
25-25-629-5300	CONTRACTL-CHESS SCH	6,630.00
25-25-635-5300	CONTRACTL-AMAZING	1,296.00
25-25-638-5300	CONTRACTL-PRESTO MA	75.00
25-25-639-5300	CONTRACTL-YOUTH YOG	1,234.80
25-25-648-5300	CONTRACTL-STICKY FIN	8,816.00
25-25-650-5300	CONTRACTL-TECHNOLO	5,331.73
25-25-651-5300	CONTRACTL-FASHION/S	702.00
25-25-652-5300	CONTRACTL- FOOTLIGHT	5,400.00
25-25-654-5300	CONTRACTL-JAZZ LYRICA	2,343.75
25-25-656-5300	CONTRACTL-STEM/TINK	8,970.00
25-25-659-5300	CONTRACTL-SUNSHINE	2,240.00
25-25-705-5300	CONTRACTL-FLOOR HOC	241.50
25-25-707-5300	CONTRACTL-BOYS HSE B	290.00
25-25-707-5400	SUPPLIES-BOYS HOUSE B	1,073.96
25-25-708-5300	CONTRACTL-GIRLS HSE B	145.00
25-25-708-5400	SUPPLIES-GIRLS HSE BAS	470.19
25-25-711-5300	CONTRACTL-PEE WEE B	435.00
25-25-711-5400	SUPPLIES-PEE WEE BASK	1,155.00
25-25-725-5300	CONTRACTL-KARATE CLA	11,826.15
25-25-728-5300	CONTRACTL-ROWING	2,479.50
25-25-744-5300	CONTRACTL-YOUTH FLA	2,919.00
25-25-746-5300	CONTRACTL-HOT SHOT S	2,079.00

Account Summary

Account Number	Account Name	Payment Amount
25-25-747-5300	CONTRACTL-HOTSHOT S	4,326.00
25-25-752-5300	CONTRACTL-GAME ONIS	5,684.00
25-25-765-5300	CDNTRACTL-FENCING	1,078.00
25-25-785-5300	CONTRACTL-FITNESS PU	1,371.43
25-25-785-5400	SUPPLIES-FITNESS PUNC	400.00
25-25-786-5300	CONTRACTL-FITNESS DR	435.00
25-25-789-5300	CONTRACTL-TUMBLING	1,550.00
25-25-801-5300	CONTRACTL-SUN FUN C	2,821.50
25-25-803-5300	CONTRACTL-KINDER KO	245.81
25-25-809-5300	CONTRACTL-COUNSELO	342.00
25-25-810-5300	CONTRACTL-CAMP ADV	1,154.24
25-25-833-5300	CONTRACTL-ACTION QU	1,934.43
25-25-901-5300	CONTRACTL-WATTS BEL	4,509.00
25-25-903-5300	CONTRACTL-DAD/DAUG	322.00
25-25-913-5400	SUPPLIES-HALLOWEEN P	810.72
25-25-932-5300	CONTRACTL-SCHOOL DA	2,117.53
25-25-932-5400	SUPPLIES-SCHOOL DAYS	735.84
25-25-933-5400	SUPPLIES-TEEN SCENE	353.63
25-25-943-5300	CONTRACTL-ITTY BITTY	645.00
25-25-943-5400	SUPPLIES-ITTY BITTY NE	585.24
25-25-950-5400	SUPPLIES-GEN WKSP/SP	137.52
25-25-953-5400	SUPPLIES-FALL SPEC EVE	895.08
25-26-000-5340	CONFERENCES AND TRA	1,778.00
25-26-000-5342	OFFICIALS/MEETINGS EX	91.24
25-26-000-5360	PRINTING/MARKETING/	75.00
25-26-000-5386	SERVICES-DAYCARE PRO	1,530.13
25-26-000-5387	NURSE SERVICES	90.00
25-26-000-5401	OFFICE SUPPLIES	-132.18
25-26-000-5403	DAYCARE PROGRAM SU	1,859.92
25-26-000-5404	COMPUTER PGMS/APPs	175.00
25-26-000-5409	SUPPLIES-INTERNAL FO	3,265.09
25-26-000-5412	SUPPLIES-CLEANING/CU	212.40
25-26-000-5430	SUPPLIES - FIRST AID	42.93
25-26-000-5460	SUPPLIES-FOOD EQUIPM	313.11
25-26-000-5580	EQUIPMENT - GENERAL	122.55
25-26-000-5600	HEALTH INSURANCE PRE	8,665.69
25-26-000-5730	DUES/MEMBERSHIPS	264.00
25-27-000-5210	DEDICATED TV/INTERNE	160.98
25-27-000-5351	REPAIRS-EQUIPMENT	927.75
25-27-000-5365	CONTRACTL-PERSONAL	82.50
30-00-000-1300	PREPAID EXPENSES	36,438.00
30-00-000-5750	NSSRA CONTRIBUTION	18,191.41
30-00-000-5755	NSSRA COMPANION CH	4,694.65
45-00-000-5335	WELLNESS/PRE-PLACEM	92.50
45-00-000-5650	PROPERTY INSURANCE	25,777.08
45-00-000-5651	GENERAL LIABILITY INSU	13,632.06
45-00-000-5652	EMPLOYMT PRACTICES I	4,218.00
50-00-000-5655	WORKER COMP INSURA	19,644.84
55-00-000-5330	AUDIT FEES	2,500.00
65-00-000-5321	CONSULTING SERVICES	10,000.00
65-00-019-5501	REPLACE-NETWORK SER	2,345.75
65-00-019-5502	WKSTATNS,LAPTPS,SERV	2,679.89
65-00-019-5503	PHONE SYS/VOICEMAIL	6,049.50
65-00-019-5504	DIRECTOR INITIATIVES	190.00
65-00-019-5506	PARK KIOSKS	250.74
65-00-019-5525	WATTS RINK/FACILITY ST	5,052.82
65-00-019-5526	MAINT CTR CONCEPT PL	5,500.00
69-00-000-5322	PARC GRANT EXPDS	7,500.00

Account Summary

Account Number	Account Name	Payment Amount
69-00-000-5553	CONNECT GLENCOE TRA	27,346.95
69-00-000-5560	TAKIFF PLAYGROUND-De	2,277.33
69-00-000-5561	TAKIFF PLAYGROUND-Co	215,783.52
69-00-000-5563	SCHUMAN OVERLOOK-D	2,269.05
69-00-000-5566	HALFWAY/BEACH HSE I	4,483.72
69-00-000-5567	HALFWAY/BEACH HSE I	65,583.00
	Grand Total:	913,145.05

Project Account Summary

Project Account Key	Payment Amount
None	913,145.05
	Grand Total:
	913,145.05

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 January 21, 2020 and you are hereby authorized to pay them from the appropriate funds.

Treasurer, Park Board of Commissioners

Secretary/Executive Director

**V. Presentation by Glencoe Historical Society
(GHS) Regarding Request to Lease a Portion
of Park 7n for the Placement of the Frank
Lloyd Wright Cottage**

VII. Action Item A

**Approval of Land Lease with Glencoe
Historical Society**

Glencoe Park District
January 2020 Board Meeting

MEMORANDUM

TO: Board of Park Commissioners
FROM: Lisa Sheppard, Executive Director
SUBJECT: Frank Lloyd Wright Lease Agreement with Glencoe Historical Society
DATE: January 9, 2020

As you are aware, we have been working with the Glencoe Historical Society (GHS) on an agreement to use a portion of 7n Park (located at Maple Hill Road and Meadow Road) for the relocation of the Frank Lloyd Wright Booth Cottage.

Built in 1913 and later moved to its present site on Franklin Road, the Booth Cottage was originally designed by Frank Lloyd Wright as temporary housing for Sherman and Elizabeth Booth. Preservationists believe the cottage is worth saving because it anticipates the Usonian houses Wright designed from the 1930s to his death in 1959. The Usonian houses, aimed at middle-class buyers, influenced the low-slung ranch houses that proliferated in post-World War II suburbia. The signature elements of the cottage's design, elements that tie it to Wright's later Usonian houses, include its flat roof, banded windows, and strong horizontal lines.

The land and house where the house currently reside, was sold last year. The current owners do not have a desire to keep the cottage and are willing to donate it to the Glencoe Historical Society. If the house is not moved from its current lot it will be demolished. Park 7n was chosen as a potential site due the close proximity to other Frank Lloyd Wright homes.

The Glencoe Park District Board appreciates the desire to save the Booth Cottage and respects Glencoe Historical Society's efforts to preserve Glencoe's history. The land lease, while very unusual for the Park District, is our effort to help preserve the Booth Cottage.

The proposal is a 99-year land lease of a small portion of Park 7n, measuring approximately 64' x 28', to the Glencoe Historical Society for the price of \$1 per year.

The lease stipulates that no Glencoe Park District funds will be used for the relocation, construction, or maintenance of the Booth Cottage. The Glencoe Historical Society will use donations and grants to move and restore the historic structure, with assistance from the Village of Glencoe on building permits and the installation of an accessible sidewalk. The lease agreement mandates all exterior restoration must be completed within one year. There is language in the lease that indicates that if it is not maintained the land lease may be terminated. We do not anticipate that happening, but still included it as a precautionary measure.

Once restoration is complete, the Booth Cottage will be used by the Glencoe Historical Society as a research center, museum, and small program space. The Booth Cottage hours of operation will be limited to Monday through Sunday, 9 AM to 5 PM, plus six evening meetings per year. Any additional hours will require approval by the Glencoe

MEMORANDUM

Park District's Executive Director. There is a parking availability a short walk away on Old Green Bay Road in the commuter spaces.

The public has been invited to share their thoughts on this lease agreement. Letters were hand delivered to the surrounding neighborhood, posted on social media accounts, and delivered via email.

Included with this memo is the lease agreement, map of the proposed location, a presentation that will be presented by the Glencoe Historical Society, a letter hand delivered to neighbors and social media content that was posted on Facebook, Twitter, Instagram, and the Park District's website. After community comment, the Board is welcome to ask any follow up questions.

GHS requests approval of the lease tonight. The current owner, who is donating the cottage to GHS, would like a plan be in place to move the home as soon as possible.

**GLENCOE PARK DISTRICT
LEASE AGREEMENT**

This Lease Agreement (“Agreement”) is made and entered into by and between the **GLENCOE PARK DISTRICT** (“Park District”), an Illinois park district (“Lessor”), and the **GLENCOE HISTORICAL SOCIETY** (“GHS”), an Illinois not-for-profit corporation (“Lessee”). The Park District and GHS are sometimes hereinafter referred to individually as a “Party” and together as the “Parties.”

WHEREAS, the Park District owns a park commonly known as 7N Park, located at the intersection of Maple Hill Road, Franklin Road and Meadow Road (GIS Pin number 05-06-302-011-0000), Glencoe, Illinois; and

WHEREAS, GHS is an all-volunteer Illinois not-for-profit corporation dedicated to promoting “an understanding of Glencoe’s history and heritage by identifying and preserving objects, archives and photographs” and “engaging the community in a variety of programs, exhibits, activities and events” related to the history of the Village of Glencoe, Illinois; and

WHEREAS, GHS owns title to the Booth Cottage, an historical building designed by renowned architect Frank Lloyd Wright (the “Cottage”); and

WHEREAS, GHS desires to locate, operate, and maintain the Cottage on an area on the grounds of 7N Park measuring approximately 64’ x 28’ as depicted in Exhibit A attached hereto (the “Subject Property”), for public use and enjoyment; and

WHEREAS, the Park District Board of Commissioners desire to authorize GHS to locate, operate, and maintain the Cottage on the Subject Property for public use and enjoyment; and

WHEREAS, Section 10-7 of the Illinois Park District Code, 70 ILCS 1205/10-7, authorizes park districts to lease property upon the terms and at the price that the board determines for a period not to exceed 99 years to any corporation organized under the laws of this State, for public use; and

WHEREAS, the Park District Board of Commissioners hereby finds it to be in the interest of the Park District to enter into this Lease with the GHS; and

WHEREAS, the GHS hereby finds it to be in the interest of the Glencoe Historical Society to enter into this Lease with the Park District;

NOW THEREFORE, in consideration of the mutual covenants herein contained and for such good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties hereby agree, covenant and promise as follows:

1. The Lease.

A. GHS is hereby granted a lease to use and occupy the Subject Property in a manner not inconsistent with the terms and conditions described in this Agreement. GHS shall, at a mutually agreeable date, cause the Cottage to be relocated on the Subject Property in the location depicted on Exhibit A. GHS shall be responsible for all costs related to the relocation of the Cottage, including, but not limited to, any local, State, or Federal licenses or permits, excavation, construction, demolition and installation of utilities. GHS shall work with the Village of Glencoe regarding construction and future maintenance of a sidewalk to the Cottage.

B. Prior to GHS causing the Cottage to be relocated to the Subject Property, GHS shall provide to the Park District either: i) proof of funds in the amount of \$300,000 deposited in escrow account; or ii) a Surety Bond in the amount of \$300,000; ensuring the renovation of the exterior of the Cottage in accordance with the drawing and plans attached hereto as Exhibit A.

C. If GHS fails to complete the exterior renovations to the Cottage by December 1, 2020, then the Park District may, in its sole discretion, serve GHS with a notice to show cause why the Agreement should not be terminated pursuant to Paragraph 7A of this Agreement.

D. GHS shall make the Cottage available for public use and enjoyment and shall be responsible for all costs of maintaining and operating the Cottage including, but not limited to the cost of furnishings, artifacts, and other personal property. GHS shall, at all times, comply with applicable laws, regulations, and ordinances with regard to the operation and maintenance of the Cottage.

For the purposes of this Lease, “public use and enjoyment” shall be defined as: GHS business and office, museum use, meetings, and programs pursuant to and consistent with the GHS mission and operational policies only. Public hours of operation for the Cottage are limited to 9:00am to 5:00pm with up to six events per year with hours not to exceed 10:00pm. Activities or events which exceed these stipulated hours are subject to GPD approval, such approval not to be unreasonably withheld. In the event that GHS would like to allow other local or GHS-related non-profits to use the space for events, written permission from the GPD Executive Director must be obtained and will not be unreasonably withheld. The use of Park 7N for an event will require a GPD park permit.

E. The Park District shall be responsible for mowing the lawn and trimming the trees per the standards of other park district properties

F. GHS shall, in its exercise of its rights under this Lease, comply with all applicable State, Federal, and local laws, rules, regulations and ordinances.

G. Any signage on the exterior of the Cottage must comply with local ordinance requirements and, prior to being erected or installed, must be approved by the Park District, such approval not to be unreasonably withheld.

2. Term of Lease.

A. The term of this Agreement shall begin January 22, 2020 and run for 99 years, ending on January 21, 2119 (the "Term"). This Agreement may be renewed for an additional term of 99 years upon written agreement of the parties within six months of the expiration of the initial Term.

B. On the date of this Agreement, the Park District is exempt from real estate and other taxes by virtue of its status as a unit of local government in the event that it should be determined that this Lease Agreement between the Parties results in the obligation to pay real estate taxes regarding the rights transferred to the Lessee, the payment of any such taxes shall be the responsibility of the Lessee. Provided, however that, at its own expense, the Lessee may contest such tax obligation

3. Costs, Fees, & Expenses.

A. Lease fees (the "Lease Fees") shall be \$1.00 a year.

B. The Park District shall provide GHS with the peaceable and quiet enjoyment of the Subject Property. GHS shall be responsible for all water, gas, light, electric service, telephone, data and other utilities.

4. Access to Common Areas.

GHS's volunteers, agents, program participants, and visitors shall have access to the grounds of the Subject Property.

5. Insurance.

The Park District and GHS shall obtain insurance, or maintain equivalent self-insurance, of the types and in the amounts listed below:

A. Commercial General and Umbrella Liability Insurance.

Each party shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$2,000,000 for each occurrence. This provision will be reviewed every three years and amount adjusted if needed based on requirements by Park Risk Management Association (PDRMA)

CGL insurance shall be written on Insurance Services Office (ISO) occurrence form GG 00 01 10 93, or a substitute form providing equivalent coverage, and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract).

The Park District and GHS, as appropriate, shall be included as additional insureds under the CGL, using ISO additional insured endorsement CG 20 11 or a substitute providing equivalent coverage, and under the commercial umbrella, if any. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance afforded to GHS and/or the Park District.

B. Workers Compensation Insurance.

Lessee shall require all contractors who work at the Cottage to maintain workers compensation and employee's liability insurance. The commercial umbrella and/or employers liability limits shall not be less than \$1,000,000 for each accident for bodily injury by accident or \$1,000,000 for each employee for bodily injury by disease. For purposes of this Agreement, "contractor" shall be defined as any person or company that enters into a written contract to perform a service or do a job for a designated fee.

C. General Insurance Provisions.

1. Evidence of Insurance.

Prior to taking occupancy, each Party shall furnish the other Party with a certificate(s) of insurance and applicable policy endorsement(s), executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.

All certificates shall provide for 30 days' written notice to the other Party prior to the cancellation or material change of any insurance referred to therein.

The Park District shall have the right, but not the obligation, to prohibit GHS from occupying the Premises until such certificates, or other evidence that insurance has been placed in complete compliance with these requirements, are received and approved by Park District. GHS shall have the right, but not the obligation, to withhold Lease Fees until such certificates, or other evidence that insurance has been placed in complete compliance with these requirements, is received and approved by GHS.

Failure to maintain the required insurance may result in termination of this Agreement and the Lease herein granted, at the non-defaulting Party's option.

At any time during the Term of this Agreement, each party shall provide certified copies of all insurance policies required above within 10 days of the other Party's written request for said copies.

2. Acceptability of Insurers.

For insurance companies, which obtain a rating from A.M. Best, a policy rating shall be no less than an A-, and the financial rating shall be no less than VII, using the most recent edition of the A.M. Best Key Rating Guide. If the Best rating is less than an A-; VII or a

Best's rating is not obtained, the Park District has the right to reject insurance written by an insurer it deems unacceptable.

3. Cross-Liability Coverage.

If each Party's liability policies do not contain the standard ISO separation of insureds provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.

4. No Waiver.

Failure of a party to demand any certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of a party to identify a deficiency from evidence that is provided shall not be construed as a waiver of the other party's obligation to maintain such insurance. Under no circumstances shall either Party be deemed to have waived any of the insurance requirements of this Agreement by any action or omission, including but not limited to:

- (a) allowing any work to commence before receipt of certificates of insurance;
- (b) failing to review any certificates of insurance;
- (c) failing to advise the other Party that any certificate of insurance fails to contain all the required insurance provisions, or is otherwise deficient in any manner.

