



NOVEMBER 2021 Board Report



**GLENCOE PARK DISTRICT
REGULAR BOARD MEETING
Tuesday, November 16, 2021 – 7:00pm
Takiff Center – Community Hall**

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

AGENDA

- I. Call to Order
- II. Roll Call
- III. Consent Agenda Items
 - A. Minutes of October 19, 2021 Regular Board Meeting (pgs. 4-7)
 - B. Minutes of November 1, 2021 Board Workshop (pgs. 8-9)
 - C. Minutes of November 5, 2021 Emergency Special Board Meeting (pgs. 10-11)
 - D. Ordinance No. 932: Surplus Property Disposal (pgs. 12-14)
 - E. Approval of the Bills (pgs. 15-31)
- IV. Matters from the Public
- V. Presentation of the IPRA/IAPD Community Service Award to Betsy Liebson (pgs. 32-33)
- VI. Truth in Taxation Hearing: An Ordinance Levying the Taxes for the Glencoe Park District, Cook County, IL for 2021 (pgs. 34-40)
- VII. Approval of Ordinance No. 933: Levying the Taxes for the 2021 Tax Year (pgs. 34-40)
- VIII. Financial Report (pgs. 41-45)
- IX. Presentation of the Glencoe Lakefront Annual Report (pgs. 46-79)
- X. Executive Director's Report (pgs. 80-90)
- XI. Action Items
 - A. Approval of Whistleblower Protection (SAFE-T Act) Policy and Procedures (pgs. 91-98)
 - B. Approval of Resolution No. 934: Include Cash Payments Related to Health Insurance as IMRF Earnings (pgs. 99-102)
 - C. Approval of IAPD Annual Meeting Delegates (pgs. 103-107)
- XII. Other Business
- XIII. Executive Session
 - A. Personnel 5ILCS 120/2(c)(1)
- XIV. Adjournment

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

Key rules governing participation:

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

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: Isheppard@glencoeParkDistrict.com

III. Consent Agenda Items

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

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

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

The Executive Director recommends approval of the consent agenda.

Glencoe Park District
November 2021 Board Meeting

MINUTES OF OCTOBER 19, 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
Bart Schneider, Commissioner
Carol Spain, Commissioner

Staff present:

Lisa Sheppard, Executive Director/Secretary
Chris Leiner, Director of Parks/Maintenance
Bobby Collins, Director of Recreation/Facilities
John Cutrera, Director of Finance/HR
Erin Classen, Supt. of Marketing/Comm.
Jenny Runkel, Administrative Assistant
Stephani Briskman, PM: Arts/Enrich/Youth/Camps
Shannon Stevens, PS: Athletics/Teen Camps
Amanda Giacomino, PS: Early Childhood

Members of the public in attendance who signed in or spoke: Jill Siragusa, Jessica Stockl

Consent Agenda: A motion was made by Commissioner Boron to approve the consent agenda items as presented including Minutes of September 14, 2021 Committee of the Whole Meeting, Minutes of September 14, 2021 Special Board Meeting, Minutes of September 20, 2021 Regular Board Meeting, Minutes of October 5, 2021 Regular Committee Meeting, and Approval of the Bills. Commissioner Schneider seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Schneider, Spain, Brooks
NAYS: None
ABSENT: None

The motion passed.

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

Financial Report: The District is seven months into the fiscal year. Director Cutrera gave a synopsis of the financial report. Interest rates are still very low. As certificates of deposits are maturing, they are moved into liquid investments. Senate Bill 273 did expand our options. The Recreation Department is in line with pre-pandemic levels. The District will receive another \$65,000 from the Child Care Restoration Grant within this fiscal year. The Fitness Department is at breakeven. The Beach/Boating Department boat storage fees are still trickling in. The Watts Department should ramp up once the season begins. The G & A Department mainly represents insurance and salary. The increase in the Parks Department expenses is due to the water bill and landscaping. The Takiff Department revenue increase was from property taxes received making it in

line with last year. The fund transfer was not completed this year. Staff are currently working on budget projections, program budgets, and capital projects.

Staff answered commissioner questions. The 10-15% increase in expenses is related to 6% of salary increases for full-time staff and minimum wage, as well as capital items including buggies and equipment replacement. The timing of contractual payments and a move to more contractual providers also affected expenses.

Discussion on Employee Health Insurance Options: In July 2020, the District signed on with PDRMA Health Insurance for another three-year cycle. PDRMA had significant changes this year including shifting from AETNA with HealthSmart third-party administrator to Blue Cross Blue Shield. Staff reviewed the offered options of HMO, HRA, and High Deductible plans and noted staff removed the \$500 deductible PPO option. Both staff and the District will see a reduction in costs. The HMO employee premium was slightly increased to stay in line with the 5% increase this year. The District has not offered a vision plan in the past, but included that at a minimal cost to the District. In order to be competitive with other area districts, staff is recommending to the Board to offer an insurance buyout option to staff in the amounts of \$1750 single, \$3500 single plus one, and \$5100 family. The buyout election is an annual, non-compounding amount that would result in a significant savings for the District. Staff answered commissioner questions. Staff were aiming for 20%. Some of the lower buyout comparisons are old; those districts have not re-evaluated the amount for years. Discussion ensued on how much to offer, comparison to other district's plans versus ours, incentive, insurance buyouts are common, not taking insurance is not receiving a benefit that coworkers are getting and saves the District money, generosity in the tight work market, growth over time, and varied options. The District would realize cost savings with just one family electing the buyout. We currently have three staff that do not take insurance.

Presentation of the Summer Camp Annual Report: Director Collins, and Camp Managers Briskman, Stevens, and Giacomino gave a presentation on the 2021 Summer Camp Report which reviewed training, preschool camps, youth camps, Summer's End, Action Quest Camp, specialty camps, Counselors-In-Training (CIT's), parent survey results, attendance and financial trends, and conclusions. The report is available on our website.

Staff responded to commissioner questions. Staff will discuss friendship requests. We do actually receive more requests from parents for their child to not be with another child putting staff in a difficult situation. Friendship requests are already under discussion for aquatics camps. Issues include cliques, conflicting friend requests, and extensive request chains. Game On started last year with ten participants and increased to 145 this year, showing a need for specialized sports.

