



MARCH 2021 Board Report



**GLENCOE PARK DISTRICT
REGULAR BOARD MEETING
Tuesday, March 16, 2021 – 7:00pm
Zoom Video/Audio Conference or In-Person**

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

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

AGENDA

- I. Call to Order
- II. Roll Call
- III. Consent Agenda Items
 - A. Minutes of February 16, 2021 Regular Board Meeting (pgs. 4-24)
 - B. Minutes of March 2, 2021 Special Board Meeting (pgs. 25-26)
 - C. Minutes of March 2, 2021 Committee of the Whole Meeting (pgs. 27-45)
 - D. Approval of the Bills (pgs. 46-60)
- IV. Matters from the Public
- V. Financial Report (pgs. 61-64)
- VI. Executive Director's Report (pgs. 65-77)
- VII. Action Items
 - A. Approval of Fiscal Year 2021/22 Budget – Approval Draft (pgs. 78-82)
 - B. Approval of Professional Service Contract for Glencoe Pier Design (pgs. 83-93)
 - C. Approval of Bid for Beach House Exterior Renovations (pgs. 94-96)
 - D. Approval of Bi-Annual Review of Executive Session Minutes 5ILCS 120/2(c)(21) (pg. 96)
- VIII. Other Business
- IX. Executive Session
 - A. Bi-Annual Review of Executive Session Minutes 5ILCS 120/2(c)(21)
- X. Adjournment

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

Three Ways to Join this Meeting on Zoom

Meeting ID: 810 9138 6972

Password: 999

Via Phone Dial In

312-626-6799

Via Computer

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

Via SmartPhone

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

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
March 2021 Board Meeting

MINUTES OF FEBRUARY 16, 2021 REGULAR BOARD MEETING
GLENCOE PARK DISTRICT
Zoom and 999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

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

The meeting was called to order at 7:01pm and roll was called. All commissioners gave permission to be recorded.

Commissioners present:

Lisa Brooks, President
Stefanie Boron, Vice President
Michael Covey, Treasurer
Josh Lutton, Commissioner
Dudley Onderdonk, Commissioner

Staff present:

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

Members of the public in attendance who signed in or spoke: Stephani Briskman, Brandon Hinkle, Andre Lerman, Janet Lerman, Ann Scheuer, Bart Schneider, Gael Strong, Adam Wohl, and one unidentified attendee

Consent Agenda: A motion was made by Commissioner Boron to approve the consent agenda items as presented including Minutes of January 19, 2021 Regular Board Meeting, February 2, 2021 Finance Committee of the Whole Meeting, February 2, 2021 Committee of the Whole Meeting, and Approval of the Bills. Commissioner Lutton seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Matters from the Public: There was no one wishing to address the Board. Executive Director Sheppard indicated there would be another opportunity for public comment following the discussion on Glencoe Beach passes for summer 2021.

Financial Report: Director of Finance/Human Resources Mensinger stated we are eleven months into the fiscal year. Financial analysis highlights included Watts showing a surplus for the first time in history as of January 31 in the amount of \$25,000. The Recreation Department is down by about \$680,000; however, we held a promising summer camp registration of about \$500,000, which will be entered later as deferred revenue. The day care surplus includes the approximate \$178,000 grant. Operationally, there is \$140,000 surplus, this is during a pandemic with restrictions and staffing issues.

Executive Director Sheppard indicated that Watts financials will show additional expenses to keep Watts open longer due to cold weather and community need. Mensinger indicated staff budgeted a \$180,000 deficit for Watts.

In response to a question from Commissioner Onderdonk, Executive Director Sheppard indicated we are not where we were pre-pandemic, but are very encouraged by the community response in registration and desire to return to in-person programming. Pivoting has been vital throughout the pandemic.

Discussion on Glencoe Beach Passes for Summer 2021: Bobby and Matt gave a presentation on beach pass options based on last year and data. The presentation is attached to these minutes. Staff are looking for input to start advertising for next season. Data included beach density, capacity, pass holder survey results, operations beach admission options, admission process options, season pass benefits, and pass sales communication plan. A hybrid model combining 2a and 2b was reviewed. It is common for aquatic facilities to allow a pass holder only timeframe in the morning. When the Board makes the decision on a plan, staff will move forward with a marketing plan for sales to be open by spring break. Discussion continued, comments included leaning towards 2a to give value to beach pass holders. There must be a distinct advantage to buy a beach pass without being as strict as last summer that allows them to enjoy the beach. Collins then reviewed daily data in the presentation's supplemental information slide. Discussion continued. While appreciating additional revenue daily passes would create, we must be careful adding daily passes due to the overwhelming feedback preferring season pass only access. If staff feels adding daily passes would mitigate risk if pass sales are low to reach capacity during the week, then would support daily passes during the week with a small limit. Sheppard noted the survey may be considered skewed, because it went out to passholders only, not to the whole community. Discussion continued. The beach is underutilized during the week, so offering option 2a with daily passes Monday through Friday, would allow pass holders to have weekends to themselves. It would be harder for staff to manage a mix of 2a and 2b, and would prefer to keep it simple for easier management. Executive Director Sheppard indicated that once an option is chosen and advertised, we cannot change it. Sheppard also added that holidays are for pass holders only.

President Brooks, based on discussion, directed staff to focus on option 2a with daily passes offered Monday through Friday.

Matters from the Public regarding Beach Pass Discussion: Andre Lerman stated that density is the issue, with or without COVID, He asked the Board to take into account if the number of season passes will drop by offering daily passes, raising the price point by 50-75% could pay for projects. He also suggested marketing daily passes on a limited basis to put barriers on purchasing. Those who see the value will pay, those who don't can enjoy free beaches. Staff did a wonderful job last season and on the analysis.

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

Business Report: Business staff are coming up on the busiest time of year with budget, audit, and legal tasks.

Recreation and Facilities Report: The team and programming are continuing to change as we receive more guidance from the state. Shannon Stevens was thanked for filling in for Adam Wohl who is back from paternity leave. With 40-degree temps not showing in the forecast until March, staff is hopeful to extend the Watts season. A Disney-themed Family Skate Night is scheduled for this Friday. Camp enrollment was very strong. We offered a \$150 deposit option due to COVID. Carol and the Business Team came up with the technology to be able to take deposits for camp, something we couldn't before. Camp revenue is exceptionally strong with waitlists in almost every camp and are looking at ways to maximize space and extending the max attendance where possible. In response to a question, Collins explained the history of the state's tiered mitigations. We are currently in regular tier 4 which allows in-person programming.

Marketing and Communications Report: We have seen successful traffic on our eblasts and activities. We have received feedback about beach passes already and are ready to advertise once given the go ahead on a plan.

Parks and Maintenance Report: Operationally, the team has been focused on removing snow and keeping facilities open. Snow removal usually occurs between 2:45am to 3:00pm to keep facilities open. Our staff has also assisted the Village to open fire hydrants and intersections. We are receiving significant feedback on our buildings being open and cleared of snow before 5:30am. Staff are prepping for the spring season, project bids are out and will be coming before the Board in the next couple months, wrapping up hiring the open full-time position, and staff completed the tot gym flooring install, painting, and repairs.

Safety and Wellness Committee Report: PDRMA is redefining their services based on the pandemic with members like us that are open and others that are just starting to open. We are sharing our knowledge of how to be open during a pandemic with other members. We are also working on an asset list to determine a dollar value on all services, facilities, parks, and infrastructure for insurance purposes.

Executive Director Report: Executive Director Sheppard reiterated pride in our Park District, that when other facilities are closed, we are open. We will keep Watts open as long as we can.

We are working with other directors to ask the County for our staff to be listed for vaccinations under 1b or 1c. We are also working with legislators and the health department, District 35, and the Village to get teachers and support staff including the Parks and Facilities Team to get vaccinated. We made headway with the MABAS site with New Trier Township for the remaining teachers to get vaccinated. Staff are working on goals to go with the Strategic Plan initiatives included in packet, please let us know if the Board would like any goals added. The staff survey is going out in early March with another survey going out this summer for part-time staff. The IDEA Committee (Inclusion, Diversity, Equity, and Acceptance) is a new team led by Liz Stowick with members from both full and part-time staff to serve on the committee. Our Safety and Sustainability Committees will be getting new team leaders and new staff to serve. The

Safety and Wellness Committee monthly report will be replaced with rotating quarterly committee reports.

Sheppard then gave an update on the new NSSRA building for programming and office space. The sign is up and construction is ongoing. NSSRA partners paid for office space and the foundation paid for programming space, achieving their goal and then some. If they can raise funds, they will renovate the last portion of the building. The current building is in an industrial zone and has no safe area to gather or wait for pickup/drop off. The new building has that space, as well as programming areas, although they will continue to use park district facilities. NSSRA raised \$4.9 million from partner agencies, \$1.15 million from the Slotnik family, \$2.2 million raised by the NSSRA Foundation, and another capital campaign which raised \$600,000.

Staff attended IAPD/IPRA Conference virtually and the sessions are available online.

Vaccines are under emergency authorization, not approval, so we cannot force staff to get a vaccine that has not been fully tested and vetted with approval from the FDA. DCFS does require flu vaccines. Once we offer the opportunity to get a vaccine, we will not offer FFCRA coverage of pay if they contract COVID and have to miss work. Once we offer the opportunity to get a vaccine, we can report back the percentage of those who are vaccinated. Currently, ELC staff have almost all had the first vaccine, Kids Club staff are 75% vaccinated, and Children's Circle, with a larger number of staff, is at 25%.

Kudos to Chris and Bobby, the tot gym looks fantastic and the teachers are excited to use this play area when outside play is limited.

Action Items:

Approval of Takiff Condenser Replacement Contract: A motion was made by Commissioner Boron to award the contract for replacing one 80-ton air cooled condenser for \$145,000 to Midwest Mechanical of Lombard, Illinois as presented. Commissioner Onderdonk seconded the motion. Director Leiner explained that this unit has significant sustainability components that we do not have now. The unit runs on R410, a new more environmentally friendly freon, and lowers energy consumption. In addition, we will replace the condenser on the roof and replace only the moving parts inside the building in the existing cabinets. This is the first of three replacements over the next four years. This unit provides heating/cooling for ELC and GJK and cannot fail. Commissioner Onderdonk noted the definite improvement to our sustainability portfolio that will also save the District money. The co-op also saved the District money. The job will be done during shutdown, so the HVAC system will be out of service for seven to eight days. Staff can open windows in August to allow for air ventilation, especially during the pandemic, although we can provide supplemental cooling. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Approval of South Overlook Contract: A motion was made by Commissioner Lutton to approve the lowest responsible bidder Alliance Contractors of Woodstock, Illinois for a total of \$159,608.50 as presented. Commissioner Boron seconded the motion. In response to a commissioner's question, Director Leiner explained that Marvin, the North overlook contractor did bid, but was the second bid for the south overlook. Alliance has great references in the municipal sector and Leiner is comfortable going with Alliance. We cannot ask Marvin to match the lowest bid. We advertised for the lowest qualified bidder, so we would need to find a reason why they are not qualified, for example, they cannot do the work, have bad references, or are financially a mess. Alliance is a good company that has experience in the municipal sector. Due to the Connect Glencoe project and grants, we are now on the radar of companies we weren't working with before and are tightening up our bids. We were expecting \$175-180,000 and the numbers came in at a place Leiner feels good about. Our budgets are public record and the bidders know this information. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Other Business: There was no other business.

Adjourn to Closed Session: At 8:17pm, Commissioner Lutton moved to adjourn into closed session to discuss personnel and lease as mandated by Section 2.06. 5 ILCS 120/2 (c)(1 and 5). Commissioner Onderdonk seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Return to Open Session: Commissioner Lutton moved to return to open session at 9:51pm and Commissioner Onderdonk seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

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

Adjourn: Commissioner Lutton moved to adjourn the meeting at 9:52pm. Commissioner Boron seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Respectfully submitted,

Lisa M. Sheppard
Secretary

2021 Glencoe Beach Planning



Enriching lives and creating memorable experiences.

DRAFT



Beach Density

- 80,000 ft² usable space
 - 30,000 ft² prime waterfront space
 - 55,000 ft² average space
 - 100 ft²/per person
- Density target: 550 guests at once
- 1,125 Glencoe households purchased season passes in 2020
 - 37.5% of all Glencoe households
- Staff modeled 2021 potential capacity using 2020 data

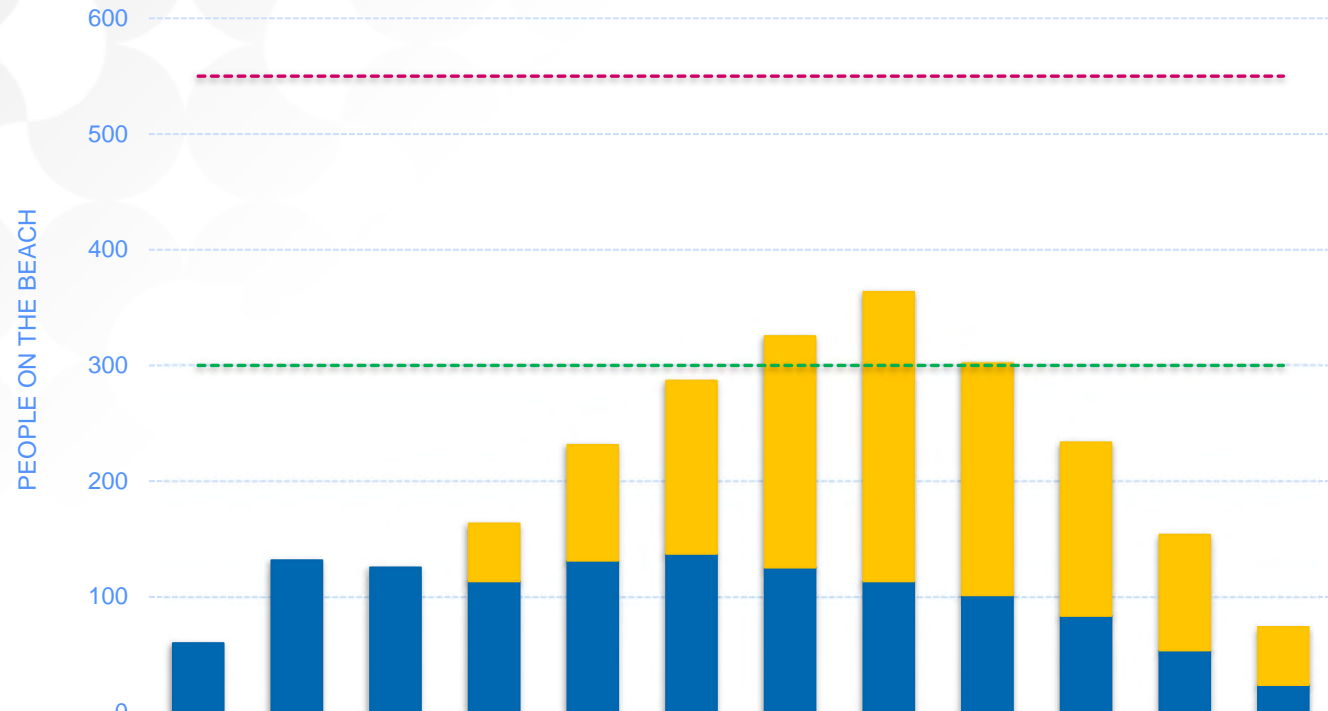
Assumptions

- Pass holders stay for an average of 2 hours/visit
- Daily visits stay for an average of 5 hours/visit
- We do not sell more passes than 2020 (6,011)
- Similar COVID-19 restrictions to 2020
- No external camps
- Use 250 daily passes



2021 Capacity Model

Average Weekend Day v. Capacity Limits

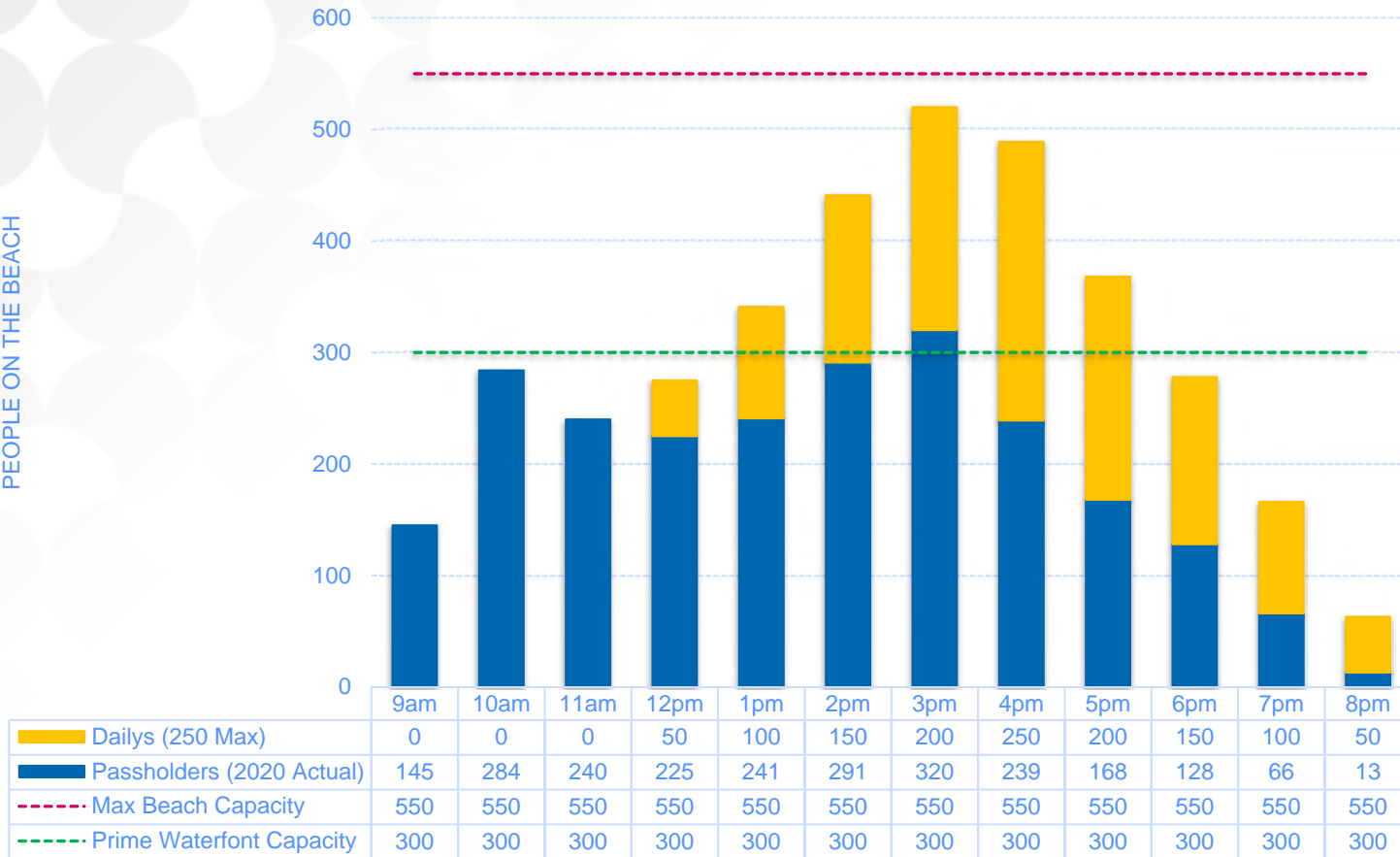


	9am	10am	11am	12pm	1pm	2pm	3pm	4pm	5pm	6pm	7pm	8pm
Dailys (250 max)	0	0	0	50	100	150	200	250	200	150	100	50
Passholders (2020 Actual)	60	132	125	113	131	137	125	113	101	84	54	24
Max Beach Capacity	550	550	550	550	550	550	550	550	550	550	550	550
Prime Waterfront Capacity	300	300	300	300	300	300	300	300	300	300	300	300

2021 Capacity Model

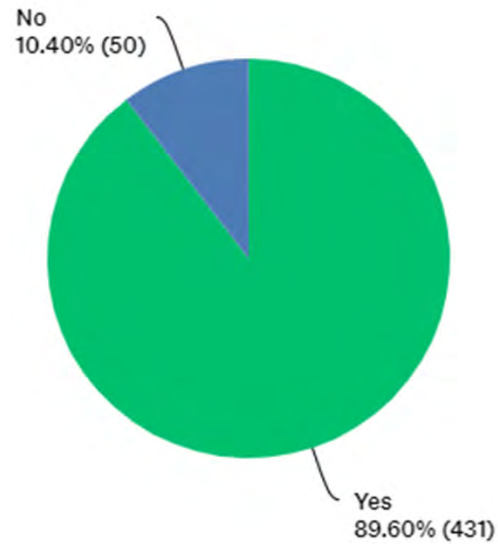
Busiest Day (August 9th | 89° & Sunny) v. Capacity Limits

PEOPLE ON THE BEACH



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

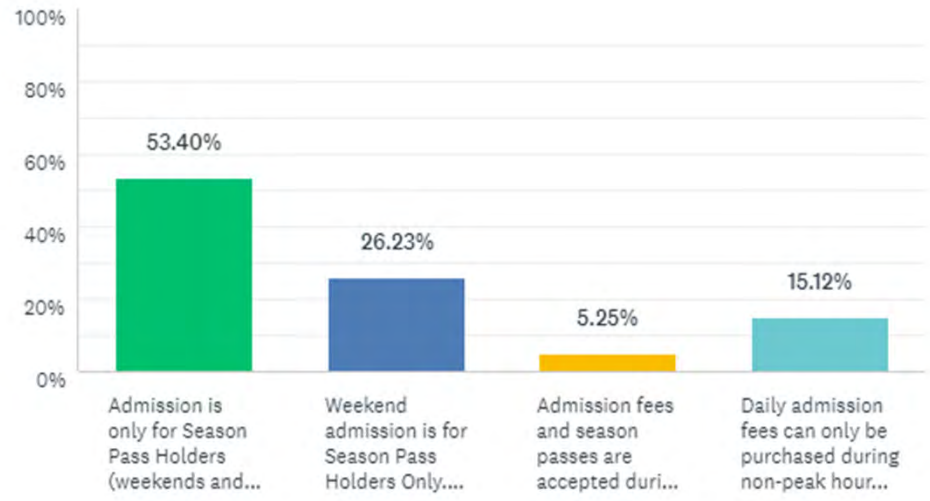
Answered: 481 Skipped: 28



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

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

Answered: 324 Skipped: 185

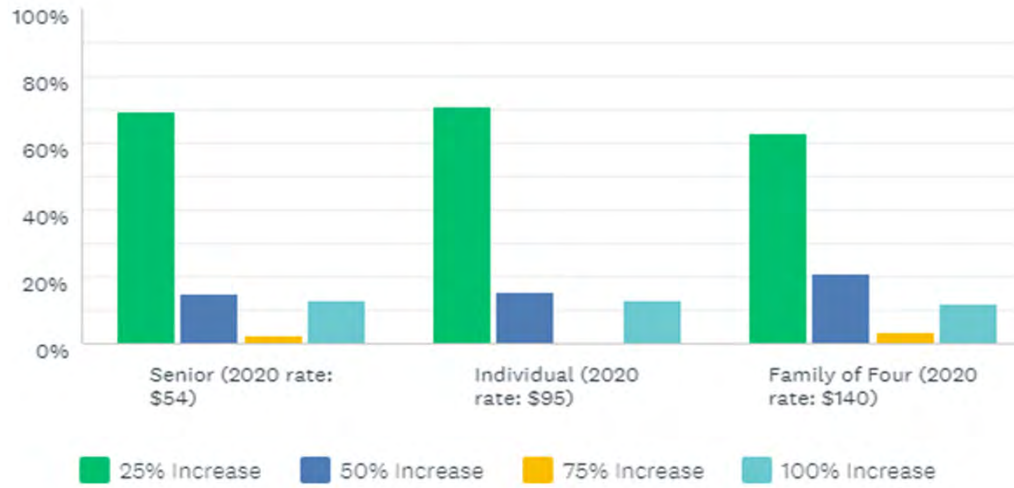


ANSWER CHOICES	RESPONSES
Admission is only for Season Pass Holders (weekends and weekdays). No daily admission can be purchased.	53.40% 173
Weekend admission is for Season Pass Holders Only. Daily admission can be purchased on weekdays.	26.23% 85
Admission fees and season passes are accepted during all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



If Glencoe Beach is only open to season pass holders, how much more are you willing to pay for a season pass?