The Parties agree that the obligation to provide the insurance required by these documents is a requirement which cannot be waived by any conduct, action, inaction or omission by either Party.

D. GHS Indemnification.

To the fullest extent permitted by law, GHS shall defend, indemnify and hold harmless the Park District, and its respective officers, officials, employees, and volunteers (the "Park District's Indemnified Parties") from and against all claims, damages, losses and/or expenses, caused by the negligent, willful or wanton act(s) or omission(s) of GHS, its officers, agents, volunteers, contractors, visitors and/or guests, in the performance and/or breach of this Lease Agreement including, but not limited to, legal fees (reasonable attorney and paralegal fees and court costs) to the extent covered by insurance as required by Paragraph 5 of this Agreement and not to exceed the applicable limits of said insurance. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any part or person described in this paragraph. In no event shall GHS be required to indemnify and/or hold harmless the Park District's Indemnified Parties to the extent of any negligent, willful or wanton act(s) and/or omission(s) of the Park District and/or its officers, officials, employees, agents, volunteers, contractors, and/or permitted and intended users, excluding GHS's users and program participants.

E. GPD Indemnification.

To the fullest extent permitted by law, GPD shall defend, indemnify and hold harmless the GHS, and its respective officers, officials, employees, and volunteers (the “GHS’s Indemnified Parties”) from and against all claims, damages, losses and/or expenses, caused by the negligent, willful or wanton act(s) or omission(s) of GPD, its officers, agents, employees, volunteers, contractors, visitors and/or guests, in the performance and/or breach of this Lease Agreement including, but not limited to, legal fees (reasonable attorney and paralegal fees and court costs) to the extent covered by insurance as required by Paragraph 5 of this Agreement and not to exceed the applicable limits of said insurance. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any part or person described in this paragraph. In no event shall GPD be required to indemnify and/or hold harmless the GHS’s Indemnified Parties to the extent of any negligent, willful or wanton act(s) and/or omission(s) of the GHS and/or its officers, officials, employees, agents, volunteers, contractors, and/or permitted and intended users, excluding GPD’s users and program participants.

6. Maintenance and Supervision.

A. At all times, GHS shall maintain the Subject Property and the Cottage in a clean, neat, orderly and safe condition.

B. The President of the Glencoe Historical Society shall, upon written request from the GPD, provide a notarized letter stating that all volunteers who have access to the Cottage have received and passed a criminal background check. A volunteer only needs to complete a background check once during their tenure at GHS or if otherwise warranted. The same information shall be provided immediately from GHS to the park district when any new GHS volunteers begin volunteering.

C. At all times, the Park District shall maintain 7N Park, exclusive of the Subject Property which includes mowing the lawn and trimming the trees per the standards of other park district properties.

D. Upon the expiration or termination of this Agreement, GHS shall cause the Cottage, its signage and any other improvements placed on or in the Subject Property by Lessee to be removed if GHS desires to remove such items or if requested to do so by the Park District at a time and on a schedule mutually agreeable to the Parties. Any improvements or equipment abandoned on the Subject Property for greater than thirty (30) days after removal of the Cottage, its signage and any other improvements placed on the Property shall be considered forfeited and the Park District shall have the option, but not the obligation, to take title to those improvements and equipment.

E. The Park District shall not be responsible in any way for any damage to or loss of GHS's building, or personal property, unless the Park District causes such damage or loss. The Park District is not responsible for any damage to the building caused by flooding, unless due to its own negligent, willful, wanton act(s) or omission(s).

F. It is understood, acknowledged and agreed by the Parties that the relationship of GHS to the Park District arising out of this Agreement shall be that of an independent contractor. Neither GHS nor any volunteer or agent of GHS is an employee or agent of the Park District, and therefore, is not entitled to any benefits provided to employees of the Park District. GHS has no authority to employ or retain any person as an employee or agent for or on behalf of the Park District for any purpose. Neither GHS nor any person engaging in any work or service related to this Agreement at the request, or with the actual or implied consent, of GHS may represent himself or herself to others as an employee of the Park District. Should any person indicate to GHS, or any volunteer or agent of GHS, by written or oral communication, in the course of dealing, or otherwise, that such person believes any of GHS's volunteers or agents to be an employee or agent of the Park District, GHS shall use its best efforts to correct such belief.

E. Neither the Park District nor any employee or agent of Park District is an employee or agent of GHS. The Park District has no authority to employ/retain any person as an employee or agent for or on behalf of GHS for any purpose. Neither the Park District nor any person engaging in any work or services related to this Agreement at the request or with the actual or implied consent of the Park District may represent himself to others as an employee of GHS. Should any person indicate to the Park District or any employee or agent of the Park District by written or oral communication, in the course of dealing, or otherwise, that such person believes an employee of the Park District to be an employee or agent of GHS, the Park District shall use its best efforts to correct such belief.

7. Breach, Default and/or Termination.

A. In the event either Party shall breach or be in default under any of the material provisions of this Agreement, the non-breaching or non-defaulting Party shall serve written notice upon the breaching or defaulting Party to show cause why this Agreement should not be terminated. The breaching or defaulting party shall have thirty (30) days to provide a written response. The breaching or defaulting Party shall thereafter have one hundred eighty (180) days to cure such breach or default. If, at the end of the one hundred eighty-day (180) period, the breach or default has not been cured, the Parties agree that they shall meet with an independent arbiter to mutually resolve their differences with regard to the breach and/or default. If the Parties are unable to mutually resolve their differences, the Parties shall have an additional one hundred eighty (180) days to find an acceptable assignee for the breaching or defaulting Party before the non-breaching Party may terminate this Agreement.

B. In the event either Party shall breach or be in default under the insurance provisions of this Agreement, the non-breaching or non-defaulting Party may terminate this Agreement effective immediately; provided however, the non-breaching or non-defaulting party shall reinstate the terms and conditions of this Agreement upon the breaching or defaulting Party

providing proof of insurance or such other documentation as is necessary to demonstrate full compliance with the insurance requirements set forth herein within 30 days of the effective date of the notice of termination.

C. In the event Lessee shall have (1) filed a voluntary petition in bankruptcy or made an assignment for benefit of creditors; (2) consented to the appointment of a receiver or trustee of all or part of its property; or (3) an involuntary petition in bankruptcy shall have been filed in regard to Lessee and the same shall not have been dismissed within ten (10) days of such filing, this Agreement shall automatically terminate upon ninety (90) days prior written notice by either Party to the other party.

D. In the event GHS conducts operations for which this Lease is not issued, the Park District shall provide written notification to GHS of the infraction and GHS has 30 days to remedy. If it is not remedied at the end of 30 days then the Park District may, in its sole discretion, serve GHS with a notice to show cause why the Agreement should not be terminated pursuant to Paragraph 7A of this Agreement.

8. Force Majeure.

Neither Party shall be liable for damages for its failure to perform due to contingencies beyond its reasonable control, including but not limited to, fire, storm, flood, earthquake, explosion, accident, public disorders, sabotage, lockouts, labor disputes, labor shortages, strikes, riots, or acts of God. Notwithstanding the foregoing, neither Party shall be entitled to rely on this provision unless it is using its commercially reasonable efforts to resume performance.

9. Waiver.

Failure or delay on the part of either Party to exercise any right, power, privilege, or remedy under this Agreement shall not constitute a waiver thereof. No modification or waiver by either Party of any provision shall be deemed to have been made unless in writing. Waivers of a specific failure or delay shall not be construed as a general waiver.

10. Severability.

The provisions of this Agreement shall be severable and the invalidity of any provision, or portion thereof, shall not affect the enforceability of the remaining provisions.

11. Authorized Signatures/Effectiveness.

The persons signing this Agreement shall have all legal authority and power in their respective capacities to bind GHS and the Park District, and the Agreement shall not be effective until fully executed and delivered to both Parties.

12. Notices.

All notices shall be in writing and shall be given by personal delivery, certified or registered mail, or prepaid mail carrier to the parties hereto at the respective addresses set forth below:

Glencoe Park District
Attention: Executive Director
999 Green Bay Road
Glencoe, IL 60022

With a copy to:

Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer, P.C.
Attn: Robert K. Bush
140 S. Dearborn St., Suite 600
Chicago, Illinois 60603

Lessee:

Glencoe Historical Society
375 Park Avenue
Glencoe, IL 60022

With a copy to:
Karen Ettelson
c/o Glencoe Historical Society
375 Park Avenue
Glencoe, IL 60022

13. Representations.

- A. GHS represents and covenants that to the best of its knowledge no official, employee or agent of the Park District (1) has been employed or retained to solicit or aid in the procuring of this Agreement; or (2) will be employed or otherwise benefit from this Agreement without the immediate divulgence of such fact to the Park District.
- B. In compliance with Section 10.1 of the Illinois Purchasing Act, GHS certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois, or any governmental entity, nor has GHS made an admission of guilt of such conduct which is a matter of record, nor has an official or agent of GHS been convicted nor made such an admission.

14. Rights of Third Parties.

This Agreement is entered into solely for the benefit of the contracting Parties, and nothing in the Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind

whatsoever to any person or entity who is not a party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party. Nothing in this Agreement shall be construed or interpreted in any way as a waiver, express or implied, of any common law and/or statutory privileges and/or immunities of either Party as to any claim, cause and/or cause of action of any kind whatsoever.

15. Assignability.

GHS shall have no authority or power to sell, transfer or assign this Agreement or any interest therein nor any power or authority to permit any other person or party to have an interest or use any part of the Park District property covered by this Agreement, for any purpose whatsoever, it being the intention of this Agreement to grant the privilege solely to Lessee and neither directly nor indirectly to any other party. Any attempt to assign the Lease herein granted shall cause the Lease to become null and void

16. Applicable Law: Venue.

This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois and venue for any lawsuits shall be in Cook County, Illinois.

17. Freedom of Information Act.

The Parties recognize and acknowledge that this Agreement is a “public record” as that term is defined in the Illinois Freedom of Information Act, 5 ILCS 140/1 et seq.

18. Consents.

Wherever in this Agreement either Party is required to provide approval, consent or ratification, such approval, consent or ratification cannot be unreasonably delayed or withheld.

19. Entire Agreement and Amendments.

This Agreement constitutes the entire understanding between the Parties and supersedes all previous agreements or negotiations on the subject matter herein, whether written or oral, and shall not be modified or amended except by written agreement duly executed by the Parties.

20. Execution in Duplicate.

This Agreement may be signed in duplicate with the same effect as if the signatures to each copy were upon the same Agreement.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their duly authorized officers on this 21 day of January, 2020.

Glencoe Park District

Glencoe Historical Society

By: _____
Executive Director

By: _____
Its President

Attest:

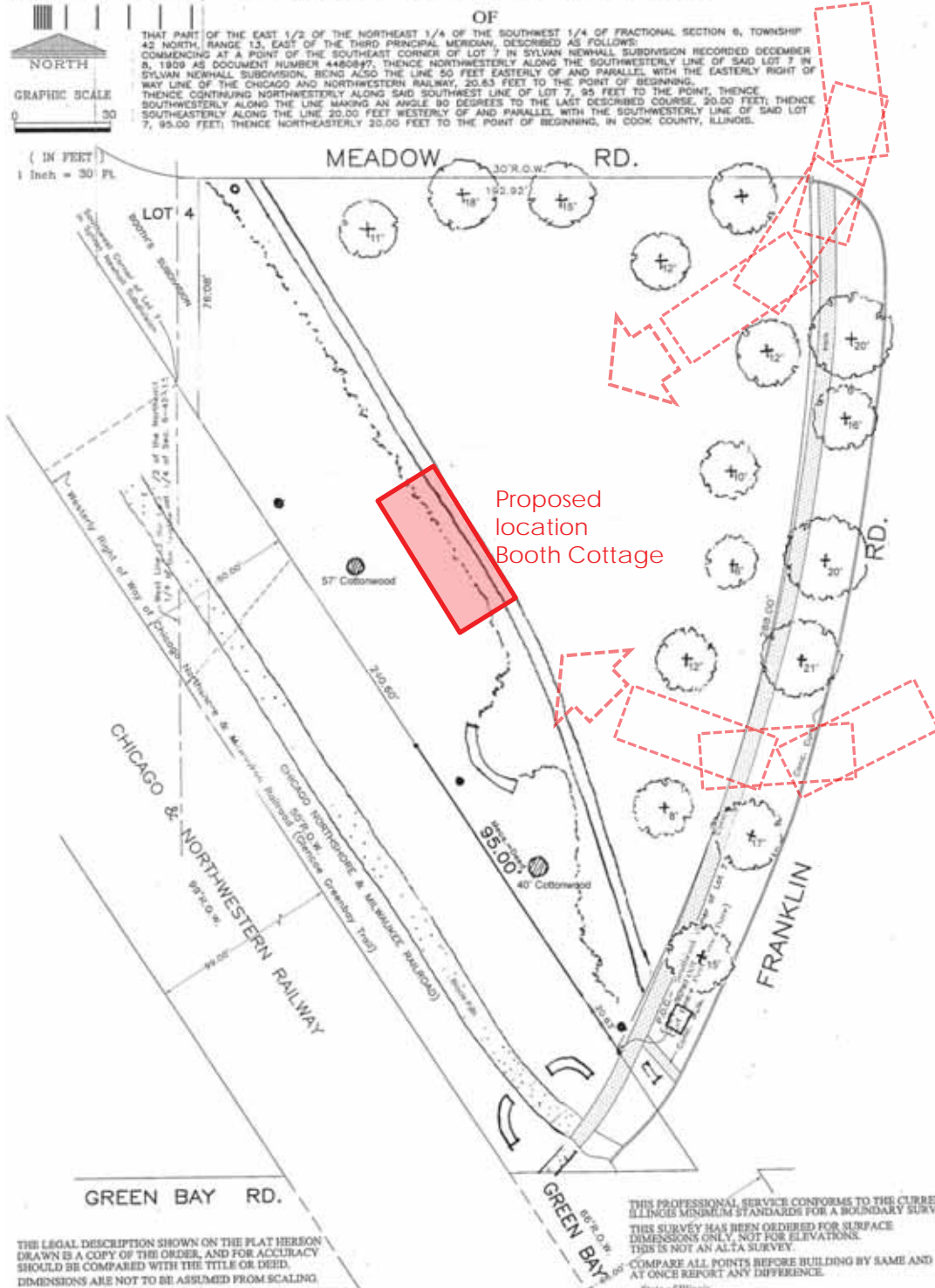
Secretary

Attest:

Secretary

PLAT OF SURVEY

EXHIBIT A



THE LEGAL DESCRIPTION SHOWN ON THE PLAT HEREON DRAWN IS A COPY OF THE ORDER, AND FOR ACCURACY SHOULD BE COMPARED WITH THE TITLE OR DEED. DIMENSIONS ARE NOT TO BE ASSUMED FROM SCALING.



Sherman Booth Summer Cottage Proposed Re-Location
Park 7N



SAVING BOOTH COTTAGE

Proposed Relocation to Park 7N
Public Hearing – January 21, 2020
Glencoe Historical Society Presentation





GLENCOE HISTORICAL SOCIETY

Founded in 1937 and dedicated to

Promoting an understanding
of **Glencoe's history and heritage** by
identifying and **preserving objects**, archives and photographs
and

engaging the community

in a variety of programs, exhibits, activities and events related to
the history of the Village of Glencoe, Illinois

BOOTH COTTAGE LOCATIONS

Booth Cottage
Original Location
1913-1916

Booth Cottage
239 Franklin Rd
1917-2019

Booth Cottage
Proposed Move





Sherman Booth Summer Cottage Original Portion
239 Franklin Road

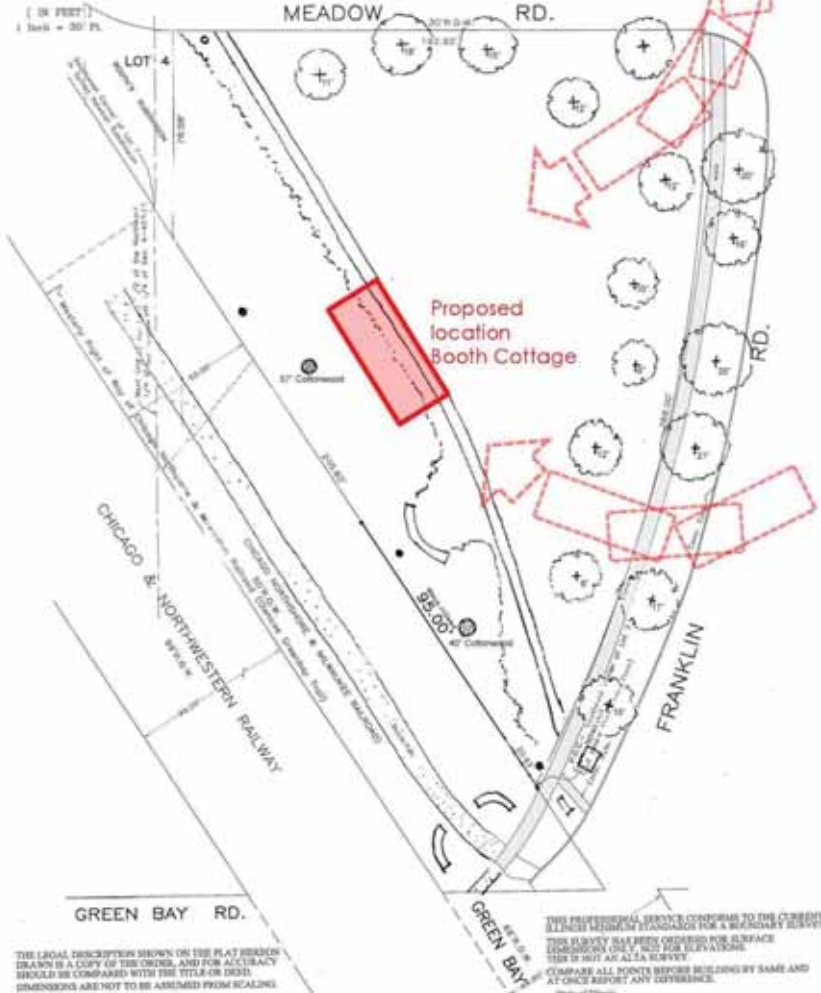
7100 N. TRIPP AVENUE
LINCOLNWOOD, ILLINOIS 60712
www.professionalsurveyors.com

TEL: (847) 670-0000
FAX: (847) 670-2187
e-mail: ps@professionalsurveyors.com

PLAT OF SURVEY



OF
THAT PART OF THE EAST 1/2 OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF TRACTORIAL SECTION 6, TOWNSHIP
42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS:
COMMENCING AT A POINT OF THE SOUTHWEST CORNER OF LOT 7 IN SULLIVAN NEWMALL SUBDIVISION RECORDED DECEMBER
8, 1959 AS DOCUMENT NUMBER 488897, THENCE SOUTHWESTERLY ALONG THE SOUTHWESTERLY LINE OF SAID LOT 7 IN
SULLIVAN NEWMALL SUBDIVISION, BEING ALSO THE LINE 50 FEET EASTERLY OF AND PARALLEL WITH THE EASTERLY RIGHT OF
WAY LINE OF THE CHICAGO AND NORTHWESTERN RAILWAY, 20.83 FEET TO THE POINT OF BEGINNING;
THENCE CONTAINING NORTHWESTERLY ALONG SAID SOUTHWEST LINE OF LOT 7, 83 FEET TO THE POINT, THENCE
SOUTHWESTERLY ALONG THE LINE MAKING AN ANGLE 80 DEGREES TO THE LAST DESCRIBED COURSE, 50.00 FEET, THENCE
SOUTHEASTERLY ALONG THE LINE 20.00 FEET WESTERLY OF AND PARALLEL WITH THE SOUTHWESTERLY LINE OF SAID LOT
7, 95.00 FEET, THENCE NORTHWESTERLY 20.00 FEET TO THE POINT OF BEGINNING, IN COOK COUNTY, ILLINOIS.