Update on Strategic Initiatives (long- and short-term goals): Executive Director Sheppard presented an update on the Strategic Initiatives and indicated that staff have been focused on pandemic-related changes this past year and a half. Sheppard directed staff to not only keep up with pandemic directives, but also to turn their

attention to the Strategic Plan and goals and objectives. All short-term goals tie back to our Strategic Plan.

Executive Director Report: Executive Director Sheppard asked who would like to represent the District at the IAPD annual meeting. IAPD/IPRA are leaning toward in-person for the annual conference. Sheppard and Director Cutrera are attending the IAPD Legal Symposium on November 4. New legislation in the works includes required ring buoy installation at the beach with a mandated door open alarm that contacts 911. We and organizations all along the north shore, do not have the infrastructure to support this proposed bill. Sheppard was elected to be the IPRA chair for 2023 and chair elect in 2022. The District held a full-time staff meeting for a Safe Zone conversation with the IPRA Diversity Committee. There was an attendance limit, so we hope to bring it to Early Childhood staff next. Our Friday, October 29 Boo Bash will be held at Kalk Park. NSSRA is dedicating their new building dedication this Friday night. Commissioners Brooks, Boron, and Spain are attending. NSSRA will still use other facilities including our park district.

Action Items:

Approval of Resolution No. 930 Truth in Taxation: A motion was made by Commissioner Boron to approve the Truth in Taxation Resolution No. 930 as presented. Commissioner Schneider seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Schneider, Spain, Brooks
NAYS: None
ABSENT: None

The motion passed.

Approval of Recommendation of Health Insurance for Employees: A motion was made by Commissioner Boron to approve the 2022 PDRMA employee health insurance renewal as presented. Commissioner Schneider seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Schneider, Spain, Brooks
NAYS: None
ABSENT: None

The motion passed.

Other Business: The resolution to sell the property discussed at the last committee meeting will be included in the November Board meeting if received back in time. The notification process was reviewed. 937 residents have purchased Watts season passes. We received lots of birthday party interest and staff added slots to the schedule.

Adjourn: Commissioner Boron moved to adjourn the meeting at 8:08pm. Commissioner Spain seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Schneider, Spain, Brooks
NAYS: None
ABSENT: None

The motion passed.

Respectfully submitted,

Lisa M. Sheppard
Secretary

MINUTES OF NOVEMBER 1, 2021 BOARD WORKSHOP
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 6:05pm and roll was called.

Commissioners present:

Lisa Brooks, President
Stefanie Boron, Vice President
Michael Covey, Treasurer
Bart Schneider, Commissioner
Carol Spain, Commissioner

Staff present:

Lisa Sheppard, Executive Director/Secretary

Members of the public in attendance who signed in or spoke: Carol Sente

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

Board Governance Workshop and Discussion: Carol Sente from Carol Sente Consulting was introduced to the Board as the facilitator for the Board Workshop. Carol began the meeting by handing out the individual PDPGlobal ProScan Personal Dynamics report to each commissioner and Group Dynamics Report to all Commissioners. Ms. Sente then explained the reports and discussion ensued with the Commissioners and Ms. Sente on how the findings in these reports will help the Board understand different personality types and use that information to enhance communication between the Board.

Ms. Sente then asked all the Commissioners what was important to them. Discussion ensued. All Commissioners indicated staff was very important to them. Also important to Commissioners were supporting Lisa and her team, so they continue to perform at a high level, innovation, keep value for residents while keeping it affordable, excellent programming, parks and playgrounds, keeping child care affordable, sustainability, beautification, employee satisfaction, pay, and benefits. The Board acknowledged that we have a community with high expectations and that having staff that can meet those expectations is very important to them. Discussion ensued on those topics. Commissioners voiced appreciation for having open discussion on where others stood on priorities.

Ms. Sente talked briefly about establishing a Team Covenant. The Board agreed that having a strategic discussion with each other yearly would be very beneficial in understanding Commissioner and community priorities that then can be worked into the already established Strategic Plan.

Ms. Sente talked briefly on topics "How to Disagree Without Being Disagreeable" and "Board Member's Creed". Discussion ensued on those topics.

Adjourn: Commissioner Boron moved to adjourn the meeting at 8:38pm. Commissioner Schneider seconded the motion. Roll call vote taken:

AYES: Boron, Covey, Schneider, Spain, Brooks

NAYS: None

ABSENT: None

Respectfully submitted,

Lisa M. Sheppard
Secretary

MINUTES OF NOVEMBER 5, 2021 EMERGENCY 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 8:00am and roll was called. All commissioners gave permission to be recorded.

Commissioners present:

Lisa Brooks, President
Stefanie Boron, Vice President
Michael Covey, Treasurer
Bart Schneider, Commissioner
Carol Spain, Commissioner

Staff present:

Lisa Sheppard, Executive Director/Secretary
Bobby Collins, Director of Recreation/Facilities
Jenny Runkel, Administrative Assistant

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

Matters from the Public: President Brooks noted that matters from the public is a time for comments, not questions and answers, and each person will be given three minutes to speak. There was no one wishing to address the Board.

Resolution No. 931 Declaring an Emergency and Authorizing a Contract for Food

Catering Services to the Park District's Children's Circle Program: Executive Director Sheppard explained that both food preparers declined the vaccine mandate and, despite the District offering accommodations, decided to separate rather than take the weekly tests. There are many layers to DCFS requirements including certifications. This leaves Jess Stockl, our Early Childhood Manager, as the only person who can prepare food causing significant overtime and taking her away from running Children's Circle. Due to the staffing shortage, we were able to find only one food handler for 25 hours to make and serve snacks and serve the catered food to classrooms. We are required to serve 1 meal and three snacks a day per DCFS regulations and will need a second staff member to assist, even with a caterer. Due to this emergency situation and necessity to serve hot food from a DCFS approved site, the District is legally allowed with Board approval, to pass an emergency resolution to hire a caterer without going through the bidding process. Director Collins explained that Taste for Kids Inc. will be able to start on December 1. Staff secured references for Taste for Kids Inc. from area organizations currently using them including GJK, Highland Park Montessori, Glencoe Montessori, and Lutz, and Am Shalom is negotiating a contract with them as well. They are a DCFS licensed caterer. They use local, organic foods. They will only provide main meals, the District will still purchase, prepare, and provide the three snacks in-house. We will likely see our \$65,000 food bill halved because we are outsourcing to the caterer, however we will see a significant increase in the cost of providing a caterer for the program. We provide 110 meals per day including Kindergarten Readiness participants which does

not run in the summer months and there are a few babies that only drink from a bottle and won't eat catered food. GJK serves Plan B, the 3-ounce protein portion. We have chosen a mix of portion sizes based on age, although, per DCFS, we have to provide a second and third meal if requested by the child. If children are not in attendance, we won't need to pay for meals for those children.