Answered: 321 Skipped: 188



	25% INCREASE	50% INCREASE	75% INCREASE	100% INCREASE	TOTAL	WEIGHTED AVERAGE
Senior (2020 rate: \$54)	69.71% 122	14.86% 26	2.29% 4	13.14% 23	175	1.59
Individual (2020 rate: \$95)	70.97% 132	15.59% 29	0.54% 1	12.90% 24	186	1.55
Family of Four (2020 rate: \$140)	62.95% 175	21.22% 59	3.60% 10	12.23% 34	278	1.65

2021 Operations Beach Admissions Options

OPTION 1
Season Pass Holders Only
No Change to
2020 Operation

OPTION 2
Unlimited Season Passes
&
Limited Daily's

OPTION 3
Return to
Regular Operations
Pre-COVID

OPTION 2A
Season Passes: 7 days per week
Daily Admission: Available
Monday-Thursday After 12PM
(No Holidays, Friday - Sunday)

OPTION 2B
Season Passes: 7 days per week
Daily Admission: Available
7 Days per Week After 12PM
(No Holidays)

Increase
Access & Utilize
Capacity

Increase
Access & Utilize
Capacity



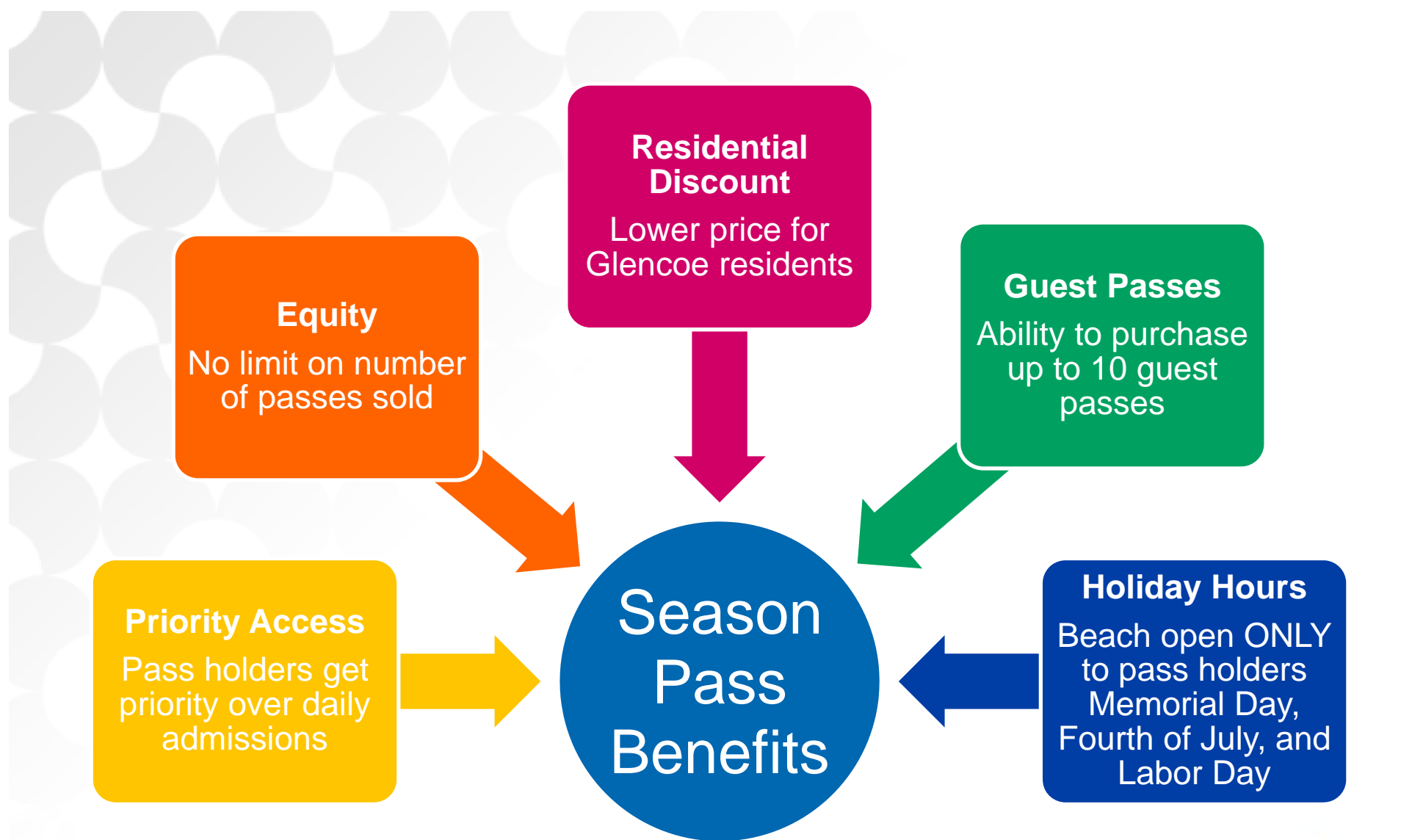
Admissions Process

Pass Holders

- No advance reservations required
- Same entry process as 2020
- Priority access
- Discounted guest passes

Daily Visitors

- Number of daily passes will be based on number of season passes sold
- Advanced reservations required (per Phase 4 guidelines)
 - Payment required at time of reservation (develop comprehensive refund policy)
 - Fee of 5% passed along to purchaser
- Flexible capacity managed by staff
 - Advance registrations available
 - Day of purchase dependent on availability
 - QR code link posted at entrances
 - Credit card transactions only, no cash
- Daily admission starts at 12:00pm and can be staggered



2021 Draft Communication Plan

SPRING

Website Develop beach FAQs Post summer programs Begin online pass sales	Direct mail Postcard to all residents <i>Inside Glencoe</i> to all residents	Outdoor Signs Update Beach signage Village kiosk sign Park kiosks	Advertising Ads on social media/search engines	Email Blasts to former pass holders and general subscribers	Social media Weekly posts
---	---	---	--	---	-------------------------------------

SUMMER

Website Update as needed	Email Bi-monthly emails with updates, events, and other information	Outdoor signs Promote upcoming events/classes	Social Media Weekly Wednesday posts	Rainout Line Email/text/web alerts about beach closings
------------------------------------	---	---	---	---

FALL

Email Wrap-up bi-monthly blasts	Survey Design and send survey to pass holders	Social Media Wrap up weekly Wednesday postings	Website Change to end of season messaging	Board report Share 2021 season statistics with Board
---	---	--	---	--

Key Dates:

- March 1: *Inside Glencoe* content due
- March 2: Board Meeting
- TBD: Programs online, mailer to printer
- March 12: Spring/summer registration
- TBD: Mailer to residents
- March 29-April 4: Glencoe Spring Break
- April 1: *Inside Glencoe* to residents
- March 16 or April 6: Season passes on sale for residents
- TBD: Non-resident sales start
- May 8: Boat season starts
- May 29: Beach opens
- June 9: Regular season starts
- July 4: Beach open for holiday
- August 15: Last day Regular Season
- August 21: Post season hours start
- September 6: Labor Day
- October 10: Boat season ends

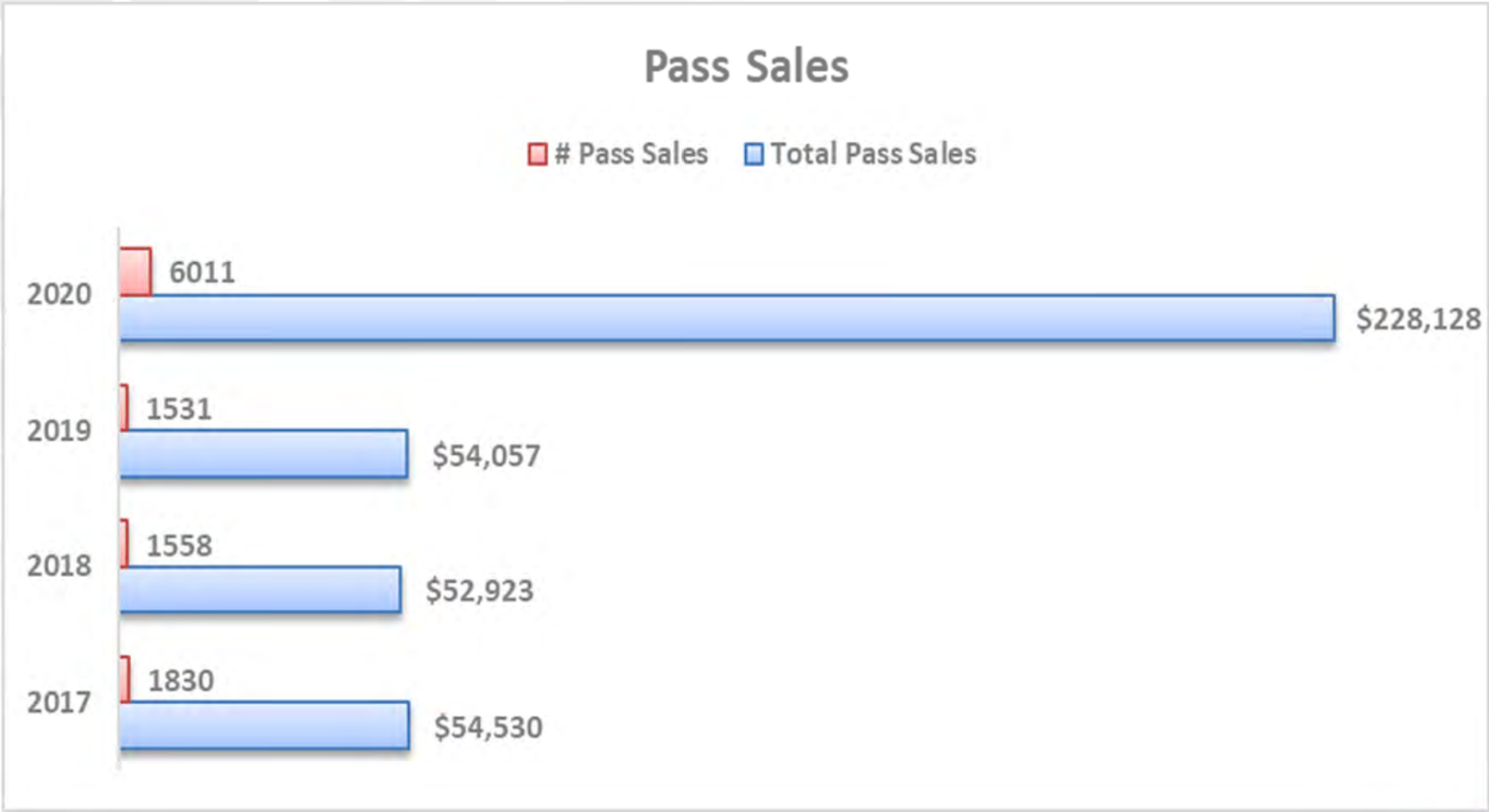


glencoe parkdistrict.com

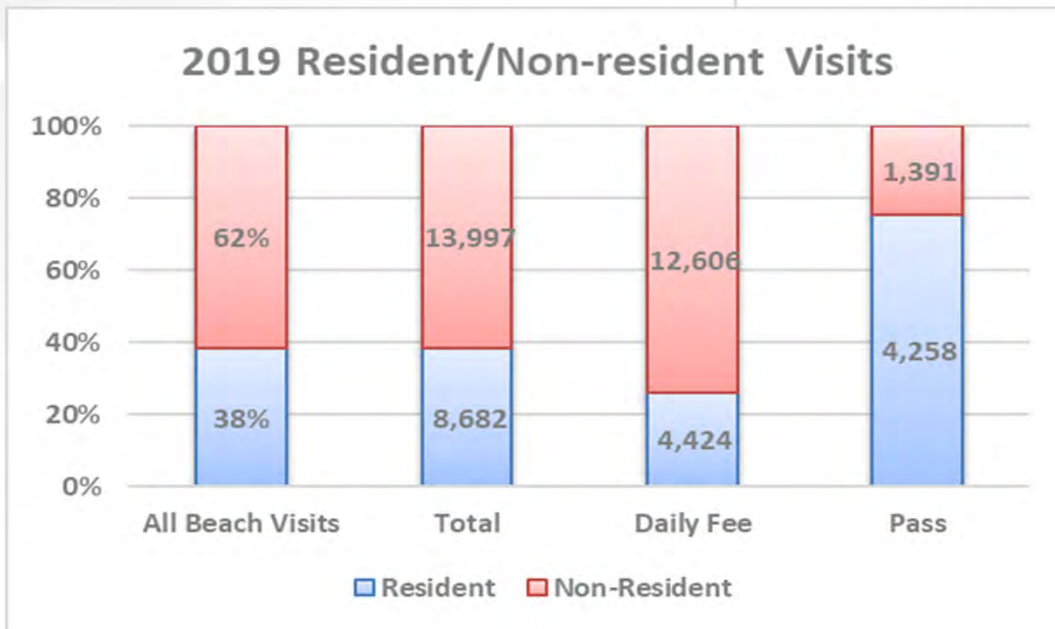
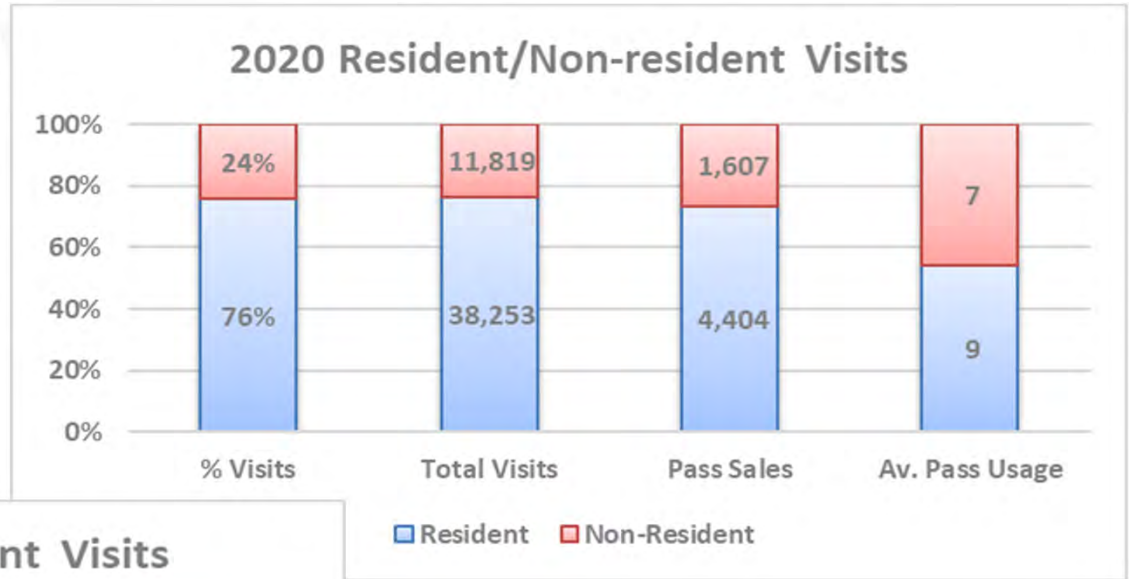


DRAFT

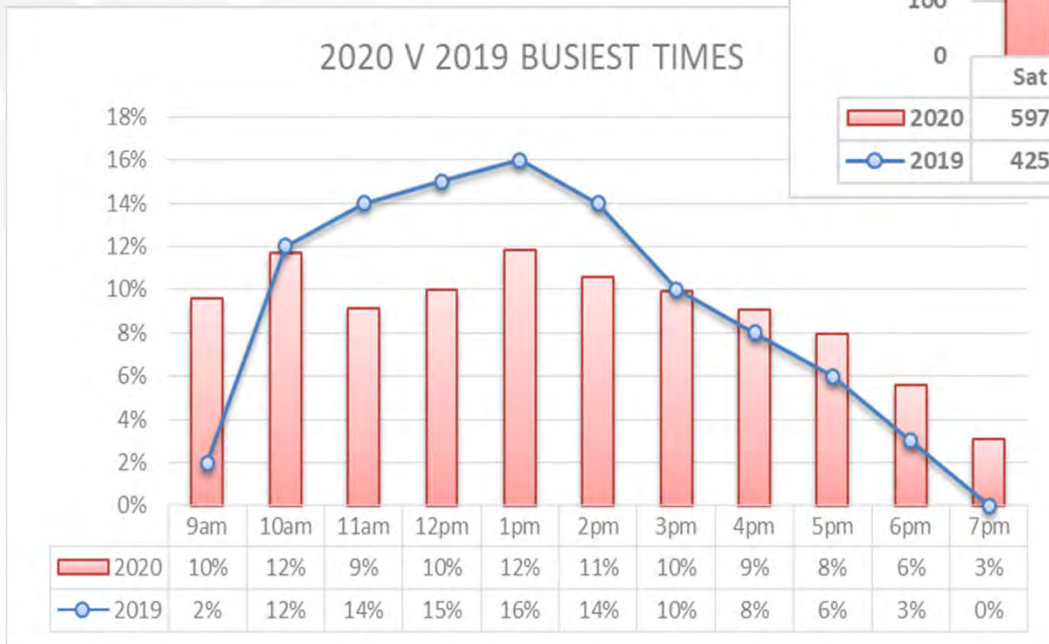
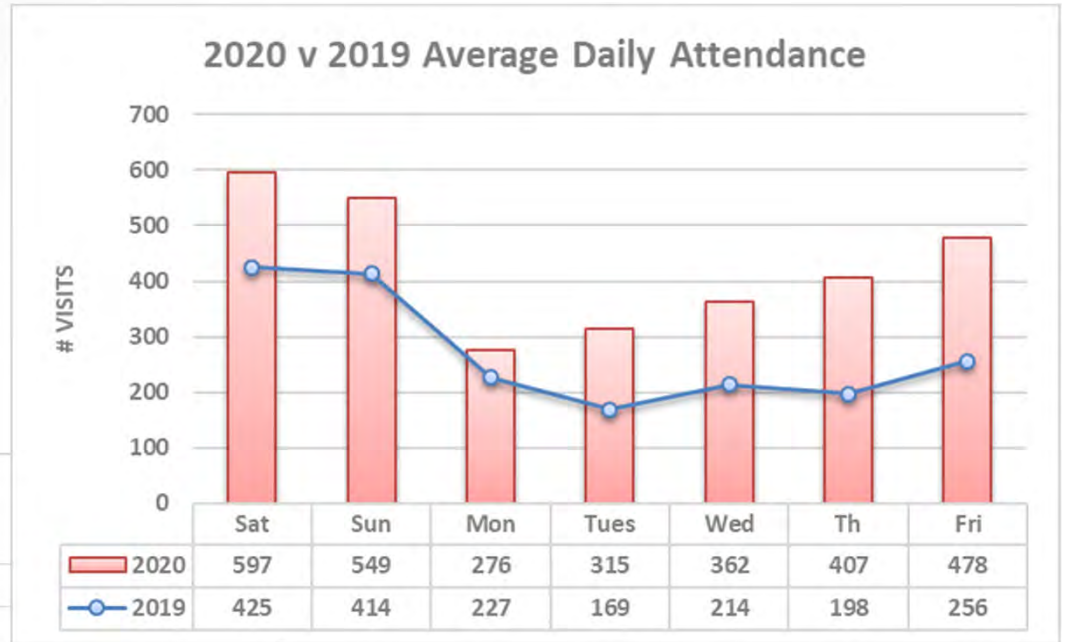
Supplemental Information



Supplemental Information



Supplemental Information



MINUTES OF MARCH 2, 2021 SPECIAL BOARD MEETING
GLENCOE PARK DISTRICT
Zoom and 999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

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

The meeting was called to order at 6:49pm and roll was called. All commissioners gave permission to be recorded.

Commissioners present:

Lisa Brooks, President
Stefanie Boron, Vice President
Michael Covey, Treasurer
Josh Lutton, Commissioner
Dudley Onderdonk, Commissioner

Staff present:

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

Members of the public in attendance who signed in or spoke: Caleb Barth, Stephani Briskman, Brandon Hinkle, Ann Scheuer, Bart Schneider, Steve Varick, Matt Walker, Adam Wohl, and Linda (no last name)

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

Discussion on Kalk Park Renovation Bid: Director Leiner indicated we received five qualified bids, of which, four were very favorable. The contract was modified to remove electrical work eligible under the Connect Glencoe grant, changing sod to grass seed, and lowering labor and material costs. With those changes, along with favorable bids, we now have funding to do both the base bid and alternate #1 within budget. Staff confirmed for the Board that planting of grass seed is better than sod. Grass from seed is healthier, has better performance, and a deeper root system. The project will break ground as soon as weather allows, and weather permitting, be done by July 1, allowing for a three to five week grow in period. Because of the IDOT project, Connect Glencoe, we had a lot more bidders and more competitive bids.

The scope includes the entrance that matches the Veterans Park side within our budget and a sidewalk that connects the gateway to the path. Other options for the gateway sidewalk were discussed. Commissioner Lutton noted his hesitation in regards to whether we should be adding more concrete sidewalks to the park. Staff indicated that if we did not add the sidewalk, individuals would make a natural path way that would end up being muddy. Discussion ensued. The design per the bid was reviewed as well as drainage.

Action Item:

Approval of Kalk Park Renovation Bid: A motion was made by Commissioner Onderdonk to approve the lowest responsible bidder for the Kalk Park renovation base

bid and alternate #1, Integral Construction of Romeoville, Illinois, for a total of \$205,832 as presented. Commissioner Boron seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Onderdonk, Brooks

NAYS: Lutton

ABSENT: None

The motion passed.

Other Business: There was no other business.

Adjourn: Commissioner Boron moved to adjourn the meeting at 7:06pm. Commissioner Onderdonk seconded the motion. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Respectfully submitted,

Lisa M. Sheppard
Secretary

MINUTES OF MARCH 2, 2021 COMMITTEE OF THE WHOLE MEETING
GLENCOE PARK DISTRICT
Zoom and 999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

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

The meeting was called to order at 7:07pm and roll was called. All commissioners gave permission to be recorded.

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
Jenny Runkel, Administrative Assistant

Members of the Public in attendance who signed in or spoke: Caleb Barth, Stephani Briskman, Brandon Hinkle, Ann Scheuer, Bart Schneider, Steve Varick, Matt Walker, Adam Wohl, and Linda (no last name)

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

Discussion on Professional Service Contract for Pier Renovation: Caleb Barth of Baird discussed the professional service contract for pier renovation including tasks and stages, permitting, on-site meetings, the sub-consultant for electrical and lighting services, bids and a recommendation, and assisting during construction. Discussion ensued. The total budget is around \$400,000 for construction. This is a specialized project by its proximity to Lake Michigan not seen in other projects with a different fee structure than used for a playground design. Baird will consider dark sky lighting and the bird flight path. The concrete imprinting demos will be reviewed with the Board at the site including color, pattern, and non-skid surface. Baird will offer fiber reinforced polymer options for the railing.

Chair Brooks, based on committee discussion, directed park district staff to advance this for Board approval at the next Board meeting.

Discussion on Beach Pass and Daily Fees: Executive Director Sheppard indicated staff are looking for a consensus tonight, so pass information can be marketed to the public. Director Collins and Beach/Boating Beach Manager Matt Walker gave the presentation attached to these minutes. At the last Board meeting, the Board chose beach admissions option 2a with hybrid option 2b including daily admissions Monday through Friday and pass holders only on weekends and holidays; pass holders will have access seven days a week and holidays. Based on that decision, staff reviewed how to maximize pass sales, limit the financial burden on taxpayers, simplify the fee structure, and increase access. The history of passes, 2020 pass financials, 2019 daily financials,

pass holder survey results, options A and B best/base/worst financial scenarios, and other local beaches 2021 rates were reviewed. Discussion ensued regarding the senior rate. The senior rate would be consistent with our Watts senior pass and entices that age group to utilize the facility. They need to be a resident over age of 65 to get a free pass and then could use the beach as any other pass holder. In 2020, 169 resident seniors purchased a pass and many of those utilized it for fitness, not for the beach or lifeguard services. The fee rate is by the person, not by household. Discussion ensued on offering free guest passes with season pass purchases because for a family over four the rate was going up. Staff noted that we also hear from families of less than four who feel the old pass fee structure was not equitable. Discussion comments included a big ask to have families lock in on a \$100 guest pass at the beginning of the season not knowing if they will have guests or not, buy early bird passes and get guest passes free, keeping it simple, an incentive to buy the pass during early bird, and one per household/or per pass. From staff's point of view, it must be equitable. Staff also noted that someone from the household has to be there with a guest and that our season passes are paid off in 3.5 visits. Commissioner comments included making it even for all, don't need to do any passes, discussion ensued about creating value in the pass, enticing people to buy a pass, one free pass for each season pass purchased is fair to all, limit to early bird, apply it to non-residents as well with the purchase season passes. Director Collins explained that due to limitations of RecTrac, that the free passes would need to be during early bird only. Our system will not allow for free passes to be available the day of season pass sign up. The early bird time period will end May 1 giving a month and a half to purchase before the season opens.

Chair Brooks, based on committee discussion, directed park district staff to offer one guest pass per season pass purchase for both residents and nonresidents during early bird ending on May 1.

The senior pass rate was discussed a second time. It will remain free, but will not include free guest passes.

Chair Brooks, based on committee discussion, directed park district staff to offer staff a free pass to the beach, but to not offer it to staff of the Village, District 35, Library, and Family Services of Glencoe as done in pre-COVID years.

Staff are hoping to rent out shelters, paddleboards, and kayaks this summer with reservations and time to clean between.

Other Business: Watts is closing on Monday for the season and would like to offer season pass renewal at 2020 rates while users are excited from this season. Discussion ensued. We won't announce next year's policy or rates, but will make it clear, we don't know if there will be daily passes or not based on state regulations. The season structure may change. They would be able to lock in at the current price. Beach/Watts combo pass is not possible until we have the new registration system and the pandemic is over. It can be discussed when that happens. Discussion ensued.

Chair Brooks, based on committee discussion, gave Park District staff the ability to offer Watts renewal passes at 2020 rates if they still think it is advisable after taking into account that communication is critical regarding pricing and policy for 2021.

Adjourn to Closed Session: At 8:21pm, Commissioner Lutton moved to adjourn into closed session to discuss personnel as mandated by Section 2.06. 5 ILCS 120/2 (c)(1). Commissioner Onderdonk seconded the motion. There was no discussion. Roll call vote:

Ayes: Boron, Covey, Lutton, Onderdonk, Brooks

Nays: None

Abstain: None

The motion passed.

Return to Open Session: Commissioner Onderdonk moved to return to open session at 8:47pm. Commissioner Lutton seconded the motion. There was no discussion. Roll call vote:

Ayes: Boron, Covey, Lutton, Onderdonk, Brooks

Nays: None

Abstain: None

The motion passed.

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

Adjourn: Commissioner Lutton moved to adjourn the meeting at 8:47pm. Commissioner Boron seconded the motion. There was no discussion. Roll call vote:

Ayes: Boron, Covey, Lutton, Onderdonk, Brooks

Nays: None

Abstain: None

The motion passed.