THE LEGAL DESCRIPTION SHOWN ON THE PLAT HEREON
DRAWN IS A COPY OF THE ORIGINAL, AND FOR ACCURACY
SHOULD BE COMPARED WITH THE TITLE OR DEED.
DIMENSIONS ARE NOT TO BE ASSUMED FROM SCALING.

THIS PROFESSIONAL SURVEY CONFORMS TO THE CURRENT
ILLINOIS SURVEYING STANDARDS FOR A BOUNDARY SURVEY.
THIS SURVEY HAS BEEN ORDERED FOR SURFACE
DIMENSIONS ONLY, NOT FOR ELEVATIONS.
THIS IS NOT AN ALTA SURVEY.
COMPARE ALL POINTS BEFORE BUILDING BY SAME AND
AT ONCE REPORT ANY DIFFERENCE.

PROPOSED
PATH
FOR MOVE



Rendering of Relocated Booth Cottage



January 10, 2020

Dear Neighbors:

The Glencoe Park District Board is working with the Glencoe Historical Society on an agreement to use a portion of Park 7N (located at Maple Hill Road and Meadow Road) for the relocation of the Booth Cottage.

Built in 1913 and later moved to its present site on Franklin Road, the Booth Cottage was originally designed by Frank Lloyd Wright as temporary housing for Sherman and Elizabeth Booth. Preservationists believe the cottage is worth saving because it anticipates the Usonian houses Wright designed from the 1930s to his death in 1959. The Usonian houses, aimed at middle-class buyers, influenced the low-slung ranch houses that proliferated in post-World War II suburbia. The signature elements of the Cottage's design, elements that tie it to Wright's later Usonian houses, include its flat roof, banded windows and strong horizontal lines.

The Glencoe Park District Board appreciates the desire to save the Booth Cottage and respects Glencoe Historical Society's efforts to preserve Glencoe's history. The land lease, while very unusual for the park district, is our effort to help preserve the Booth Cottage.

The Glencoe Park District is proposing a 99-year land lease of a small portion of Park 7N to the Glencoe Historical Society for the price of \$1 per year.

The lease stipulates that no Glencoe Park District funds will be used for the relocation, construction, or maintenance of the Booth Cottage. The Glencoe Historical Society will use donations and grants to move and restore the historic structure, with assistance from the Village of Glencoe on building permits and the installation of an accessible sidewalk. The lease agreement mandates all exterior restoration must be completed within one year.

Once restoration is complete, the Booth Cottage will be used by the Glencoe Historical Society as a research center, museum and small program space. The Booth Cottage hours of operation will be limited to Monday through Sunday, 9 AM to 5 PM, plus six evening meetings per year. Any additional hours will require approval by the Glencoe Park District.

As elected officials, the Board of Commissioners take the role of stewarding all Park District land seriously. They understand the duty and responsibility to the community in their role in ensuring that Park 7N is used for purposes that it is intended and approved for. The Board of Commissioners is seeking community input on the proposed land lease of Park 7N.

The public is invited to share their thoughts on the proposed Park 7N agreement at the Glencoe Park District Board of Commissioners meeting on Tuesday, January 21 at 7 PM in the Community Hall of the Takiff Center (999 Green Bay Road, Glencoe, IL).

If you are unable to attend the public meeting, please feel free to send your thoughts to info@glencoe park district.com and they will be shared with the Board of Commissioners.

Sincerely,

Lisa Sheppard
Executive Director, Glencoe Park District

Messaging Regarding Booth Cottage

Email/Website Text

We're working with the Glencoe Historical Society to help preserve Frank Lloyd Wright's Booth Cottage through a potential land lease of Park 7n (located at Maple Hill Road and Meadow Road). We'd love your input on the proposed agreement. Share your thoughts on the Booth Cottage at the Park Board meeting on Tuesday, January 21 at 7 PM.

The Booth Cottage was originally designed by Frank Lloyd Wright in 1913 as temporary housing for Sherman and Elizabeth Booth. Preservationists believe the cottage is worth saving because it anticipates the Usonian houses Wright designed from the 1930s to his death in 1959. The Usonian houses, aimed at middle-class buyers, influenced the low-slung ranch houses that proliferated in post-World War II suburbia. The signature elements of the Cottage's design, elements that tie it to Wright's later Usonian houses, include its flat roof, banded windows and strong horizontal lines.

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If you are unable to attend the public meeting, please feel free to send your thoughts to info@glencoeParkDistrict.com and they will be shared with the Board of Commissioners.

Social Media Messages

Facebook

We're working with the Glencoe Historical Society to help preserve Frank Lloyd Wright's Booth Cottage through a potential land lease of Park 7n. We'd love your input on the proposed agreement! Share your thoughts at the Park Board meeting on Tuesday, January 21 at 7 PM. More information can be found here: [XXX](#)

Twitter

We're working with the Glencoe Historical Society & @vglencoe to help preserve FLW's Booth Cottage through a land lease of Park 7n. We'd love your input on the proposed agreement; share your thoughts on 1/21 at @glencoparks Board meeting. More: [XXXX](#)

NextDoor

Glencoe Park District is working with the Glencoe Historical Society to help preserve Frank Lloyd Wright's Booth Cottage through a potential land lease of Park 7n. The public is invited to comment on the proposed agreement at the January 21 Park Board Meeting, which starts at 7 PM at the Takiff Center. To learn more about the proposed agreement, visit [XXXX](#)

VIII. Financial Report

Glencoe Park District
January 2020 Board Meeting



G/L MONTHLY Pooled Cash Report

Glencoe Park District
For the Period Ending 12/31/2019

ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE	
CLAIM ON CASH					
10-00-000-1000	CASH/INVESTMENTS	2,983,430.49	(60,451.31)	2,922,979.18	
25-00-000-1000	CASH/INVESTMENTS	5,132,793.39	(99,649.69)	5,033,143.70	
30-00-000-1000	CASH/INVESTMENTS	291,356.56	0.00	291,356.56	
35-00-000-1000	CASH/INVESTMENTS	296,963.92	(27,572.97)	269,390.95	
36-00-000-1000	CASH/INVESTMENTS	118,220.45	(17,905.89)	100,314.56	
40-00-000-1000	CASH/INVESTMENTS	392,161.15	303.53	392,464.68	
45-00-000-1000	CASH/INVESTMENTS	229,352.45	(44,529.06)	184,823.39	
50-00-000-1000	CASH/INVESTMENTS	65,748.78	(19,593.95)	46,154.83	
55-00-000-1000	CASH/INVESTMENTS	8,999.60	(2,500.00)	6,499.60	
65-00-000-1000	CASH/INVESTMENTS	297,423.73	(29,136.72)	268,287.01	
67-00-000-1000	CASH/INVESTMENTS	0.00	0.00	0.00	
69-00-000-1000	CASH/INVESTMENTS	1,700,094.12	(193,814.05)	1,506,280.07	
70-00-000-1000	CASH/INVESTMENTS	31,045.54	(29,975.97)	1,069.57	
75-00-000-1000	CASH/INVESTMENTS	0.00	0.00	0.00	
80-00-000-1000	CASH/INVESTMENTS	0.00	0.00	0.00	
90-00-000-1000	CASH/INVESTMENTS	0.00	0.00	0.00	
TOTAL CLAIM ON CASH		11,547,590.18	(524,826.08)	11,022,764.10	
CASH IN BANK					
99-00-000-1011	Operating Corporate Account	494,947.33	(316,812.22)	178,135.11	
99-00-000-1012	Operating PR Account	4,852.08	82,101.15	86,953.23	
99-00-000-1013	IL Funds	3,485,422.68	6,276.25	3,491,698.93	
99-00-000-1014	IPDLAF CD's	2,188,000.00	0.00	2,188,000.00	
99-00-000-1015	IPDLAF MM	2,425,760.11	(296,763.89)	2,128,996.22	
99-00-000-1016	PMA CD's	2,685,700.00	0.00	2,685,700.00	
99-00-000-1017	PMA MM	262,907.98	372.63	263,280.61	
TOTAL CASH IN BANK		11,547,590.18	(524,826.08)	11,022,764.10	
DUE TO OTHER FUNDS					
99-00-000-2400	Due To Other Funds	11,547,590.18	(524,826.08)	11,022,764.10	
TOTAL DUE TO OTHER FUNDS		11,547,590.18	(524,826.08)	11,022,764.10	
Claim on Cash	11,022,764.10	Claim on Cash	11,022,764.10	Cash in Bank	11,022,764.10
Cash in Bank	11,022,764.10	Due To Other Funds	11,022,764.10	Due To Other Funds	11,022,764.10
Difference	0.00	Difference	0.00	Difference	0.00

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

Corporate and Other Funds:

	<u>Nov 2019</u>	<u>Dec 2019</u>
Harris Bank Corporate Account - 0.499%	546,752.67	358,887.45
Illinois Park District Liquid Asset Fund (IPDLAF) - 1.59%	2,425,760.11	2,128,996.22
The Illinois Fund (Public Treasurers' Investment Pool) -1.72%	3,485,422.68	3,491,698.93
Harris Payroll Account - 0.499%	14,195.79	88,110.96
PMA Financial Account - 1.73%	262,907.98	263,280.61
Reconciling Items(Dep in Transit, O/S Checks, etc.)	(61,149.05)	(181,910.07)
IPDLAF Certificates of Deposit:		
1 CDs at \$242,000 each maturing January 22, 2020 (2.85% net)	242,000.00	242,000.00
1 CDs at \$243,000 each maturing February 27, 2020 (2.65% net)	243,000.00	243,000.00
2 CDs at \$243,000 each maturing March 12, 2020 (2.55% net)	486,000.00	486,000.00
2 CDs at \$243,000 each maturing April 23, 2020 (2.455% net)	486,000.00	486,000.00
2 CDs at \$243,000 each maturing June 11, 2020 (2.415% net)	486,000.00	486,000.00
1 CDs at \$245,000 each maturing October 18, 2020 (1.80% net)	245,000.00	245,000.00
PMA Certificates of Deposit:		
3 CDs totalling \$728,900 maturing January 22, 2020 (2.79-2.84% net)	728,900.00	728,900.00
3 CDs at \$243,300 each maturing February 27, 2020 (2.685% net)	729,900.00	729,900.00
1 CDs at \$243,400 maturing April 23, 2020 (2.63% net)	243,400.00	243,400.00
1 CDs at \$246,800 maturing July 14, 2020 (1.746% net)	246,800.00	246,800.00
1 CDs at \$245,400 maturing October 17, 2020 (1.86% net)	245,400.00	245,400.00
2 CDs totalling \$738,100 maturing October 18, 2020 (1.701-1.766% net)	491,300.00	491,300.00
Grand Total	\$11,547,590.18	\$11,022,764.10

**Glencoe Park District
Monthly Financial Analysis
December 2019**

	<u>As of 12/31/2017</u>	<u>As of 12/31/2018</u>	<u>As of 12/31/2019</u>
<u>Recreation Department - Programs</u>			
Revenues	3,285,873	3,331,400	3,529,697
Wages	(552,242)	(563,790)	(561,418)
Contractual	(1,148,779)	(1,093,937)	(1,232,455)
Supplies	(90,822)	(104,037)	(137,985)
Net Surplus	1,494,030	1,569,636	1,597,839
<u>Day Care Department</u>			
Revenue	801,590	1,016,518	1,185,599
Expense	(604,044)	(847,086)	(1,028,249)
Net Surplus/(Deficit)	197,546	169,432	157,350
<u>Fitness Department</u>			
Revenue	n/a	32,498	22,401
Expense	n/a	(30,175)	(39,576)
Net Surplus/(Deficit)	n/a	2,323	(17,175)
<u>Beach Department</u>			
Revenue	318,034	322,001	287,959
Expense	(240,051)	(226,446)	(226,891)
Net Surplus/(Deficit)	77,983	95,555	61,068
<u>Boating Department</u>			
Revenue	114,828	106,663	108,521
Expense	(114,238)	(141,520)	(150,487)
Net Surplus/(Deficit)	590	(34,857)	(41,966)
Beach/Boating Dept Total:	78,573	60,698	19,102
<u>Watts Department</u>			
Revenue	73,138	94,771	113,115
Expenses	(160,044)	(147,480)	(184,637)
Net Surplus/(Deficit)	(86,906)	(52,709)	(71,522)
<u>G & A (Administration)</u>			
Revenue (excl G&A Tfr)	27,788	27,688	25,603
Expense	(930,795)	(973,940)	(969,082)
Net Surplus/(Deficit)	(903,007)	(946,252)	(943,479)
<u>Parks Department</u>			
Revenue	5,870	18,517	9,026
Expense	(909,490)	(877,187)	(1,011,860)
Net Surplus/(Deficit)	(903,620)	(858,670)	(1,002,834)
<u>Rec-Admin/Takiff Department</u>			
Revenues	1,190,872	1,255,190	1,289,288
Expenses	(2,575,785)	(2,063,429)	(2,333,521)
Net Surplus/(Deficit)	(1,384,913)	(808,239)	(1,044,233)

IX. Staff Reports

Glencoe Park District
January 2020 Board Meeting

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

FY2020/21 Budget

Staff has been busy finalizing the first draft of the proposed FY2020/21 budget, including the full list of proposed capital items. Staff's goal is to distribute this budget document in mid-to-late January for the Finance Committee of the Whole Meeting scheduled on February 4, 2020.

Year-End Payroll Processing

W-2s and 1099s have been completed and will be mailed by the required deadlines. There were 304 employees paid by the Park District in 2019, compared to 293 employees in 2018. There are also 90 independent contractors/vendors that will receive 1099s for 2019, compared to 58 contractors in 2018.

Phone System Upgrade/Voicemail Conversion

Staff coordinated a planned upgrade to the Phone System controller, and upgraded to the Mitel Voicemail system. The project was completed over two days, December 19-20, and staff is still finding minor adjustments that need to be made after thorough testing.

Front Office

Front Office staff has been busy (welcome letters, childcare tax letters, transfers, phone calls) with the start of winter programs which started on January 6. Early Learning Center and GJK Preschool preregistration for the next school year will begin January 13-31, and open registration will begin February 3. Childcare tax letters for 2019 were emailed out to participants in the daycare, preschool, and before/after school programs.

Health Risk Assessment Program

Staff will be conducting the thirteenth consecutive year of the annual health risk assessment testing/wellness program for the District's full-time staff and their adult dependents. This is a free service provided through the PDRMA Health Program, and for eligible staff, there is a \$400 annual incentive from PDRMA. Informational meetings were conducted and health questionnaire is now available online for staff to complete. The date of the onsite health testing is set for March 11.

Section 125 Plan/PDRMA Health Plan Enrollments

Staff was busy in late December coordinating final enrollment paperwork with full-time employees for new plan years for both the District's Section 125 Plan and PDRMA Health Program health insurance plan.

Annual Audit for FY2019/20

Staff will be meeting with partner, Ron Amen, on January 21 to kick-off the audit for FY19/20. Preliminary audit work is scheduled for March 10, and final fieldwork dates will be April 27-30.

Submitted by:

Carol Mensinger, Director of Finance/Human Resources

**Glencoe Park District
Recreation and Facilities Department
January 2020**

Recreation Department Report: Bobby Collins

We rolled out our 2-year anniversary incentive for the fitness center. We are offering a 2 months for \$2 deal. If you join between December 16, 2019, and January 31, 2020, you will get your first 2 months of membership for \$2. We have had 25 new members join under the new deal since December 1.

We are also excited to announce that the fitness center has installed a Peloton Bike after receiving feedback from members and the public. Staff feels this new item will help drive membership, while also improving the overall workout experience at Glencoe Fitness.

We had an extremely successful winter break at Watts. We offered over 60 hours of open skate time during the break. The great weather helped drive attendance at the rink, but we did not have a significant increase in our electricity bill.

Winter Break Revenue	2019-20 (14 days)	2018-19 (14 days)	2017-18 (14 days)	2016-17 (14 days)
Open Skate	\$9,000	\$9,530	\$3,024	\$4,276
Open Hockey	\$5,834	\$3,812	\$2,390	\$2,510
Rental Skates	\$3,212	\$3,504	\$1,360	\$1,716
Totals	\$18,046	\$16,846	\$6,774	\$8,502

Electricity comparison as of January 9 the last 3 seasons is as follows:

	2019-20	2018-19	2017-18
Electricity Expenses	\$22,614	\$22,726	\$23,653

January continues to be a time of short-term and long-term planning for the Recreation Department. The team has been fine-tuning program budgets and entering spring and summer program information. Spring and summer program registration does not begin until March, but staff is hard at work ensuring all information is ready for the brochure. Managers have already started the summer hiring process, and we hope to see many staff returning from last year, in addition to some new members of the team.

To offer professional development and generate new ideas, some members of the Recreation Team are attending the Illinois Parks and Recreation Association annual conference beginning on Friday, January 24. We look forward to sharing and implementing some new ideas.

Early Childhood: Jessica Stockl

The Early Childhood Wing offered our first ever Preschool Days Off during winter break. There were 6 days offered with a total of 74 registrations throughout those 6 days.

All of our children and families have been enjoying the new playground. The children love the challenging and appropriate new play equipment.

Children's Circle had one infant start this month. We have three new infants starting in April as we move the older infants to the toddler classroom. Our waitlist continues to be closed.