Staff answered commissioner questions. The food handler can cook; the chef was designing the meals and handling food allergies. We will need another staff member due to staff needing time off and the extended 11.5-hour day. Food variety was discussed; it is a balancing act to accommodate all preferences. We use Cisco for our snacks and will continue to do so. There are pros/cons to the food from Cisco, but our program minimum is quality food. The cost of food is rising; our milk cost alone has increased \$2,000 as well as other foods and are expecting costs to increase further in this coming year. We will not be raising prices this year. The District just received the recent installment of the day care grant in the amount of \$65,000. The program is currently at breakeven at least based on current accounting, although staff are doing a deep dive into indirect costs. These programs are not moneymakers. No one other than Jess Stockl can prepare food due to licensing restrictions. When the new Early Childhood Supervisor is hired we will have him/her become certified to be the backup food preparer. We are also looking at adding another coordinator, the three coordinators will be backup trained as well. Staff will present a deeper presentation on early childhood finances next year.

A motion was made by Commissioner Boron to approve Resolution No. 931 Declaring an Emergency and Authorizing a Contract for Food Catering Services to the Park District's Children's Circle Program as presented. Commissioner Schneider seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Schneider, Spain, Brooks

NAYS: None

ABSENT: None

The motion passed.

Adjourn: Commissioner Boron moved to adjourn the meeting at 8:19am. Commissioner Schneider seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Schneider, Spain, Brooks

NAYS: None

ABSENT: None

The motion passed.

Respectfully submitted,

Lisa M. Sheppard
Secretary

**GLENCOE PARK DISTRICT
ORDINANCE NO. 932**

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

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

Asset Tag	Description	Location	Serial Number
420006210025	Group of Minor Park Equipment	8s Bird Sanctuary	n/a
420006210035	Group of Paving – Asphalt (Sidewalk)	7-8n Booth Cottage	n/a
420004140037	Generator Portable – Robin RGX3500	9n Takiff Center	800648
420004140004	Mower Flail Pickup – BC Mathews 75TD	9n Takiff Center	56215
420004140011	Vacuum Yard – Billy Goat BT80/IC	9n Takiff Center	595270074
420004140021	Trailer Skid Steer – Custom Built CEL260	9n Takiff Center	2CUL2TG90X2005468
420004140055	Snowplow – Meyer STP-7.5	9n Takiff Center	n/a
A2011019	Grasshopper Broom – Sweepster M24P5FMOR	9n Takiff Center	301611
A2014050	Snow Plow	9n Takiff Center	n/a
A2006021	Washer, Front Loading – GE WHDVH626FWW	9n Takiff Center	n/a
A2011033	Notebook Computer – DELL, Greenhouse	9n Takiff Center	CJBD4S1
008029010	Greenhouse	9n Takiff Center	n/a
A20040006	2004 Chevy Pickup w/Plow K2500	9n Takiff Center	1GCHK24U84E361328

hereinafter known as the “Property”; and

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

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

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

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

Section 2. The Board finds that the Property is no longer necessary, useful to or for the best interests of the Park District and declares it to be for the best interests of the

Park District and its residents to dispose of in the following manner: by trade in subject to the execution by the purchaser of an appropriate instrument whereby the purchaser acknowledges that the purchaser is purchasing the Property used, as is, without any warranties of any kind whatsoever, assumes all liabilities in connection with the Purchaser's use of the Property, and releases, indemnifies and holds harmless the Park District and its park commissioners, officers and employees against and from any and all such liabilities or by trade in, or disposal.

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

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

Adopted this 16th day of November 2021 by the affirmative roll call vote of three-fifths of the members of the Board of Park Commissioners as follows:

Ayes:

Nays:

Abstentions:

Absent:

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

ATTEST:

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

[SEAL]

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

SECRETARY'S CERTIFICATE

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

I HEREBY CERTIFY that the foregoing instrument is a true and correct copy of Ordinance No. 932:

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

adopted at a duly called Regular Meeting of the Board of Park Commissioners of the Glencoe Park District, held at Glencoe, Illinois, in said District at 7:00pm on the 16th day of November 2021.

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

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the Glencoe Park District at Glencoe, Illinois this 16th day of November 2021.

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

[SEAL]