Respectfully submitted,

Lisa M. Sheppard
Secretary



2021 Glencoe Beach Pricing



Enriching lives and creating memorable experiences.



2021 Operations Beach Admissions Options

OPTION 1
Season Pass Holders Only
No Change to
2020 Operation

OPTION 2
Season Passes
&
Limited Daily's

OPTION 3
Return to
Regular Operations
Pre-COVID

OPTION 2A
Season Passes: 7 days per week
Daily Admission: Available
Monday-Thursday After 12PM
(No Holidays, Friday - Sunday)

OPTION 2B
Season Passes: 7 days per week
Daily Admission: Available
7 Days per Week After 12PM
(No Holidays)

OPTION 2A Hybrid
(Board Consensus)
Season passes: 7 days per week
Limited daily admission: Mon-Fri starting at 12pm
No daily admission on weekends or holidays



Pricing Strategy

Objective

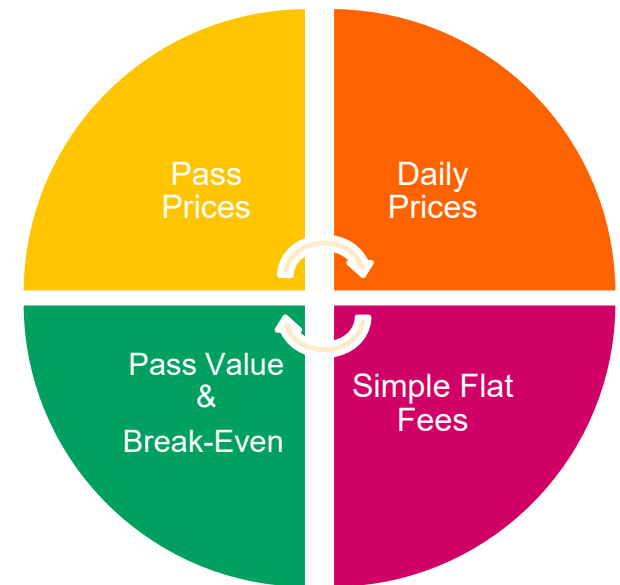
- Increasing pass value to maximize pass sales

How?

- Pricing
- Exclusive access
- Guest passes
- Discounts
- Pass holder appreciation events

Why?

- Revenue less impacted by weather
 - Pass holders visit shorter, but more frequent
 - Pass holders more vested in maintaining the lakefront
 - Builds sense of community
- Limit financial burden on taxpayer
 - Simplify fee structure
 - Increase access



2020 Pass Financials

Season Pass	Price	# Sold	Revenue
Resident	\$76*/95 1st Pass \$42*/54 Senior 1st Pass \$15 Additional Pass Average Pass Price \$29.81	4,399	\$131,127
Non-Resident	\$143*/190 1st Pass \$84*/108 Senior 1st Pass \$30 Additional Pass Average Pass Price \$60.17	1,612	\$97,001
<i>*Early Bird</i>	Total	6,011	\$228,128

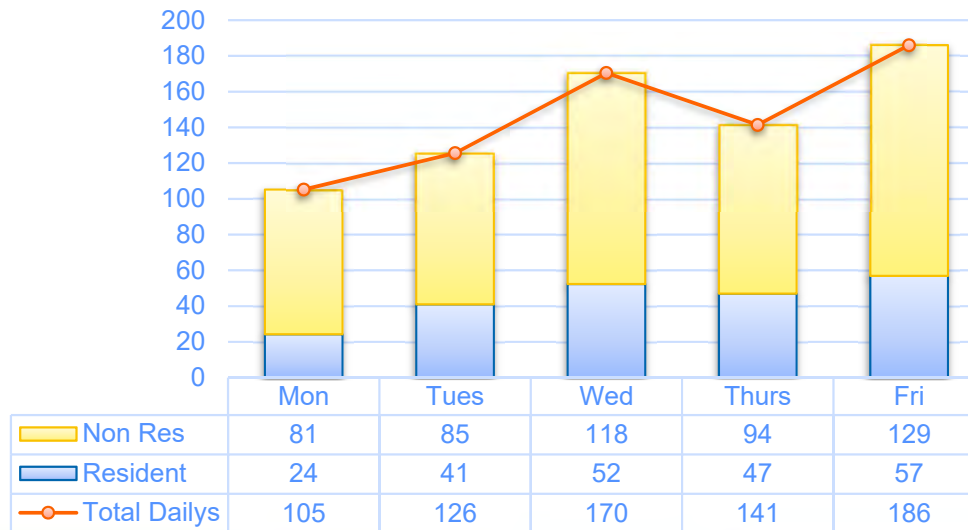
Guest Pass	Price	# Sold	Revenue	% Redeemed	Revenue Per Visit
Resident	\$50 Per 10 Punch	373	\$18,650	37%	\$13.38
Non-Resident	\$100 Per 10 Punch	85	\$8,500	40%	\$25.15
	Total	458	\$27,150		



2019 Daily Financials

Daily Visit	Price*	# Visits Mon-Fri**	# Visits 7 Days	Revenue Mon-Fri**	Revenue 7 Days
Resident	\$7/5 Senior	2,111	4,424	\$14,587	\$29,982
Non-Resident	\$14/10 Senior	4,848	12,606	\$67,184	\$167,922
*Under Age 2 - Free Seniors <5% of visits		Total	6,959	17,030	\$81,771
**Excluding Holidays					

2019 Daily's Purchased (Average)

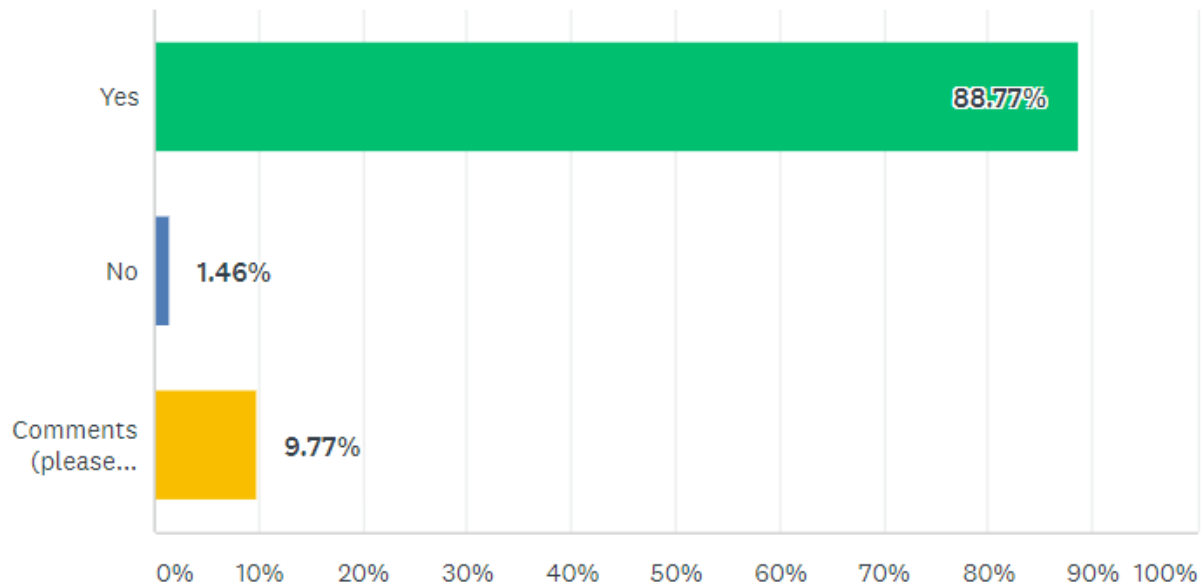


Q22



Do you plan to purchase a season pass for the summer of 2021?

Answered: 481 Skipped: 28



ANSWER CHOICES	RESPONSES	
Yes	88.77%	427
No	1.46%	7
Comments (please specify)	Responses	9.77% 47
TOTAL		481



1. No Price Increase

	Best	Base	Worst	2020 Actual
% of 2020 Pass Sales	100% (6,011)	75% (4,508)	50% (3,006)	100% (6,011)
Pass Price	\$35/70 R/NR Each \$140/280 R/NR Family of 4			Tiered Passes \$140/280 R/NR Family of 4
Pass Revenue	\$266,805	\$200,104	\$161,613	\$228,128
Daily Sales	25% of 2019 Resident Sales 75% of 2019 Non-Resident Sales			N/A
Daily Price	No Price Increase Daily's \$7/14 R/NR Pass break-even is 5 visits			N/A
Daily Revenue	<u>\$54,600</u>	<u>\$54,600</u>	<u>\$54,600</u>	<u>\$0</u>
Total Revenue	\$321,405	\$254,704	\$216,213	\$228,128



2. Daily Price Increase

	Best	Base	Worst	2020 Actual
% of 2020 Pass Sales	100% (6,011)	75% (4,508)	50% (3,006)	100% (6,011)
Pass Price	\$35/70 R/NR Each \$140/280 Family of 4			Tiered Passes \$140/280 Family of 4
Pass Rev.	\$266,805	\$200,104	\$161,613	\$228,128
Daily Sales	25% of 2019 Res. Sales 75% of 2019 NR Sales			N/A
Daily Price	~40% Price Increase Daily's \$10/20 R/NR Pass break-even is 3.5 visits			N/A
Daily Rev.	<u>\$78,000</u>	<u>\$78,000</u>	<u>\$78,000</u>	<u>\$0</u>
Option 2 Total Rev.	\$344,805	\$278,104	\$239,613	\$228,128
Option 1 Total Rev.	\$321,405	\$254,704	\$216,213	



Staff Recommendation

- Pass Price

	Proposed 2021	2020
Resident	\$35/Pass Free/65+Seniors	\$76*/95 1st Pass \$42*/54 Senior 1st Pass \$15 Additional Pass
Non-Resident	\$70/Pass	\$143*/190 1st Pass \$84*/108 Senior 1st Pass \$30 Additional Pass
		*Early Bird

- Daily Fee

	Proposed 2021	2020
Resident	\$10/Day	\$7/Day
Non-Resident	\$20/Day	\$14/Day



Other Beaches

Wilmette: Undecided

Winnetka: - Daily's (Mon-Wed only): \$10/20 R/NR
- Season Pass: \$135 Family of 4

Highland Park: Undecided

Lake Forest: - Access free for Residents
- Daily Fee NR \$25/person



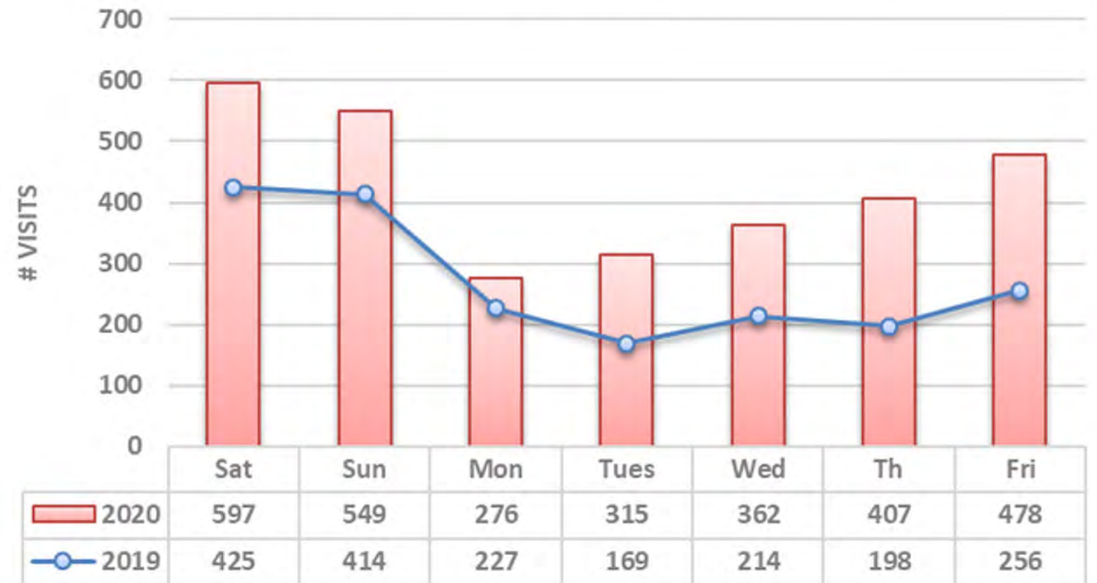


glencoeParkDistrict.com

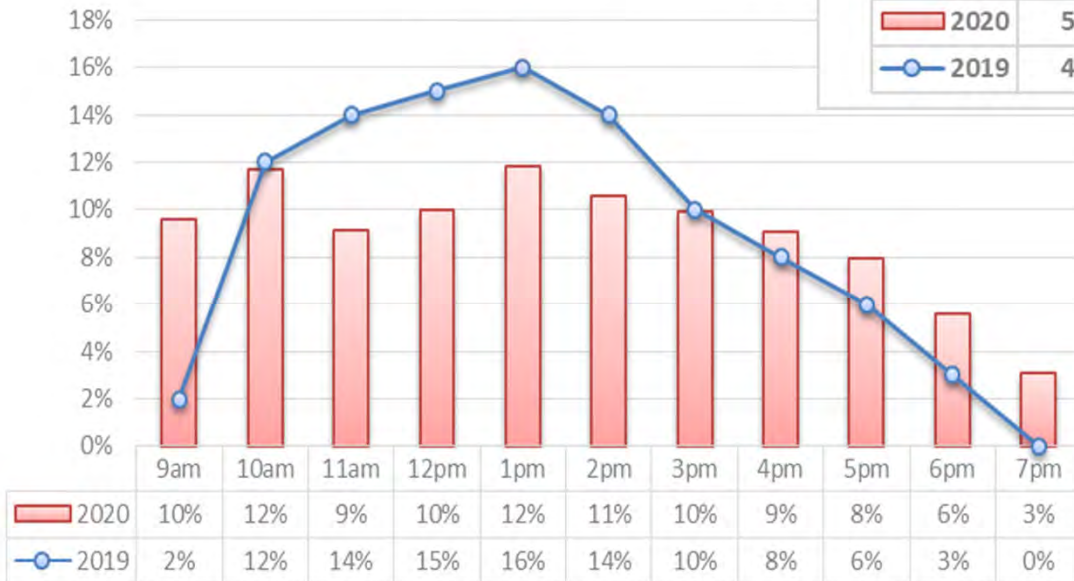


Supplemental Information

2020 v 2019 Average Daily Attendance



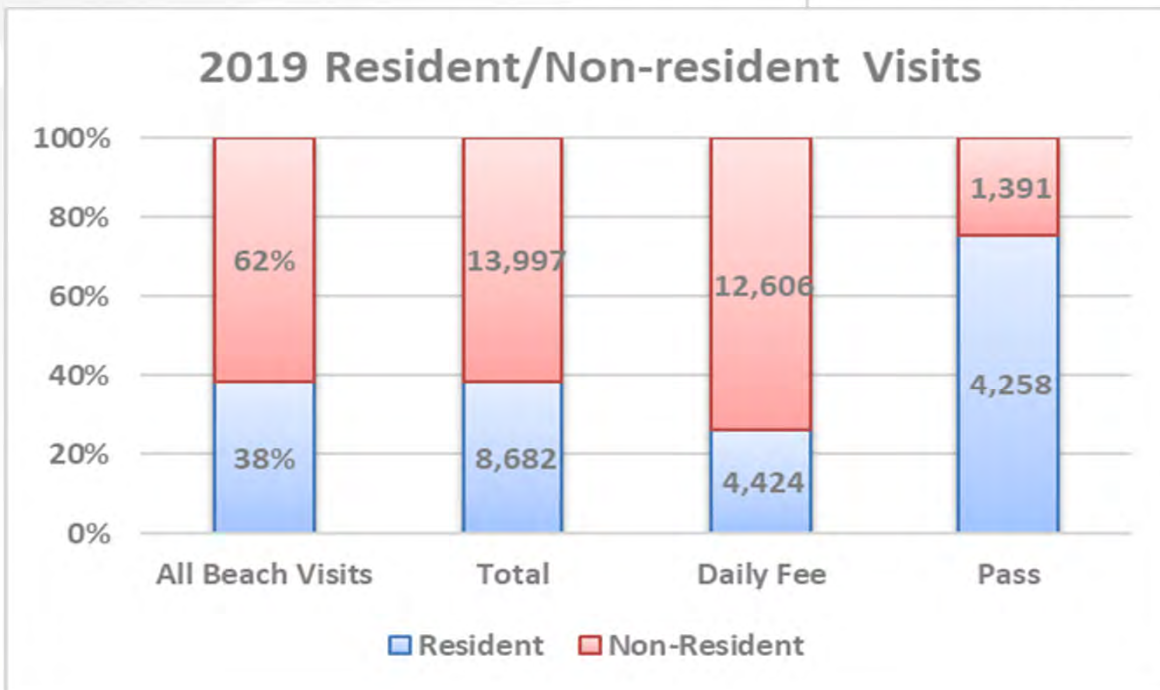
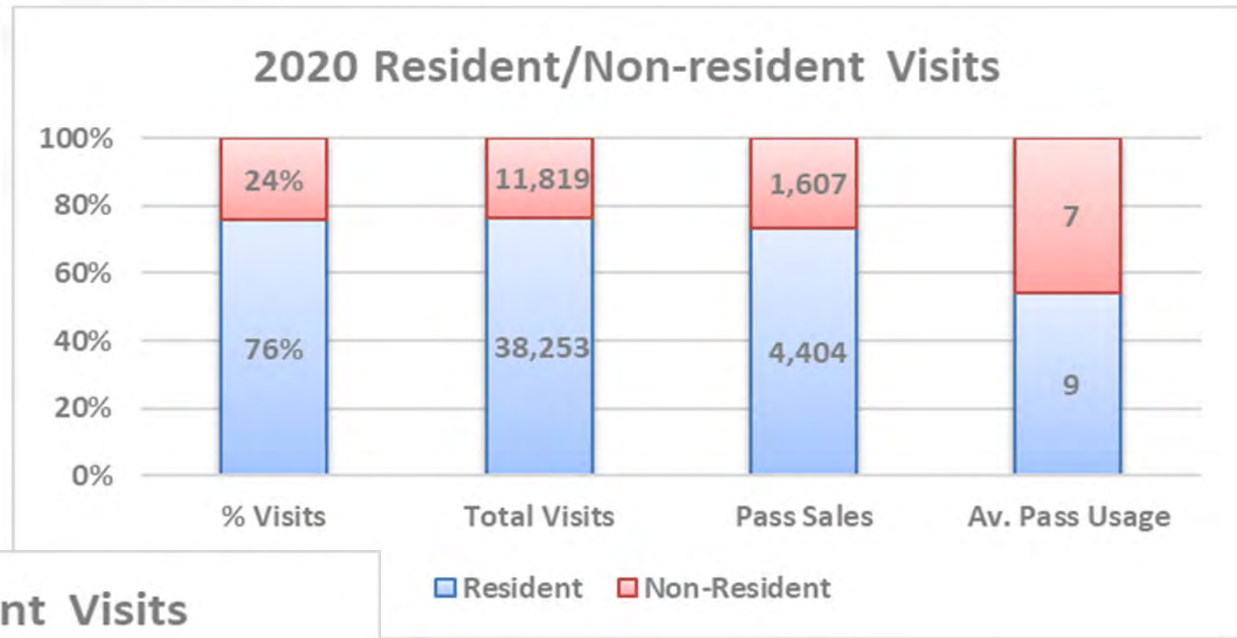
2020 V 2019 BUSIEST TIMES



Supplemental Information

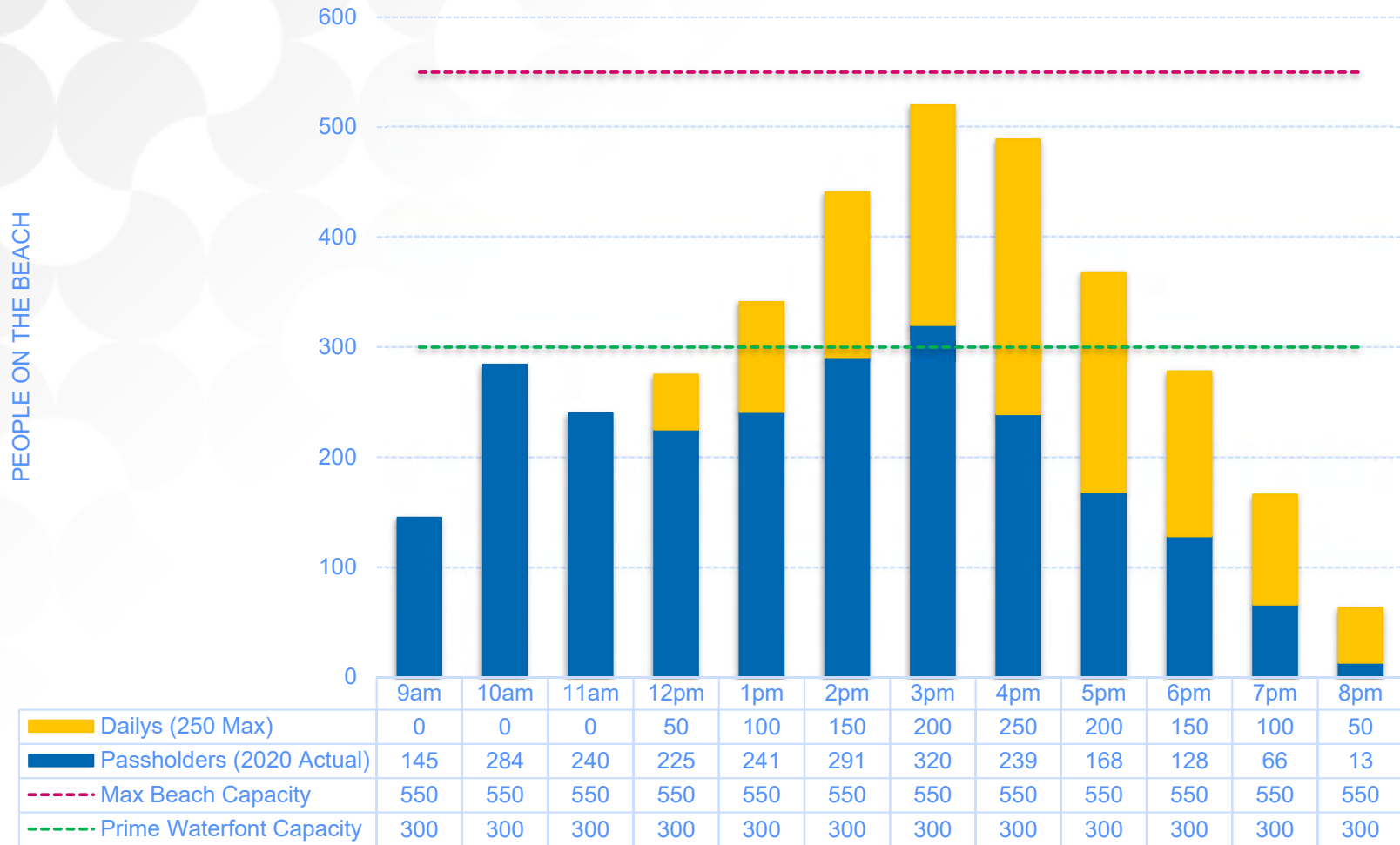


Supplemental Information



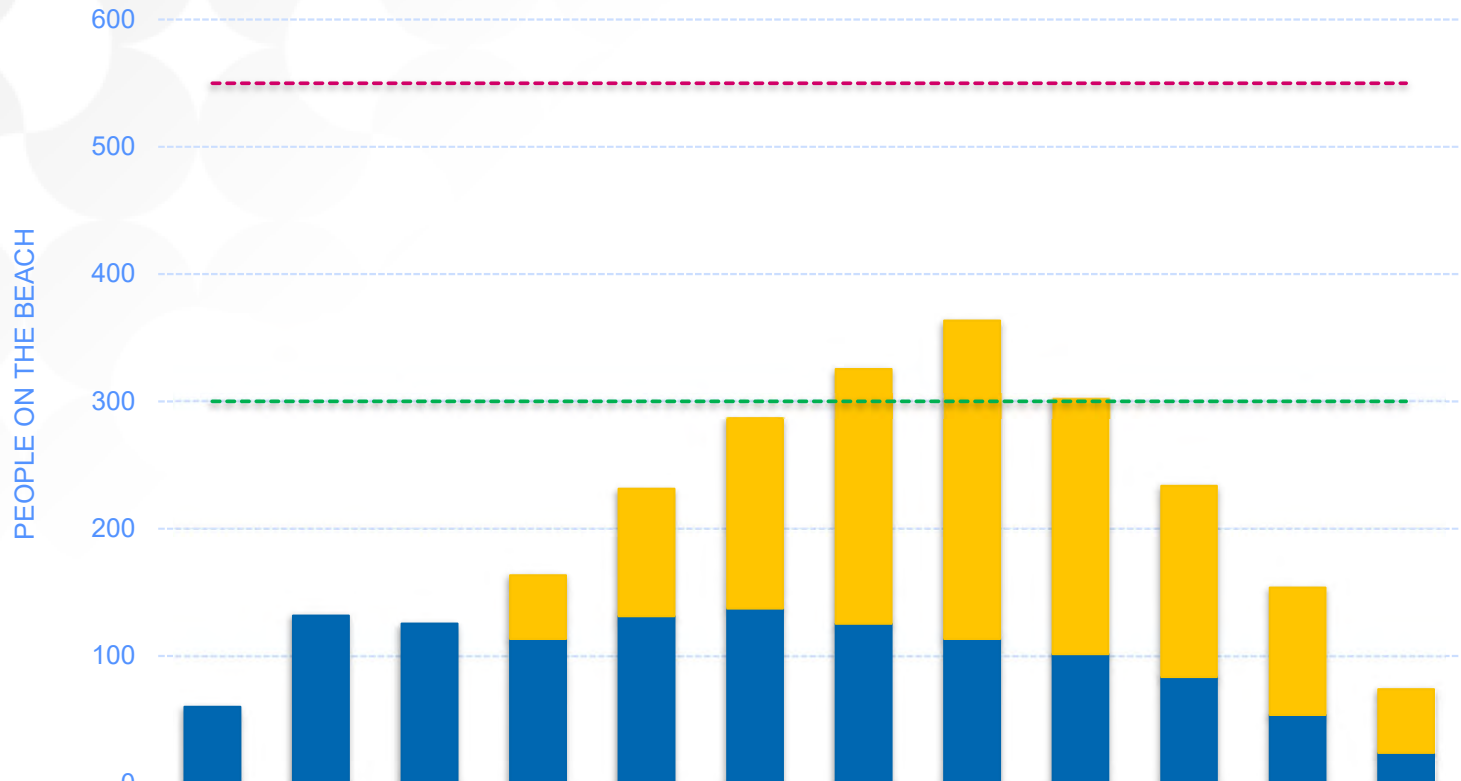
2021 Capacity Model

Busiest Day (August 9th | 89° & Sunny) v. Capacity Limits



2021 Capacity Model

Average Weekend Day v. Capacity Limits



	9am	10am	11am	12pm	1pm	2pm	3pm	4pm	5pm	6pm	7pm	8pm
Dailys (250 max)	0	0	0	50	100	150	200	250	200	150	100	50
Passholders (2020 Actual)	60	132	125	113	131	137	125	113	101	84	54	24
Max Beach Capacity	550	550	550	550	550	550	550	550	550	550	550	550
Prime Waterfront Capacity	300	300	300	300	300	300	300	300	300	300	300	300