Children's Circle Enrollment As of 1/6	2019/20	2018/19	2017/18
Jellyfish	10	8	15
Frogs	11	10	14
Turtles (NEW)	14	14	0
Starfish	15	13	17
Dolphins (NEW)	20	15	0
Belugas	16	17	21
Total	86	77	67

ELC welcomed three new families into the ELC 2s program this month. Priority registration for 2020-2021 opened to current families on January 13.

ELC Enrollment As of 1/6	2019	2018	2017
ELC 2s	18	18	19
ELC 3s	15	16	19
ELC 4s	18	27	42
Kindergarten Readiness	16	7	(was part of 4s)
Total	67	68	80

Camp registration continues to be strong. We will be offering two Panda (3s) classes due to demand. Our camp enrollment is higher than this time last year with the exception of Kinder Korner. We are expecting more registration in this program.

Bears and Kinder Korner Enrollment As of 1/6			
Teddies (15 max)	Pandas (32 max)	Koalas (40 max)	Kinder Korner (40 max)
M/W/F 5 & T/TH 3	23	29	23

Athletics/Teen Camps: Shannon Stevens

Due to low enrollment in surrounding areas for the 5/6 grade girls' house league, we have partnered with Wilmette Park District to allow our Glencoe girls to continue playing and improve the level of competition.

Overall enrollment is up in our sports programs, but revenue is down. This is partly due to breaking some programs into separate winter and spring sessions. We should see additional revenue after spring registration. We have seen a significant decrease in enrollment for Karate and are looking at a way to generate interest in the program.

New this summer, we have partnered with Game On! Sports 4 Girls to run a three-week all-girls camp at the end of summer. With the high demand for these classes, we are very excited to provide this camp option for Glencoe residents.

Winter 2019-20 Programming As of 1/9	Enrollment		Revenue	
	2019	2018	2019	2018
Miriam and Terry Classes	35	21	\$4,580	\$2,289
After School Sports Club (Little Sportsters)	48	59	\$14,720	\$16,219
Game On! Sports 4 Girls	42	20	\$6,660	\$6,400
RedLine Athletics	18	13	\$3,090	\$2,190
Hot Shots Classes	96	88	\$19,137	\$24,830
Fencing	10	13	\$2,142	\$2,660
Tennis	22	11	\$2,976	\$1,698
Karate	69	89	\$16,989	\$22,578
Rowing	10	6	\$2,078	\$879
Total	350	320	\$72,372	\$79,743

Arts and Youth: Stephani Briskman

Over the holiday break, staff offered a Winter Break Camp program to participants. This six-day long camp was filled with exciting field trips and interactive activities at the Watts Center. Enrollment was up slightly compared to the previous year.

School Day Off Program - Winter Break Camp			
2019		2018	
Program Dates	Participants	Program Dates	Participants
December 23	22	December 26	21
December 26	13	December 27	10
December 27	14	December 28	21
December 30	15	January 2	20
January 2	40	January 3	22
January 3	26	January 4	19
Total	130	Total	113

Winter registration for youth and art programs continues to be strong with Crafting with Kim and STEAM Makerspace being able to accommodate their large waitlist. As of January 9, youth and art programs made \$49,210 compared to \$42,789 last year. The school-age camp enrollment continues to be strong compared to last year.

Special Events & Active Adults: Liz Visteen

Teen Ice Night on Friday, December 13 saw a record number of attendees. Teens enjoyed ice skating, pizza, s'mores, hot chocolate, and games.

Made in Glencoe themed art opening was well received with multiple art media to enjoy. New artwork from Park District students was on display in the lower lobby. Park District

Improv students offered a free well-attended show during the evening, and finally, new Glencoe nature photographs were on display in the community hallway.

Special Event Attendance	2019	2018
Sa, December 13 – Made in Glencoe-Art Opening	40	35
Sa, December 13 – Teen Ice Night	139	117
Tu, December 31 – Itty Bitty New Year	95	105

Special Event Attendance	2020	2019
F, January 10 – Family Fun Night at Watts-Frozen	200	Not offered

Upcoming special events:

Sa, January 18 – Messy Morning
 M, January 20 – Watts Below Zero
 F, February 7 – Teen Ice Night

Enrollment for youth ceramics classes is strong this winter, with quite a few children on the waitlist. Adult programs began the week of January 6 with many of the participants registering the week of classes.

Winter Enrollment As of 1/9	2020	2019
Adult Ceramics	22	17
Youth Ceramics	75**	53
Adult Art Programs	35	39
Adult Workshops (one-day)	9	0
Teen Programs	1	8

*** Enrollment includes participants on the waitlist.
 Number will decrease once waitlist refunds are processed.*

Takiff, Fitness, & Watts: Adam Wohl

Facility rentals in 2019 continue to trend consistently below 2018. We are continuing to streamline our rental process and look for ways to expand our customer service to renters.

Takiff Center Rentals As of 12/31	2019	2018
Facility Rentals	\$68,599	\$75,976

• **Glencoe Fitness**

Glencoe Fitness Membership As of 1/8	2019-20	2018-19
	181	218

We offered a free Countdown to New Year’s Fitness workout on New Year’s Eve. We had 15 participants in this bootcamp-style class. It was co-taught by our fitness instructors Marianne Nicolosi and Sandy Culver. It consisted of rowing, core,

plyometric, and strength exercises. We offered 10% off a punch card for anyone that participated in the class; selling 7 punch cards to the participants. It was very well received, and we will plan free classes in the future!

- **Watts Ice Center**

The Watts Ice Center has had an extremely successful season. Outside a few rain days and the latest cold spell, we have stayed open and been very busy. Below are comparisons for Watts rentals, skating classes, and pass sales.

Watts Center Rentals As of 12/31	2019-20	2018-19
Room Rentals	\$6,026	\$5,514
Party Ice Rentals	\$18,615	\$11,394
Misc. Hockey Rentals	\$31,737	\$24,377
Totals	\$56,378	\$41,285

Watts Skating Classes As of 1/9	2019-20		2018-19	
	Enrollment	Fees	Enrollment	Fees
Snowplow Sam	74	\$6,684	85	\$7,980
USFS Skating	29	\$2,640	30	\$2,755
Minor Hawks	30	\$2,820	29	\$2,641
Winter Break Camp	18	\$1,344	24	\$1,368
Totals	151	\$13,344	168	\$14,744

Watts Pass Sales As of 12/31	2019-20	2018-19
Individual Pass	\$464	\$512
Family Pass	\$10,398	\$9,511
Combo Pass	\$3,916	\$2,906
Hockey 10 punch	\$2,170	\$1,587
Totals	\$16,948	\$14,516

We are bringing back a 3on3 hockey tournament to the Watts Recreational Center. On February 17, we are offering a one-day tournament for squirts and mites. Teams will be formed that morning and guaranteed 3 games. We have partnered with John Scully from DekHockey to run this tournament. We are very excited to be bringing back this classic Watts tournament in a new format.

- **Programming – Dance & Theater**

Broadway Bound has its performances of Frozen Jr. on January 18-19 at the Winnetka Community House Matz Hall. It should be a great show with over 700 tickets sold between the four shows so far. Winter 2020 registration remains strong.

Winter Registration As of 1/9	2020		2019	
	# Students	Fees	# Students	Fees

Dance Classes	106	\$54,318	111	\$55,132
Footlighters	81	\$40,956	47	\$23,347
Broadway Bound	61	\$44,136	52	\$37,800
Junior High Improv	7	\$2,940	0	\$0
Totals	255	\$142,350	210	\$116,279

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

**Glencoe Park District
Parks & Facilities Maintenance Report
January 2020**

Administrative

The process of working with Altamanu continues on closing out the Takiff Playground replacement. Consultants have completed the Phase I submission to IDOT for the trail project. Staff has completed the PARC grant submission for the renovation of Watts Center. Work continues on the Halfway House restoration, tile is expected to be delivered in February and installed weather permitting. In addition, consultants are working on the final bid let information for the overlook/retaining wall restoration project.

Staff has been busy developing bids for next fiscal year's capital projects.

Grounds/Horticulture

The horticulture crew has continued to perform dormant pruning from the ground throughout the District. Staff has been working on planting bed designs for next season.

Parks Maintenance & Construction

Staff has made the most of the weather without snow. Playground chips were installed throughout the park system at Woodlawn, Vernon, Old Elm, Shelton and Astor. This is a yearly task which is typically done mid-summer. Furthermore, staff cleaned and mulched leaves on the tennis courts throughout the park system.

Staff continues to perform snow removal as necessary. Takiff Center is cleared and ready to open by 5:30am for Glencoe Fitness and Watts is cleared by 7:00am for Kids Club.

The team has been working on servicing equipment including chain saws, blowers, trimmers, and tractor implements.

Staff has continued to balance seasonal tasks with routine maintenance such as trash removal, park grooming, and playground inspections. The unseasonably warm weather has brought residents into the park system outside of traditional seasons. Playgrounds and tennis courts are seeing a higher level of use than typical.

Facilities

Staff repaired several solar fixtures on the exterior of Takiff Center. Facilities staff has been busy keeping the facility in acceptable condition during the busy winter season. Hallways, stairways, and high traffic areas are being painted by facilities and parks staff as time allows.

New diaper changing stations and restroom signage has been ordered to comply with 2020 laws.

Athletics

Staff has begun the planning process for the 2020 turf management plan.

Equipment

Plows are in place on trucks and ready for the season. The new Kubota work vehicles have continued to perform well in the snow. The units represent a significant value add to the capabilities of the Parks Department.

The Zamboni has been experiencing issues related to the cooling system. Staff made an 8-hour drive to R&R Equipment in Somerset, Wisconsin over the weekend for emergency parts to keep the unit functioning. The District has only one Zamboni, so if the unit breaks down it can be challenging to secure a rental under short notice to keep the rink open.

In addition, the Park District's loader broke down during the snow cleanup. The loader is used year-round, mainly to clear the ice rink and for pulling the beach cleaner in the summer. This repair is a warranty item and the unit has been sent to the manufacturer's representative for repairs.

Personnel

The Parks Team has been rotating thru the facilities to cross-train; this further develops staff and supports the Recreation Department.

Shared Services

Staff continues to collaborate with Village of Glencoe staff as needed.

Submitted by:

Chris Leiner, CPRP

Director of Parks & Maintenance

**Glencoe Park District
Marketing/Communications Report
January 2020**

Social Media/Email

We ended the month of December with 30,299 Facebook impressions (we ended November with 22,891 impressions). We now have 1,784 followers on Facebook, 973 followers on Twitter and 1,394 followers on Instagram. Glencoe Beach has 2,204 and Watts has 254 followers on Facebook.

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

Date	Subject	Total Sent	Open Rate	Click Rate	Link
30-Dec	2019 Year in Review	6352	28.90%	12.80%	https://conta.cc/2t7HKx9
26-Dec	Winter Low Enrollment Programs	765	37.00%	6.80%	https://conta.cc/30b9exW
23-Dec	Itty Bitty New Year	568	40.40%	8.40%	https://conta.cc/35EI8kc
21-Dec	Countdown to NYE Workout	1837	32.30%	1.20%	https://conta.cc/3a0THFs
19-Dec	December Check-in Challenge	294	42.40%	0.80%	https://conta.cc/2Nf2D0y
17-Dec	Winter Break Activities	959	45.30%	21.40%	https://conta.cc/2tOu2iG
16-Dec	Come Back to Glencoe Fitness	107	37.40%	18.90%	https://conta.cc/2R3zg2d
14-Dec	2 months \$2	6298	30.60%	5.90%	https://conta.cc/30aJCBx
10-Dec	Magic Class	1109	37.10%	3.70%	https://conta.cc/2Riglvp
5-Dec	Made in Glencoe: Art, Improv & Photography Show	294	53.80%	1.90%	https://conta.cc/34Vr4Xr

Fitness Center Retention

We are working on new materials, challenges, and signage to drive Glencoe Fitness retention in 2020. During the months of December and January, we're celebrating our second anniversary by offering a \$2 membership for the first 2 months. We're using email to specifically target daycare parents, those who did a 7-day trial but did not join, as well as those who did not renew their membership when it expired. The deal is also available to the general public.

Special Events

We worked closely with the Recreation Department to market low enrollment programs, Itty Bitty New Year, NYE Workout, and our Made in Glencoe show by creating flyers, website graphics, posters, banners, and event signage for the event. We also generated email blasts and social media posts, as well as pitched the events to local reporters.

Inside Glencoe

The joint newsletter from the Park District, Village, Library, District 35, and Family Services of Glencoe went to all residents the last week of December. Be sure to check out Lisa Brook's introduction letter!

Year in Review

I created an interactive web page to review the projects, milestones, and achievements accomplished by the Glencoe Park District in 2019. The page was shared on our website, as well as through social media and email. We also worked with Glencoe News and Glencoe Anchor to recap the top stories of the year.

Submitted by:

Erin Classen, Superintendent of Marketing and Communications

SAFETY AND WELLNESS COMMITTEE

Agenda and Minutes

Wednesday, December 18, 2019 / 11:00 a.m.

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

1. Call to order at 11:07 am

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

2. Review of the Minutes: The Safety and Wellness Committee Meeting Minutes from September 19, 2019 were reviewed and accepted.
3. Accident/Incident Review: Carol reported on the accident/incident reports for November and December. There were four (4) participant incidents. There were three (3) minor employee injuries and one (1) reported workers comp incident.
4. Facility and Park Inspection Review: Completed monthly inspections throughout the parks. Ongoing vigilance required to maintain locker safety.
5. Open Claims: One (1) open property claim: A tree fell down on a resident's fence and they are requesting a new fence from the Glencoe Park District. Six (6) remaining open worker comp claims...some should be closed soon.
6. Carry Over Items:
 - a) Further discussion within a Sub Committee (**Chris Leiner, Bobby Collins, Adam Wohl and Jessica Stockl**) to take place regarding safety preparedness and the potential to bring in a safety consultant.
 - b) The next round of lockdown devices being discussed for installation in the Children's Circle wing.
 - c) **Chris** is finalizing PDRMA's pilot program B, and will follow-up with PDRMA rep after the holidays on remainder to be completed.
7. Certificate of Insurance Information: Please continue to submit any needed Certificate of Insurance information, as requested.
8. New Items: Liz Visteen is going to reach out over the next couple of months to schedule CPR/First Aid training with staff.
9. Wellness Initiatives:
 - a) PATH Biometric Screening scheduled for March 11, 2020 from 8am-11am. Everyone can sign up starting January 1, 2020.

Adjourn: 11:33 am

**The next Safety and Wellness Committee Meeting has been scheduled for
Wednesday, January 15 at 11:00 a.m.**

X. Executive Director's Report

Glencoe Park District
January 2020 Board Meeting

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

Land Lease Request with Glencoe Historical Society

Please refer to memo located in the packet under agenda items V/VII for information on the land lease request from the Glencoe Historical Society.

Dog Park Task Force

The Dog Park Task Force and I presented their finding at the January Committee meeting. As you are aware, the Task Force reluctantly recommended that there is not a suitable location for a dog park on Park District property due to "urine" smell resulting from dog park use, noise from dog altercations and barking, traffic congestion due to increased use, and other items. The Task Force did recommend that a citizen led group be formed to request that the Cook County Forest Preserve consider a dog park on locations in or near Glencoe. They also recommended that Winnetka and Northfield residents may want to work together. I would like to discuss if the Board would like to assign Board liaison(s) to assist this group.

Glencoe Beach

On Saturday, January 11 we had extreme waves of 20-23 feet, which caused water to go up to the boat house and past the playground to the retaining walls of the beach house. Staff was proactive and put sandbags in front of the boat house to limit the amount of water entering the building. The Parks Team also started removing damaged decking on the pier two days prior to the storm to limit the amount of debris that would have ended up in the lake, in addition to moving picnic tables, benches and garbage cans. Matt and Bobby were out on the beach on Saturday securing boats at risk of floating away.

The high lake levels will continue to cause problems in the coming season. As we discussed before, we will need to look for long-term solutions for our pier. Until then, staff is preparing to put wood decking on the pier for the 2020 beach season. This is a less costly solution than Trek, which has been damaged the last couple years, but will still look nice during the season. I would like to reiterate this is a short-term solution until we have the funds and a long-term solution.

We are also looking at ways to close the pier when it is not safe for patrons. The solution must hold up to storms, strong wind, and waves. It is predicted that the lake levels may rise another 10-15 inches. If this happens we predict the lake level (without wave action) will only be one inch below the pier. This will necessitate pier closure throughout the summer whenever there are large wave events.

I have attached pictures from the storm.

Glencoe Fitness

Glencoe Fitness has seen an increase in membership and participation at the start of the new year. Staff will provide a comprehensive report in March after our new membership drive is complete. We added a Peloton Bike to our fitness floor and anticipate it will be a very popular addition to our equipment offerings.

Committee Meeting Dates

We have many projects in the planning stage during the winter and spring. This will necessitate the need for committee meetings every first Tuesday of the month. We also would like to continue our discussion of future capital projects. Jenny has sent Outlook meeting requests already.

We have scheduled a Finance Committee of the Whole meeting to discuss the budget on Tuesday, February 4 at 7:00pm.

Special Events

On January 10, we had Family Fun Night at Watts that included Elsa and Anna from Frozen. Watts Below Zero, one of Glencoe Park District's signature events, will be hosted on Monday, January 20 at the Watts Recreational Center from 10 AM - Noon. This is a free event including skating, games, ice sculpting, and more.

A free Messy Morning event during our annual Preschool Open House will be held on Saturday, January 18 from 9:30-11 AM. Children and parents will explore our classrooms where they will get to squeeze, squish, and paint. All the fun messy things you cannot do at home.

We also have an Adult Paint and Sip on January 24 and Teen Skate (which are very popular) on February 2. On February 11 is our Daddy/ Daughter Dance - an event you do not want to miss!

IPRA/IAPD Conference

Some staff will be attending the annual IPRA/IAPD State Conference from January 23-25 at the Hyatt Regency in Chicago. Staff will be available via cell phone and email when they are at the conference. Not all managers will be attending and will be on-hand for any emergencies. Commissioner Boron will be attending on Friday. As a Distinguished Accreditation Board Member and National Liaison for WILS, I will be attending several meetings during the conference.

Superintendent of Marketing and Communications

Erin Classen, has given me permission to tell you the exciting news that she is expecting her first child in late April or early May. We are very excited to add another baby to our Park District family. Our Marketing Department consists of Erin and a part-time employee, so we are doing a couple things to facilitate her maternity leave. We will be moving up the staff deadlines for the fall brochure, so hopefully it is completed before

her leave. We are also hiring a marketing temp to work on our social media and news releases.

Freedom of Information Report

There was one FOIA request:

- SmartProcedure requested purchasing records from August 22, 2019 to present on December 25 and was responded to on December 26.