Glencoe Park District

Voucher List of Bills By Vendor Set

Payment Dates 10/14/2021 - 11/10/2021

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor Set: AP Vendors - AP Vendors					
Vendor: 10098 - AFLAC					
AFLAC	10/25/2021	14636	10-00-000-2170	Supplemental Aflac Coverage - October 2021	207.16
AFLAC	11/02/2021	14699	10-00-000-2170	Supplemental Aflac Coverage - November 2021	207.16
Vendor 10098 - AFLAC Total:					414.32
Vendor: 10739 - Airespring					
Airespring	11/02/2021	14700	25-00-000-5210	Takiff Fiber Internet - November 2021	1,917.31
Vendor 10739 - Airespring Total:					1,917.31
Vendor: 10864 - All About Childcare Health, Ltd.					
All About Childcare Health, Ltd.	10/26/2021	14670	25-26-000-5387	Day Care Nurse Services - September 2021	90.00
Vendor 10864 - All About Childcare Health, Ltd. Total:					90.00
Vendor: 10946 - Amazon Capital Services					
Amazon Capital Services	10/15/2021	14613	10-11-000-5342	Pens	12.98
Amazon Capital Services	10/15/2021	14613	10-12-000-5487	Tools	187.90
Amazon Capital Services	10/15/2021	14613	10-13-000-5420	TV Wall Mount	32.06
Amazon Capital Services	10/15/2021	14613	10-14-000-5401	Binders/Pens/Calc/Markers/StickyNotes/SheetProtect	345.98
Amazon Capital Services	10/15/2021	14613	10-14-000-5420	Umbrellas/Sunscreen/Tote Boxes	653.03
Amazon Capital Services	10/15/2021	14613	10-15-000-5401	Office Chairs	188.02
Amazon Capital Services	10/15/2021	14613	10-15-000-5421	Wetsuits, Vests	662.32
Amazon Capital Services	10/15/2021	14613	10-15-000-5487	ScrewDrive/Pliers Sets	92.92
Amazon Capital Services	10/15/2021	14613	25-00-000-5210	Cell Phone Case/Screen Protectors	128.14
Amazon Capital Services	10/15/2021	14613	25-00-000-5360	Storage Bins, Wireless Mouse, Photo Paper	232.41
Amazon Capital Services	10/15/2021	14613	25-00-000-5401	3 Ring Dividers, Easy2openPackaging	49.51
Amazon Capital Services	10/15/2021	14613	25-00-000-5420	7n1 USB Adapter, Color Print Ribbon	135.71
Amazon Capital Services	10/15/2021	14613	25-25-401-5400	RulesSign/DiaperSacks/Stickers/Speaker/Bell	89.12
Amazon Capital Services	10/15/2021	14613	25-25-402-5400	Speaker/Tape/Bell	42.27
Amazon Capital Services	10/15/2021	14613	25-25-405-5400	Diaper Sacks/Craft Stickers	20.59
Amazon Capital Services	10/15/2021	14613	25-25-435-5400	Foam Footballs	59.80
Amazon Capital Services	10/15/2021	14613	25-25-601-5400	Book, Face masks	30.63
Amazon Capital Services	10/15/2021	14613	25-25-615-5400	Digital Food Scale	19.25
Amazon Capital Services	10/15/2021	14613	25-25-703-5400	Field Sprayer Parts	217.20
Amazon Capital Services	10/15/2021	14613	25-25-722-5400	Field Sprayer Parts	54.30
Amazon Capital Services	10/15/2021	14613	25-25-941-5400	AntiSlipTape/Medals/Ponchos/Confetti/CordRamp	426.75
Amazon Capital Services	10/15/2021	14613	25-26-000-5403	ArtSupplies/FaceMask/LockerShelf/Shoes/Prizes	1,072.49
Amazon Capital Services	10/15/2021	14613	25-26-000-5430	First aid bandages	7.95
Amazon Capital Services	10/15/2021	14613	25-26-000-5460	Strainer Basket	15.99
Amazon Capital Services	10/15/2021	14613	65-00-021-5502	Park Movie Screen Refund	-2,011.42
Amazon Capital Services	10/15/2021	14613	65-00-021-5502	TV Wall Mount	95.32
Amazon Capital Services	10/25/2021	14637	10-11-000-5342	Training camera and cables	224.50
Amazon Capital Services	10/25/2021	14637	10-12-000-5421	Cold weather gear	389.98
Amazon Capital Services	10/25/2021	14637	10-12-000-5488	Saw blade	25.99
Amazon Capital Services	10/25/2021	14637	10-12-000-5584	(6) LED Lighting	2,399.94

Voucher List of Bills

Payment Dates: 10/14/2021 - 11/10/2021

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Amazon Capital Services	10/25/2021	14637	10-14-000-5420	Sun lotion refund	-76.62
Amazon Capital Services	10/25/2021	14637	25-00-000-5401	File folders	25.98
Amazon Capital Services	10/25/2021	14637	25-25-615-5400	Glue/Art supplies	46.99
Amazon Capital Services	10/25/2021	14637	25-25-913-5400	Halloween costumes/decorations/Gift supplies	1,654.59
Amazon Capital Services	10/25/2021	14637	25-26-000-5401	Pens	5.99
Amazon Capital Services	10/25/2021	14637	25-26-000-5403	Art supplies/bubble machine/toys/Books/Batteries	439.49
Amazon Capital Services	10/25/2021	14637	25-26-000-5430	Headrest table paper/Thermometer	229.48
Vendor 10946 - Amazon Capital Services Total:					8,227.53
Vendor: 10147 - American Outfitters, Ltd.					
American Outfitters, Ltd.	10/15/2021	14602	25-25-941-5400	Mud Run Shirts - Staff	373.00
American Outfitters, Ltd.	10/15/2021	14602	25-25-941-5400	Mud Run Shirts	240.00
American Outfitters, Ltd.	10/15/2021	14602	25-25-941-5400	Mud Run Shirts	670.00
American Outfitters, Ltd.	10/15/2021	14602	25-25-941-5400	Mud Run Shirts	885.00
American Outfitters, Ltd.	10/15/2021	14602	25-25-401-5400	ELC T-Shirt Order	48.43
American Outfitters, Ltd.	10/15/2021	14602	25-25-402-5400	ELC T-Shirt Order	48.44
American Outfitters, Ltd.	10/15/2021	14602	25-25-403-5400	ELC T-Shirt Order	48.44
American Outfitters, Ltd.	10/15/2021	14602	25-25-405-5400	ELC T-Shirt Order	48.44
American Outfitters, Ltd.	10/15/2021	14602	25-25-941-5400	Mud Run Shirt	26.35
American Outfitters, Ltd.	11/02/2021	14687	25-25-653-5401	Broadway bound show shirts	448.50
Vendor 10147 - American Outfitters, Ltd. Total:					2,836.60
Vendor: 10159 - Arlington Power Equipment					
Arlington Power Equipment	11/02/2021	14688	10-12-000-5487	Hand tools	187.56
Vendor 10159 - Arlington Power Equipment Total:					187.56
Vendor: 10162 - AT & T					
AT & T	10/26/2021	14671	10-12-000-5210	Phone Service - 10/13/2021 - 11/12/2021	52.44
AT & T	10/26/2021	14671	10-13-000-5210	Phone Service - 10/13/2021 - 11/12/2021	59.52
AT & T	10/26/2021	14671	10-15-000-5210	Phone Service - 10/13/2021 - 11/12/2021	283.56
AT & T	10/26/2021	14671	25-00-000-5210	Phone Service - 10/13/2021 - 11/12/2021	728.31
Vendor 10162 - AT & T Total:					1,123.83
Vendor: 10455 - AT & T					
AT & T	11/02/2021	14701	10-14-000-5210	DSL Service - Beach 10/24 - 11/23/21	172.29
Vendor 10455 - AT & T Total:					172.29
Vendor: 10179 - Blick Art Materials					
Blick Art Materials	10/25/2021	14638	25-25-615-5400	Glaze for ceramics	133.78
Vendor 10179 - Blick Art Materials Total:					133.78
Vendor: 10473 - BMO Harris Bank N.A.					
BMO Harris Bank N.A.	10/25/2021	14639	10-11-000-5340	IAPD - Legal Symposium	416.00
BMO Harris Bank N.A.	10/25/2021	14639	10-11-000-5342	Staff dinner	75.70
BMO Harris Bank N.A.	10/25/2021	14639	10-11-000-5402	Chicago Tribune	27.72
BMO Harris Bank N.A.	10/25/2021	14639	10-11-000-5404	Adobe Pro - John/Brian	207.05
BMO Harris Bank N.A.	10/25/2021	14639	10-11-000-5730	IPRA Membership - Lisa/Becky/Brian	822.00
BMO Harris Bank N.A.	10/25/2021	14639	10-14-000-5340	IPRA Facility Mgt. Workshop	30.00
BMO Harris Bank N.A.	10/25/2021	14639	25-00-000-5210	iPhone Cloud Storage	1.98
BMO Harris Bank N.A.	10/25/2021	14639	25-00-000-5360	FB/Google/Lanyards/Stamp/QRC odeGen/PhotoEdit/Signs	1,571.69
BMO Harris Bank N.A.	10/25/2021	14639	25-00-000-5362	Stock photos	78.00
BMO Harris Bank N.A.	10/25/2021	14639	25-00-000-5368	Stock photos	135.00
BMO Harris Bank N.A.	10/25/2021	14639	25-00-000-5404	Brightwheel Sub/Spotify Sub	165.99
BMO Harris Bank N.A.	10/25/2021	14639	25-00-000-5480	Gas for Rec Van	61.19