Glencoe Park District

Voucher List of Bills By Vendor Set

Payment Dates 2/10/2021 - 3/9/2021

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor Set: AP Vendors - AP Vendors					
Vendor: 10136 - Advanced Disposal Services					
Advanced Disposal Services	02/15/2021	13354	10-12-000-5353	Trash/Recycling - Parks	1,001.54
Advanced Disposal Services	02/15/2021	13354	10-13-000-5353	Trash/Recycling - Watts	132.16
Advanced Disposal Services	02/15/2021	13354	25-00-000-5353	Trash/Recycling - Takiff	354.98
Vendor 10136 - Advanced Disposal Services Total:					1,488.68
Vendor: 10098 - AFLAC					
AFLAC	02/22/2021	13376	10-00-000-2170	Supplemental Aflac Coverage (F...	207.16
Vendor 10098 - AFLAC Total:					207.16
Vendor: 10739 - Airespring					
Airespring	03/08/2021	13483	25-00-000-5210	Takiff Fiber Internet - Mar 2021	1,919.96
Vendor 10739 - Airespring Total:					1,919.96
Vendor: 10973 - Altamanu, Inc.					
Altamanu, Inc.	02/15/2021	13355	67-00-000-5510	Design Svcs - Boating Beach Stai...	21,600.86
Altamanu, Inc.	02/15/2021	13356	67-00-000-5518	Design Svcs - South Overlook	31,298.03
Altamanu, Inc.	02/22/2021	13377	69-00-000-5553	Const Mgmt - GB Trail	563.25
Altamanu, Inc.	02/22/2021	13377	69-00-000-5570	Const Mgmt - Duke Park	375.50
Altamanu, Inc.	03/08/2021	13484	67-00-000-5505	Kalk Park Design Svc FY21/22	10,369.96
Vendor 10973 - Altamanu, Inc. Total:					64,207.60
Vendor: 10056 - Amazing Minds					
Amazing Minds	02/26/2021	13410	25-25-635-5300	Contractual - Winter Amazing M...	900.00
Vendor 10056 - Amazing Minds Total:					900.00
Vendor: 10946 - Amazon Capital Services					
Amazon Capital Services	02/22/2021	13378	10-12-000-5412	Parks Uniforms	162.66
Amazon Capital Services	02/22/2021	13378	10-12-000-5420	General Parks Supplies	54.99
Amazon Capital Services	02/22/2021	13378	10-12-000-5450	Parks Equipment Parts	51.12
Amazon Capital Services	02/22/2021	13378	10-12-000-5491	Greenhouse Supplies	228.89
Amazon Capital Services	02/22/2021	13378	10-13-000-5401	Watts Office Supplies	53.29
Amazon Capital Services	02/22/2021	13378	25-00-000-5401	Rec Office Supplies	29.98
Amazon Capital Services	02/22/2021	13378	25-25-315-5400	Ceramics Supplies	14.40
Amazon Capital Services	02/22/2021	13378	25-25-615-5400	Ceramics Supplies	14.40
Amazon Capital Services	02/22/2021	13378	25-25-954-5400	Fall Event Supplies	746.46
Amazon Capital Services	02/22/2021	13378	25-26-000-5403	Day Care Pgm Supplies	1,461.10
Amazon Capital Services	02/22/2021	13378	25-26-000-5430	Day Care First Aid Supplies	91.96
Amazon Capital Services	03/08/2021	13460	10-12-000-5401	Parks Office Supplies	159.26
Amazon Capital Services	03/08/2021	13460	10-12-000-5481	Parks Construction Supplies	49.43
Amazon Capital Services	03/08/2021	13460	10-13-000-5415	Watts Special Event Supplies	37.90
Amazon Capital Services	03/08/2021	13460	25-00-000-5401	Rec Office Supplies	50.90
Amazon Capital Services	03/08/2021	13460	25-00-000-5420	General Rec Supplies	43.39
Amazon Capital Services	03/08/2021	13460	25-25-954-5400	Winter Event Supplies	283.54
Amazon Capital Services	03/08/2021	13460	25-26-000-5403	Day Care Pgm Supplies	25.99
Amazon Capital Services	03/08/2021	13460	45-00-000-5587	Standing Desks - Reg Staff	199.98
Vendor 10946 - Amazon Capital Services Total:					3,759.64
Vendor: 10147 - American Outfitters, Ltd.					
American Outfitters, Ltd.	02/26/2021	13411	10-13-000-5421	Watts Uniform Supplies	154.00
Vendor 10147 - American Outfitters, Ltd. Total:					154.00
Vendor: 10050 - Ancel, Glink P.C.					
Ancel, Glink P.C.	03/08/2021	13461	10-11-000-5310	Legal Services - Feb 2021	1,225.00
Vendor 10050 - Ancel, Glink P.C. Total:					1,225.00

Voucher List of Bills

Payment Dates: 2/10/2021 - 3/9/2021

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 11609 - ASP Services LLC					
ASP Services LLC	03/08/2021	13462	25-25-706-5300	Contractual - Winter Soccer FY2...	2,944.20
Vendor 11609 - ASP Services LLC Total:					2,944.20
Vendor: 10162 - AT & T					
AT & T	02/26/2021	13412	10-12-000-5210	Phone Svc - Parks	65.60
AT & T	02/26/2021	13412	10-13-000-5210	Phone Svc - Watts	53.01
AT & T	02/26/2021	13412	25-00-000-5210	Phone Svc - Takiff	812.50
Vendor 10162 - AT & T Total:					931.11
Vendor: 10455 - AT & T					
AT & T	03/08/2021	13485	10-14-000-5210	DSL Service - Beach (Mar 2021)	172.29
Vendor 10455 - AT & T Total:					172.29
Vendor: 10167 - Banner Life Insurance Co.					
Banner Life Insurance Co.	03/08/2021	13486	10-11-000-5600	Annual Add'l Lift Ins - Ex Dir	245.00
Vendor 10167 - Banner Life Insurance Co. Total:					245.00
Vendor: 10172 - Becker Arena Products					
Becker Arena Products	03/08/2021	13463	10-13-000-5420	Hockey Net Padding (FY20/21)	185.61
Vendor 10172 - Becker Arena Products Total:					185.61
Vendor: 10473 - BMO Harris Bank N.A.					
BMO Harris Bank N.A.	02/22/2021	13379	10-11-000-5340	IPRA Conf Reg - Lisa B & Dudley	450.00
BMO Harris Bank N.A.	02/22/2021	13379	10-11-000-5342	Staff Sympathy/New Baby Flow...	195.04
BMO Harris Bank N.A.	02/22/2021	13379	10-11-000-5402	Digital Newspaper Subscription	27.72
BMO Harris Bank N.A.	02/22/2021	13379	10-11-000-5730	IGFOA Dues/Notary Stamp - Je...	221.85
BMO Harris Bank N.A.	02/22/2021	13379	10-12-000-5340	IPRA Conf Reg - Chris	225.00
BMO Harris Bank N.A.	02/22/2021	13379	10-12-000-5361	Parks Job Posting	165.00
BMO Harris Bank N.A.	02/22/2021	13379	10-12-000-5425	Parks Staff Lunch/Dinner - Snow..	71.39
BMO Harris Bank N.A.	02/22/2021	13379	10-12-000-5491	Bees	894.00
BMO Harris Bank N.A.	02/22/2021	13379	10-13-000-5415	Watts Event Supplies/Lights Ren..	1,223.96
BMO Harris Bank N.A.	02/22/2021	13379	10-13-000-5482	Watts Hardware	121.00
BMO Harris Bank N.A.	02/22/2021	13379	10-13-000-5990	REFUND - Watts Propane Heate...	-2,252.18
BMO Harris Bank N.A.	02/22/2021	13379	10-14-000-5301	Postage	7.00
BMO Harris Bank N.A.	02/22/2021	13379	25-00-000-5210	iCloud Storage - Bobby/Carol/C...	2.97
BMO Harris Bank N.A.	02/22/2021	13379	25-00-000-5301	Postage	32.10
BMO Harris Bank N.A.	02/22/2021	13379	25-00-000-5340	IPRA Wkshp-SS/Conf Reg- BC&S...	894.00
BMO Harris Bank N.A.	02/22/2021	13379	25-00-000-5360	iCloud Storage - Erin	0.99
BMO Harris Bank N.A.	02/22/2021	13379	25-00-000-5360	Facebook Marketing	52.06
BMO Harris Bank N.A.	02/22/2021	13379	25-00-000-5360	Google Marketing	267.57
BMO Harris Bank N.A.	02/22/2021	13379	25-00-000-5362	Shutterstock	29.00
BMO Harris Bank N.A.	02/22/2021	13379	25-00-000-5368	Constant Contact	132.81
BMO Harris Bank N.A.	02/22/2021	13379	25-00-000-5404	Camp Docs Software Deposit	1,000.00
BMO Harris Bank N.A.	02/22/2021	13379	25-00-000-5480	Rec Van Gas	46.85
BMO Harris Bank N.A.	02/22/2021	13379	25-25-315-5400	Photoshop for Ceramics	63.68
BMO Harris Bank N.A.	02/22/2021	13379	25-25-601-5300	Brightwheel App - Kids Club	150.00
BMO Harris Bank N.A.	02/22/2021	13379	25-25-601-5400	Kids Club Staff Lunches	115.89
BMO Harris Bank N.A.	02/22/2021	13379	25-25-615-5400	Ceramics Supplies	622.51
BMO Harris Bank N.A.	02/22/2021	13379	25-25-954-5400	Fall Event Supplies	416.39
BMO Harris Bank N.A.	02/22/2021	13379	25-26-000-5360	Care.com Job Postings	75.00
BMO Harris Bank N.A.	02/22/2021	13379	25-26-000-5404	Brightwheel App - Day Care	175.00
BMO Harris Bank N.A.	02/22/2021	13379	25-27-000-5210	Takiff Fitness - TV/Internet	157.99
Vendor 10473 - BMO Harris Bank N.A. Total:					5,584.59
Vendor: 10656 - Call One					
Call One	02/15/2021	13357	25-00-000-5210	T1 Line - Watts	365.85
Vendor 10656 - Call One Total:					365.85
Vendor: 11622 - Carol Sente Consulting					
Carol Sente Consulting	02/22/2021	13381	10-00-000-1300	FY21/22 Board Workshop Depos..	750.00
Vendor 11622 - Carol Sente Consulting Total:					750.00
Vendor: 10190 - Ceramic Supply Chicago, Inc.					
Ceramic Supply Chicago, Inc.	02/26/2021	13413	25-25-315-5400	Ceramics Supplies	455.22

Voucher List of Bills

Payment Dates: 2/10/2021 - 3/9/2021

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Ceramic Supply Chicago, Inc.	02/26/2021	13413	25-25-615-5400	Ceramics Supplies	455.23
Vendor 10190 - Ceramic Supply Chicago, Inc. Total:					910.45
Vendor: 11498 - Chicago Kiln Service, Inc.					
Chicago Kiln Service, Inc.	02/26/2021	13414	25-25-315-5400	Kiln Update/Repair	242.50
Chicago Kiln Service, Inc.	02/26/2021	13414	25-25-615-5400	Kiln Update/Repair	242.50
Vendor 11498 - Chicago Kiln Service, Inc. Total:					485.00
Vendor: 10552 - Chicago Tribune Media Group					
Chicago Tribune Media Group	02/22/2021	13382	10-11-000-5311	Legal Notices	203.21
Vendor 10552 - Chicago Tribune Media Group Total:					203.21
Vendor: 11213 - Ciao Bella Sewing					
Ciao Bella Sewing	02/26/2021	13415	25-25-651-5300	Contractual - Winter Sewing Cla...	792.00
Vendor 11213 - Ciao Bella Sewing Total:					792.00
Vendor: 10505 - Comcast					
Comcast	02/15/2021	13358	10-12-000-5210	Internet Svc - Parks (Jan/Feb 20...	305.24
Comcast	03/01/2021	13445	10-13-000-5210	Watts Cable TV/Internet - Mar ...	227.62
Vendor 10505 - Comcast Total:					532.86
Vendor: 10210 - Conserv FS					
Conserv FS	02/15/2021	13359	10-12-000-5485	Ice Melt - Parks	578.40
Conserv FS	02/15/2021	13359	10-13-000-5485	Ice Melt - Watts	200.00
Conserv FS	02/15/2021	13359	25-00-000-5485	Ice Melt - Takiff	600.00
Conserv FS	02/25/2021	13407	10-12-000-5485	Ice Melt	1,378.40
Vendor 10210 - Conserv FS Total:					2,756.80
Vendor: 10215 - Craftwood Lumber Company					
Craftwood Lumber Company	03/08/2021	13464	10-13-000-5412	Watts Cleaning Supplies	55.25
Craftwood Lumber Company	03/08/2021	13464	10-13-000-5486	Plumbing Supplies - Watts	108.06
Craftwood Lumber Company	03/08/2021	13464	10-13-000-5488	Watts Hand Tools	48.99
Craftwood Lumber Company	03/08/2021	13464	25-00-000-5482	Takiff Hardware	11.78
Craftwood Lumber Company	03/08/2021	13464	25-00-000-5483	Takiff Paint	29.68
Vendor 10215 - Craftwood Lumber Company Total:					253.76
Vendor: 11624 - Diane Ardemis Hardy					
Diane Ardemis Hardy	02/26/2021	13416	10-13-000-5415	Contractual - Watts Event Enter...	615.00
Vendor 11624 - Diane Ardemis Hardy Total:					615.00
Vendor: 11219 - Direct Fitness Solutions					
Direct Fitness Solutions	03/08/2021	13465	25-27-000-5351	Fitness Equip Repair - FY20/21	115.00
Vendor 11219 - Direct Fitness Solutions Total:					115.00
Vendor: 10334 - Discount School Supply					
Discount School Supply	02/26/2021	13417	25-26-000-5403	Day Care Prgm Supplies	1,623.48
Vendor 10334 - Discount School Supply Total:					1,623.48
Vendor: 10335 - Domino's Pizza					
Domino's Pizza	02/22/2021	13383	25-26-000-5409	Kids Night Out Event Pizza	106.81
Domino's Pizza	02/26/2021	13418	25-25-601-5400	Kids Club Pizza Dinner	39.84
Vendor 10335 - Domino's Pizza Total:					146.65
Vendor: 10286 - EVP Academies, LLC					
EVP Academies, LLC	03/08/2021	13466	25-25-767-5300	Contractual - Winter Volleyball ...	2,475.20
Vendor 10286 - EVP Academies, LLC Total:					2,475.20
Vendor: 10341 - Excalibur Technology Corporation					
Excalibur Technology Corporati...	02/15/2021	13360	65-00-020-5502	Replace - SAN Hard Drive/Watts...	878.82
Excalibur Technology Corporati...	02/22/2021	13384	65-00-020-5502	Replace Laptop/Monitor - Dir of...	2,799.03
Excalibur Technology Corporati...	03/01/2021	13446	10-11-000-5355	TSS - March 2021	6,322.80
Excalibur Technology Corporati...	03/01/2021	13446	25-00-000-5321	WebTrac Host - March 2021	749.00
Excalibur Technology Corporati...	03/01/2021	13447	10-11-000-5355	Ext Warranty - 2 Servers & Cisco	3,562.36
Excalibur Technology Corporati...	03/08/2021	13487	10-11-000-5355	TSS - April 2021	6,590.80
Excalibur Technology Corporati...	03/08/2021	13487	25-00-000-5321	WebTrac Host - April 2021	749.00
Vendor 10341 - Excalibur Technology Corporation Total:					21,651.81

Voucher List of Bills

Payment Dates: 2/10/2021 - 3/9/2021

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 11291 - Fambro Management LLC					
Fambro Management LLC	02/26/2021	13419	25-25-629-5300	Contractual - Winter Chess Clas...	2,132.00
Vendor 11291 - Fambro Management LLC Total:					2,132.00
Vendor: 10570 - FP Mailing Solutions					
FP Mailing Solutions	02/22/2021	13385	10-11-000-5370	Takiff Postage Machine Rental	152.85
Vendor 10570 - FP Mailing Solutions Total:					152.85
Vendor: 10352 - Frontline Technologies Group, LLC					
Frontline Technologies Group, L...	03/01/2021	13448	10-11-000-5404	Applicant Software Renewal - F...	1,154.32
Frontline Technologies Group, L...	03/01/2021	13448	25-00-000-5404	Applicant Software Renewal - F...	1,154.32
Vendor 10352 - Frontline Technologies Group, LLC Total:					2,308.64
Vendor: 11435 - FSA Sports Camp, LLC					
FSA Sports Camp, LLC	02/26/2021	13420	25-25-455-5300	Contractual - Winter Sports Clas...	5,376.00
Vendor 11435 - FSA Sports Camp, LLC Total:					5,376.00
Vendor: 10451 - G & O Thermal Supply Co					
G & O Thermal Supply Co	02/22/2021	13386	10-13-000-5413	30 Lb Container R-22	4,455.00
Vendor 10451 - G & O Thermal Supply Co Total:					4,455.00
Vendor: 11375 - Game On! LLC					
Game On! LLC	02/26/2021	13421	25-25-752-5300	Contractual - Winter Sports Clas...	3,122.00
Vendor 11375 - Game On! LLC Total:					3,122.00
Vendor: 10076 - Glencoe Junior Kindergarten					
Glencoe Junior Kindergarten	02/26/2021	13422	25-25-472-5300	Payment #8 - 20/21 Sch Yr	2,220.00
Glencoe Junior Kindergarten	02/26/2021	13422	25-25-473-5300	Payment #8 - 20/21 Sch Yr	1,998.75
Vendor 10076 - Glencoe Junior Kindergarten Total:					4,218.75
Vendor: 10370 - Grainger Inc.					
Grainger Inc.	02/15/2021	13361	10-13-000-5484	Electrical Supplies - Watts	424.40
Grainger Inc.	02/15/2021	13361	25-00-000-5482	Takiff Hardware	405.30
Grainger Inc.	02/15/2021	13361	25-00-000-5484	Electrical Supplies - Takiff	451.40
Grainger Inc.	02/15/2021	13361	25-26-000-5460	Day Care Food Prep Supplies	69.41
Grainger Inc.	02/22/2021	13387	10-12-000-5481	Parks Construction Supplies	992.94
Grainger Inc.	02/22/2021	13387	10-13-000-5486	Plumbing Supplies - Watts	93.94
Grainger Inc.	02/22/2021	13387	10-14-000-5486	Plumbing Supplies - Beach	93.94
Grainger Inc.	02/22/2021	13387	10-15-000-5486	Plumbing Supplies - Boathouse	93.94
Grainger Inc.	02/22/2021	13387	25-00-000-5486	Plumbing Supplies - Takiff	845.46
Grainger Inc.	02/22/2021	13387	25-26-000-5460	Day Care Food Prep Supplies	181.39
Grainger Inc.	03/05/2021	13455	25-00-000-5584	Windscreen Zip Ties	2,525.90
Grainger Inc.	03/05/2021	13455	25-26-000-5460	Daycare Food Prep Supplies	55.62
Grainger Inc.	03/08/2021	13488	25-00-000-5412	Takiff Cleaning Supplies	208.70
Vendor 10370 - Grainger Inc. Total:					6,442.34
Vendor: 10325 - Grand Food Center					
Grand Food Center	03/08/2021	13467	25-26-000-5409	Day Care Milk/Food Supplies	337.99
Vendor 10325 - Grand Food Center Total:					337.99
Vendor: 10384 - Home Depot Credit Services					
Home Depot Credit Services	02/22/2021	13388	10-13-000-5481	Watts Construction Supplies	639.12
Home Depot Credit Services	02/22/2021	13388	10-13-000-5484	Watts Electrical Supplies	100.00
Home Depot Credit Services	02/22/2021	13388	25-00-000-5582	Takiff Maintenance Equipment	87.92
Vendor 10384 - Home Depot Credit Services Total:					827.04
Vendor: 10068 - Hot Shots Sports					
Hot Shots Sports	02/26/2021	13423	25-25-740-5300	Contractual - Travel Basketball	15,904.00
Hot Shots Sports	02/26/2021	13423	25-25-744-5300	Contractual - Hot Shots Flag Foo..	4,468.80
Hot Shots Sports	02/26/2021	13423	25-25-746-5300	Contractual - Hot Shots Saturda...	1,407.00
Hot Shots Sports	02/26/2021	13423	25-25-747-5300	Contractual - Hot Shots Sports C...	6,521.20
Vendor 10068 - Hot Shots Sports Total:					28,301.00
Vendor: 10388 - IAPD					
IAPD	03/01/2021	13449	10-11-000-5730	Agency IAPD Dues - FY21/22	6,326.90
Vendor 10388 - IAPD Total:					6,326.90

Voucher List of Bills

Payment Dates: 2/10/2021 - 3/9/2021

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10390 - Idlewood Electric Supply Inc.					
Idlewood Electric Supply Inc.	02/15/2021	13362	25-00-000-5484	Takiff Electrical Supplies	666.00
Vendor 10390 - Idlewood Electric Supply Inc. Total:					666.00
Vendor: 10100 - IL Dept of Revenue					
IL Dept of Revenue	02/12/2021	DFT0001173	10-00-000-2110	IL State Tax W/H	5,926.89
IL Dept of Revenue	02/26/2021	DFT0001178	10-00-000-2110	IL State Tax W/H	5,878.80
IL Dept of Revenue	02/25/2021	DFT0001183	10-00-000-2110	IL State Tax W/H	2,596.94
IL Dept of Revenue	03/05/2021	DFT0001189	10-00-000-2110	IL State Tax W/H	184.57
Vendor 10100 - IL Dept of Revenue Total:					14,587.20
Vendor: 11625 - ILCMA					
ILCMA	03/01/2021	13450	10-11-000-5361	Dir of Finance Job Posting	100.00
Vendor 11625 - ILCMA Total:					100.00
Vendor: 10101 - Illinois Municipal Retirement Fund					
Illinois Municipal Retirement Fu...	02/26/2021	DFT0001185	10-00-000-2150	IMRF Contribution - Feb 2021	48,459.94
Illinois Municipal Retirement Fu...	02/26/2021	DFT0001185	10-00-000-2155	IMRF VAC - Feb 2021	5,556.00
Vendor 10101 - Illinois Municipal Retirement Fund Total:					54,015.94
Vendor: 10106 - IRS/Dept of Treasury					
IRS/Dept of Treasury	02/12/2021	DFT0001171	10-00-000-2120	Social Security W/H	16,663.98
IRS/Dept of Treasury	02/12/2021	DFT0001172	10-00-000-2130	Medicare	3,897.16
IRS/Dept of Treasury	02/12/2021	DFT0001174	10-00-000-2100	Fed Income Tax W/H	10,758.45
IRS/Dept of Treasury	02/26/2021	DFT0001176	10-00-000-2120	Social Security W/H	16,558.70
IRS/Dept of Treasury	02/26/2021	DFT0001177	10-00-000-2130	Medicare	3,872.48
IRS/Dept of Treasury	02/26/2021	DFT0001179	10-00-000-2100	Fed Income Tax W/H	10,949.36
IRS/Dept of Treasury	02/25/2021	DFT0001181	10-00-000-2120	Social Security W/H	7,440.00
IRS/Dept of Treasury	02/25/2021	DFT0001182	10-00-000-2130	Medicare	1,740.04
IRS/Dept of Treasury	02/25/2021	DFT0001184	10-00-000-2100	Fed Income Tax W/H	3,517.31
IRS/Dept of Treasury	03/05/2021	DFT0001187	10-00-000-2120	Social Security W/H	496.00
IRS/Dept of Treasury	03/05/2021	DFT0001188	10-00-000-2130	Medicare	116.00
IRS/Dept of Treasury	03/05/2021	DFT0001190	10-00-000-2100	Fed Income Tax W/H	610.68
Vendor 10106 - IRS/Dept of Treasury Total:					76,620.16
Vendor: 11627 - Jasco Electric					
Jasco Electric	03/08/2021	13468	10-12-000-5352	North Field Lights Repair	660.00
Vendor 11627 - Jasco Electric Total:					660.00
Vendor: 10399 - Jorson & Carlson Company Inc.					
Jorson & Carlson Company Inc.	02/15/2021	13363	10-13-000-5356	Zamboni Blade Sharpening	37.30
Jorson & Carlson Company Inc.	02/26/2021	13424	10-13-000-5356	Zamboni Blade Sharpening	37.30
Jorson & Carlson Company Inc.	03/08/2021	13470	10-13-000-5356	Zamboni Blade Sharpening Feb ...	37.30
Vendor 10399 - Jorson & Carlson Company Inc. Total:					111.90
Vendor: 10404 - Konica Minolta Business Solutions USA Inc.					
Konica Minolta Business Solutio...	02/15/2021	13364	25-00-000-5355	Takiff Copy Machine Mo Maint -..	172.81
Konica Minolta Business Solutio...	02/22/2021	13389	10-11-000-5355	Copy Machine Mo Maint - Feb	31.50
Konica Minolta Business Solutio...	02/22/2021	13389	25-00-000-5355	Copy Machine Mo Maint - Feb	70.00
Vendor 10404 - Konica Minolta Business Solutions USA Inc. Total:					274.31
Vendor: 10406 - Lakeshore Learning Material					
Lakeshore Learning Material	02/26/2021	13425	65-00-020-5507	Gross Motor Day Care Equip	4,314.08
Vendor 10406 - Lakeshore Learning Material Total:					4,314.08
Vendor: 10360 - Lowe's Business Acct/GEMB					
Lowe's Business Acct/GEMB	02/15/2021	13365	10-13-000-5481	Watts Construction Supplies	128.62
Lowe's Business Acct/GEMB	02/15/2021	13365	69-00-000-5572	Duke Park Owner Items	1,160.98
Vendor 10360 - Lowe's Business Acct/GEMB Total:					1,289.60
Vendor: 10120 - Magic of Gary Kantor					
Magic of Gary Kantor	02/26/2021	13426	25-00-000-5305	Contractual - Virtual Bday Party	150.00
Vendor 10120 - Magic of Gary Kantor Total:					150.00
Vendor: 10082 - Marianne Nicolosi					
Marianne Nicolosi	02/26/2021	13427	25-25-785-5300	Contractual - Fitness Classes	434.36