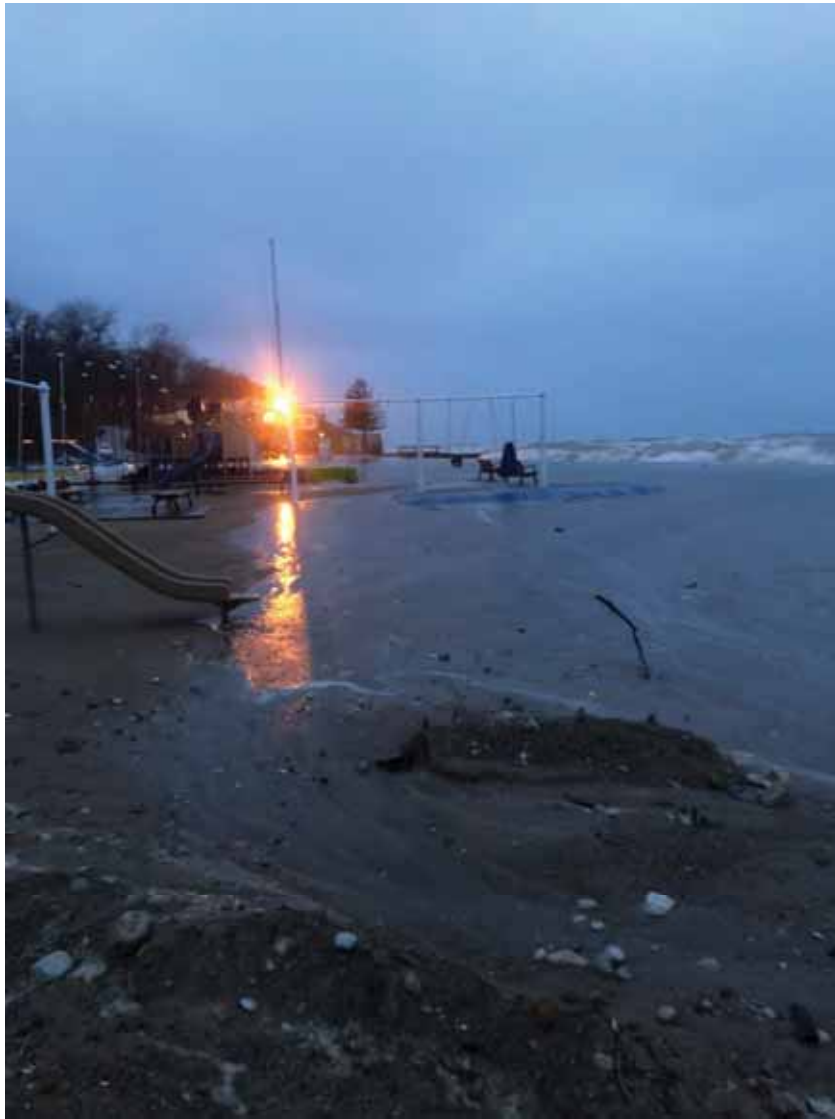
Submitted by:

Lisa Sheppard, CPRP
Executive Director

Glencoe Beach January 11, 2020



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XI. Discussion of BINA Hearing

XII. Action Item A

Approval of Order for BINA Hearing

Glencoe Park District
January 2020 Board Meeting

MEMORANDUM

TO: Board of Park Commissioners
FROM: Carol Mensinger
SUBJECT: Executive Order for BINA Hearing
DATE: January 15, 2020

Attached is the “Order” calling for a public hearing with respect to the bond issue that has been discussed at the Board level in the last several months. This “Order” provides the authorization of the President and is voted on by all Board members to hold a public hearing concerning the District’s intent to sell bonds. This hearing is required per the Bond Issue Notification Act, and is commonly called a BINA Hearing.

Once the “Order” is approved, the BINA Hearing will be held on February 18, 2020, and specific publication provisions must be met in publishing this legal hearing notice in the Glencoe News.

Once the BINA Hearing is held, the Board has three years to actually issue the bonds. As discussed at a past Board meeting, the likely issuance date would be in June 2020, but it may be sooner should rates begin to increase.

Further, you may recall that the issue amount last discussed was \$4,125,000. This would equate to an approximate \$37 increase to the average taxpayer. An amount not to exceed \$4,500,000 is specifically stated in this “Order” as we thought it best to allow for that amount should interest rates *decrease* before the bonds are actually issued.

As mentioned in previous meetings, and as will be presented at the BINA Hearing, the following items should be noted as to the reason why we are looking to issue non-referendum bond issue at this time.

- While we have been able to transfer \$7.3 million from fund balance reserves in the past seven years – at no additional debt service (i.e. principal and interest costs) to the taxpayers, the ability to continue to fund all projects this way, will become less and less likely.
- Currently, there are over \$14 million in Master Plan projects that will need to be funded over the next 3-5 years, including Watts rink and building improvements, park maintenance garage, lakefront improvements, etc.
- In 2020, the District has an opportunity to go for a PARC grant for improvements to the Watts Recreational Center...which would allow us to utilize a \$2.5 million grant for a \$4 million project.
- The 2010 Refunding Bonds (which were initially issued in 2001 for Watts Center) will retire on December 1, 2020. The timing of this new issue would not be felt until the 2020 tax levy, after the current debt is no longer outstanding. Again, the increase to the average taxpayer is estimated to be \$37.

MEMORANDUM

- Interest rates are much lower than we have seen in recent years. Today, we are looking at average coupon rate of 3.35% or lower...back at the time of the original bond issue in 2001, rates were over 6%.
- In 2015, the District refunded the original 2006 debt that was used to fund the Takiff Center improvements, and as a result, there was a savings of over \$770,000 in interest costs saved over the course of the last ten years of retirement of that debt. This was the last time the Board approved a bond issue.

ORDER calling a public hearing concerning the intent of the Board of Park Commissioners of the Glencoe Park District, Cook County, Illinois, to sell not to exceed \$4,500,000 General Obligation Limited Tax Park Bonds.

* * *

WHEREAS, the Glencoe Park District, Cook County, Illinois (the “*District*”), is a duly organized and existing Park District created under the provisions of the laws of the State of Illinois, and is now operating under the provisions of the Park District Code of the State of Illinois, and all laws amendatory thereof and supplementary thereto, including the Local Government Debt Reform Act of the State of Illinois, as amended; and

WHEREAS, the Board of Park Commissioners of the District (the “*Board*”) intends to sell bonds in an amount not to exceed \$4,500,000 for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto (the “*Bonds*”); and

WHEREAS, the Bond Issue Notification Act of the State of Illinois, as amended, requires the Board to hold a public hearing concerning the Board’s intent to sell the Bonds before adopting an ordinance providing for the sale of the Bonds:

NOW, THEREFORE, Be It and It Is Hereby Ordered by the undersigned President of the Board of Park Commissioners of the Glencoe Park District, Cook County, Illinois, as follows:

1. I hereby call a public hearing to be held at 7:00 o'clock P.M. on the 18th day of February, 2020, in the Takiff Center, 999 Green Bay Road, Glencoe, Illinois, in the District, concerning the Board’s intent to sell the Bonds and to receive public comments regarding the proposal to sell the Bonds (the “*Hearing*”).

2. I hereby direct that the Secretary of the Board (the “*Secretary*”) shall (i) publish notice of the Hearing at least once in the *Glencoe News*, the same being a newspaper of general circulation in the District, not less than 7 nor more than 30 days before the date of the Hearing and (ii) post at least 96 hours before the Hearing a copy of said notice at the principal office of the Board, which notice will be continuously available for public review during the entire 96-hour period preceding the Hearing.

3. Notice of the Hearing shall appear above the name of the Secretary and shall be in substantially the following form:

**NOTICE OF PUBLIC HEARING CONCERNING THE INTENT OF
THE BOARD OF PARK COMMISSIONERS OF THE GLENCOE PARK DISTRICT,
COOK COUNTY, ILLINOIS
TO SELL NOT TO EXCEED \$4,500,000 GENERAL OBLIGATION LIMITED TAX PARK BONDS**

PUBLIC NOTICE IS HEREBY GIVEN that the Glencoe Park District, Cook County, Illinois (the "*District*"), will hold a public hearing on the 18th day of February, 2020, at 7:00 o'clock P.M. The hearing will be held in the Takiff Center, 999 Green Bay Road, Glencoe, Illinois. The purpose of the hearing will be to receive public comments on the proposal to sell bonds in an amount not to exceed \$4,500,000 for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto.

By order of the President of the Board of Park Commissioners of the Glencoe Park District, Cook County, Illinois.

DATED the 21st day of January, 2020.

Lisa Sheppard
Secretary, Board of Park Commissioners,
Glencoe Park District, Cook County, Illinois

Note to Publisher: Please be certain that this notice appears above the name of the Secretary.

4. At the Hearing, the Board shall explain the reasons for the proposed bond issue and permit persons desiring to be heard an opportunity to present written or oral testimony within reasonable time limits. The Board shall not adopt an ordinance selling the Bonds for a period of seven (7) days after the final adjournment of the Hearing.

Ordered this 21st day of January, 2020.

President, Board of Park Commissioners,
Glencoe Park District, Cook County, Illinois

MINUTES of a regular public meeting of the Board of Park Commissioners of the Glencoe Park District, Cook County, Illinois, held in the Takiff Center, 999 Green Bay Road, Glencoe, Illinois, in said Park District at 7:00 o'clock P.M., on the 18th day of February, 2020.

* * *

The meeting was called to order by the President, and upon the roll being called, Lisa Brooks, the President, and the following Park Commissioners were physically present at said location: _____

The following Park Commissioners were allowed by a majority of the members of the Board of Park Commissioners in accordance with and to the extent allowed by rules adopted by the Board of Park Commissioners to attend the meeting by video or audio conference: _____

No Park Commissioner was not permitted to attend the meeting by video or audio conference.

The following Park Commissioners were absent and did not participate in the meeting in any manner or to any extent whatsoever: _____

At _____ o'clock P.M., the President announced that the next agenda item for the Board of Park Commissioners was a public hearing (the "*Hearing*") to receive public comments on the proposal to sell not to exceed \$4,500,000 General Obligation Limited Tax Park Bonds for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto (the "*Park Bonds*") and explained that all persons desiring to be heard would have an opportunity to present written or oral testimony with respect thereto.

The President opened the discussion and explained that the reasons for the proposed issuance of the Park Bonds were as follows: _____

Whereupon the President asked for additional comments from the Park Commissioners. Additional comments were made by the following:

(If no additional comments were made,
please so indicate with the word "none.")

Written testimony concerning the proposed issuance of the Park Bonds was read into the record by the Secretary and is attached hereto as *Exhibit I*.

(If no written testimony was received,
please so indicate with the word "none.")

Whereupon the President asked for oral testimony or any public comments concerning the proposed issuance of the Park Bonds. Statements were made by the following:

(If no additional statements were made,
please so indicate with the word "none.")

The President then announced that all persons desiring to be heard had been given an opportunity to present oral and written testimony with respect to the proposed issuance of the Park Bonds.

Park Commissioner _____ moved and Park Commissioner _____ seconded the motion that the Hearing be finally adjourned.

After a full discussion thereof, the President directed that the roll be called for a vote upon the motion.

Upon the roll being called, the following Park Commissioners voted AYE: _____

The following Park Commissioners voted NAY: _____

Whereupon the President declared the motion carried and the Hearing was finally adjourned.

Other business not pertinent to the conduct of the Hearing was duly transacted at said meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

Secretary, Board of Park Commissioners

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

CERTIFICATION OF MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Park Commissioners of the Glencoe Park District, Cook County, Illinois (the “Board”), and as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 18th day of February, 2020, insofar as the same relates to a public hearing concerning the intent of the Board to sell not to exceed \$4,500,000 General Obligation Limited Tax Park Bonds.

I do further certify that the deliberations of the Board at said meeting were conducted openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 96 hours in advance of the holding of said meeting, that at least one copy of said agenda was continuously available for public review during the entire 96-hour period preceding said meeting, that a true, correct and complete copy of said agenda as so posted is attached hereto as *Exhibit A*, 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, the Park District Code of the State of Illinois, as amended, and the Bond Issue Notification Act of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Acts and said Code and with all of the procedural rules of the Board in the conduct of said meeting.

I do further certify that notice of said public hearing was posted at least 96 hours before said public hearing at the principal office of the Board, that at least one copy of said notice was continuously available for public review during the entire 96-hour period preceding said public hearing and that attached hereto as *Exhibit B* is a true, correct and complete copy of said notice as so posted.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of said Park District, this 18th day of February, 2020.

Secretary, Board of Park Commissioners

[SEAL]

EXHIBIT B

**NOTICE OF PUBLIC HEARING CONCERNING THE INTENT OF
THE BOARD OF PARK COMMISSIONERS OF THE GLENCOE PARK DISTRICT,
COOK COUNTY, ILLINOIS
TO SELL NOT TO EXCEED \$4,500,000 GENERAL OBLIGATION LIMITED TAX PARK BONDS**

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By order of the President of the Board of Park Commissioners of the Glencoe Park District, Cook County, Illinois.

DATED the 14th day of January, 2020.

Lisa Sheppard
Secretary, Board of Park Commissioners,
Glencoe Park District, Cook County, Illinois

[TO BE POSTED AT THE PRINCIPAL OFFICE OF THE BOARD OF PARK COMMISSIONERS]

**NOTICE OF PUBLIC HEARING CONCERNING THE INTENT OF
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By order of the President of the Board of Park Commissioners of the Glencoe Park District, Cook County, Illinois.

DATED the 14th day of January, 2020.

Lisa Sheppard
Secretary, Board of Park Commissioners,
Glencoe Park District, Cook County, Illinois

Glencoe Park District



Eric Anderson

MANAGING DIRECTOR

Tel: 224.512.7709

Email: eric.n.anderson@pjc.com

John Balzano

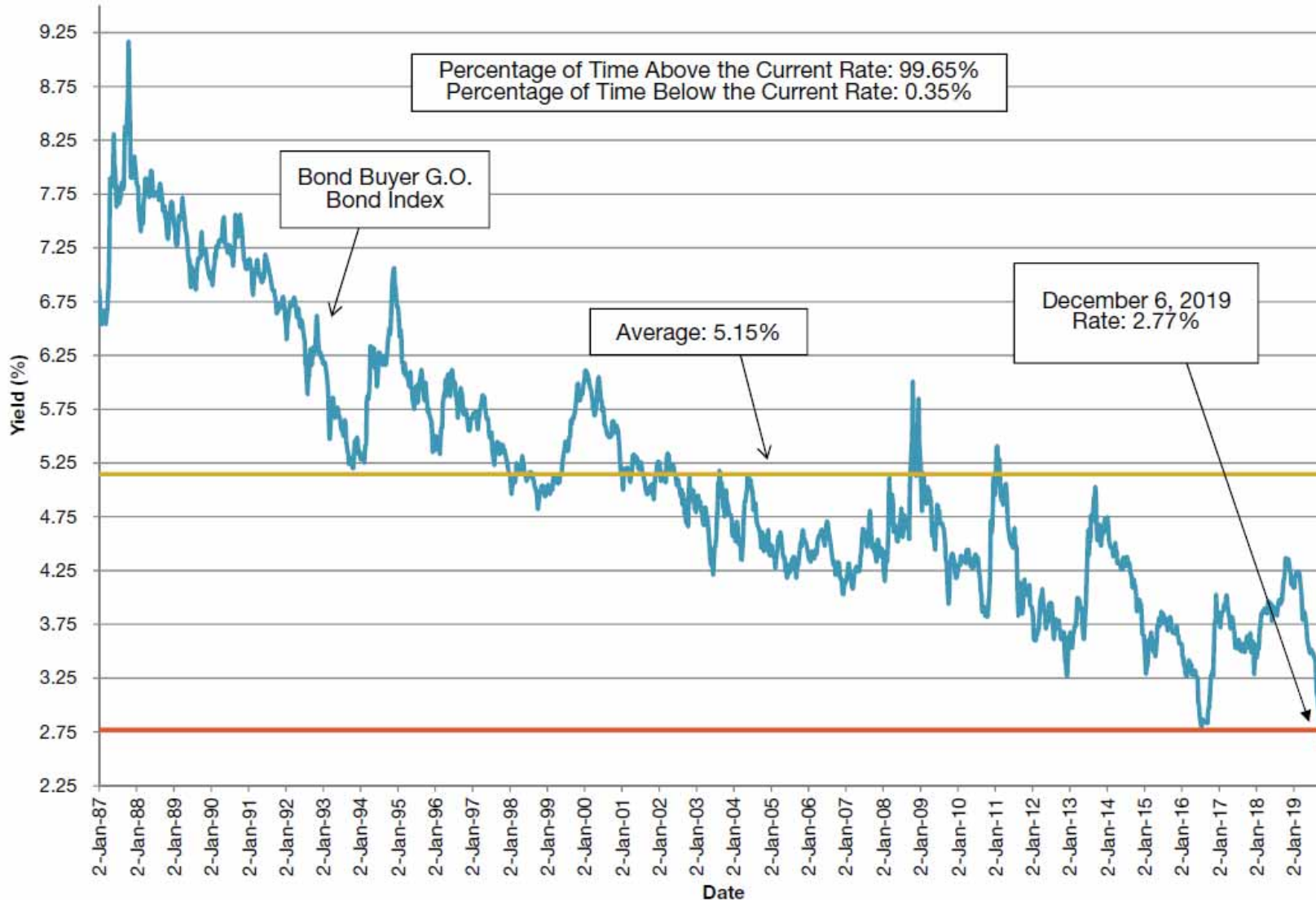
VICE PRESIDENT

Tel: 312.267.5052

Email: john.e.balzano@pjc.com

Historical Tax Exempt Interest Rate Trend

**BOND BUYER 20 G.O. BOND INDEX
(1987 TO PRESENT)**

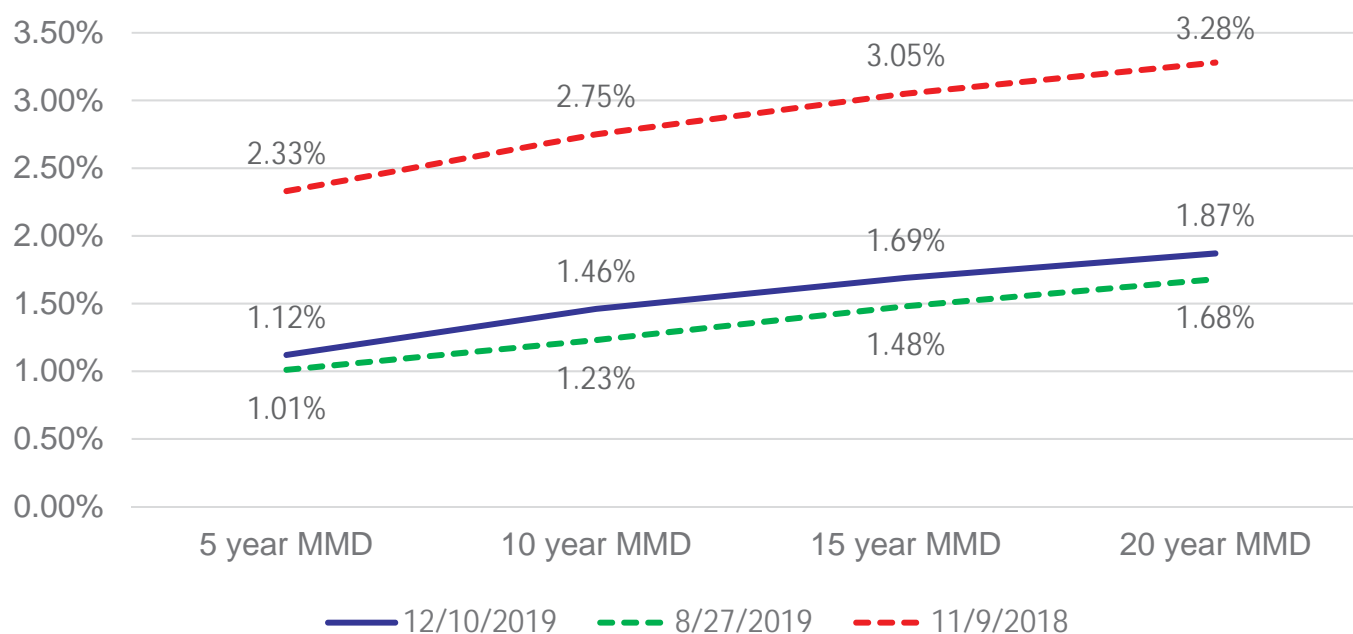


Long term municipal interest rates declined appreciably in 2019, now near 32+ year lows.