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Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
BMO Harris Bank N.A.	10/25/2021	14639	25-00-000-5730	IPRA Membership - Matt/Nate/Shannon/Stephani/A dam	1,335.00
BMO Harris Bank N.A.	10/25/2021	14639	25-25-404-5400	Coffee - teacher appreciation	192.65
BMO Harris Bank N.A.	10/25/2021	14639	25-25-601-5400	Dinner for kids club staff	122.42
BMO Harris Bank N.A.	10/25/2021	14639	25-25-615-5400	Glaze/supplies	317.51
BMO Harris Bank N.A.	10/25/2021	14639	25-25-785-5400	New Erg Monitors	185.00
BMO Harris Bank N.A.	10/25/2021	14639	25-25-785-5400	New Erg Monitors	185.00
BMO Harris Bank N.A.	10/25/2021	14639	25-25-835-5400	Hobie Getaway Mesh Covers	767.92
BMO Harris Bank N.A.	10/25/2021	14639	25-25-913-5300	Train/Photos/Fog Machine - Deposit	759.78
BMO Harris Bank N.A.	10/25/2021	14639	25-25-913-5400	Wrist Bands	69.62
BMO Harris Bank N.A.	10/25/2021	14639	25-25-932-5300	D&B deposit,Bowlero deposit,Funtoxia,\$384 Refund	714.05
BMO Harris Bank N.A.	10/25/2021	14639	25-25-935-5300	Lighting for Spooky Skate	514.00
BMO Harris Bank N.A.	10/25/2021	14639	25-25-941-5400	Hardware/Staff Coffee & Breakfast	197.09
BMO Harris Bank N.A.	10/25/2021	14639	25-26-000-5402	Indeed sponsorship of positions	135.00
BMO Harris Bank N.A.	10/25/2021	14639	25-26-000-5404	Brightwheel monthly subscription	175.00
BMO Harris Bank N.A.	10/25/2021	14639	25-26-000-5730	IPRA Membership - Jessica/Amanda	528.00
BMO Harris Bank N.A.	10/25/2021	14639	25-27-000-5210	Direct TV Subscription	165.99
Vendor 10473 - BMO Harris Bank N.A. Total:					9,956.35
Vendor: 10184 - Burris Equipment Company					
Burris Equipment Company	11/02/2021	14702	10-12-000-5450	Field Groomer Parts	366.20
Vendor 10184 - Burris Equipment Company Total:					366.20
Vendor: 10656 - Call One					
Call One	10/25/2021	14641	25-00-000-5210	T1 Line - Watts - 10/15 - 11/14/2021	365.95
Vendor 10656 - Call One Total:					365.95
Vendor: 11646 - Capital One					
Capital One	11/02/2021	14689	25-25-401-5400	Halloween Decor	13.78
Capital One	11/02/2021	14689	25-25-402-5400	Halloween Decor	13.78
Capital One	11/02/2021	14689	25-25-403-5400	Halloween Decor	13.77
Capital One	11/02/2021	14689	25-25-404-5400	Teacher appreciation basket supplies	170.33
Capital One	11/02/2021	14689	25-25-405-5400	Halloween Decor	13.77
Vendor 11646 - Capital One Total:					225.43
Vendor: 11422 - Carl Rosenthal					
Carl Rosenthal	10/25/2021	14642	25-25-791-5300	2021 Fall Session 1 - Pickleball	6,600.00
Vendor 11422 - Carl Rosenthal Total:					6,600.00
Vendor: 11704 - Case Lots, Inc.					
Case Lots, Inc.	10/15/2021	14615	10-12-000-5489	Trash bags	1,199.70
Case Lots, Inc.	10/15/2021	14615	10-12-000-5430	Disposable Face Mask	289.90
Vendor 11704 - Case Lots, Inc. Total:					1,489.60
Vendor: 10187 - Cawley Company					
Cawley Company	10/25/2021	14643	25-00-000-5420	Office supplies	20.15
Vendor 10187 - Cawley Company Total:					20.15
Vendor: 10190 - Ceramic Supply Chicago, Inc.					
Ceramic Supply Chicago, Inc.	10/25/2021	14644	25-25-615-5400	Glaze for ceramics	66.00
Vendor 10190 - Ceramic Supply Chicago, Inc. Total:					66.00
Vendor: 11702 - Chicago Sign System, Inc.					
Chicago Sign System, Inc.	10/15/2021	14616	25-00-000-5360	Mud Run - Hand painted signs	300.00
Chicago Sign System, Inc.	10/15/2021	14616	25-25-941-5400	Mud Run - Hand Painted Signs	300.00
Vendor 11702 - Chicago Sign System, Inc. Total:					600.00