Voucher List of Bills

Payment Dates: 2/10/2021 - 3/9/2021

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Marianne Nicolosi	02/26/2021	13427	25-25-787-5300	Contractual - Fitness Classes	1,335.00
Vendor 10082 - Marianne Nicolosi Total:					1,769.36
Vendor: 10171 - Mays Chemical					
Mays Chemical	02/26/2021	13428	10-13-000-5413	Watts Rink Glycol	3,218.37
Vendor 10171 - Mays Chemical Total:					3,218.37
Vendor: 10174 - MCI					
MCI	03/08/2021	13471	25-00-000-5210	Long Distance Phone Svc FY20/...	76.70
Vendor 10174 - MCI Total:					76.70
Vendor: 10191 - Menoni & Mocogni					
Menoni & Mocogni	02/22/2021	13390	10-12-000-5481	Parks Construction Supplies	87.04
Menoni & Mocogni	03/08/2021	13472	10-12-000-5485	Salt/Ice Melt - Parks FY20/21	1,620.00
Vendor 10191 - Menoni & Mocogni Total:					1,707.04
Vendor: 11519 - Midwest Mechanical					
Midwest Mechanical	02/26/2021	13429	10-12-000-5352	Parks Building Repairs	1,683.62
Vendor 11519 - Midwest Mechanical Total:					1,683.62
Vendor: 11319 - Monica McCarthy O'Connor					
Monica McCarthy O'Connor	02/26/2021	13430	25-25-785-5300	Contractual - Jan Fitness Classes	175.77
Vendor 11319 - Monica McCarthy O'Connor Total:					175.77
Vendor: 10213 - Mutual Ace Hardware					
Mutual Ace Hardware	02/15/2021	13366	10-12-000-5370	Parks Rental Equipment	252.00
Mutual Ace Hardware	02/15/2021	13366	10-12-000-5482	Parks Hardware	191.55
Mutual Ace Hardware	02/15/2021	13366	10-12-000-5487	Parks Hand Tools	99.99
Mutual Ace Hardware	02/15/2021	13366	10-12-000-5488	Power Tools - Parks	150.00
Mutual Ace Hardware	02/15/2021	13366	10-13-000-5488	Hand Tools - Watts	250.00
Mutual Ace Hardware	02/15/2021	13366	25-00-000-5484	Takiff Electrical Supplies	23.39
Mutual Ace Hardware	03/08/2021	13473	10-12-000-5481	Construction Supplies - Parks	17.42
Mutual Ace Hardware	03/08/2021	13473	25-00-000-5482	Hardware - Takiff	42.44
Vendor 10213 - Mutual Ace Hardware Total:					1,026.79
Vendor: 8125 - Natalie Steinmetz					
Natalie Steinmetz	02/22/2021	13391	25-00-000-5305	Contractual - Ceramics Bday Par...	250.00
Vendor 8125 - Natalie Steinmetz Total:					250.00
Vendor: 10103 - NCPERS-IL IMRF					
NCPERS-IL IMRF	02/12/2021	13330	10-00-000-2160	IMRF Life-#03298	64.00
Vendor 10103 - NCPERS-IL IMRF Total:					64.00
Vendor: 10217 - Nels J. Johnson Tree Experts Inc.					
Nels J. Johnson Tree Experts Inc.	02/15/2021	13367	10-12-000-5590	Tree Trimming	10,397.50
Nels J. Johnson Tree Experts Inc.	02/22/2021	13392	10-12-000-5590	Tree Trimming	13,725.50
Vendor 10217 - Nels J. Johnson Tree Experts Inc. Total:					24,123.00
Vendor: 11424 - Noggin Builders, LLC					
Noggin Builders, LLC	02/22/2021	13393	25-25-491-5300	Contractual - Jr Engineering Clas..	1,120.00
Vendor 11424 - Noggin Builders, LLC Total:					1,120.00
Vendor: 10224 - North Shore Gas Company					
North Shore Gas Company	02/22/2021	13394	10-13-000-5220	Gas/Heat - Watts	309.27
North Shore Gas Company	02/22/2021	13394	25-00-000-5220	Gas/Heat - Takiff	1,505.28
North Shore Gas Company	02/26/2021	13431	10-12-000-5220	Gas/Heat - Parks	1,022.80
North Shore Gas Company	02/26/2021	13431	10-14-000-5220	Gas/Heat - Beach	36.76
Vendor 10224 - North Shore Gas Company Total:					2,874.11
Vendor: 10233 - Orkin Pest Control					
Orkin Pest Control	03/08/2021	13489	25-00-000-5355	Takiff Mo Exterminator - March...	187.30
Vendor 10233 - Orkin Pest Control Total:					187.30
Vendor: 10235 - Otis Elevator Company					
Otis Elevator Company	03/01/2021	13451	25-00-000-5355	Takiff Elevator Mo Maint - Mar ...	515.21
Vendor 10235 - Otis Elevator Company Total:					515.21

Voucher List of Bills

Payment Dates: 2/10/2021 - 3/9/2021

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 11527 - P & J HP LLC					
P & J HP LLC	02/26/2021	13432	25-25-613-5300	Contractual - Winter Ninja Class...	1,629.60
Vendor 11527 - P & J HP LLC Total:					1,629.60
Vendor: 10110 - PACT Administrative Services Corp					
PACT Administrative Services C...	02/22/2021	13395	10-11-000-5600	Sect 125 Fees - Feb 2021	63.00
PACT Administrative Services C...	02/22/2021	13395	10-00-000-2175	FSA Plan Contrib - Feb 2021	1,077.08
Vendor 10110 - PACT Administrative Services Corp Total:					1,140.08
Vendor: 10104 - Partnership Financial Credit Union					
Partnership Financial Credit Uni...	02/12/2021	13331	10-00-000-2180	#110071680 Barrios	120.00
Partnership Financial Credit Uni...	02/12/2021	13331	10-00-000-2180	#86720 Janis	30.00
Partnership Financial Credit Uni...	02/12/2021	13331	10-00-000-2180	#95910 Mensinger	500.00
Partnership Financial Credit Uni...	02/12/2021	13331	10-00-000-2180	#880010320 Stowick	20.00
Partnership Financial Credit Uni...	02/26/2021	13373	10-00-000-2180	#110071680 Barrios	120.00
Partnership Financial Credit Uni...	02/26/2021	13373	10-00-000-2180	#86720 Janis	30.00
Partnership Financial Credit Uni...	02/26/2021	13373	10-00-000-2180	#95910 Mensinger	500.00
Partnership Financial Credit Uni...	02/26/2021	13373	10-00-000-2180	#880010320 Stowick	20.00
Vendor 10104 - Partnership Financial Credit Union Total:					1,340.00
Vendor: 10242 - PDRMA					
PDRMA	02/24/2021	13406	10-11-000-5600	Mar COBRA Cont (FT)	755.91
PDRMA	02/26/2021	13433	10-11-000-5600	Health Ins - Feb 2021	34,476.10
PDRMA	02/26/2021	13433	25-26-000-5600	Health Ins - Feb 2021	14,293.03
Vendor 10242 - PDRMA Total:					49,525.04
Vendor: 10246 - Petty Cash					
Petty Cash	02/26/2021	13408	25-25-402-5400	Food Svc Train FY20/21 - ELC	14.95
Petty Cash	02/26/2021	13408	25-25-405-5400	Food Svc Train FY20/21 - K Read...	6.30
Petty Cash	02/26/2021	13408	25-25-435-5400	Food Svc Train FY20/21 - Presch...	10.00
Petty Cash	02/26/2021	13408	25-26-000-5340	Food Svc Train FY20/21 - Day Ca...	83.79
Vendor 10246 - Petty Cash Total:					115.04
Vendor: 10090 - Pride Dojo Inc.					
Pride Dojo Inc.	02/22/2021	13396	25-25-725-5300	Contractual - Winter Karate Pg...	1,596.00
Pride Dojo Inc.	02/26/2021	13434	25-25-725-5300	Contractual - Winter Karate Cla...	1,792.13
Vendor 10090 - Pride Dojo Inc. Total:					3,388.13
Vendor: 10259 - Quill Corporation					
Quill Corporation	02/15/2021	13368	10-13-000-5415	Watts Event Supplies	22.92
Quill Corporation	02/15/2021	13368	25-00-000-5401	Rec Office Supplies	57.32
Quill Corporation	02/15/2021	13368	25-00-000-5420	General Rec Supplies	28.66
Quill Corporation	02/15/2021	13368	25-25-401-5400	ELC Supplies	23.25
Quill Corporation	02/15/2021	13368	25-25-402-5400	ELC Supplies	23.24
Quill Corporation	02/15/2021	13368	25-25-403-5400	ELC Supplies	23.23
Quill Corporation	02/15/2021	13368	25-26-000-5401	Office Supplies - Day Care	23.25
Quill Corporation	02/22/2021	13397	25-00-000-5401	Office Supplies - Rec	337.98
Quill Corporation	03/08/2021	13474	10-13-000-5401	Office Supplies - Rec	103.16
Quill Corporation	03/08/2021	13474	25-00-000-5401	Office Supplies - Rec	226.42
Vendor 10259 - Quill Corporation Total:					869.43
Vendor: 10264 - Reese Recreation Products					
Reese Recreation Products	02/26/2021	13435	10-12-000-5497	Bike Repair Station	250.00
Reese Recreation Products	02/26/2021	13435	10-12-000-5585	Bike Repair Station	2,315.00
Vendor 10264 - Reese Recreation Products Total:					2,565.00
Vendor: 11232 - Rek Room Inc.					
Rek Room Inc.	03/08/2021	13475	25-25-753-5300	Contractual - Winter Programm...	1,890.00
Vendor 11232 - Rek Room Inc. Total:					1,890.00
Vendor: 10767 - Rite Portable Restrooms					
Rite Portable Restrooms	02/22/2021	13398	10-12-000-5353	Portable Toilet Svcs -	183.00
Vendor 10767 - Rite Portable Restrooms Total:					183.00
Vendor: 10269 - RMC Inc.					
RMC Inc.	03/01/2021	13452	10-13-000-5357	Watts Refrig Mo Maint - Mar 2...	289.00

Voucher List of Bills

Payment Dates: 2/10/2021 - 3/9/2021

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
RMC Inc.	03/08/2021	13476	10-13-000-5357	Watts Refrig Mo Maint - Jan 20...	289.00
Vendor 10269 - RMC Inc. Total:					578.00
Vendor: 10270 - Rotary Club of Glencoe					
Rotary Club of Glencoe	02/26/2021	13436	10-11-000-5730	1st Qtr Rotary Dues	275.00
Vendor 10270 - Rotary Club of Glencoe Total:					275.00
Vendor: 10275 - Sam's Club Direct Commercial Account Program					
Sam's Club Direct Commercial A...	03/01/2021	13453	25-00-000-5730	Sam's Membership - FY21/22	260.00
Vendor 10275 - Sam's Club Direct Commercial Account Program Total:					260.00
Vendor: 10654 - Sandra K Culver					
Sandra K Culver	02/26/2021	13437	25-25-785-5300	Contractual - Fitness Classes	1,875.75
Vendor 10654 - Sandra K Culver Total:					1,875.75
Vendor: 10515 - Sarah Hall Theatre Company					
Sarah Hall Theatre Company	02/22/2021	13399	25-25-406-5300	Contractual - Presch Hip Hop	1,478.24
Sarah Hall Theatre Company	02/22/2021	13399	25-25-419-5300	Contractual - Presch Ballet	2,055.30
Sarah Hall Theatre Company	02/22/2021	13399	25-25-449-5300	Contractual - Presch Drama	3,178.83
Sarah Hall Theatre Company	02/22/2021	13399	25-25-607-5300	Contractual - Youth Hip Hop	2,224.32
Sarah Hall Theatre Company	02/22/2021	13399	25-25-608-5300	Contractual - Youth Hip Ballet	1,209.60
Sarah Hall Theatre Company	02/22/2021	13399	25-25-649-5300	Contractual - Youth Drama	1,991.04
Sarah Hall Theatre Company	02/22/2021	13399	25-25-652-5300	Contractual - Little Footlighters	2,820.24
Sarah Hall Theatre Company	02/22/2021	13399	25-25-653-5300	Contractual - Broadway Bound	4,606.88
Vendor 10515 - Sarah Hall Theatre Company Total:					19,564.45
Vendor: 11160 - Shaun Christopher Whitley					
Shaun Christopher Whitley	02/15/2021	13369	25-25-415-5300	Contractual - Tot Music Classes ...	625.00
Shaun Christopher Whitley	02/22/2021	13400	25-25-415-5300	Contractual - Tot Music Classes	700.00
Vendor 11160 - Shaun Christopher Whitley Total:					1,325.00
Vendor: 10279 - Sherwin-Williams Company					
Sherwin-Williams Company	03/08/2021	13477	10-13-000-5483	Paint - Takiff (Feb 2021)	1,167.91
Sherwin-Williams Company	03/08/2021	13477	25-00-000-5483	Paint - Takiff(Feb 2021)	326.40
Vendor 10279 - Sherwin-Williams Company Total:					1,494.31
Vendor: 11436 - SportsEngine Inc.					
SportsEngine Inc.	03/08/2021	13478	45-00-000-5335	Background Checks - Feb 2021	55.50
Vendor 11436 - SportsEngine Inc. Total:					55.50
Vendor: 10108 - State Disbursement Unit					
State Disbursement Unit	02/12/2021	13332	10-00-000-2190	M Barrios,FIPS#1703100/2013...	195.90
State Disbursement Unit	02/26/2021	13374	10-00-000-2190	M Barrios,FIPS#1703100/2013...	195.90
Vendor 10108 - State Disbursement Unit Total:					391.80
Vendor: 10753 - Sunbelt Rentals					
Sunbelt Rentals	02/26/2021	13438	10-12-000-5351	Parks Equipment Repairs	62.56
Vendor 10753 - Sunbelt Rentals Total:					62.56
Vendor: 10289 - Sunshine Arts & Crafts					
Sunshine Arts & Crafts	02/26/2021	13439	25-25-659-5300	Contractual - Winter Arts Classes	1,440.00
Vendor 10289 - Sunshine Arts & Crafts Total:					1,440.00
Vendor: 11414 - Sysco Chicago, Inc.					
Sysco Chicago, Inc.	02/22/2021	13401	25-25-401-5400	ELC Supplies	34.42
Sysco Chicago, Inc.	02/22/2021	13401	25-25-405-5400	K Readiness Supplies	300.00
Sysco Chicago, Inc.	02/22/2021	13401	25-26-000-5409	Day Care Food Supplies	1,495.23
Sysco Chicago, Inc.	02/22/2021	13401	25-26-000-5460	Day Care Food Prep Supplies	114.65
Sysco Chicago, Inc.	02/26/2021	13440	25-25-401-5400	ELC Supplies	172.63
Sysco Chicago, Inc.	02/26/2021	13440	25-25-402-5400	ELC Supplies	172.63
Sysco Chicago, Inc.	02/26/2021	13440	25-25-403-5400	ELC Supplies	85.93
Sysco Chicago, Inc.	02/26/2021	13440	25-25-405-5400	K Readiness Supplies	300.00
Sysco Chicago, Inc.	02/26/2021	13440	25-26-000-5409	Day Care Food Supplies	1,596.17
Sysco Chicago, Inc.	03/08/2021	13490	25-25-405-5400	K Readiness Supplies	150.00
Sysco Chicago, Inc.	03/08/2021	13490	25-26-000-5409	Day Care Food Supplies	794.80
Sysco Chicago, Inc.	03/08/2021	13490	25-26-000-5460	Day Care Food Prep Supplies	114.40
Vendor 11414 - Sysco Chicago, Inc. Total:					5,330.86

Voucher List of Bills

Payment Dates: 2/10/2021 - 3/9/2021

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10720 - Tebon's Gas Station					
Tebon's Gas Station	03/08/2021	13479	10-13-000-5480	Propane - Watts/Zamboni Feb ...	939.30
Vendor 10720 - Tebon's Gas Station Total:					939.30
Vendor: 10294 - Telcom Innovations Group					
Telcom Innovations Group	03/08/2021	13480	10-11-000-5355	Phone Sys Troubleshooting (FY...	65.00
Vendor 10294 - Telcom Innovations Group Total:					65.00
Vendor: 11623 - Testing Service Corp.					
Testing Service Corp.	02/22/2021	13402	67-00-000-5510	Design Svcs - Boat Access	4,320.00
Testing Service Corp.	02/22/2021	13402	67-00-000-5515	Design Svcs - Retaining Wall	6,480.00
Vendor 11623 - Testing Service Corp. Total:					10,800.00
Vendor: 11506 - The Home Depot Pro					
The Home Depot Pro	02/22/2021	13403	25-00-000-5582	Takiff Maintenance Equipment	2,399.79
Vendor 11506 - The Home Depot Pro Total:					2,399.79
Vendor: 11620 - The Prophet Corporation					
The Prophet Corporation	02/26/2021	13441	65-00-020-5507	Tot Gym Equipment	7,813.03
Vendor 11620 - The Prophet Corporation Total:					7,813.03
Vendor: 10517 - Timothy Dane Bowen					
Timothy Dane Bowen	02/26/2021	13442	25-25-594-5300	Contractual - Winter Engineerin...	1,584.00
Vendor 10517 - Timothy Dane Bowen Total:					1,584.00
Vendor: 11575 - Tree Holdings LLC					
Tree Holdings LLC	02/26/2021	13443	25-25-650-5300	Contractual - Winter Coding Cla...	966.21
Vendor 11575 - Tree Holdings LLC Total:					966.21
Vendor: 10300 - Tyler Technologies, Inc.					
Tyler Technologies, Inc.	03/01/2021	13454	10-11-000-5355	Annual Incode Maint - FY21/22	6,596.95
Tyler Technologies, Inc.	03/01/2021	13454	10-11-000-5355	Tyler Univ - FY21/22	1,000.00
Vendor 10300 - Tyler Technologies, Inc. Total:					7,596.95
Vendor: 11613 - V3 Companies, Ltd.					
V3 Companies, Ltd.	02/15/2021	13370	67-00-000-5518	South Overlook Survey	2,130.00
Vendor 11613 - V3 Companies, Ltd. Total:					2,130.00
Vendor: 10307 - Vanguard Energy Service, LLC					
Vanguard Energy Service, LLC	02/15/2021	13371	10-13-000-5220	Bulk Gas/Heat - Watts	310.56
Vanguard Energy Service, LLC	02/15/2021	13371	25-00-000-5220	Bulk Gas/Heat - Takiff	2,041.12
Vendor 10307 - Vanguard Energy Service, LLC Total:					2,351.68
Vendor: 10099 - Vantagepoint Trf Agents-457					
Vantagepoint Trf Agents-457	02/12/2021	13333	10-00-000-2140	ICMA - A/C#301403	1,850.00
Vantagepoint Trf Agents-457	02/26/2021	13375	10-00-000-2140	ICMA - A/C#301403	1,850.00
Vendor 10099 - Vantagepoint Trf Agents-457 Total:					3,700.00
Vendor: 11621 - Velasa Sports, Inc.					
Velasa Sports, Inc.	02/22/2021	13404	10-13-000-5584	Watts Skate Sharpener	4,384.66
Vendor 11621 - Velasa Sports, Inc. Total:					4,384.66
Vendor: 10309 - Verizon Wireless					
Verizon Wireless	03/08/2021	13481	25-00-000-5210	Cell Phone Svc - Feb 2021	860.66
Vendor 10309 - Verizon Wireless Total:					860.66
Vendor: 10700 - Warehouse Direct Workplace Solutions					
Warehouse Direct Workplace So..	02/26/2021	13444	25-00-000-5412	Takiff Cleaning Supplies	2,638.00
Warehouse Direct Workplace So..	03/08/2021	13482	25-00-000-5412	Takiff Cleaning Supplies - FY2021	168.00
Vendor 10700 - Warehouse Direct Workplace Solutions Total:					2,806.00
Vendor: 10882 - Welcome Wagon					
Welcome Wagon	02/15/2021	13372	25-00-000-5360	Marketing	70.84
Vendor 10882 - Welcome Wagon Total:					70.84
Vendor: 11619 - Whisk Taker LLC					
Whisk Taker LLC	02/22/2021	13405	25-25-413-5300	Contractual - Presch Cooking Cl...	2,244.00
Vendor 11619 - Whisk Taker LLC Total:					2,244.00

Voucher List of Bills

Payment Dates: 2/10/2021 - 3/9/2021

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10102 - Wisconsin Dept of Revenue					
Wisconsin Dept of Revenue	02/26/2021	DFT0001186	10-00-000-2111	WI Mo Withholding - Feb 2021	258.12
				Vendor 10102 - Wisconsin Dept of Revenue Total:	258.12
				Vendor Set AP Vendors Total:	519,451.67

Voucher List of Bills

Payment Dates: 2/10/2021 - 3/9/2021

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor Set: Employees - Employees					
Vendor: 3109 - Amanda Giacomino					
Amanda Giacomino	02/26/2021	13409	25-25-954-5400	Reimbursement - Special Event ...	85.21
Vendor 3109 - Amanda Giacomino Total:					85.21
Vendor: 7621 - Jenny Runkel					
Jenny Runkel	03/08/2021	13469	10-11-000-5341	Mileage Reimbursement - Jan/F...	14.56
Vendor 7621 - Jenny Runkel Total:					14.56
Vendor Set Employees Total:					99.77
Grand Total:					519,551.44

Report Summary

Fund Summary

Fund	Payment Amount
10 - CORPORATE FUND	280,773.90
25 - RECREATION FUND	144,418.52
45 - LIABILITY INSURANCE FUND	255.48
65 - CAPITAL PROJECTS FUND	15,804.96
67 - MASTER PLAN CAPITAL-2020 BOND PROCEEDS	76,198.85
69 - MASTER PLAN CAPITAL PROJECTS	2,099.73
Grand Total:	519,551.44