Market participants currently assess a strong likelihood that interest rate policy will remain at current levels through Summer, 2020.

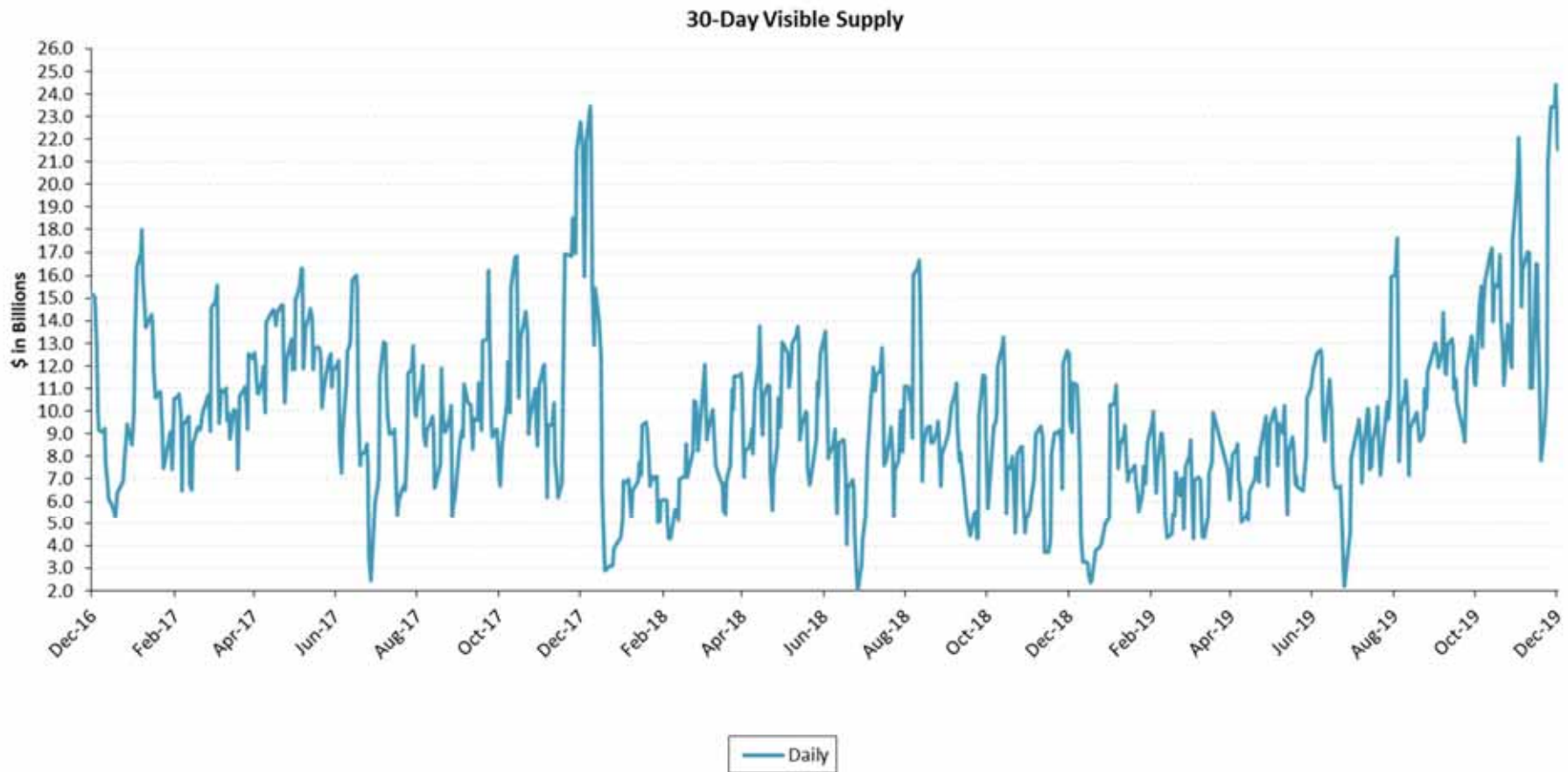
Interest Rate Snapshot

Term	12/10/19	8/27/19	11/9/18
5 year MMD	1.12%	1.01%	2.33%
10 year MMD	1.46%	1.23%	2.75%
15 year MMD	1.69%	1.48%	3.05%
20 year MMD	1.87%	1.68%	3.28%



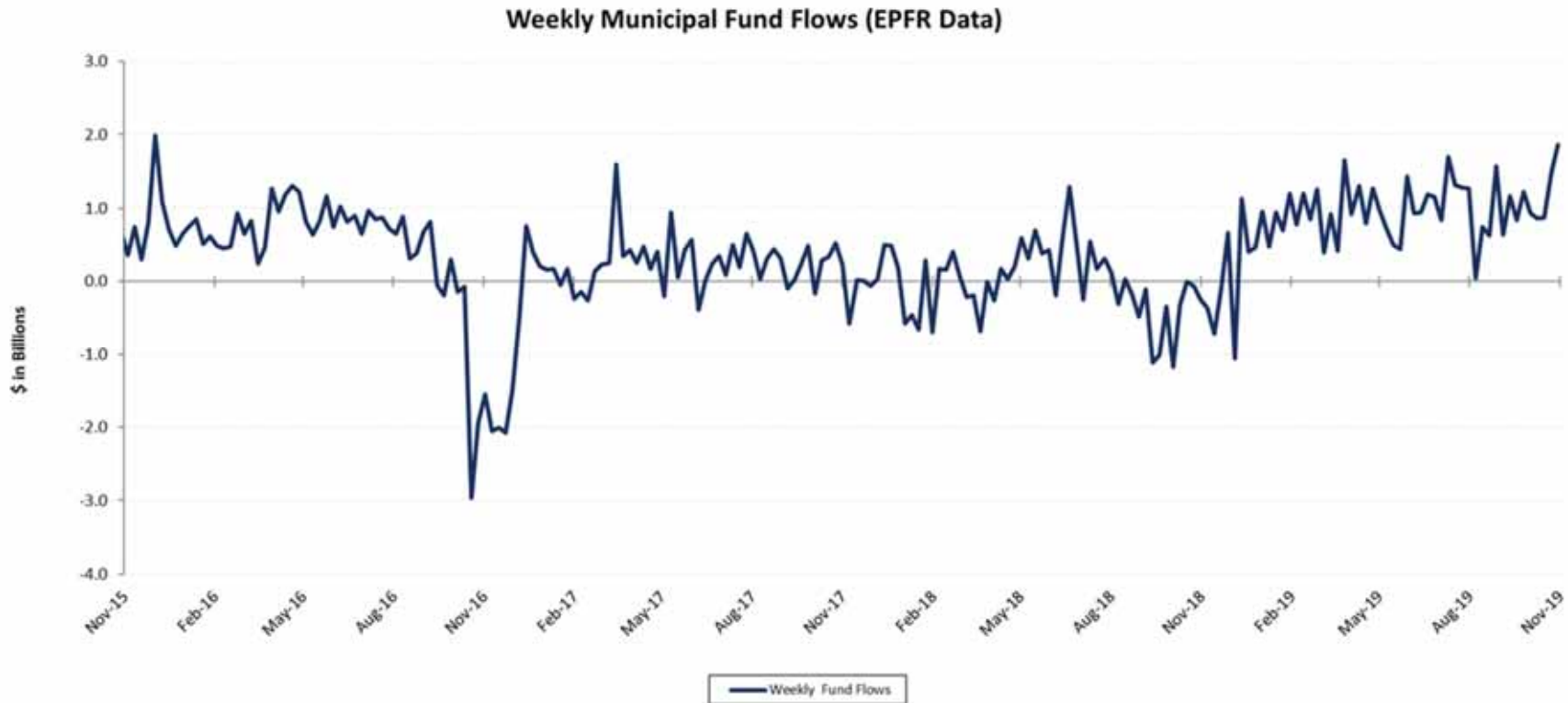
After peaking in early-November, 2018, rates declined across all maturities in 2019, establishing the low for the year on August 27. Rates are currently up modestly from these lows, and subject to continuing volatility from economic data and news flow.

Other Municipal Bond Market Health Indicators – Visible Supply



With seasonal factors and historically low interest rates, municipal supply is presenting surging and above the highs previously seen just before the Tax Cut and Jobs Act of 2017 was set to be implemented. We would expect supply to abate somewhat to start 2020, but there are a significant amount of bond refundings that are close to being refundable that may provide additional supply into the market.

Other Municipal Bond Market Health Indicators – Fund Flow



Municipal bond fund flows continue to be positive throughout the year, currently at +\$1.9 billion for the current week, a new high for 2019. Generally, fund flows are positive to begin the new year.

Debt Limits

The District has two debt limits that are used to determine the authority to issue debt:

1. Non-referendum debt. Calculated as 0.575% of current year EAV as the maximum value, less any outstanding non referendum bonds, the value of this calculation increases as debt is paid and as the districts property valuation increases, and declines when non referendum debt is issued and/or property valuation decreases.
2. Statutory total debt. Calculated as 2.875% of current year EAV as the maximum value, less any outstanding debt, the value of this calculation increases as debt is paid and as the districts property valuation increases, and declines when non referendum debt is issued and/or property valuation decreases.

Legal Debt Margin Calculation	Total Debt	Non-Referendum 0.575% of EAV	Statutory Debt Limit 2.875% of EAV
Levy Year 2018 EAV: \$903,764,241		\$ 5,196,644	\$ 25,983,222
Less: Outstanding G.O. Debt:			
G.O. LT Park Ref. Bonds, Series 2010	\$ 125,000	\$ 125,000	125,000
G.O. Park Refunding Bonds, Series 2015	5,550,000	-	5,550,000
Total Applicable Debt:	\$ 5,675,000	\$ 125,000	\$ 5,675,000
Legal Debt Margin:		\$ 5,071,644	\$ 20,308,222

Debt Service Extension Base

The District has a further limitation when it considers the issuance of non referendum debt – the amount it can levy is limited by Property Tax Extension Limitation Law (“PTELL” or “Tax Caps”). This amount is called the Debt Service Extension Base, or “DSEB”.

The DSEB:

1. Is a measure of the amount of non referendum bonded debt service that can be extended by the district in any one levy year. This amount was originally determined as the amount of non referendum bond debt service was extended in levy year 1994, adjusted annually by the change in CPI since levy year 2009.

The amount of the district’s Debt Service Extension Base (“DSEB”) is shown below:

Levy Year	Original Base	CPI % Growth	\$ Growth	New Base
2009	\$ 228,710	0.10%	\$ 229	\$ 228,938
2010	228,938	2.70%	6,181	235,120
2011	235,120	1.50%	3,527	238,646
2012	238,646	3.00%	7,159	245,806
2013	245,806	1.70%	4,179	249,984
2014	249,984	1.50%	3,750	253,734
2015	253,734	0.80%	2,030	255,764
2016	255,764	0.70%	1,790	257,554
2017	257,554	2.10%	5,409	262,963
2018	262,963	2.10%	5,522	268,485
2019	268,485	1.90%	5,101	273,586

DSEB values for levy year 2020 will be known once CPI for 2019 is announced on January 14, 2020.

We will use a rate of 1.8% for levy year 2020 when producing the balance of this report, and assume a static CPI thereafter.

Debt Service Extension Base Availability

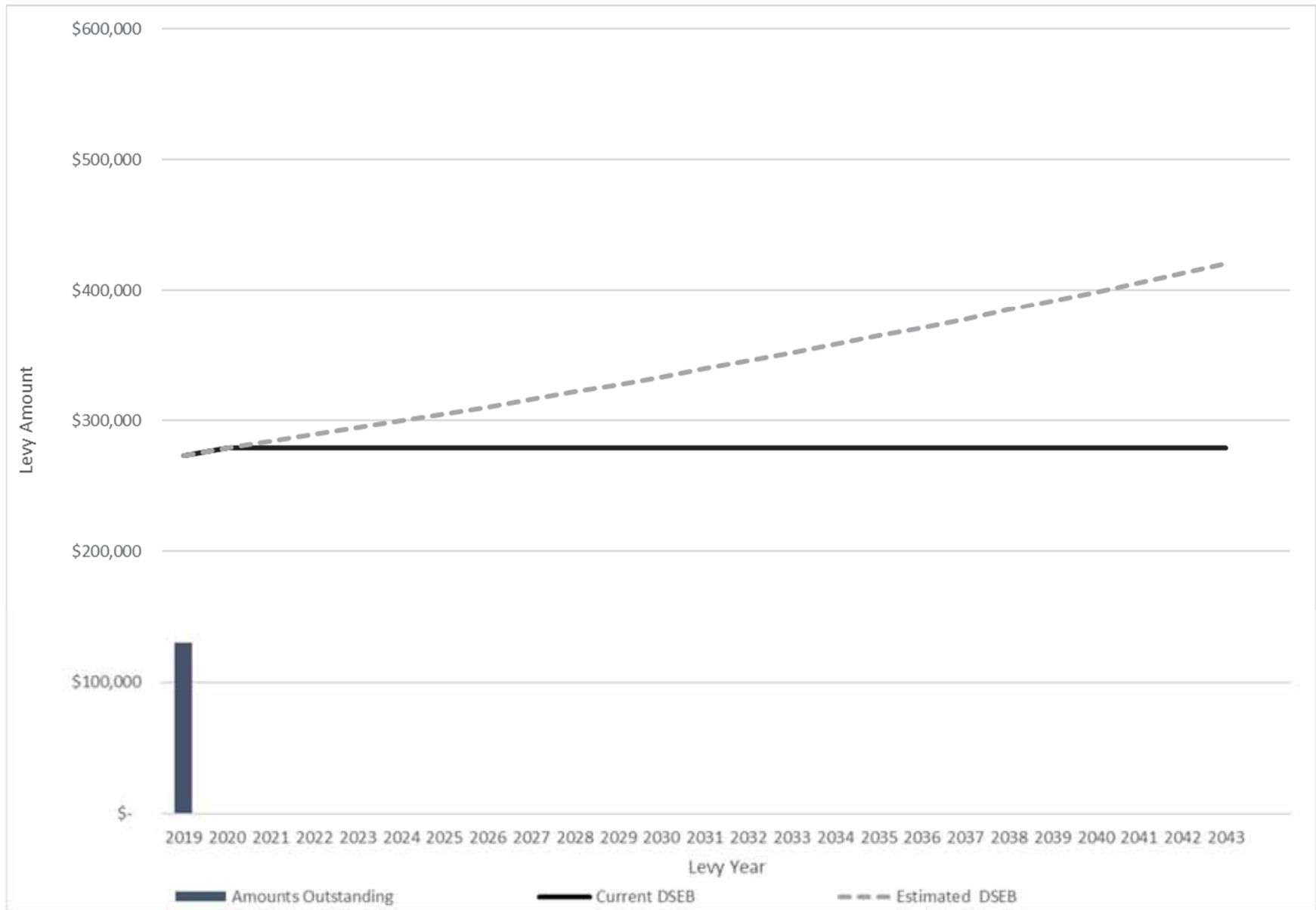
Levy Year	Estimated DSEB	Amounts Outstanding	DSEB Headroom
2019	\$ 273,586	\$ 130,000	\$ 143,586
2020	279,058	-	279,058
2021	279,058	-	279,058
2022	279,058	-	279,058
2023	279,058	-	279,058
2024	279,058	-	279,058
2025	279,058	-	279,058
2026	279,058	-	279,058
2027	279,058	-	279,058
2028	279,058	-	279,058
2029	279,058	-	279,058
2030	279,058	-	279,058
2031	279,058	-	279,058
2032	279,058	-	279,058
2033	279,058	-	279,058
2034	279,058	-	279,058
2035	279,058	-	279,058
2036	279,058	-	279,058
2037	279,058	-	279,058
2038	279,058	-	279,058
2039	279,058	-	279,058
2040	279,058	-	279,058
2041	279,058	-	279,058
2042	279,058	-	279,058
2043	279,058	-	279,058
Totals	\$ 6,970,971	\$ 130,000	\$ 6,840,971

The district has determined to manage its debt service to a static figure that equals its DSEB for levy year 2020, currently estimated at \$279,058 if CPI were to be final at 2.0% for calendar year 2019. CPI for calendar year 2019 (levy year 2020) will be announced on January 14, 2020.

By not “anticipating” future CPI into its future debt service obligation the district will not have debt service exposure in the event that property taxes are frozen or CPI is experienced at a lower-than-expected rate.

** since 1994, the average CPI is 2.2%; the average over the past ten years is 1.8%, while the past five years average is 1.5%.*

Debt Service Extension Base Availability



How Much in Bonds Could the District Issue?