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Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 11212 - Chicagoland Paving Contractors, Inc.					
Chicagoland Paving Contractors,...	10/25/2021	14645	10-12-000-5585	Asphalt park pathway/parking lot resurfacing	28,000.00
Chicagoland Paving Contractors,...	10/25/2021	14645	65-00-000-4705	Asphalt park pathway/parking lot resurfacing	51,275.00
Chicagoland Paving Contractors,...	10/25/2021	14645	65-00-021-5507	Asphalt park pathway/parking lot resurfacing	57,000.00
Vendor 11212 - Chicagoland Paving Contractors, Inc. Total:					136,275.00
Vendor: 11118 - Citi Cards					
Citi Cards	11/02/2021	14690	25-26-000-5342	Food for 10/11/21 meeting	125.67
Vendor 11118 - Citi Cards Total:					125.67
Vendor: 11707 - Clayton James Mastaw					
Clayton James Mastaw	10/25/2021	14646	25-25-913-5300	Boo Bash - Face Painting 10/29/2021	600.00
Vendor 11707 - Clayton James Mastaw Total:					600.00
Vendor: 10505 - Comcast					
Comcast	11/02/2021	14691	10-13-000-5210	Internet Svc - 10/18/21 - 11/17/21	247.63
Vendor 10505 - Comcast Total:					247.63
Vendor: 10208 - Commonwealth Edison					
Commonwealth Edison	11/02/2021	14703	10-12-000-5230	9/23/2021 - 10/22/2021	1,010.93
Commonwealth Edison	11/02/2021	14703	10-13-000-5230	9/23/2021 - 10/22/2021	979.62
Commonwealth Edison	11/02/2021	14703	10-14-000-5230	9/23/2021 - 10/22/2021	212.00
Commonwealth Edison	11/02/2021	14703	10-15-000-5230	9/23/2021 - 10/22/2021	89.23
Commonwealth Edison	11/02/2021	14703	25-00-000-5230	9/23/2021 - 10/22/2021	12,109.84
Vendor 10208 - Commonwealth Edison Total:					14,401.62
Vendor: 11398 - Creekside Operating, LLC					
Creekside Operating, LLC	10/25/2021	14647	10-13-000-5360	Postcards - Watts	1,536.50
Vendor 11398 - Creekside Operating, LLC Total:					1,536.50
Vendor: 10626 - Deborah L Krohn					
Deborah L Krohn	10/25/2021	14648	25-25-913-5300	Boo Bash Performance - 10/29/2021	400.00
Vendor 10626 - Deborah L Krohn Total:					400.00
Vendor: 10333 - Dermatec Direct					
Dermatec Direct	10/25/2021	14649	25-26-000-5430	Day Care Diapering Gloves	1,630.97
Vendor 10333 - Dermatec Direct Total:					1,630.97
Vendor: 10335 - Domino's Pizza					
Domino's Pizza	11/02/2021	14693	25-25-601-5400	Dinner for Under Nighter	33.86
Vendor 10335 - Domino's Pizza Total:					33.86
Vendor: 11708 - Dura bilt Fence Company II, Inc.					
Dura bilt Fence Company II, Inc.	10/25/2021	14650	10-13-000-5588	Gate Replacement - Watts	1,795.00
Vendor 11708 - Dura bilt Fence Company II, Inc. Total:					1,795.00
Vendor: 11209 - Elite Coffee Service, Inc.					
Elite Coffee Service, Inc.	10/25/2021	14651	10-11-000-5420	Monthly Coffee Order	100.00
Vendor 11209 - Elite Coffee Service, Inc. Total:					100.00
Vendor: 11705 - Everybody Move, Inc.					
Everybody Move, Inc.	10/15/2021	14617	25-25-490-5300	Parent/tot Enrichment	651.60
Everybody Move, Inc.	11/02/2021	14704	25-25-490-5300	Early childhood movement and music - October 2021	1,086.00
Vendor 11705 - Everybody Move, Inc. Total:					1,737.60
Vendor: 10341 - Excalibur Technology Corporation					
Excalibur Technology Corporati...	10/15/2021	14603	10-11-000-5355	Webtrac Host - September 2021	1,143.50
Excalibur Technology Corporati...	10/15/2021	14603	25-00-000-5321	TSS Maintenance - September 2021	6,417.00
Excalibur Technology Corporati...	10/15/2021	14618	65-00-021-5501	Migrate 423 GB of Email Data to Secure Store	4,864.50