Account Summary

Account Number	Account Name	Payment Amount
10-00-000-1300	PREPAID EXPENSES	750.00
10-00-000-2100	FEDERAL WITHHOLDING	25,835.80
10-00-000-2110	IL STATE WITHHOLDING	14,587.20
10-00-000-2111	WI STATE WITHHOLDING	258.12
10-00-000-2120	SOCIAL SECURITY WITHO...	41,158.68
10-00-000-2130	MEDICARE WITHHOLDING	9,625.68
10-00-000-2140	ICMA DEF COMP WITHOL...	3,700.00
10-00-000-2150	IMRF WITHHOLDING	48,459.94
10-00-000-2155	IMRF VAC WITHHOLDING	5,556.00
10-00-000-2160	SUPPL IMRF LIFE WITHOL...	64.00
10-00-000-2170	AFLAC WITHHOLDING	207.16
10-00-000-2175	FSA PLAN WITHHOLDING	1,077.08
10-00-000-2180	CREDIT UNION WITHOLDI...	1,340.00
10-00-000-2190	GARNISHMENT WITHOLD...	391.80
10-11-000-5310	LEGAL SERVICES	1,225.00
10-11-000-5311	LEGAL NOTICES	203.21
10-11-000-5340	CONFERENCES AND TRAIN...	450.00
10-11-000-5341	MILEAGE REIMBURSEME...	14.56
10-11-000-5342	OFFICIALS/MEETING EXP...	195.04
10-11-000-5355	MAINTENANCE SERVICE ...	24,169.41
10-11-000-5361	PRINTING - EMPLOYMENT...	100.00
10-11-000-5370	RENTAL - EQUIPMENT	152.85
10-11-000-5402	BOOKS/PUBLICATNS/SUB...	27.72
10-11-000-5404	COMPUTER PROGRAMS	1,154.32
10-11-000-5600	HEALTH INSURANCE PRE...	35,540.01
10-11-000-5730	DUES/MEMBERSHIPS	6,823.75
10-12-000-5210	TELEPHONE/INTERNET	370.84
10-12-000-5220	FUEL/HEAT	1,022.80
10-12-000-5340	CONFERENCES AND TRAIN...	225.00
10-12-000-5351	REPAIRS - EQUIPMENT	62.56
10-12-000-5352	REPAIRS - BUILDINGS	2,343.62
10-12-000-5353	DISPOSAL/PORTOLET SER...	1,184.54
10-12-000-5361	PRINTING - EMPLOYMENT...	165.00
10-12-000-5370	RENTAL - EQUIPMENT	252.00
10-12-000-5401	OFFICE SUPPLIES	159.26
10-12-000-5412	CUSTODIAL/CLEANING SU...	162.66
10-12-000-5420	SUPPLIES - GENERAL	54.99
10-12-000-5425	SUPPLIES-STAFF RECOGNI...	71.39
10-12-000-5450	SUPPLIES - EQUIPMENT P...	51.12
10-12-000-5481	SUPPLIES-CONSTRUCTION	1,146.83
10-12-000-5482	SUPPLIES-HARDWARE	191.55
10-12-000-5485	SUPPLIES-ICEMELT/SALT	3,576.80
10-12-000-5487	SUPPLIES-HAND TOOLS	99.99
10-12-000-5488	SUPPLIES-POWER TOOLS	150.00
10-12-000-5491	SUPPLIES-GREENHOUSE/...	1,122.89
10-12-000-5497	SUPPLIES-PLAYGRD/SURF...	250.00
10-12-000-5585	PAVEMENT & SITE DEVEL...	2,315.00

Account Summary

Account Number	Account Name	Payment Amount
10-12-000-5590	TREE TRIM/WORK-Outside..	24,123.00
10-13-000-5210	TELEPHONE/INTERNET/C...	280.63
10-13-000-5220	FUEL/HEAT	619.83
10-13-000-5353	DISPOSAL/PORTOLET SER...	132.16
10-13-000-5356	MAINT SERVICE/REPAIRS -...	111.90
10-13-000-5357	MAINT SERVICE-REFRIGE...	578.00
10-13-000-5401	OFFICE SUPPLIES	156.45
10-13-000-5412	CUSTODIAL/CLEANING SU...	55.25
10-13-000-5413	REFRIGERATION SUPPLIES	7,673.37
10-13-000-5415	SUPPLIES-WATTS SPEC EV...	1,899.78
10-13-000-5420	SUPPLIES - GENERAL	185.61
10-13-000-5421	SUPPLIES - UNIFORMS	154.00
10-13-000-5480	GASOLINE/LUBRICANTS/P...	939.30
10-13-000-5481	SUPPLIES-CONSTRUCTION	767.74
10-13-000-5482	SUPPLIES-HARDWARE	121.00
10-13-000-5483	SUPPLIES-PAINT	1,167.91
10-13-000-5484	SUPPLIES-ELECTRICAL/BU...	524.40
10-13-000-5485	SUPPLIES-ICEMELT/SALT	200.00
10-13-000-5486	SUPPLIES-PLUMBING	202.00
10-13-000-5488	SUPPLIES-HAND TOOLS	298.99
10-13-000-5584	EQUIPMENT - RECREATION	4,384.66
10-13-000-5990	CONTINGENCY	-2,252.18
10-14-000-5210	TELEPHONE/INTERNET	172.29
10-14-000-5220	FUEL/HEAT	36.76
10-14-000-5301	POSTAGE	7.00
10-14-000-5486	SUPPLIES-PLUMBING	93.94
10-15-000-5486	SUPPLIES-PLUMBING	93.94
25-00-000-5210	TELEPHONE/INTERNET	4,038.64
25-00-000-5220	FUEL/HEAT	3,546.40
25-00-000-5301	POSTAGE	32.10
25-00-000-5305	PARTY RENTAL ENTERMT/...	400.00
25-00-000-5321	CONSULTING SERVICES	1,498.00
25-00-000-5340	CONFERENCES AND TRAIN..	894.00
25-00-000-5353	DISPOSAL/PORTOLET SER...	354.98
25-00-000-5355	MAINTENANCE SERVICE ...	945.32
25-00-000-5360	PRINTING/MARKETING/A...	391.46
25-00-000-5362	PHOTOGRAPHY	29.00
25-00-000-5368	MARKETING-DIGITAL	132.81
25-00-000-5401	OFFICE SUPPLIES	702.60
25-00-000-5404	COMPUTER PROGRAMS	2,154.32
25-00-000-5412	CUSTODIAL/CLEANING SU...	3,014.70
25-00-000-5420	SUPPLIES - GENERAL	72.05
25-00-000-5480	SUPPLIES-GAS/LUBRICANT	46.85
25-00-000-5482	SUPPLIES-HARDWARE	459.52
25-00-000-5483	SUPPLIES-PAINT	356.08
25-00-000-5484	SUPPLIES-ELECTRICAL/BU...	1,140.79
25-00-000-5485	SUPPLIES-ICEMELT/SALT	600.00
25-00-000-5486	SUPPLIES-PLUMBING	845.46
25-00-000-5582	EQUIPMENT - MAINTENA...	2,487.71
25-00-000-5584	EQUIPMENT - RECREATION	2,525.90
25-00-000-5730	DUES/MEMBERSHIPS	260.00
25-25-315-5400	SUPPLIES-ADULT CERAMI...	775.80
25-25-401-5400	SUPPLIES-ELC 3YR	230.30
25-25-402-5400	SUPPLIES-ELC 4YR	210.82
25-25-403-5400	SUPPLIES-ELC 2YR	109.16
25-25-405-5400	SUPPLIES-KINDERGRTN RE...	756.30
25-25-406-5300	CONTRACTL-PRESCHOOL ...	1,478.24
25-25-413-5300	CONTRACTL-PRESCHOOL ...	2,244.00

Account Summary

Account Number	Account Name	Payment Amount
25-25-415-5300	CONTRACTL-MUSIC,IMAG...	1,325.00
25-25-419-5300	CONTRACT-PRESCHOOL B...	2,055.30
25-25-435-5400	SUPPLIES-PEE WEE SPORT...	10.00
25-25-449-5300	CONTRACTL-DRAMA-PRE...	3,178.83
25-25-455-5300	CONTRACTL-PRESCHOOL ...	5,376.00
25-25-472-5300	CONTRACTL-GJK 2'S	2,220.00
25-25-473-5300	CONTRACTL- GJK 3'S	1,998.75
25-25-491-5300	CONTRACTL-PRESCH JR B...	1,120.00
25-25-594-5300	CONTRACTL-PLAY WELL/T...	1,584.00
25-25-601-5300	CONTRACTL-KIDS CLUB PM	150.00
25-25-601-5400	SUPPLIES-KIDS CLUB PM	155.73
25-25-607-5300	CONTRACTL-YOUTH HIP ...	2,224.32
25-25-608-5300	CONTRACTL-YOUTH BALL...	1,209.60
25-25-613-5300	CONTRACTL-PULSE	1,629.60
25-25-615-5400	SUPPLIES-YOUTH CERAMI...	1,334.64
25-25-629-5300	CONTRACTL-CHESS SCHO...	2,132.00
25-25-635-5300	CONTRACTL-AMAZING M...	900.00
25-25-649-5300	CONTRACTL-DRAMA-YOU...	1,991.04
25-25-650-5300	CONTRACTL-TECH/CODIN...	966.21
25-25-651-5300	CONTRACTL-FASHION/S...	792.00
25-25-652-5300	CONTRACTL- FOOTLIGHT...	2,820.24
25-25-653-5300	CONTRACTL-BROADWAY ...	4,606.88
25-25-659-5300	CONTRACTL-SUNSHINE C...	1,440.00
25-25-706-5300	CONTRACTL-SOCCER SHO...	2,944.20
25-25-725-5300	CONTRACTL-KARATE CLAS...	3,388.13
25-25-740-5300	COTNRACTL-TRAVELING ...	15,904.00
25-25-744-5300	CONTRACTL-YOUTH FLAG...	4,468.80
25-25-746-5300	CONTRACTL-HOT SHOT S...	1,407.00
25-25-747-5300	CONTRACTL-HOTSHOT SP...	6,521.20
25-25-752-5300	CONTRACTL-GAME ON!S...	3,122.00
25-25-753-5300	CONTRACTL-REDLINE ATH...	1,890.00
25-25-767-5300	CONTRACTL-VOLLEYBALL	2,475.20
25-25-785-5300	CONTRACTL-FITNESS PUN...	2,485.88
25-25-787-5300	CONTRACTL-GENERAL FIT...	1,335.00
25-25-954-5400	SUPPLIES-WINTER SPEC E...	1,531.60
25-26-000-5340	CONFERENCES AND TRAIN...	83.79
25-26-000-5360	PRINTING/MARKETING/A...	75.00
25-26-000-5401	OFFICE SUPPLIES	23.25
25-26-000-5403	DAYCARE PROGRAM SUP...	3,110.57
25-26-000-5404	COMPUTER PGMS/APPS	175.00
25-26-000-5409	SUPPLIES-INTERNAL FOOD..	4,331.00
25-26-000-5430	SUPPLIES - FIRST AID	91.96
25-26-000-5460	SUPPLIES-FOOD EQUIPMT	535.47
25-26-000-5600	HEALTH INSURANCE PRE...	14,293.03
25-27-000-5210	DEDICATED TV/INTERNET	157.99
25-27-000-5351	REPAIRS-EQUIPMENT	115.00
45-00-000-5335	WELLNESS/PRE-PLACEMT ...	55.50
45-00-000-5587	SAFETY/SECURITY EQUIP	199.98
65-00-020-5502	CONTINGENCY-Network,...	3,677.85
65-00-020-5507	REPLACE GROSS MOTOR ...	12,127.11
67-00-000-5505	KALK PARK PH2-Design	10,369.96
67-00-000-5510	BOATING ACCESS-Design	25,920.86
67-00-000-5515	CRIB/RETAIN WALL-Design	6,480.00
67-00-000-5518	SOUTH OVERLOOK-Design	33,428.03
69-00-000-5553	CONNECT GLENCOE TRAIL...	563.25
69-00-000-5570	DUKE PLAY AREA PROJ-De...	375.50
69-00-000-5572	DUKE PLAY AREA PROJ-O...	1,160.98
	Grand Total:	519,551.44

Project Account Summary

Project Account Key
None

Payment Amount
519,551.44

519,551.44

Grand Total:

Authorization Signatures

To the Board of Commissioners

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

Treasurer, Park Board of Commissioners

Secretary/Executive Director

V. Financial Report

Glencoe Park District
March 2021 Board Meeting



G/L MONTHLY New Pooled Cash Report

Glencoe Park District
For the Period Ending 2/28/2021

ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE	
CLAIM ON CASH					
<u>10-00-000-1000</u>	CASH/INVESTMENTS	2,931,352.26	141,427.49	3,072,779.75	
<u>25-00-000-1000</u>	CASH/INVESTMENTS	3,824,860.90	495,465.78	4,320,326.68	
<u>30-00-000-1000</u>	CASH/INVESTMENTS	146,003.51	48,809.00	194,812.51	
<u>35-00-000-1000</u>	CASH/INVESTMENTS	232,943.33	20,834.39	253,777.72	
<u>36-00-000-1000</u>	CASH/INVESTMENTS	110,463.67	22,386.19	132,849.86	
<u>40-00-000-1000</u>	CASH/INVESTMENTS	428,242.22	183,155.35	611,397.57	
<u>45-00-000-1000</u>	CASH/INVESTMENTS	205,336.43	19,898.31	225,234.74	
<u>50-00-000-1000</u>	CASH/INVESTMENTS	43,768.36	6,447.81	50,216.17	
<u>55-00-000-1000</u>	CASH/INVESTMENTS	4,787.60	2,368.00	7,155.60	
<u>65-00-000-1000</u>	CASH/INVESTMENTS	409,938.08	(23,364.59)	386,573.49	
<u>67-00-000-1000</u>	CASH/INVESTMENTS	4,445,437.98	(65,775.61)	4,379,662.37	
<u>69-00-000-1000</u>	CASH/INVESTMENTS	2,464,172.27	153,127.47	2,617,299.74	
<u>70-00-000-1000</u>	CASH/INVESTMENTS	0.00	0.00	0.00	
<u>75-00-000-1000</u>	CASH/INVESTMENTS	0.00	0.00	0.00	
<u>80-00-000-1000</u>	CASH/INVESTMENTS	0.00	0.00	0.00	
<u>90-00-000-1000</u>	CASH/INVESTMENTS	0.00	0.00	0.00	
TOTAL CLAIM ON CASH		<u>15,247,306.61</u>	<u>1,004,779.59</u>	<u>16,252,086.20</u>	
CASH IN BANK					
Cash in Bank					
<u>99-00-000-1011</u>	Operating Corporate Account	275,858.67	134,380.55	410,239.22	
<u>99-00-000-1012</u>	Operating PR Account	5,213.64	3.17	5,216.81	
<u>99-00-000-1013</u>	IL Funds	5,045,739.08	296.41	5,046,035.49	
<u>99-00-000-1014</u>	IPDLAF CDs	1,236,000.00	(245,000.00)	991,000.00	
<u>99-00-000-1015</u>	IPDLAF MM	1,152,420.95	907,120.70	2,059,541.65	
<u>99-00-000-1016</u>	PMA CDs	989,800.00	(492,000.00)	497,800.00	
<u>99-00-000-1017</u>	PMA MM	2,096,836.29	565,753.62	2,662,589.91	
<u>99-00-000-1018</u>	PMA 2020 BOND CDs	2,991,400.00	0.00	2,991,400.00	
<u>99-00-000-1019</u>	PMA 2020 BONDS IPrime	1,454,037.98	(65,775.61)	1,388,262.37	
<u>99-00-000-1020</u>	IPDLAF-OSLAD	0.00	200,000.75	200,000.75	
TOTAL: Cash in Bank		<u>15,247,306.61</u>	<u>1,004,779.59</u>	<u>16,252,086.20</u>	
TOTAL CASH IN BANK		<u>15,247,306.61</u>	<u>1,004,779.59</u>	<u>16,252,086.20</u>	
DUE TO OTHER FUNDS					
<u>99-00-000-2400</u>	Due To Other Funds	15,247,306.61	1,004,779.59	16,252,086.20	
TOTAL DUE TO OTHER FUNDS		<u>15,247,306.61</u>	<u>1,004,779.59</u>	<u>16,252,086.20</u>	
Claim on Cash	16,252,086.20	Claim on Cash	16,252,086.20	Cash in Bank	16,252,086.20
Cash in Bank	16,252,086.20	Due To Other Funds	16,252,086.20	Due To Other Funds	16,252,086.20
Difference	<u>0.00</u>	Difference	<u>0.00</u>	Difference	<u>0.00</u>

**Glencoe Park District
 Monthly Cash/Investments Report
 February 2021**

Operating and Capital Funds:

	<u>Jan 2021</u>	<u>Feb 2021</u>
Harris Bank Corporate Account 0.100%	446,852.08	605,296.19
Illinois Park District Liquid Asset Fund (IPDLAF) 0.02%	1,152,420.95	2,059,541.65
The Illinois Fund (Public Treasurers' Investment Pool) 0.077%	5,045,739.08	5,046,035.49
Harris Payroll Account 0.100%	8,865.17	55,541.30
PMA Financial/IPRIME Account 0.05%	2,096,836.29	2,662,589.91
Reconciling Items(Dep in Transit, O/S Checks, etc.)	(174,644.94)	(45,380.71)
IPDLAF Certificates of Deposit:		
1 CDs at \$245,000 each maturing February 26, 2021 (1.55% net)	245,000.00	0.00
1 CDs at \$247,000 each maturing April 23, 2021 (1.02% net)	247,000.00	247,000.00
1 CDs at \$248,000 maturing June 11, 2021 (0.40% net)	248,000.00	248,000.00
2 CDs at \$248,000 each maturing October 19, 2021 (0.15% net)	496,000.00	496,000.00
PMA Certificates of Deposit:		
2 CDs at \$246,000 each maturing February 26, 2021 (1.59% net)	492,000.00	0.00
1 CDs at \$248,100 maturing June 11, 2021 (0.76% net)	248,100.00	248,100.00
1 CD at \$249,700 maturing October 22, 2021 (0.11% net)	249,700.00	249,700.00
Grand Total-Operating and Capital	\$10,801,868.63	\$11,872,423.83

2020 Bond Proceeds:

PMA Financial/IPRIME Account 0.09%	1,454,037.98	1,388,262.37
PMA Certificates of Deposit:		
1 CD at \$249,700 maturing July 27, 2021 (0.15% net)	249,700.00	249,700.00
1 CD at \$249,700 maturing August 6, 2021 (0.15% net)	249,700.00	249,700.00
3 CDs at \$748,300 maturing October 12, 2021 (0.20% net)	748,300.00	748,300.00
1 CD at \$249,500 maturing October 19, 2021 (0.20% net)	249,500.00	249,500.00
1 CD at \$249,400 maturing April 4, 2022 (0.14% net)	249,400.00	249,400.00
1 CD at \$248,900 maturing April 12, 2022 (0.24% net)	248,900.00	248,900.00
1 CD at \$248,600 maturing October 14, 2022 (0.15% net)	248,600.00	248,600.00
3 CDs at \$747,300 maturing October 11, 2022 (0.17% net)	747,300.00	747,300.00
Grand Total-2020 Bond Proceeds	4,445,437.98	4,379,662.37
Grand Total - All Funds	15,247,306.61	16,252,086.20

**Glencoe Park District
Monthly Financial Analysis
February 2021**

	<u>As of 2/28/2019</u>	<u>As of 2/29/2020</u>	<u>(*1) As of 2/28/2021</u>
<u>Recreation Department - Programs</u>			
Revenues	3,336,510	3,521,397	2,185,058
Wages	(682,423)	(675,501)	(458,099)
Contractual	(1,282,944)	(1,412,447)	(974,985)
Supplies	(119,986)	(150,891)	(56,021)
Net Surplus	1,251,157	1,282,558	695,953
<u>Day Care Department</u>			
Revenue	1,259,393	1,457,400	1,653,810
Expense	(1,086,686)	(1,281,702)	(1,293,419)
Net Surplus	172,707	175,698	360,391
<u>Fitness Department</u>			
Revenue	50,513	29,381	22,876
Expense	(41,394)	(48,688)	(34,656)
Net Surplus/(Deficit)	9,119	(19,307)	(11,780)
<u>Beach Department</u>			
Revenue	322,001	287,959	254,708
Expense	(250,583)	(251,611)	(277,257)
Net Surplus/(Deficit)	71,418	36,348	(22,549)
<u>Boating Department</u>			
Revenue	106,663	108,520	108,458
Expense	(157,474)	(167,302)	(133,924)
Net Surplus/(Deficit)	(50,811)	(58,782)	(25,466)
 Beach/Boating Dept Total:	20,607	(22,434)	(48,015)
<u>Watts Department</u>			
Revenue	151,730	181,696	261,652
Expenses	(236,345)	(269,039)	(269,359)
Net (Deficit)	(84,615)	(87,343)	(7,707)
<u>G & A (Administration)</u>			
Revenue (excl G&A Tfr)	33,078	30,902	32,370
Expense	(1,170,282)	(1,178,448)	(1,194,578)
Net Surplus/(Deficit)	(1,137,204)	(1,147,546)	(1,162,208)
<u>Parks Department</u>			
Revenue	20,210	12,406	15,099
Expense	(1,026,693)	(1,162,595)	(1,038,602)
Net (Deficit)	(1,006,483)	(1,150,189)	(1,023,503)
<u>Rec-Admin/Takiff Department</u>			
Revenues	1,325,585	1,358,699	1,205,302
Expenses	(2,433,125)	(2,704,244)	(2,766,856)
Net Surplus/(Deficit)	(1,107,540)	(1,345,545)	(1,561,554)

*1: The amounts this month do not reflect accrued payables that will be paid in March that will be recorded in FY2020/21.

VI. Executive Director's Report

Glencoe Park District
March 2021 Board Meeting

**Glencoe Park District
Executive Director's Report
March 2021**

COVID-19 Pandemic

On March 12, 2020, we announced that we would be closing our doors for COVID-19. It's been a year full of challenges and curveballs. And yet, there are some silver linings. Here's three that I have noticed:

- **Newfound love for the outdoors.** Since the pandemic began, our parks and paths have seen more visitors than ever before. Season pass sales for Glencoe Beach and Watts Ice Rinks have reached all-time highs. We are seeing a renewed passion for outdoor classes and in-person activities, plus a new appreciation for the wonderful parks and spaces we maintain.
- **Community Support.** The Glencoe community trusted us to provide safe recreation activities in the midst of uncertainty. They supported us by visiting Glencoe Beach, skating at Watts, wearing a mask at our facilities, walking in the parks, playing on our playgrounds, attending our events, and participating in programs, both in-person and virtual. We are honored to continue serving the community in these difficult times and humbled by the many kind words of support and gratitude we have received. The Glencoe community has proved that the Park District is an essential service and attribute to their quality of life.
- **Unprecedented Teamwork.** I'm proud to be a part of a dedicated hardworking team and a community of caring. It shows how strong our community can be. Even when our doors closed we were still able to help the community. It reminds us why we do what we do. During a time filled with unknowns, our team has stepped up as emergency daycare staff, beach ambassadors, camp staff, park crew members, and maintenance staff. They pivoted to ensure safety and fun followed each change in state guidelines. I'm honestly amazed by the dedication, flexibility, and the all-hands-on deck approach my team displayed.

We are following all Cook County COVID-19 regulations and are continually monitoring and pivoting when regulations change.

Administration and Business Services

The FY2021/22 Budget – Approval Draft will be distributed to you prior to the meeting, and is scheduled to be approved at the regular Board meeting on March 16. Refer to the memo in the action items section of the Board packet for more information. Kudos to Carol for completing her last budget for GPD!

FY2020/21 Audit preparations have begun. Staff has been busy preparing final adjusting journal entries to “close” FY2020/21, as well as preparing audit confirmations, and all work papers/schedules that are required for the annual audit. The District's audit firm, Lauterbach & Amen LLP, is scheduled to begin their preliminary fieldwork at our District offices on March 12, and will return for final fieldwork on April 22-23.

Online spring registration opened on Tuesday, March 9 at 7:00pm for District residents. Non-resident registration began on Friday, March 12. Registration and Recreation/Facilities Teams worked together to set up our RecTrac system for beach pass sales, which begins March 16 for residents and April 6 for non-residents.

Performance evaluations for all full and part-time staff were conducted. Merit-based salary adjustments are now allocated for the new fiscal year; reflected in the FY2021/22 Approval Budget.

Recruitment is underway to replace the big shoes Carol is leaving behind as Director of Finance and Human Resources. Interviews will take place in the next couple months with the goal of having the position filled for a June 1 start date leaving a month to train with Carol.

See Appendix A for a letter from PDRMA. They returned a portion of the Health Care Net Position for a total of \$12,044. Carol will put this money in the Health Insurance Medical Reserve in the Corporate Fund to use towards future insurance increases!

Together staff developed goals that align with the District's Strategic and Master Plans. We will present these goals at the next committee meeting.

Parks and Maintenance

Spring park preparations have benefitted from the weather allowing staff to begin seasonal cleanups at the beach, playgrounds, and athletic fields. This includes the development of the spring 2021 athletic field maintenance plan, which includes soliciting bids for athletic field infield maintenance at Berlin Field. Staff also started the process of preparing the tennis courts for seasonal use.

Director Leiner opened bids for the asphalt/park pathway resurface project and beach house exterior upgrade project. In addition, bids are due for the boat house stairs on April 1 and we are developing bids for color coating West Park tennis courts and conservation maintenance.

Work is scheduled to start again on the Connect Glencoe Trail and Duke Park in early April; this includes any punch list items. We will be scheduling a park opening and dedication event once regulations allow for larger crowds.

The Tot Gym renovation is complete and the children are thrilled to play in the newly renovated play area! There are new toys, great climbers, and a wonderful new floor.

We are happy to announce Adrian Suarez has joined our parks team full-time, Adrian was most recently employed part-time with the Village of Glencoe. He has experience in tree maintenance and general contracting.

Recreation and Facilities

The ice rinks at Watts Recreational Center officially closed for the 2020/21 season on March 7. This was seven days later than scheduled due to colder weather. Both the facility and parks staff provided excellent service to the participants along with exciting Friday night events. A final report will be presented to the Board at the April meeting. Kudos to Adam Wohl and his team on an amazing season.

After Board discussion at the committee meeting on season and daily passes, beach marketing material went out on season pass sales. Resident pass sales begin March 19, earlier than in past years. Matt and Bobby increased the size of our popular Aquatics and Sailing Camps by 50% for the 2021 season, allowing us to remove campers from the waitlist and guarantee them a spot in one or both camps. Registration is robust, with numerous Aquatics Camp sections already at max capacity and Sailing Camps not far behind.

ELC and Children's Circle registration and inquiries continue to trickle in for the next school year, after a strong registration. Our ELC 4s class for the 2021-22 school year has a waitlist due to the fact that we are currently only enrolling 15 children due to COVID restrictions. Children's Circle completed the transition back to 6 classrooms this month. Children are now back with their developmentally appropriate peers.

We have started the process of recruiting and interviewing for season summer positions including lifeguards and camp counselors.

In March, Bobby was invited and participated in a four-session series “Master Class in Cost Recovery II: Ethics & Economics”. It was a fascinating and engaging series focused around recovery and transformation for parks and recreation agencies post COVID-19.

For more details on recreation programs and registration numbers, refer to Appendix B attached to this report.