The district is guided by three restrictions:

- the amount of non referendum debt limit allowed (currently \$5.07 million)
 - the amount of debt service allowed to be levied via tax caps (self-restricted at ~\$280,000 annually)
 - the duration of the financing (25 years is the maximum – 20 years selected)
-

As shown on the following page, the district could receive approximately **\$4.125MM** of Limited Park Bonds, retired over **20 years** at **2.67% average yield**.

- difference between a Aaa-rated and Aa1 rated bond is approximately .08%, or ~\$42,112 over the term assuming a \$4.125MM borrowing over 20 years as shown herein.

Estimated Capital Expenditures – Coming 3 -5 Years

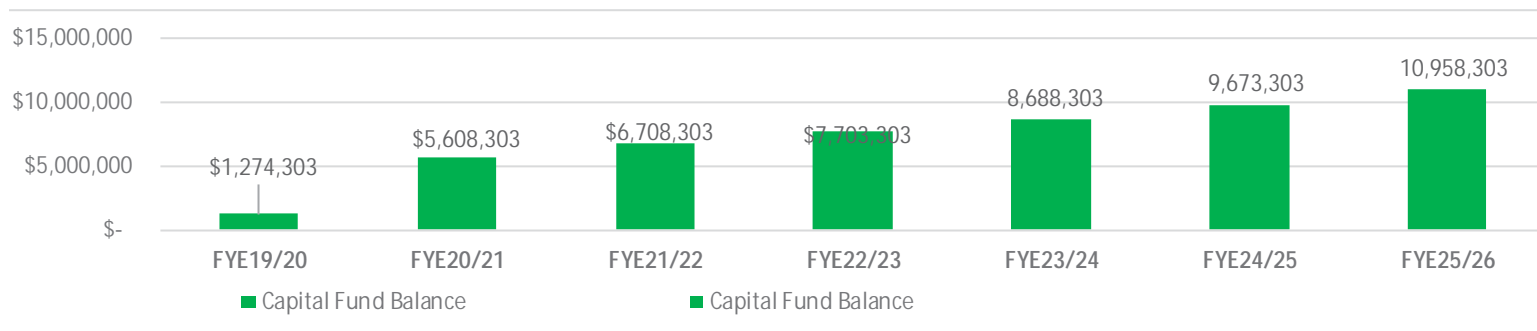
ESTIMATED PROJECTS IN COMING 3-5 YEARS:

<u>Estimated Amount</u>	<u>Project</u>
\$ 3,800,000	Watts Center Improvements
3,000,000	Park Maintenance Facility
70,000	Shelton Pathway
200,000	Secret Garden
225,000	Milton Park Playground
225,000	Lakefront Park Playground
325,000	Friends Playground-Phase 2
200,000	Veterans Memorial
150,000	Lakefront Tennis Court
1,250,000	Lakefront Path Park Improvements
265,000	Bluff/Beach Surface Water Management
TBD	Pier Deck Replacement
300,000	Kalk Park Drainage
800,000	West Baseball Field
400,000	Sports Fields-Watts Park
125,000	Lighted Tennis Court
1,200,000	Takiff Flat Roof Replacement
TBD	North Field Athletic Field
<u>TBD</u>	Bicycle/Modular System
\$ 12,535,000	Total Estimated Project Cost, 3-5 years

Capital Expenditure Sources and Uses of Funds

Inflows	FYE19/20	FYE20/21	FYE21/22	FYE22/23	FYE23/24	FYE24/25	FYE25/26
Beginning Balance	\$ 1,397,893	\$ 1,274,303	\$ 5,608,303	\$ 6,708,303	\$ 7,703,303	\$ 8,688,303	\$ 9,673,303
ADA Levies	125,000	75,000	175,000	175,000	175,000	175,000	175,000
Rec & Corp Funds	1,000,000	1,500,000	800,000	800,000	800,000	800,000	800,000
Donation - Duke Playground	100,000	100,000	100,000	-	-	-	300,000
Sale of Linden House	-	456,000	-	-	-	-	-
Grants - IDNR, CMAP	-	867,000					
Other Revenues	59,000	35,000	25,000	20,000	10,000	10,000	10,000
Bond Issuance	-	4,125,000	-	-	-	-	-
Total Inflows	\$ 2,681,893	\$ 7,158,000	\$ 1,100,000	\$ 995,000	\$ 985,000	\$ 985,000	\$ 1,285,000
Outflows	FYE19/20	FYE20/21	FYE21/22	FYE22/23	FYE23/24	FYE24/25	FYE25/26
Projects	1,407,590	2,824,000	TBD (1)	TBD	TBD	TBD	TBD
Capital Fund Balance	\$ 1,274,303	\$ 5,608,303	\$ 6,708,303	\$ 7,703,303	\$ 8,688,303	\$ 9,673,303	\$ 10,958,303

(1) Potential Watts / PARC Grant Project



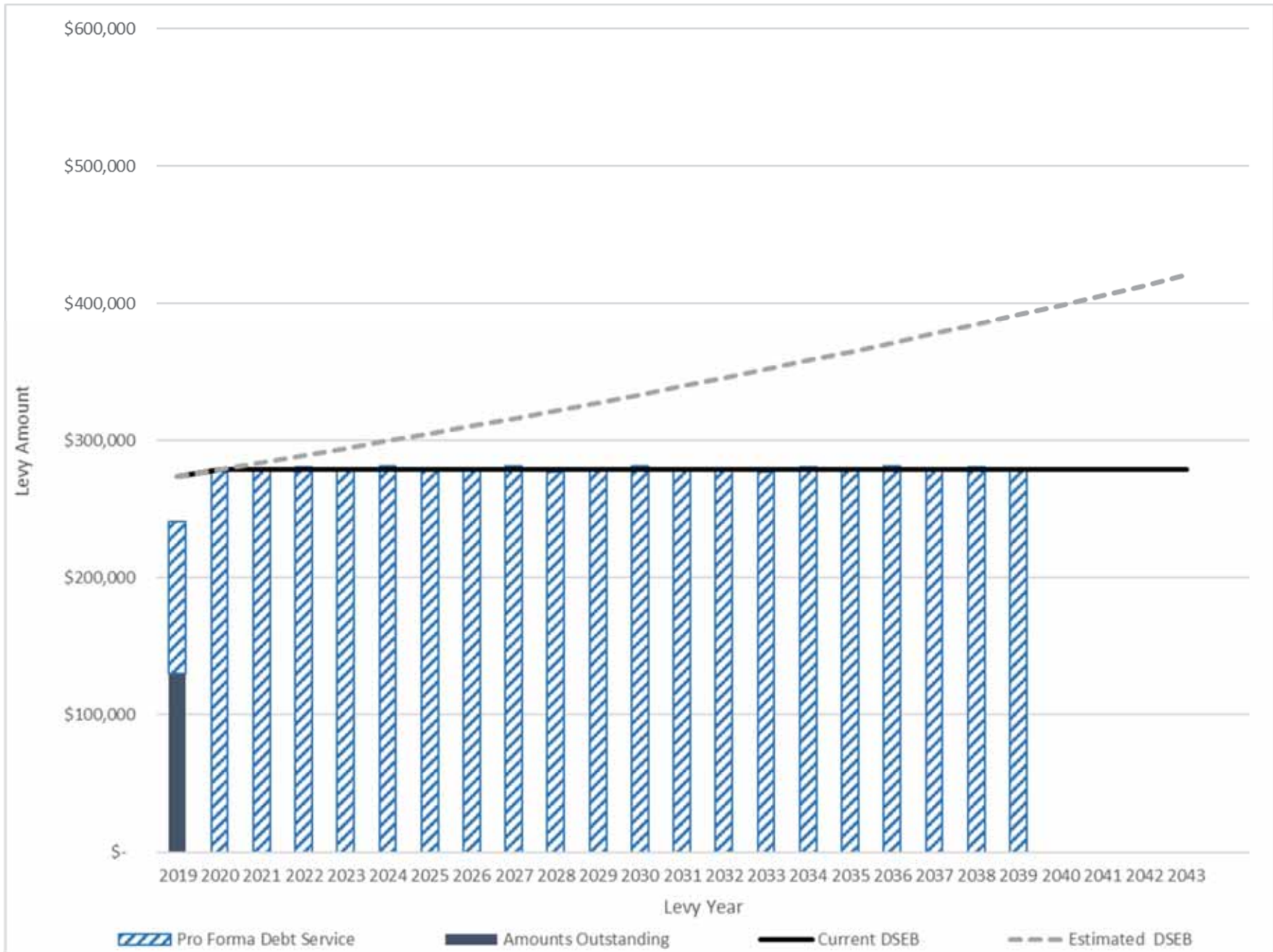
How Much Could the District Issue – Static DSEB - \$4.125MM

Levy Year	Current DSEB	Amounts Outstanding	DSEB Headroom	Pro Forma Debt Service	Less: Amounts paid District Funds	Remaining DSEB Headroom
2019	\$ 273,586	\$ 130,000	\$ 143,586	\$ 110,731	\$ (110,731)	\$ 143,586
2020	279,058	-	279,058	279,300	-	(242)
2021	279,058	-	279,058	277,800	-	1,258
2022	279,058	-	279,058	281,050	-	(1,992)
2023	279,058	-	279,058	278,800	-	258
2024	279,058	-	279,058	281,300	-	(2,242)
2025	279,058	-	279,058	278,300	-	758
2026	279,058	-	279,058	280,050	-	(992)
2027	279,058	-	279,058	281,300	-	(2,242)
2028	279,058	-	279,058	277,050	-	2,008
2029	279,058	-	279,058	277,550	-	1,508
2030	279,058	-	279,058	281,550	-	(2,492)
2031	279,058	-	279,058	280,250	-	(1,192)
2032	279,058	-	279,058	278,800	-	258
2033	279,058	-	279,058	277,200	-	1,858
2034	279,058	-	279,058	280,450	-	(1,392)
2035	279,058	-	279,058	278,400	-	658
2036	279,058	-	279,058	281,200	-	(2,142)
2037	279,058	-	279,058	278,700	-	358
2038	279,058	-	279,058	281,050	-	(1,992)
2039	279,058	-	279,058	278,100	-	958
2040	279,058	-	279,058	-	-	279,058
2041	279,058	-	279,058	-	-	279,058
2042	279,058	-	279,058	-	-	279,058
2043	279,058	-	279,058	-	-	279,058
Totals	\$ 6,970,971	\$ 130,000	\$ 6,840,971	\$ 5,698,931	\$ (110,731)	\$ 1,252,771

A \$4.125MM issue at 2.67% structured as shown would provide the district **with no risk** that future CPI would be insufficient in order to levy the amounts needed to make debt service payments.

Note that rates are shown as of December 10, 2019 and subject to change; perhaps materially.

How Much Could the District Issue – Static CPI - \$4.125MM



How Much Could the District Issue – Est. CPI - \$4.125MM

Levy Year	Estimated DSEB	Amounts Outstanding	DSEB Headroom	Pro Forma Debt Service	Less: Amounts paid District Funds	Remaining DSEB Headroom
2019	\$ 273,586	\$ 130,000	\$ 143,586	\$ 110,731	\$ (110,731)	\$ 143,586
2020	279,300	-	279,300	279,300	-	-
2021	284,886	-	284,886	277,800	-	7,086
2022	290,584	-	290,584	281,050	-	9,534
2023	296,395	-	296,395	278,800	-	17,595
2024	302,323	-	302,323	281,300	-	21,023
2025	308,370	-	308,370	278,300	-	30,070
2026	314,537	-	314,537	280,050	-	34,487
2027	320,828	-	320,828	281,300	-	39,528
2028	327,244	-	327,244	277,050	-	50,194
2029	333,789	-	333,789	277,550	-	56,239
2030	340,465	-	340,465	281,550	-	58,915
2031	347,274	-	347,274	280,250	-	67,024
2032	354,220	-	354,220	278,800	-	75,420
2033	361,304	-	361,304	277,200	-	84,104
2034	368,530	-	368,530	280,450	-	88,080
2035	375,901	-	375,901	278,400	-	97,501
2036	383,419	-	383,419	281,200	-	102,219
2037	391,087	-	391,087	278,700	-	112,387
2038	398,909	-	398,909	281,050	-	117,859
2039	406,887	-	406,887	278,100	-	128,787
2040	415,025	-	415,025	-	-	415,025
2041	423,326	-	423,326	-	-	423,326
2042	431,792	-	431,792	-	-	431,792
2043	440,428	-	440,428	-	-	440,428
Totals	\$ 8,770,412	\$ 130,000	\$ 8,640,412	\$ 5,698,931	\$ (110,731)	\$ 3,052,212

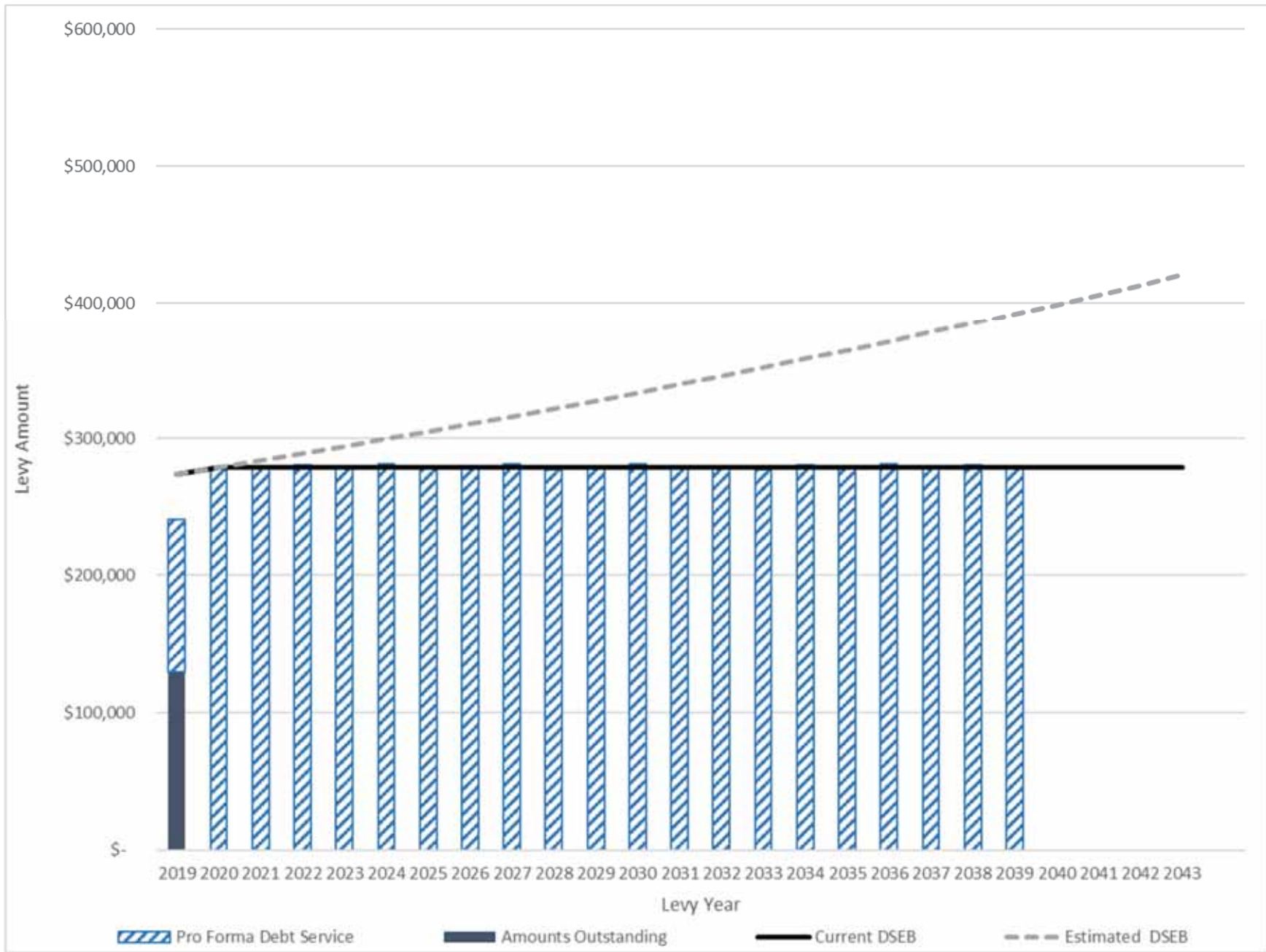
A \$4.125MM issue at 2.67% structured as shown would provide the district with no risk that future CPI would be insufficient in order to levy the amounts needed to make debt service payments.

Note that many of the future years have DSEB headroom, thereby allowing for future “mini-bond” issues.

Additional variability in the amount of Debt Service Extension Base headroom would result if the CPI rate was greater or lesser than the estimated rate shown here of 2.0% annually.

Note that rates are shown as of December 10, 2019 and subject to change; perhaps materially.

How Much Could the District Issue – Est. CPI - \$4.125MM



Sources and Uses of Funds

Option A

If district capitalizes funds from **bond issue** to make December 1, 2020 payment

Sources of Funds	2020 Limited Park Bonds	Total
Par Value, Bonds	\$ 4,020,000	\$4,020,000
Reoffering Premium or (Discount)	288,367	288,367
Funds from Glencoe PD	-	-
Totals	\$ 4,308,367	\$4,308,367

Uses of Funds	2020 Limited Park Bonds	Total
Deposit to Capital Project Account	\$ 4,124,161	\$4,124,161
Bond and Disclosure Counsel fee	30,000	30,000
Underwriting fee	29,100	29,100
Bond rating fee	12,500	12,500
Other COI (CUSIP's, iPreo, misc.)	1,875	1,875
Capitalized Interest (Dec 1 '20 pymt)	110,731	110,731
Totals	\$ 4,308,367	\$4,308,367

Option B

If district capitalizes funds from **fund balance reserves*** to make December 1, 2020 payment

Sources of Funds	2020 Limited Park Bonds	Total
Par Value, Bonds	\$ 4,020,000	\$4,020,000
Reoffering Premium or (Discount)	288,367	288,367
Funds from Glencoe PD	110,731	110,731
Totals	\$ 4,419,098	\$4,419,098

Uses of Funds	2020 Limited Park Bonds	Total
Deposit to Capital Project Account	\$ 4,234,892	\$4,234,892
Bond and Disclosure Counsel fee	30,000	30,000
Underwriting fee	29,100	29,100
Bond rating fee	12,500	12,500
Other COI (CUSIP's, iPreo, misc.)	1,875	1,875
Capitalized Interest (Dec 1 '20 pymt)	110,731	110,731
Totals	\$ 4,419,098	\$4,419,098

* current balance in the bond & interest fund is \$392,000

Note that changes in both interest rates and CPI for calendar year 2019 may change the amount issued / advanced to the district.