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Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Excalibur Technology Corporati...	10/25/2021	14652	25-26-000-5401	Speakers - CC Coordinator Workstation	105.86
Excalibur Technology Corporati...	10/25/2021	14652	65-00-021-5501	(6) Webcams	660.11
Excalibur Technology Corporati...	11/02/2021	14694	65-00-021-5501	Cisco Meraki Firewall Replacement, 3yr License	4,144.25
Vendor 10341 - Excalibur Technology Corporation Total:					17,335.22
Vendor: 10207 - F.E. Moran, Inc.					
F.E. Moran, Inc.	10/15/2021	14619	25-00-000-5355	Fire Extingisher Hydro Testing (March 2021)	1,350.00
F.E. Moran, Inc.	10/25/2021	14653	25-00-000-5355	Repair to six gauges on takiff fire pump	780.00
Vendor 10207 - F.E. Moran, Inc. Total:					2,130.00
Vendor: 10673 - FAMOS! DJ Entertainment					
FAMOS! DJ Entertainment	10/15/2021	14604	25-25-941-5300	Mud Run - DJ	995.00
Vendor 10673 - FAMOS! DJ Entertainment Total:					995.00
Vendor: 10405 - First Student, Inc.					
First Student, Inc.	11/02/2021	14695	25-25-932-5300	Bus for school day off	306.00
Vendor 10405 - First Student, Inc. Total:					306.00
Vendor: 11712 - Forward Space, LLC					
Forward Space, LLC	10/26/2021	14672	10-11-000-5583	Office Furniture/Assembly	9,327.90
Vendor 11712 - Forward Space, LLC Total:					9,327.90
Vendor: 10570 - FP Mailing Solutions					
FP Mailing Solutions	10/15/2021	14620	10-11-000-5370	Postage Machine Rental - 10/3/21 - 1/2/22	152.85
Vendor 10570 - FP Mailing Solutions Total:					152.85
Vendor: 10348 - Galassini and Ori Construction					
Galassini and Ori Construction	11/02/2021	14705	10-12-000-5585	Historic Home Stone Wall	480.00
Galassini and Ori Construction	11/02/2021	14705	10-12-000-5585	Park Ave Beach Wall Reset	2,420.00
Galassini and Ori Construction	11/02/2021	14705	10-12-000-5585	Baseball Field Stone Maintenance	2,485.00
Vendor 10348 - Galassini and Ori Construction Total:					5,385.00
Vendor: 11650 - Georjanna Grace Atlan					
Georjanna Grace Atlan	10/25/2021	14654	25-00-000-5362	Event/Stock Photos - Fish Boil/MudRun/Stock	625.00
Vendor 11650 - Georjanna Grace Atlan Total:					625.00
Vendor: 10076 - Glencoe Junior Kindergarten					
Glencoe Junior Kindergarten	10/15/2021	14605	25-25-471-5300	8/6/21 - 9/24/21	1,435.50
Glencoe Junior Kindergarten	10/15/2021	14605	25-25-472-5300	8/6/21 - 9/24/21	5,051.62
Glencoe Junior Kindergarten	10/15/2021	14605	25-25-475-5300	8/6/21 - 9/24/21	34,569.75
Glencoe Junior Kindergarten	10/26/2021	14673	25-25-475-5300	3's Fall Enrichment 9/25/2021 - 10/25/2021	412.50
Vendor 10076 - Glencoe Junior Kindergarten Total:					41,469.37
Vendor: 10370 - Grainger Inc.					
Grainger Inc.	10/15/2021	14621	25-25-910-5400	Summer Last Blast - Cups	284.66
Grainger Inc.	10/15/2021	14621	25-25-941-5400	Mud Run - Grip Spray Paint	65.32
Grainger Inc.	10/25/2021	14655	25-00-000-5412	Custodial Supply - Takiff	108.06
Vendor 10370 - Grainger Inc. Total:					458.04
Vendor: 10325 - Grand Food Center					
Grand Food Center	11/02/2021	14696	25-26-000-5409	Weekly Milk Orders	364.26
Vendor 10325 - Grand Food Center Total:					364.26
Vendor: 11282 - Hacienda Landscaping					
Hacienda Landscaping	10/15/2021	14606	69-00-000-5571	Construction	42,686.60
Hacienda Landscaping	10/15/2021	14606	69-00-000-5573	Construction	9,111.00
Hacienda Landscaping	10/15/2021	14606	69-00-000-5574	Construction	7,030.00
Vendor 11282 - Hacienda Landscaping Total:					58,827.60

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Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10596 - Hitchcock Design Group					
Hitchcock Design Group	10/26/2021	14674	67-00-000-5320	West Park Masterplan/OSLAD Application	7,842.50
Vendor 10596 - Hitchcock Design Group Total:					7,842.50
Vendor: 11358 - Holly Nagel					
Holly Nagel	10/27/2021	14683	25-25-913-5300	Balloon Art - Boo Bash 10/29/2021	350.00
Vendor 11358 - Holly Nagel Total:					350.00
Vendor: 10384 - Home Depot Credit Services					
Home Depot Credit Services	10/26/2021	14675	10-12-000-5481	Hoses/Connectors/Screws	477.84
Home Depot Credit Services	10/26/2021	14675	10-13-000-5481	Brass fitting and planer knife	75.85
Home Depot Credit Services	10/26/2021	14675	25-00-000-5481	Cedar, scapper, baseboard shoe, privacy film	216.08
Home Depot Credit Services	10/26/2021	14675	25-25-941-5400	Baseboard, hoses, connectors, supplies	1,247.71
Home Depot Credit Services	10/26/2021	14675	25-26-000-5420	Shrub rake	51.92
Vendor 10384 - Home Depot Credit Services Total:					2,069.40
Vendor: 10068 - Hot Shots Sports					
Hot Shots Sports	11/02/2021	14697	25-25-748-5300	Fall 2021 Travel Preseason Clinics	3,844.58
Vendor 10068 - Hot Shots Sports Total:					3,844.58
Vendor: 10100 - IL Dept of Revenue					
IL Dept of Revenue	10/22/2021	DFT0001316	10-00-000-2110	IL State Tax W/H	6,073.07
IL Dept of Revenue	11/05/2021	DFT0001323	10-00-000-2110	IL State Tax W/H	6,051.29
Vendor 10100 - IL Dept of Revenue Total:					12,124.36
Vendor: 10101 - Illinois Municipal Retirement Fund					
Illinois Municipal Retirement Fu...	10/25/2021	DFT0001318	10-00-000-2150	IMRF Contribution - October 2021	42,115.52
Illinois Municipal Retirement Fu...	10/25/2021	DFT0001318	10-00-000-2155	IMRF Contribution - October 2021	6,388.60
Illinois Municipal Retirement Fu...	10/25/2021	DFT0001318	10-00-000-4910	Miscellaneous	0.01
Vendor 10101 - Illinois Municipal Retirement Fund Total:					48,504.13
Vendor: 11709 - IPRF					
IPRF	10/25/2021	14656	10-11-000-5340	Donation for Diversity Education Fund	600.00
Vendor 11709 - IPRF Total:					600.00
Vendor: 11703 - iPROMOTEu					
iPROMOTEu	10/15/2021	14622	25-25-941-5400	Mud Run - Medals	1,473.13
iPROMOTEu	10/15/2021	14622	25-25-941-5400	Mud Run - Inflatable Arch	950.00
Vendor 11703 - iPROMOTEu Total:					2,423.13
Vendor: 10106 - IRS/Dept of Treasury					
IRS/Dept of Treasury	10/22/2021	DFT0001314	10-00-000-2120	Social Security W/H	16,541.92
IRS/Dept of Treasury	10/22/2021	DFT0001315	10-00-000-2130	Medicare	4,070.04
IRS/Dept of Treasury	10/22/2021	DFT0001317	10-00-000-2100	Fed Income Tax W/H	10,509.10
IRS/Dept of Treasury	11/05/2021	DFT0001321	10-00-000-2120	Social Security W/H	16,510.90
IRS/Dept of Treasury	11/05/2021	DFT0001322	10-00-000-2130	Medicare	4,062.82
IRS/Dept of Treasury	11/05/2021	DFT0001324	10-00-000-2100	Fed Income Tax W/H	10,547.85
Vendor 10106 - IRS/Dept of Treasury Total:					62,242.63
Vendor: 11632 - Jonathan Knipping Physical Therapy and Wellness, LLC					
Jonathan Knipping Physical The...	11/02/2021	14706	25-25-787-5300	Tai Chi - October 2021	399.00
Vendor 11632 - Jonathan Knipping Physical Therapy and Wellness, LLC Total:					399.00
Vendor: 10089 - Julie Kaplan					
Julie Kaplan	11/02/2021	14707	25-25-785-5300	September - October 2021	432.80
Julie Kaplan	11/02/2021	14707	25-25-786-5300	September - October 2021	180.00
Vendor 10089 - Julie Kaplan Total:					612.80
Vendor: 10404 - Konica Minolta Business Solutions USA Inc.					
Konica Minolta Business Solutio...	10/25/2021	14657	10-11-000-5355	Copy Machine Additional Maint - 9/5/21 - 10/4/21	67.96