Marketing and Communication

Erin continues to push our website as the most up-to-date resource for program and facility information. During the month of February, website views increased 186.66% compared to the same month in 2020. The page to watch is Glencoe Beach. Traffic to the page is up 146% compared to 2020. On February 12, we added a form to sign up for email alerts about Glencoe Beach season passes. So far, 304 people have signed up for alerts.

For more details on marketing and communications statistics, refer to Appendix C attached to this report.

Glencoe Park District Gives Back

- Children’s Circle and ELC offered Kindness Kits to the Glencoe community. With these kits, families were able to choose to make their own no-sew blanket, decorate an 'adopt me' bandana, or make a no-sew stuffed animal. Thanks to the community, we were able to donate 15 blankets to Elevate Care Nursing Home, 30 'adopt me' bandanas to One Tail at a Time Shelter, and 40 stuffed animals to Chicago Angels who support foster families.
- We held our monthly blood drive on February 17 where the Red Cross collected 56 units of blood that will save 168 lives. Our next drive is scheduled for April 28.
- We will be partnering with Glencoe Rotary in April to do a food drive for New Trier Township Food Pantry.
- GPD Honey Sales: The Parks Team and Erin created packaging and a promotional video to promote sales of the honey harvested at the Takiff Center. Approximately 150 complimentary jars were given to families that “stuck” with us for child care during the pandemic. The link to the video, which explained how the honey was produced, was shared via email with the participating families and on social media. Erin also wrote an article about the honey for our website and *Inside Glencoe*. A reporter from *The Record North Shore* interviewed Erin about the project. The honey is now available for sale at the Takiff Center front desk; 40 jars have been sold so far, raising \$400 for the C.A.R.E. scholarship fund.

Events

- Every Friday night of the Watts ice season, the creative Recreation Team put on exciting family skate nights!
- On Friday, February 19, we offered a Kid's Night Out event to all Children's Circle families. We had 45 out of our 91 students in attendance. Kids Club also held an after-hours “undernighter” for our Kids Club participants.
- A new Hunt for Gold event created and led by Amanda is scheduled for March 13 at Duke Park. A village of leprechaun buildings were created by Park District staff.
- Matt Walker, chair of our Sustainability Committee, has been working with the Glencoe Sustainability Task Force in a collaborative effort to host an Earth Day cleanup in late April. The initial focus will be on the new Connect Glencoe Trail, Glencoe Beach, and Lakefront Park.

Bi-Annual Review of Executive Session Minutes

I will be providing the Board with executive session minutes for review prior to the meeting. Please review before the meeting begins. If there are no changes or discussion needed, we can approve them. If changes or discussion are needed, we would need to enter into executive session to discuss and then go back into open session to approve. Please retain the copies and Jenny will collect the hard copies of the minutes from you the week after the meeting.

Village-Wide Committees

I know we are still a month out from the election, but it is time to think about the Park District's delegates for the Plan Commission and the Sustainability Task Force. The Board usually takes action on assigning these delegates at the May meeting. Please let President Brooks or I know if you are interested in serving on either committee.

Submitted by:
Lisa Sheppard, CPRP
Executive Director

March 5, 2021

Lisa Sheppard
Glencoe Park District
999 Green Bay Road
Glencoe, IL 60022

Re: Return of Health Program Net Position

Dear Lisa,

We are pleased to provide the enclosed check returning a portion of the Health Program's net position to your agency. The Health Program Council recommended this return, and the PDRMA Board of Directors approved it in early 2021. The total return to all members is \$1 million, and we calculated each member's portion based on a formula in the Health Program Procedures that incorporates the size of each member's annual contribution and the length of time each member has participated in PDRMA Health. If you have any questions about how we calculated your agency's share, please let us know.

We understand the financial challenges the PDRMA membership has experienced since the start of the pandemic, and we are proud to be able to return net position to members. We are equally proud that the five-year average rate increase is 2 percent for the PPO plan and 3.1 percent for the HMO plan. We've been able to maintain these low annual rate increases while enhancing benefits.

PDRMA remains financially stable, and we'll continue to do our part to help control the costs of providing comprehensive health benefits to your employees. We remain committed to supporting your employees and you, as we navigate the remaining part of this pandemic.

I'm looking forward to seeing you in the future, and if there is anything I can do to help, please call 630-435-8909 or email me at bdavis@pdrma.org.

Sincerely,



Brett Davis

Chief Executive Officer

PARK DISTRICT RISK MANAGEMENT AGENCY

45104

Payee Glencoe Park District
Vendor ID GLENCOE

Account #:

45104
03/04/2021

Invoice	Description	Discount	Amount
03042122	Return of Net Position - Health Program	\$0.00	\$12,044.00
Total :		\$0.00	\$12,044.00

PARK DISTRICT RISK MANAGEMENT AGENCY
2033 BURLINGTON AVE.
LISLE, IL 60532
(630) 769-0332

WHEATON BANK
& TRUST COMPANY, N.A.
A WELTRUST COMMUNITY BANK
70-2538/719

45104
45104

****Twelve Thousand Forty Four and 00/100 Dollars

DATE 03/04/2021 AMOUNT \$12,044.00

PAY TO THE ORDER OF
Glencoe Park District
999 Green Bay Road
Glencoe, IL 60022

[Signature]
AUTHORIZED SIGNATURE

Security features. Details on back.

**Recreation and Facilities Department
February 2021**

Early Childhood: Jess Stockl

Registration and inquiries continue to trickle in for next school year after a strong registration. Our ELC 4s class for the 2021-22 school year has a waitlist as we are currently only enrolling 15 children due to COVID restrictions.

ELC Enrollment As of 3/1	2021/22	2020/21	2019/20	2018/19
ELC 2s	7	10	16	18
ELC 3s	14	11	14	16
ELC 4s	15	14	18	27
Kindergarten Readiness	11	11	16	7
Total	47	46	64	68

Children's Circle completed the transition back to 6 classrooms this month. Children are now with their developmentally appropriate peers. Children's Circle welcomed two new Jellyfish on March 1 while four of our current infants are moving to Frogs.

Children's Circle Enrollment As of 3/1	2020/21	2019/20	2018/19
Jellyfish (6 weeks to 15 months)	10	10	5
Tadpoles (6 weeks to 15 months)**	0	n/a	n/a
Frogs (15 months to 2 years old)*	12	7	7
Turtles (18 months-youngers 2s)*	14	13	6
Starfish (older 2s)	15	17	16
Dolphins (3s)	19	20	18
Sea Lions (3s and 4s)**	0	n/a	n/a
Belugas (4s)	21	16	14
Total	91	83	66

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

**Added due to COVID restrictions - no longer required

Arts and Youth: Stephani Briskman

We are continuing to move through winter programming. We were able to get some last-minute enrollment for some of our youth programs. Winter programming will run until March 26.

Youth Enrichments As of 3/1	Winter 2021	
	Enrolled	Fees
Amazing Art *	9	\$2,061
Amazing Minds	5	\$1,285
Chess Scholars*	18	\$3,052
Magic *	11	\$220
Coding 1	4	\$1,380
Minecraft Engineering with Lego	9	\$2,261
Penguin Pillow with Ciao Bella	6	\$618
Valentine's Day Pillow with Ciao Bella	5	\$515
Total	66	\$11,392

*We were able to increase maximums to allow more enrollment.

Ceramics As of 3/1	Winter 2021	
	Enrolled	Fees
Youth Ceramics *	30	\$9,477
Sculpting with Model Magic	11	\$2,811
Teen Ceramics	14	\$6,622
Adult Ceramics *	21	\$5,692
Total	75	\$24,602

*We were able to increase maximums to allow more enrollment.

Adult Art

Stephani is working with Cheryl to continue to think of ways build our Adult Art program. Currently, we are working on creating a digital library of recorded art classes for students to access if they need extra help or need more time on a topic or idea. This will be rolled out in our spring session of programming.

Kids Club

Kids Club Enrichment Camp continues to run with five cohorts, but will end soon as District 35 transitions into a regular school day. Stephani is working on options for the remainder of the school year.

Full-Day Kids Club Enrichment Camp As of 3/1	Enrolled
AM Kids Club Enrichment Camp	15
PM Kids Club Enrichment Camp	29
Total	44

Athletics/Teen Camps: Shannon Stevens

In February, we offered pop-up open gym sessions on the days that District 35 was off school. Participants had to make reservations, and only ten people were allowed per time slot. 39 people signed up and participated. We plan to offer additional sessions on March 4 since it is a student non-attendance day.

Summer Camp

Even though Action Quest did not run last summer, our director from 2019 is returning for summer 2021.

Summer Camp As of 3/1	Enrolled
Action Quest 1st 4 Weeks	16
Action Quest 2nd 4 Weeks	12
Sports Trac 1st 4 Weeks	9
Sports Trac 2nd 4 Weeks	6

Basketball

Basketball Clinics started March 1. We partnered with Hot Shots Sports to offer weekday clinics for Girls and Boys Grades 1-8. Our advanced clinics are hosting scrimmages on Saturday with the surrounding neighborhood team. They will finish March 13 and move into a Spring Clinic starting early April.

GBA and Field Rentals

I have started the process of transferring over GBA and field rental coordination back to Shannon. She has been setting up meetings with the GBA president Brad Friedman and the Parks Team to prepare for the spring season.

Takiff, Fitness, & Watts: Adam Wohl

With the State of Illinois still under Phase 4 mitigations (indoor recreation facilities should operate at a lesser of 50 customers OR 50% of facility capacity), the Takiff Center has been very busy with programming for all ages. We are beginning to field calls about rentals and other usages for this spring.

We held a blood drive on February 17 that collected 56 units of blood, saving 168 lives. Our next drive is scheduled for April 28.

Watts Center

Watts had record-breaking season pass sales. We fielded calls up until the last week the rink was open about purchasing passes. See below for a breakdown of passes sold compared to the previous year.

Watts Pass Sales	2020-21		2019-20	
	Passes	Fees	Passes	Fees
Skating Pass	1,569	\$82,350	242	\$11,172
Hockey Pass	292	\$53,625	56	\$6,436
Guest Pass	243	\$13,000	-	-
Total	2,104	\$148,975	298	\$17,608

With the vast increase in pass sales and time slots, we saw a significant increase in visits to the rink this season. We had 12,631 total visits to the rink as of February 28. During the 2019-20 season, we had 8,443 total visits through February 29.

Learn to Skate/Hockey Classes

Our USFS Skating and Minor Hawk classes have proven to be very popular under COVID-19 due to being held outdoors. We are very excited about the program's success and are looking for ways to keep the momentum going into next season. Our new instructor Nikki has been very popular this season. The plan is to bring her back as our skating director for the 2021-22 season.

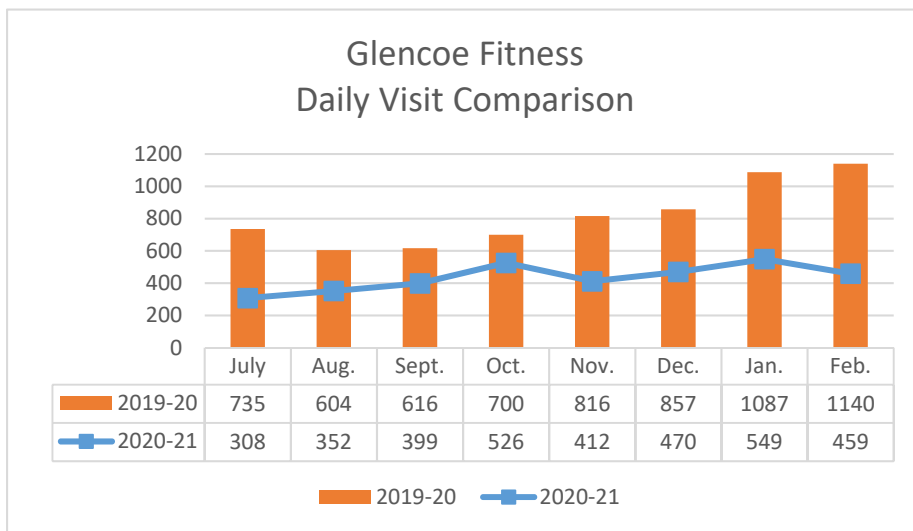
We had a significant increase in private lesson requests this season, with over 60 private lessons held by our instructors this season.

Skating Classes	2020-21		2019-20	
	Enrolled	Fees	Enrolled	Fees
Tot Learn to Skate	192	\$17,662	77	\$7,040
USFS Skating	159	\$14,928	31	\$2,880
Minor Hawks	65	\$6,204	33	\$3,120
Winter Break	64	\$3,888	18	\$1,104
Totals	480	\$42,688	159	\$14,144

Glencoe Fitness

Glencoe Fitness continues to operate safely. We had four new members join the fitness center in February. We currently have 100 active members. Adam is working with Marketing and Customer Service Teams to roll out online membership purchasing in the next couple of months.

During February, we had 459 total visits to the fitness center. This compares to 1140 visits in 2020. At this time, last year, we hit our peak of 226 fitness center members.



Dance & Theatre Programming

Dance and Theatre programming has been stable under COVID. We have become more efficient with our class offerings and maximize the number of students per class. We saw classes with 8-12 students versus multiple classes of 4-6 participants. Broadway Bound will be doing a virtual performance of Aladdin Jr. this semester.

Dance & Theatre As of 2/28	2021		2020	
	Enrolled	Fees	Enrolled	Fees
Dance Classes	55	\$28,375	108	\$55,329
Footlighters	51	\$25,168	80	\$40,206
Broadway Bound	35	\$23,334	69	\$49,968
Junior High Improv	16	\$8,296	7	\$2,940
Total	157	\$85,173	255	\$144,443

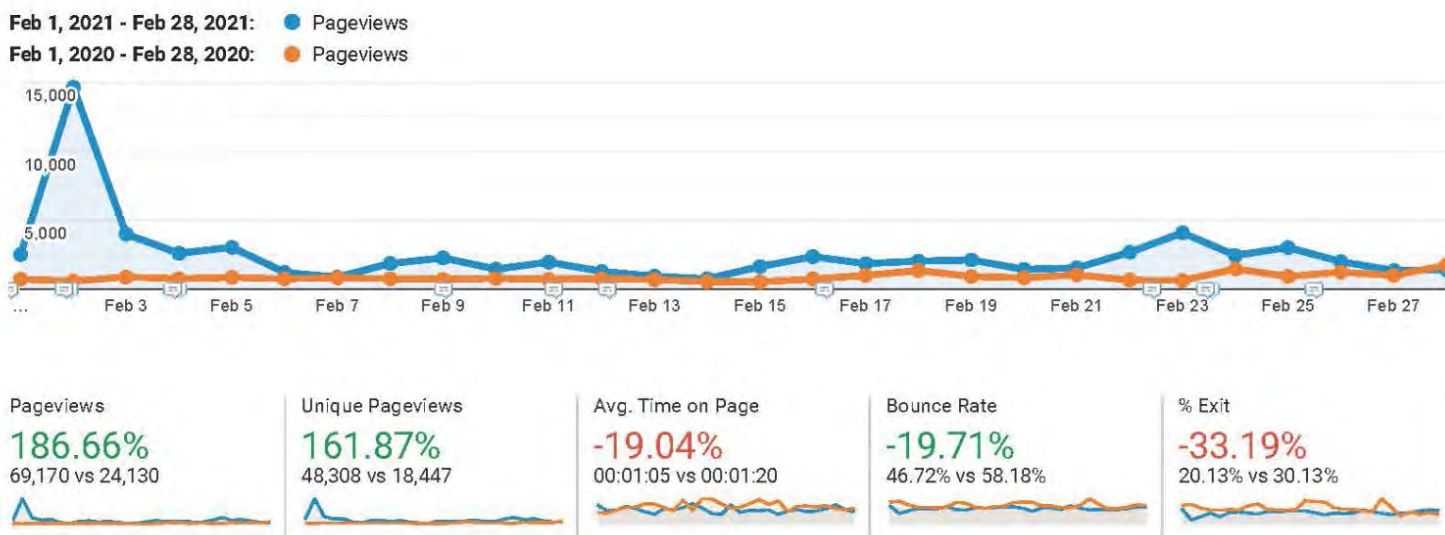
Submitted by:
 Bobby Collins, CPRP
 Director of Recreation and Facilities

Marketing/Communications March 2021

Online Communication

We continue to push our website as the most up-to-date resource for program and facility information. During the month of February, the website views increased 186.66% compared to the same month in 2020. We had 69,170 page views in February, compared to 24,130 previous year. However, page views were down 31.86% compared to the previous month (69,170 vs. 101,518). Our highest traffic day was February 2, which was the day camp registration opened. Of the top ten pages with the highest traffic in January, five of those pages are related to Watts information/reservations. Other popular pages were links to the registration page, the digital camp guide, and the beach.

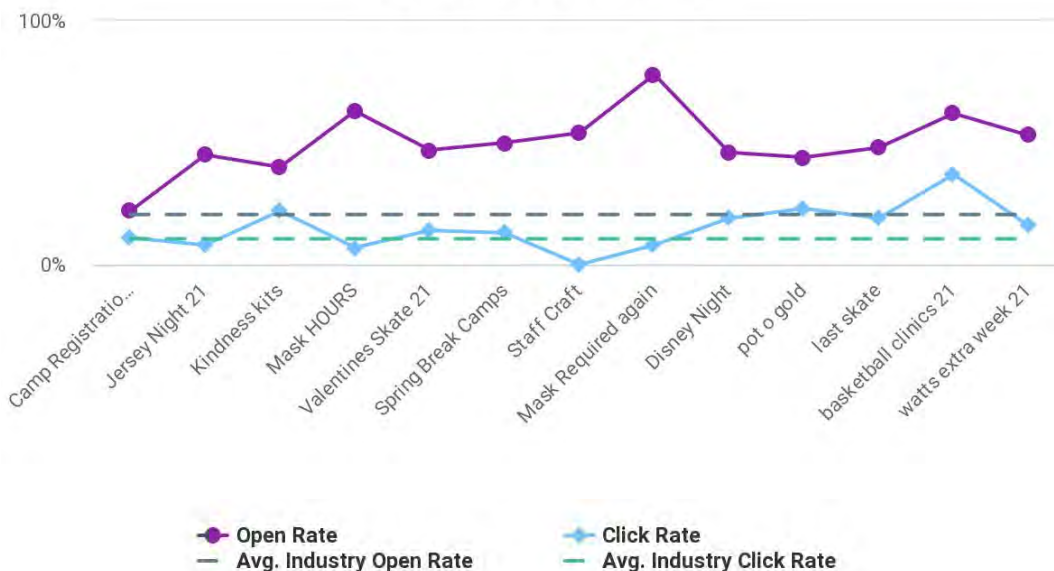
The page to watch is Glencoe Beach. Traffic to the page is up 146% compared to 2020. On February 12, we added a form to the page for people to sign up for email alerts about Glencoe Beach season passes. So far, 304 people have signed up for alerts.



Email Marketing

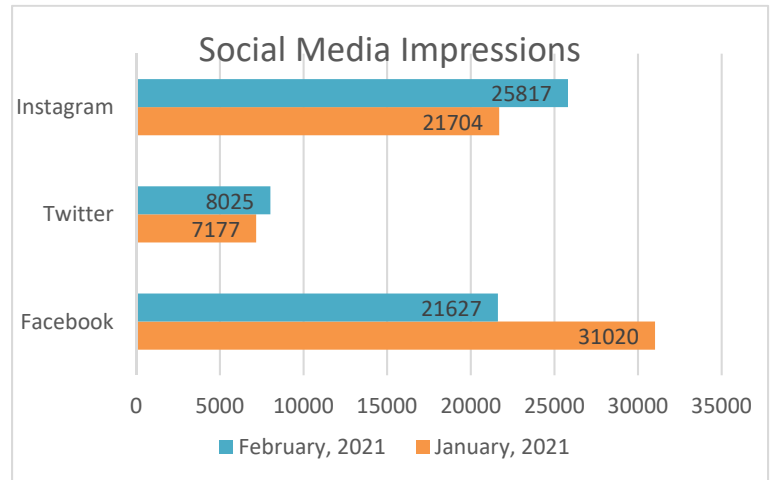
During the month of February, we sent out 13 targeted emails, focusing primarily Family Skate Nights, camp registration, COVID updates, Spring Break Camps, Kindness Kits, and basketball programs. Of the 13,527 emails we sent, over 4,344 were opened (34%) with a 14% average click rate. The open rate is 13% above the industry average and the click rate is 3% above the industry average.

Campaign Summaries



Social Media

We ended the month with 21,627 Facebook impressions (last month was 31,020). During the month, we also had 25,817 impressions on Instagram (last month was 21,704) and 8,025 impressions on Twitter (last month was 7,177). We now have 1,998 followers on Facebook, 1,057 followers on Twitter and 1,899 followers on Instagram. Glencoe Beach has 2,653 and Watts Ice Center has 534 followers on Facebook.



Our most popular February Instagram and Twitter posts.

Honey Sales

I created packaging and a promotional video to promote sales of the honey harvested at the Takiff Center. Approximately 150 complimentary jars were given to families that “stuck” with us for child care during the pandemic. The link to the video, which explained how the honey was produced, was shared via email with the participating families and on social media. I also wrote an article about the honey for our website and *Inside Glencoe*. A reporter from *The Record North Shore* interviewed me about the project. The honey is now available for sale at the Takiff Center front desk; 40 jars have been sold so far, raising \$400 for the C.A.R.E. scholarship fund.

Submitted by:
 Erin Classen
 Superintendent of Marketing and Communications

VII. Action Item A
Approval of Fiscal Year 2021/22 Budget –
Approval Draft

**In addition to the attached documents,
a hard copy of the FY2021/22 Budget - Approval Draft
was delivered to Commissioner's homes the week of March 8.**

Glencoe Park District
March 2021 Board Meeting

MEMORANDUM

TO: Board of Park Commissioners
FROM: Lisa Sheppard, Executive Director and Carol Mensinger, Director of Finance/HR
SUBJECT: Approval of FY2021/22 Budget
DATE: March 9, 2021

Based on *final* FY2020/21 year-to-date amounts, as well as the Board's approval of items discussed at the Finance Committee of the Whole meeting on February 2, staff has incorporated all changes into the FY2021/22 Approval Budget. The Approval Draft of the FY2021/22 Budget was distributed to the Board prior to the meeting. After approval and following the public hearing on April 20, the Budget and Appropriations Ordinance (BAO) will be approved at the regular meeting on that same evening. The BAO will then get filed with the County Clerk's Office, well before the May 31 filing deadline.