Impact of Increased Non Referendum Bond Levy on Taxpayers

Levy Year	Series 2010	Series 2015	Series 2020	TOTAL	Bond & Interest Tax Rate	Property Tax \$800K Home	Yearly Change
	Debt Service	Debt Service	Debt Service	Debt Service			
2019	\$ 130,000	\$ 1,034,950	\$ -	\$ 1,164,950	\$ 0.1289	\$ 287	\$ (1)
2020	-	1,034,450	279,300	1,313,750	0.1454	324	37
2021	-	1,038,200	277,800	1,316,000	0.1456	325	1
2022	-	1,037,000	281,050	1,318,050	0.1458	325	1
2023	-	1,034,400	278,800	1,313,200	0.1453	324	(1)
2024	-	1,035,150	281,300	1,316,450	0.1457	325	1
2025	-	-	278,300	278,300	0.0308	69	(256)
2026	-	-	280,050	280,050	0.0310	69	0
2027	-	-	281,300	281,300	0.0311	69	0
2028	-	-	277,050	277,050	0.0307	68	(1)
2029	-	-	277,550	277,550	0.0307	68	0
2030	-	-	281,550	281,550	0.0312	69	1
2031	-	-	280,250	280,250	0.0310	69	(0)
2032	-	-	278,800	278,800	0.0308	69	(0)
2033	-	-	277,200	277,200	0.0307	68	(0)
2034	-	-	280,450	280,450	0.0310	69	1
2035	-	-	278,400	278,400	0.0308	69	(1)
2036	-	-	281,200	281,200	0.0311	69	1
2037	-	-	278,700	278,700	0.0308	69	(1)
2038	-	-	281,050	281,050	0.0311	69	1
2039	-	-	278,100	278,100	0.0308	69	(1)
Totals	\$ 130,000	\$ 6,214,150	\$ 5,588,200	\$ 11,932,350			

The approximate impact of higher tax levies by the district increasing its non referendum bond levies to the maximum allowed levy are as follows:

If accessed effective levy year 2020, an approximate \$37 increase to the average Glencoe homeowner (\$800,000 FMV home) in property taxes is associated with a non referendum bond levied to the full extent of its current Debt Service Extension Base.

“Loaded” Levy Impacts in Levy Year 2019/2020

Because the district does not wish to affect levy year 2019’s property tax extension for bonds and interest, if bonds are issued in March, 2020, the first periods bond and interest debt service amounts need to be considered:

- the longer period of time from issuance date to first levy is “loaded” because it extends beyond the traditional 9 - 12 months
- investors require that they receive their first coupon payment of interest not greater than 12 months from the issue date in order to bid efficiently
- The district could determine to take the following action in order to manage its property tax extension in levy year 2019
 - Capitalize nine months of interest expense (March, 2020 – December, 2020)
 - Make payment of interest due on December 20, 2020 from funds on hand (debt service fund)

Action		District makes payment from either capitalized interest or cash on hand	District makes payment from bond and interest taxes levied in LY2020	District makes payment from bond and interest taxes levied in LY2020
Date	Issue date of March 4, 2020	First interest payment date of December 1, 2020	Next interest payment date of June 1, 2021	First principal and interest payment date of December 1, 2021

Using a average coupon rate of 3.35% against a borrowing value of \$4.1MM. Because the district does not wish to impact levy year 2019, it would have either capitalized interest requirement or a payment of interest from district funds in the amount of ~\$110,000 for the period March 4, 2020 – December 1, 2020. Given the current balance of \$392,000 in the districts bond and interest fund, staff is recommending utilizing these funds to make payment of the initial interest amounts.

Draft Timetable of Events and Actions – Timetable A

Date	Bond Sale Timetable of Events
December 17, 2019	Board of Park Commissioner meeting to review bonding matters
December 18, 2019	Board of Park Commissioners President calls for Bond Issuance Notification Act (“BINA”) hearing under executive order
January 21, 2020	Board of Park Commissioners meeting with final plan of finance approved BINA Hearing conducted
January 22, 2020	Preliminary Official Statement completed
~January 30, 2020	Moody’s rating review conducted
February 7, 2020	Bond rating announced
February 18, 2020	Bond ordinance adopted
March 4, 2020	Closing on Bonds – proceeds advanced to District

The district may determine to accelerate slightly or defer issuance as it deems necessary.

Draft Timetable of Events and Actions – Timetable B

Date	Bond Sale Timetable of Events
December 17, 2019	Board of Park Commissioner meeting to review bonding matters
December 18, 2019	Board of Park Commissioners President calls for Bond Issuance Notification Act (“BINA”) hearing under executive order
January 21, 2020	Board of Park Commissioners meeting with final plan of finance approved BINA Hearing conducted
January 22, 2020	Preliminary Official Statement completed
~January 30, 2020	Moody’s rating review conducted
February 7, 2020	Bond rating announced
May 12, 2020	Bond ordinance adopted
June 4, 2020	Closing on Bonds – proceeds advanced to District

This timetable reduces the “loaded levy” approach and would no longer require the utilization of fund balance draws or capitalized interest.

Sources and Uses of Funds - Timetable B

Sources of Funds	2020 Limited Park Bonds	Total
Par Value, Bonds	\$ 3,950,000	\$ 3,950,000
Reoffering Premium or (Discount)	273,574	273,574
Funds from Glencoe PD	-	-
Totals	\$ 4,223,574	\$ 4,223,574

Uses of Funds	2020 Limited Park Bonds	Total
Deposit to Capital Project Account	\$ 4,150,099	\$ 4,150,099
Bond and Disclosure Counsel fee	30,000	30,000
Underwriting fee	29,100	29,100
Bond rating fee	12,500	12,500
Other COI (CUSIP's, iPreo, misc.)	1,875	1,875
Capitalized Interest (Dec 1 '20 pymt)	-	-
Totals	\$ 4,223,574	\$ 4,223,574

Note that changes in both interest rates and CPI for calendar year 2019 may change the amount issued / advanced to the district.

Disclaimer

Piper Jaffray is providing the information contained herein for discussion purposes only in anticipation of being engaged to serve as underwriter or placement agent on a future transaction and not as a financial advisor or municipal advisor. In providing the information contained herein, Piper Jaffray is not recommending an action to you and the information provided herein is not intended to be and should not be construed as a “recommendation” or “advice” within the meaning of Section 15B of the Securities Exchange Act of 1934. Piper Jaffray is not acting as an advisor to you and does not owe a fiduciary duty pursuant to Section 15B of the Exchange Act or under any state law to you with respect to the information and material contained in this communication. As an underwriter or placement agent, Piper Jaffray’s primary role is to purchase or arrange for the placement of securities with a view to distribution in an arm’s-length commercial transaction, is acting for its own interests and has financial and other interests that differ from your interests. You should discuss any information and material contained in this communication with any and all internal or external advisors and experts that you deem appropriate before acting on this information or material.

The information contained herein may include hypothetical interest rates or interest rate savings for a potential refunding. Interest rates used herein take into consideration conditions in today’s market and other factual information such as credit rating, geographic location and market sector. Interest rates described herein should not be viewed as rates that Piper Jaffray expects to achieve for you should we be selected to act as your underwriter or placement agent. Information about interest rates and terms for SLGs is based on current publically available information and treasury or agency rates for open-market escrows are based on current market interest rates for these types of credits and should not be seen as costs or rates that Piper Jaffrey could achieve for you should we be selected to act as your underwriter or placement agent. More particularized information and analysis may be provided after you have engaged Piper Jaffray as an underwriter or placement agent or under certain other exceptions as describe in the Section 15B of the Exchange Act.

Appendix of Other Information

Definitions

Levy

Amount of property taxes requested by Glencoe Park District. This amount is limited by the Property Tax Extension Limitation Law (“PTELL” or “Tax Caps”), and is further limited by certain maximum tax rates produced by the levy request.

Tax Rate

The amount of taxing rate per one thousand dollars of equalized assessed valuation.

Equalized Assessed Valuation

The amount that each property in the entire District is valued at after applying several factors.

Unlimited Tax Bonds

Bonds that are approved at referendum that are unlimited as to rate and amount.

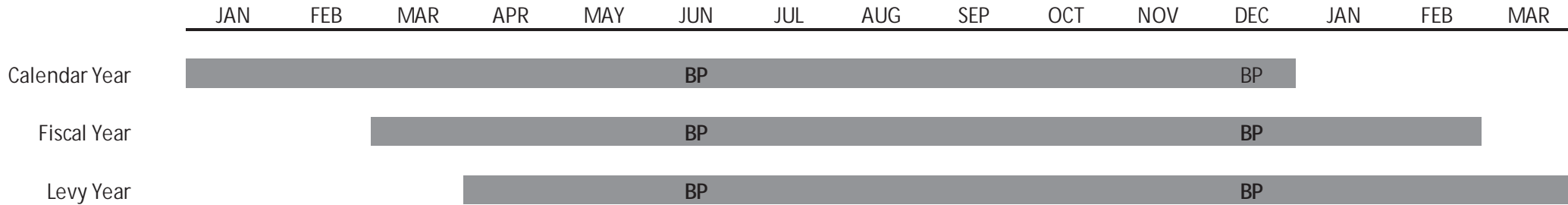
Limited Tax Bonds

Bonds that are issued subject to certain issuance restrictions, and are unlimited as to rate, but limited as to amount. Can be issued only after having first conducting Bond Issuance Notification Act (“BINA”) hearing.

Bond Issuance Notification Act (“BINA”)

A hearing that must be conducted prior to the issuance of certain type of bonds, including Limited Tax Bonds.

Calendar Year / Fiscal Year / Levy Year



Calendar years do not sync up to the district's fiscal year or levy year, a usual and customary practice for units of government.

When we reference discussion about bond payments, we generally refer to obligations as occurring in the district's levy year.

BP = Bond Payments

The District is required to file its levy for property taxes by the 4th Tuesday in December (it typically receives approval and files in November)

For bonds and interest levies, the deadline to file is the following February 27

Current Debt Outstanding and Bond Rating

The District has two bonds currently outstanding, as follows:

Bond Series	Original Amount	Outstanding Amount	Final Maturity Date	Notes
2010	\$1,080,000	\$125,000	12/1/2020	Refunded original issuance from 2000; non callable
2015	8,220,000	5,550,000	12/1/2025	Refunded in 2015; original issuance of \$13,775,000 approved via referendum in 2006; callable 12/1/22
Totals	\$9,300,000	\$5,675,000		

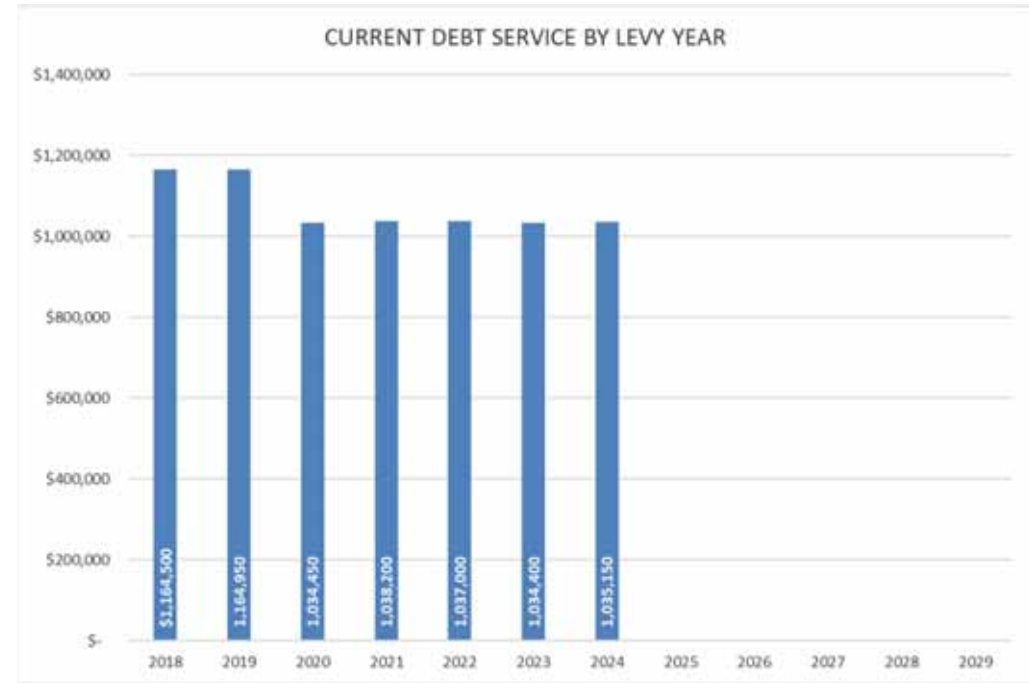
Glencoe Park District's bonds are currently rated Aaa by Moody's Investors Service, the highest rating available, and have risen by three notches since 2006.



Total Existing Debt Structure and Characteristics

CURRENT TOTAL BONDED DEBT SERVICE BY SERIES

Levy Year	Series 2010 Debt Service	Series 2015 Debt Service	TOTAL Debt Service	Yearly Change
2018	\$ 129,800	\$ 1,034,700	\$ 1,164,500	\$ -
2019	130,000	1,034,950	1,164,950	450
2020	-	1,034,450	1,034,450	(130,500)
2021	-	1,038,200	1,038,200	3,750
2022	-	1,037,000	1,037,000	(1,200)
2023	-	1,034,400	1,034,400	(2,600)
2024	-	1,035,150	1,035,150	750
2025	-	-	-	(1,035,150)
2026	-	-	-	-
2027	-	-	-	-
2028	-	-	-	-
2029	-	-	-	-
Totals	\$ 259,800	\$ 7,248,850	\$ 7,508,650	



The district's debt is currently scheduled to be retired over a very short period of six (6) years, and is structured to result in largely level overall debt service payments.

There currently are no debt service savings available by refunding the balance of the Series 2015 Bonds, due mainly to the taxable nature of any refunding that would need to occur prior to September, 2022.

Total Existing Debt Structure – Taxpayer Perspective



Shown to the left is an approximate value of the property taxes associated with the district's bonds as currently structured. Note the dramatic drop off once the referendum bonds are fully retired in levy year 2024.

Refundings in the Wake of the Tax Cut and Jobs Act of 2017

The Tax Cut and Jobs Act of 2017 provided for certain changes in the municipal bond market, including:

- Elimination of advance refundings on a tax exempt basis
 - Prior to 2018, an issuer had the right to Advance Refund bonds once on a tax exempt basis
 - Beginning with 2018, an issuer may refund debt on a taxable basis at any time, or may issue tax exempt current refunding bonds if within 90 days of the call date

Vocabulary

Advance refunding:
a refunding occurring more than
90 days from call date

Current refunding:
a refunding occurring less than
90 days from call date

Call Dates on Existing Bonds

Bond Series	Date First Callable	Date can be refunded on tax-exempt basis
2010	none	none
2015	12/1/2022	9/3/2022; and any date thereafter

XII. Action Item B
Approval of Altamanu Contract
Addendum #2

Glencoe Park District
January 2020 Board Meeting

MEMORANDUM

TO: Board of Commissioners
FROM: Lisa Sheppard, Executive Director
SUBJECT: Approval of Contract Addendum #2 Altamanu Inc.
DATE: January 13, 2020

As previously discussed in the December 3, 2019 Committee of the Whole meeting, the Glencoe Park District must engage in a new process to make the Connect Glencoe Trail project compliant with IDOT standards. To receive the \$667,500 in grant funding, the Park District must develop the project according to IDOT standards. IDOT standards are far beyond the general scope of typical park renovation projects, requiring specialized design work at an additional expense. The IDOT process requires Phase 1 & 2 submissions.

Phase 1

Upon announcement of the CMAP TAP-L grants, the Park District immediately moved to coordinate with IDOT and start the Phase 1 process. The Phase 1 process involves detailed site analysis, a general concept plan presentation, and significant administrative coordination with IDOT. Altamanu, Christopher Burke Engineering, and Park District staff managed this process. Burke Engineering worked as a subconsultant through the previously Board approved Altamanu contract via a contract addendum. The process was accelerated to meet the 2020 construction goal. The total cost of the Phase 1 submission to IDOT was \$22,547. This amount did not require the approval of the Board of Park Commissioners. IDOT approved the Park District Phase 1 submission on December 12, 2019.

Phase 2

With the Phase 1 submission approved, the District has now moved to develop construction documents that meet IDOT standards. This process requires the additional support of Christopher Burke Engineering, an IDOT pre-approved engineering firm. At this stage in the project, Burke Engineering will continue to work as a subconsultant through Altamanu. Without a pre-approved IDOT Engineering Firm developing the Phase 2 submission, the Park District will be unable to receive the grant. This contract addendum shall not exceed \$46,500.

Additional Costs

The sum of the above amounts, which total \$69,047, was included in the estimate of the \$150,000 in expenses required to receive the \$667,500 grant that was presented by staff at the December 3, 2019 Committee Meeting. With the extra fees, the grant awards value is \$500,000.

Recommended Motion:

Approval of the Altamanu Contract Addendum #2. For an amount not to exceed \$46,500. For the preparation and submission of construction documents for the Connect Glencoe project.

January 9, 2020

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

Subject: Old Green Bay Linear Parks work for Phase 2 - IDOT Submissions

Re: Addendum #2 to the Contract for Additional Services--REVISED

Dear Chris,

Please find below a request for a second addendum to the contract between the Glencoe Park District and Altamanu dated June 11th, 2019.

The process to produce construction documents and delivery of this project has been changed by the Glencoe Park District, from a standard design and letting to a project administered by IDOT.

Therefore, as discussed with you, we added Christopher B. Burke Engineering, Ltd. (CBBEL) to the project team as they are very experienced working on trail projects with IDOT and know the IDOT process. Their expertise and knowledge of the IDOT process will help speed approvals.

Altamanu previously submitted a request to you for additional services for Altamanu, CBBEL and SMP Group for Phase 1, Addendum 1 dated December 12, 2019.

This request is for additional services is solely for CBBEL'S and Altamanu's future work on Phase 2. CBBEL will be a sub consultant to Altamanu. Please see their proposal attached, "Plan Preparation for Old Green Bay Road Multi-Use Path – Phase II Services".

Proposed Fees for Professional Services:

CBBEL	Not to exceed \$30,000.00
Altamanu	Not to exceed \$16,500.00
<hr/>	
Total requested for Addendum #2	Not to exceed \$46,500.00

If you agree with this proposal, please sign below and return a copy to Altamanu.

Yours Sincerely,



Josephine Bellalta, PLA, ASLA, Principal Altamanu Inc.

ACCEPTED BY:

Signature

Printed Name

Title

Date