Recommended Motion: Approval of the FY2021/22 Budget

Glencoe Park District
Summary of Proposed FY21/22 Items since First Draft Discussion
February 28,2021

<u>Account Number</u>		<u>First Draft</u>	<u>Approval Draft</u>	<u>Difference</u>	<u>Explanation</u>
Revenues:					
10-13-000-4300	Daily Fees	18,000	9,000	(9,000)	Expect to be sell more Watts passes vs Daily Fees.
10-13-000-4535	Rental-Skates	9,000	12,500	3,500	Expect to see increased rentals continue in 2021/22.
10-13-000-4620	Pass-Family R	10,000	20,000	10,000	Planning for a big push in passes for FY21/22 based on FY20/21 pass sales.
10-13-000-4622	Pass-Family NR	750	3,750	3,000	Planning for a big push in passes for FY21/22 based on FY20/21 pass sales.
10-13-000-4631	Drop In - Open Shoot	12,000	6,000	(6,000)	Expect to be sell more Watts passes vs Drop Ins.
10-13-000-4634	Pass-Hockey Combo Pass	3,600	13,125	9,525	Planning for a big push in passes for FY21-22 based on FY20-21 pass sales.
10-14-000-4310	Daily Fees- Resident	0	5,280	5,280	Moved to Pass and Daily model, Mon-Fri only
10-14-000-4320	Daily Fees- Non Resident	0	72,720	72,720	Moved to Pass and Daily model, Mon-Fri only
10-14-000-4541	Sun Shelter	9,245	8,000	(1,245)	Moved to Pass and Daily model, less visits on weekend
10-14-000-4600	Guest Passes	27,150	20,365	(6,785)	Moved to Pass and Daily model, expect 75% of 2020 actual
10-14-000-4610	Pass Resident Family	123,716	115,475	(8,241)	Moved to Pass and Daily model, combine with Ind. Res Pass, 75% of 2020 actual
10-14-000-4611	Pass Individual Resident	7,460	0	(7,460)	Removed to simplify pass options
10-14-000-4612	Pass Non-Resident Family	80,367	84,630	4,263	Moved to Pass & Daily model, combine with Ind. NR & NB Passes, 75% of '20 actual
10-14-000-4613	Pass Individual Non-Resident	5,033	0	(5,033)	Removed to simplify pass options
10-14-000-4614	Pass Northbrook Pilot	11,601	0	(11,601)	Not offering this year due to COVID
25-25-400-4200	Parent Donations-Covid	2,200	0	(2,200)	Created New Teacher Appreciation accounts (404).
25-25-403-4200	ELC 2	27,414	33,029	5,615	Increased enrollment
25-25-402-4200	ELC 4	83,230	87,801	4,571	Increased enrollment
25-25-401-4200	ELC 3	55,658	72,013	16,355	Increased enrollment
25-25-404-4200	Teacher Appreciation	0	10,000	10,000	EC Parent Donations/Teacher Appreciation, per Jess
25-25-405-4200	Kindergarten Readiness	36,204	58,815	22,611	Increased enrollment
25-25-413-4200	Preschool Cooking-	4,116	7,584	3,468	New contractor- class more popular and different pricing
25-25-601-4200	Kids Club PM	231,773	196,773	(35,000)	E-Learning program now likely to finish at the end of March
25-25-602-4201	Kids Club AM	40,243	26,243	(14,000)	E-Learning program now likely to finish at the end of March
25-25-801-4200	Sun Fun Camp	118,717	171,290	52,573	Increased enrollment
25-25-803-4200	Kinder Korner	50,907	92,121	41,214	Increased enrollment
25-25-806-4200	Pre sum end/beg K-end	11,527	10,652	(875)	Lower enrollement than anticipated
25-25-808-4200	Preschool CIT	3,926	11,251	7,325	Increased enrollment
25-25-809-4200	CIT Camp	17,224	11,768	(5,456)	Lower enrollement than anticipated
25-25-810-4200	Camp Adventure	98,034	51,087	(46,947)	Lower enrollment, capacity moved to Sun Fun
25-25-811-4200	Teddy	2,897	7,610	4,713	Increased enrollment
25-25-812-4200	Panda	4,960	18,651	13,691	Increased enrollment
25-25-813-4200	Koala	37,678	53,902	16,224	Increased enrollment
25-25-815-4200	Baby Bears	640	4,000	3,360	Increased enrollment
25-25-828-4200	Game On! Camp	28,800	177,000	148,200	Increased enrollment
25-25-833-4200	Action Quest	35,140	52,106	16,966	Increased enrollment
25-25-835-4200	Aquatic Camp	51,091	72,637	21,546	Increased enrollment, added 50% capacity
25-25-836-4200	Sailing Camp	45,486	67,032	21,546	Increased enrollment, added 50% capacity

Expenses:

10-11-000-5321	Consulting Services	0	3,000	3,000	Added Board Workshop w/ Carol Sente
10-11-000-5321	Consulting Services	0	55,000	55,000	Added Community Wide Survey; Korn Ferry Study
10-11-000-5583	Equipment-Office	0	7,500	7,500	Added iPads or Laptops for Board Members, Dir of Finance
10-12-000-5190	FT Overtime	11,000	13,000	2,000	Based on Actuals
10-12-000-5350	Maint. Services	81,470	93,690	12,220	Allowance for Tree Inventory Per Strategic Plan
10-12-000-5353	Disposal/Portolet	21,000	22,000	1,000	Based on Actuals
10-12-000-5370	Equipment Rental	10,000	15,000	5,000	Actual + Playground Chip Blower Rental
10-12-000-5585	Pavement & Site Dev	135,200	108,200	(27,000)	No need for Kalk wall contingency; Added storage box
10-13-000-5354	Cleaning Service	9,010	0	(9,010)	Not Needed
10-13-000-5413	Refridgeration Supply	7,500	11,500	4,000	Increase in cost of R-22
10-13-000-5581	Capital-Equipment	31,000	35,000	4,000	Possible Leak in Studio Cooling Floor
10-13-000-5584	Capital-Recreation	3,000	0	(3,000)	Purchased Skate Sharpener out of FY20/21 Budget
10-14-000-5354	Cleaning Service	6,300	0	(6,300)	Not Needed
25-00-000-5340	Conferences and Training	23,150	23,075	(75)	Removed Bobby CPRP renewal
25-00-000-5110	PT Wages - Rec MKT, ASST, EC	68,051	71,040	2,989	Wage changed due to merit increase
25-00-000-5111	PT Wages - Cust Svc Attend	24,375	24,800	425	Wage changed due to merit increase
25-00-000-5116	PT- Wages Custodians	89,249	89,631	382	Increase due to Merit
25-00-000-5190	FT Overtime	4,200	3,500	(700)	Based on Actuals
25-25-402-5100	ELC 4 Wages	32,714	33,133	419	Wage changed due to merit increase
25-25-403-5100	ELC 2 Wages	14,364	14,622	258	Wage changed due to merit increase
25-25-405-5100	Kindergarten Readiness Wages	23,388	38,030	14,642	Staff added to cover additional enrollment
25-25-601-5100	Kids Club PM Wages	87,189	76,550	(10,639)	E-Learning program now likely to finish at the end of March
25-25-602-5100	Kids Club AM Wages	25,674	15,553	(10,121)	E-Learning program now likely to finish at the end of March
25-25-801-5100	Sun Fun Wages	60,303	75,975	15,672	Staff added to cover additional enrollment
25-25-803-5100	Kinder Korner Wages	29,728	34,304	4,576	Staff added to cover additional enrollment
25-25-810-5100	Camp Adventure Wages	49,891	16,715	(33,176)	Wage adjusted based on enrollment decrease
25-25-811-5100	Teddy Wages	1,700	3,554	1,854	Staff added to cover additional enrollment
25-25-812-5100	Panda Wages	2,808	8,280	5,472	Staff added to cover additional enrollment
25-25-813-5100	Koala Wages	22,406	24,260	1,854	Increase Directors hours
25-25-815-5100	Baby Bears Wages	0	1,059	1,059	Staff added to cover additional enrollment
25-25-835-5100	Aquatic Camp Wages	13,464	18,196	4,732	Staff added to cover additional enrollment
25-25-836-5100	Sailing Camp Wages	13,824	18,036	4,212	Staff added to cover additional enrollment
25-25-403-5300	ELC 2 Contractual	450	600	150	Mr. Shaun once a month
25-25-401-5300	ELC 3 Contractual	740	1,340	600	Mr. Shaun twice a month
25-25-404-5300	Teacher Appreciation Contractl	0	5,000	5,000	Teacher Appreciation Contractual Added, per Jess
25-25-413-5300	Preschool Cooking Contractual	2,842	4,818	1,976	New contractor with different pricing
25-25-801-5300	Sun Fun Contractual	6,800	10,600	3,800	Increased enrollment
25-25-803-5300	Kinder Korner Contractual	3,510	4,460	950	Added 2 additional in-house performers
25-25-809-5300	CIT Contractual	2,500	800	(1,700)	Lower enrollement than anticipated
25-25-810-5300	Camp Adventure Contractual	6,800	6,240	(560)	Lower enrollement than anticipated
25-25-812-5300	Panda Contractual	700	1,300	600	Added 1 additional in-house performers
25-25-808-5300	Preschool CIT Contractual	535	1,200	665	Added additional activites/in-house for CIT
25-25-828-5300	Game On! Camp Contractual	21,600	132,750	111,150	High enrollment for camp. Already have \$144,855 in revenue and planning for more.
25-25-833-5300	Action Quest	5,640	12,340	6,700	Increased enrollment

25-25-404-5400	Teacher Appreciation Supplies	0	5,000	5,000	Teacher Appreciation Supplies Added, per Jess
25-25-801-5400	Sun Fun Supplies	5,660	7,800	2,140	Additional supplies to support larger group
25-25-808-5400	Preschool CIT Supplies	174	1,000	826	Additional supplies to support larger group
25-25-809-5400	CIT Supplies	721	665	(56)	Lower enrollement than anticipated
25-25-810-5400	Camp Adventure Supplies	4,790	3,705	(1,085)	Lower enrollement than anticipated
25-25-811-5400	Teddy Supplies	441	600	159	Additional supplies to support larger group
25-25-812-5400	Panda Supplies	890	1,490	600	Additional supplies to support larger group
25-25-815-5400	Baby Bears Supplies	200	600	400	Additional supplies to support larger group
25-25-835-5100	Aquatic Camp	4,600	4,875	275	Additional supplies to support larger group
25-25-836-5100	Sailing Camp	5,600	5,875	275	Additional supplies to support larger group
25-26-000-5110	PT-WagesEC Wing	19,961	21,675	1,714	Wage changed due to merit increase
25-26-000-5409	CC- Supplies Internal Food SVC	46,000	48,040	2,040	Milk prices (Grand) went up significantly
25-26-000-5340	Inservice Trg/Conferences	3,300	5,600	2,300	Added Nutrition course - Ellie Huber
45-00-000-5321	Consulting-Safety/Loss	6,000	9,000	3,000	Required per DCFs (IDPH now requires two tests from every source)
45-00-000-5587	Capital - Safety/Liability	3,000	83,500	80,500	Added Back Takiff Pking Lot Lights; Confined Space Equip required by PDMRA.
65-00-020-5515	Fire Alarm-Parks Garage	0	21,000	21,000	Rollover Fire Alarm; Not able to Complete by 2/28/21.
65-00-021-5501	Network Switches/Contingency	45,000	55,000	10,000	Amounts based on more available information.
65-00-021-5504	Registration Software Upgrade	40,000	20,000	(20,000)	Lower cost for added options to Rectrac 3.1.
65-00-021-5513	West Tennis Court	27,500	30,500	3,000	Amounts based on more available information.
65-00-021-5507	Resurface Takiff EC Parking Lot	110,000	65,000	(45,000)	Updated per bid results.
65-00-021-5508	ELC Condenser/Air Handler	130,000	145,000	15,000	Price increase per final bid approved by Board.
67-00-000-5500	Pier-Design	15,920	95,000	79,080	Amounts based on more available information.
67-00-000-5501	Pier-Construction	320,000	330,000	10,000	Amounts based on more available information.
67-00-000-5502	Pier-Owner Items	0	2,500	2,500	Amounts based on more available information.
67-00-000-5503	Replace Watts Dashboards	0	335,000	335,000	Added Final bid price for Watts dashboards
67-00-000-5505	Kalk Park-Ph 2-Design	7,000	21,150	14,150	Amounts based on more available information.
67-00-000-5506	Kalk Park-Ph 2-Construction	260,500	250,000	(10,500)	Amounts based on more available information.
67-00-000-5507	Kalk Park-Ph 2-Owner Items	0	17,000	17,000	Amounts based on more available information.
67-00-000-5510	Boating Access-Design	17,000	40,000	23,000	Amounts based on more available information.
67-00-000-5511	Boating Access-Construction	250,000	265,000	15,000	Amounts based on more available information.
67-00-000-5512	Boating Access-Owner Items	0	2,500	2,500	Amounts based on more available information.
67-00-000-5515	Crib/Retain Wall-Design	40,000	66,000	26,000	Amounts based on more available information.
67-00-000-5516	Crib/Retain Construction	400,000	400,000	0	Amounts based on more available information.
67-00-000-5517	Crib/Retain Wall-Owner Items	0	2,500	2,500	Amounts based on more available information.
67-00-000-5518	South Overlook-Design	7,500	7,200	(300)	Amounts based on more available information.
67-00-000-5519	South Overlook-Construction	175,000	175,000	0	Amounts based on more available information.
67-00-000-5520	South Overlook-Owner Items	0	2,500	2,500	Amounts based on more available information.
69-00-000-5553	Connect Glencoe Trail-Design	0	15,000	15,000	Amounts based on addl information on IDOT, IDNR, and OSLAD Grants.
69-00-000-5554	Connect Glencoe Trail-Construction	0	200,000	200,000	Amounts based on addl information on IDOT, IDNR, and OSLAD Grants.
69-00-000-5555	Connect Glencoe Trail-Owner Items	0	10,000	10,000	Amounts based on addl information on IDOT, IDNR, and OSLAD Grants.
69-00-000-5570	Duke Play Area-Design	0	5,500	5,500	Amounts based on addl information on IDOT, IDNR, and OSLAD Grants.
69-00-000-5571	Duke Play Area-Construction	0	92,500	92,500	Amounts based on addl information on IDOT, IDNR, and OSLAD Grants.
69-00-000-5572	Duke Play Area-Owner Items	0	10,000	10,000	Amounts based on addl information on IDOT, IDNR, and OSLAD Grants.
69-00-000-5573	Duke Play Area-Social Spaces	0	34,000	34,000	Amounts based on addl information on IDOT, IDNR, and OSLAD Grants.
69-00-000-5574	Duke Play Area-Veterans	0	15,000	15,000	Amounts based on addl information on IDOT, IDNR, and OSLAD Grants.

* In addition, all Salary/Wage accounts were allocated based on 2.3% Merit Pool.

VII. Action Item B
Approval of Professional Service Contract for
Glencoe Pier Design

Glencoe Park District
March 2021 Board Meeting

MEMORANDUM

TO: Board of Commissioners
FROM: Lisa Sheppard, Executive Director and Chris Leiner Director of Parks & Maintenance
SUBJECT: Approval of Professional Service Contract for Pier Design
DATE: March 9, 2021

Based upon Board consensus at the March 2, 2021 Committee of the Whole Meeting, attached is the professional service contract from Baird to execute the previously discussed pier repair project in fall 2021.

The professional service contract with Baird, executes the project's design and construction management phases. Included in the proposal are costs related to IDNR and IEPA regulatory compliance. In addition, Baird will be filing a Section 10 (River and Harbors Act 1899) Permit for construction.

Project goals include:

- Installing a new pedestrian walking surface on the pier
- Improving/replacing the railings
- Ensuring IDNR and IEPA regulatory compliance

The total cost of this professional service contract is \$94,147.

Recommended Motion: Approval of the professional service contract with Baird for Glencoe Beach Pier project as presented.

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

via email to cleiner@glencoe parkdistrict.com

Status: Final
January 25, 2021

Reference # P13359.200.P1.Rev1

RE: GLENCOE BEACH PIER DECK REPAIR – PHASE 2 PROPOSAL

Dear Mr. Leiner,

The Glencoe Park District (Park District) has requested a proposal for permitting, final design, bidding, and construction services from W.F. Baird & Associates Ltd. (Baird) for the repair of the Glencoe Beach pier deck in Glencoe, IL. During the Phase 1 Conceptual Design Services, Baird developed a Basis of Design (13359.101.R1.Rev0_Basis of Design) and two alternatives (13359.101.L3.Rev0_Conceptual Design). The Parks District has selected to move forward with Alternative 2 – Cast-In-Place Concrete Overlay Deck (Preferred Alternative).

Alternative 2 includes the following elements:

- Demo remaining asphalt overlay, existing perimeter angle, HSS handrail sleeve, and handrail. Preserve and protect the steel sheet pile channel cap.
- Cast-in-place concrete overlay with a decorative concrete finish (stained and stamped).
- New handrails, handrail sleeves, and perimeter angle.
- LED light fixture replacement and confirm grounding is acceptable.

Scope of Work

Baird recommends the following scope of work to achieve the project objectives.

Task 1 – Permitting

- Pre-submission regulatory coordination – Baird will discuss the Preferred Alternative with the USACE, IDNR, and IEPA via conference call in order to confirm the regulatory process outlined in Phase 1.
- Baird will assist the Parks District in preparing a Section 10 (River and Harbors Act of 1899) permit (USACE). The duration required to secure a permit for construction cannot be defined in advance;

however, based on our recent experience, we expect that the regulatory approval process may take several months.

- Baird assumes a state (IDNR/IEPA) permit is not required.
- Our proposal includes the cost to prepare and submit the Section 10 permit and 4 hours of professional staff time following this submission for liaison with the agencies. Any additional services required to support the regulatory approval process can be provided on a time and materials basis.
- **Deliverable(s): Section 10 Permit Application (USACE)**

Task 2 – Final Design

- Baird will develop three alternatives for the pier decorative concrete finish, including photo-realistic renderings, for Park District review and selection.
- Baird will prepare final design documents for the proposed works including plans, sections, details, general requirements specification (Division 1), technical specifications (Division 2+), and an updated opinion of probable construction cost. The design documents will be submitted at the 50% and 90% design stage for Park District Review.
- Baird will subcontract with an electrical/lighting engineering specialist to specify the electrical/lighting elements and inspect that the existing grounding system is functioning properly and up to code. The proposal includes one site visit by the electrical/lighting subconsultant.
- **Deliverable(s): 50%, 90%, and 100% (Bid Set) Design Documents**

Task 3 – Bidding Services

- Baird will prepare bidding documents. We assume that the Parks District will provide their standard front-end documents that will require minimal modification and be included into the overall bidding documents.
- Baird will provide assistance to the Parks District during the bidding phase. Specifically, Baird will assist with bid advertising, participate in the pre-bid meeting, address technical questions raised by potential bidders, prepare addenda, review/evaluate the bids received, and provide a recommendation regarding contractor selection.
- **Deliverable: Bidding Documents, Bid Addenda, Bid Award Recommendation Letter**

Task 4 – Construction Services

- Baird will assist the Park District during construction with the following tasks:
 - Issue contract documents for construction
 - Organize and attend the preconstruction meeting
 - Provide written responses to questions raised by the Contractor (assume 5 RFIs)
 - Shop drawing and submittal review (assume 10 submittals)
 - Preparation of change/field orders (assume 1 change order and 1 field order)
 - Payment application review (assume 3 payment applications)
 - Site Visits (assume 2 site visits during construction; 1 of the site visits will be scheduled to coincide with a demonstration of the decorative concrete surface finish)
 - Determine substantial completion and develop final punch list (1 site visit)

Exclusions

The following items are excluded from the proposed scope of work but may be provided in accordance with the attached fee schedule:

- Structural assessment of the existing pier
- Permit fees
- Additional in-person meetings or site visits during construction
- Additional construction administration services beyond the assumptions listed for Task 4
- Full-time construction observation

Schedule and Fees

Baird proposes to complete the scope of services described above for the fixed fee amount of \$94,147.00, inclusive of expenses, as detailed in Table 1. A breakdown of the labor hours per task is provided in Table 2.

Table 1: Fees

Task	Baird Labor	Expenses	Sub Consultant	Subtotal
Task 1 - Permitting	\$5,976	\$0	\$0	\$5,976
Task 2 – Final Design	\$49,700	\$0	\$7,000	\$56,700
Task 3 – Bidding Services	\$8,035	\$145	\$0	\$8,180
Task 4 – Construction Services	\$22,136	\$655	\$500	\$23,291
			Total	\$94,147

Table 2: Baird Labor Breakdown

Task	Senior Prof. II \$225 / Hr.	Senior Prof. I \$196 / Hr.	Staff Prof. III \$172 / Hr.	Staff Prof. I \$132 / Hr.	Senior Tech. \$120 / Hr.
Task 1 - Permitting					
1.1 Pre-Submission Coordination			4		
1.2 Permit Application/Drawings			10		24
1.3 Post-Submission Coordination			4		
Task 2 – Final Design					
2.1 Decorative Concrete Finish Alternatives			8	12	
2.2 50% Design Submission (Drawings, Tech. Specs., Division 1 Specs., Revised Opinion of Cost)		30	46	3	60
2.3 90% Design Submission (Drawings, Tech. Specs., Division 1 Specs., Revised Opinion of Cost)		30	44	3	24
2.4 100% Design Submission (Drawings, Tech. Specs., Division 1 Specs., Revised Opinion of Cost)		8	22	3	24
Task 3 – Bidding Services					
3.1 Front-end Bidding Documents	1		16		
3.2 Pre-bid Meeting and 1 Addendum	1		16		4
3.3 Bid Recommendation	1		8		
Task 4 – Construction Services					
		8	114		8

Any work items beyond the scope of services described above will be invoiced in accordance with the attached fee schedule (Attachment 1). Baird will not proceed with any additional work without the prior approval of the Park District.

Baird provides the schedule in Figure 1 for discussion purposes. The schedule was created assuming approval of this proposal by February 15, 2021. A refined schedule can be provided following the review/acceptance of the proposal.

Glencoe Beach Pier Deck Repair - Phase 2

Schedule

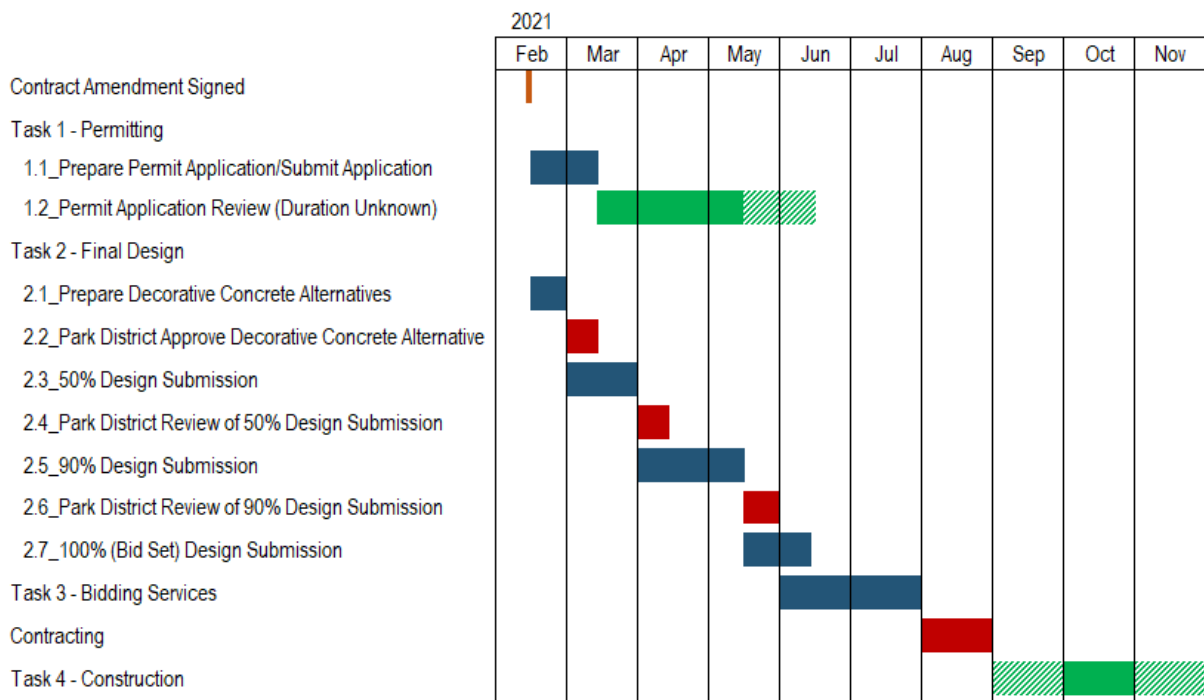


Figure 1: Proposed Project Schedule

Services will be provided as a contract modification in accordance with the terms and conditions outlined in the current contract between W.F. Baird & Associates Ltd. and the Glencoe Park District, dated September 10, 2020. The variation order is provided in Attachment 2.

We appreciate the opportunity to submit this proposal and look forward working with the Park District on this project.

Sincerely,



Caleb Barth | Marine Engineer
Baird & Associates
E: cbarth@baird.com

Attachment(s) 1. Standard Fee Schedule
2. Variation Order

Attachment 1 - Standard Fee Schedule

2021 US Fee Schedule

The fee for our services will be based on the charges listed below. All fee quotations are estimates, and actual fees are based on actual time and expenses incurred by W.F. Baird & Associates Ltd. (Baird) unless otherwise stated in the proposal. All rates are listed in US dollars.

Personnel

Staff Category	Hourly Rate
Senior Consultant	\$307.00
Principal	\$260.00
Senior Professional III	\$241.00
Senior Professional II	\$225.00
Senior Professional I	\$196.00
Staff Professional III	\$172.00
Staff Professional II	\$152.00
Staff Professional I	\$132.00
Senior Technician	\$120.00
Technical Staff	\$112.00
Support	\$94.00

Expert witness services including: trial, mediation and arbitration preparation, depositions, court appearances and attendance at related proceedings, will be charged at 2.0 times the above rates.

Expenses

Direct expenses incurred on the client's behalf are charged at our cost plus 10%. Such items include, but are not limited to, equipment rental, subsistence, printing and reproduction, transportation and travel charges and any special equipment or fees unique to the project. Professional sub-consultant fees are charged at our cost plus 10%. Automobile mileage will be charged at \$0.58/mile.

Rates for hydraulic laboratory, field equipment, specialized numerical models and associated computer time are available on request depending on facilities and equipment used. Deposits for hydraulic basin rental are applied to total rental costs, but are not refundable.

Invoices

Progress invoices shall be issued monthly and shall be paid within thirty days of date of invoice. Balances remaining unpaid at due date are subject to a monthly finance charge of 1.0% (which is an annual rate of 12% per year) until paid. Baird reserves the right to stop work on any project that has past due invoices until all outstanding balances are paid.

Advance payment is required on all non-public work.

Attachment 2 - Variation Order

VII. Action Item C
Approval of Bid for Beach House Exterior
Renovations

Glencoe Park District
March 2021 Board Meeting

MEMORANDUM

TO: Board of Park Commissioners
FROM: Lisa Sheppard, Executive Director and Chris Leiner, Director of Parks & Maintenance
SUBJECT: Contractor Approval for Beach House Exterior Renovations
DATE: March 9, 2021

At the March 8, 2021 bid opening for Beach House Exterior Renovations, two qualified bids were received and opened. The initial budget estimate for the construction phase of this project is \$100,000.

Beach House Exterior Renovations Bid Opening Results				
Contractor	A1	A2	A3	Total Bid
RED FEATHER	\$44,500	\$17,900	\$12,800	\$75,200
D. KERSEY CONSTRUCTION	\$54,000	\$25,200	\$6,300	\$85,500

The bids were favorable, with all the bid components below the project budget. Bid components are as follows:

- A1: Tuckpointing and masonry repairs to the exterior of the Beach House and adjacent retaining walls
- A2: Minor repairs to the tile roof and replacement of the rear (*bluff facing*) gutter
- A3: Replacement/repairs to exterior Beach House lighting (*to match Halfway House*)

The project is approximately \$24,800 (24%) under budget. However, with the age and unknown conditions of the Beach House/retaining wall, staff recommends leaving the construction budget at \$100,000.

Per the bid document, we are awarding the project to the lowest qualified bidder. Based on the competitive bid price, staff recommends awarding all three components to Red Feather.

Red Feather previously completed the restoration of the Halfway House. Red Feather provided excellent references.

Recommended Motion: The approval of the lowest responsible bidder, Red Feather Group of Glenview, Illinois, for a total of \$75,200.

VII. Action Item D

**Approval of Bi-Annual Review of Executive
Session Minutes 5ILCS 120/2(c)(21)**

**Executive session minutes up for review were delivered
to Commissioner's homes the week of March 8.**

Glencoe Park District
March 2021 Board Meeting