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Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Konica Minolta Business Solutio...	10/25/2021	14657	25-00-000-5355	Copy Machine Additional Maint - 9/5/21/10/4/21	163.24
Konica Minolta Business Solutio...	10/25/2021	14657	25-00-000-5355	Monthly maintenace for copier - 10/5 - 11/4/21	70.00
Konica Minolta Business Solutio...	10/25/2021	14657	10-11-000-5355	Copy Machine Mo Maint - 10/5/21 - 11/4/21	31.50
Vendor 10404 - Konica Minolta Business Solutions USA Inc. Total:					332.70
Vendor: 10406 - Lakeshore Learning Material					
Lakeshore Learning Material	10/15/2021	14624	25-25-404-5400	You've been boo'ed Basket Supplies	446.13
Vendor 10406 - Lakeshore Learning Material Total:					446.13
Vendor: 10360 - Lowe's Business Acct/GEMB					
Lowe's Business Acct/GEMB	10/15/2021	14625	25-00-000-5481	Flooring/Baseboards	1,315.83
Vendor 10360 - Lowe's Business Acct/GEMB Total:					1,315.83
Vendor: 10174 - MCI					
MCI	11/02/2021	14709	25-00-000-5210	Long Distance Phone Svc - Oct. 2021	65.11
Vendor 10174 - MCI Total:					65.11
Vendor: 10191 - Menoni & Mocogni					
Menoni & Mocogni	10/25/2021	14659	25-25-941-5400	Mud Run - Dirt/Sand Bags	845.50
Vendor 10191 - Menoni & Mocogni Total:					845.50
Vendor: 11267 - Milieu Design LLC					
Milieu Design LLC	10/15/2021	14626	10-12-000-5348	Weekly Mowing Week of 10/4/2021	493.24
Milieu Design LLC	10/15/2021	14626	10-12-000-5349	Weekly Mowing Week of 10/4/2021	2,354.76
Milieu Design LLC	10/26/2021	14676	10-12-000-5349	Landcape Labor (80 hours - Week of 9/20/21)	3,600.00
Milieu Design LLC	10/26/2021	14676	10-12-000-5348	Weekly mowing (Week of 10/11/21)	493.24
Milieu Design LLC	10/26/2021	14676	10-12-000-5349	Weekly mowing (Week of 10/11/21)	2,354.76
Milieu Design LLC	11/02/2021	14710	10-12-000-5348	Weekly Mowing week of 10/18/2021	493.24
Milieu Design LLC	11/02/2021	14710	10-12-000-5349	Weekly Mowing week of 10/18/2021	2,354.76
Milieu Design LLC	11/02/2021	14710	10-12-000-5349	Landscape labor (189 hours)	8,505.00
Milieu Design LLC	11/02/2021	14710	10-12-000-5349	Landscape labor (195.5 hours)	5,355.00
Milieu Design LLC	11/02/2021	14710	65-00-021-5506	Landscape labor (195.5 hours)	3,442.50
Vendor 11267 - Milieu Design LLC Total:					29,446.50
Vendor: 11319 - Monica McCarthy O'Connor					
Monica McCarthy O'Connor	10/15/2021	14607	25-25-785-5300	Contractual - Fitness Classes - September 2021	262.50
Monica McCarthy O'Connor	10/15/2021	14607	25-25-786-5300	Contractual - Fitness Classes - September 2021	16.50
Monica McCarthy O'Connor	11/02/2021	14711	25-25-785-5300	October 2021	360.38
Monica McCarthy O'Connor	11/02/2021	14711	25-25-786-5300	October 2021	49.50
Vendor 11319 - Monica McCarthy O'Connor Total:					688.88
Vendor: 10213 - Mutual Ace Hardware					
Mutual Ace Hardware	10/15/2021	14627	10-12-000-5482	Screws	49.47
Vendor 10213 - Mutual Ace Hardware Total:					49.47
Vendor: 10103 - NCPERS-IL IMRF					
NCPERS-IL IMRF	10/18/2021	14633	10-00-000-2160	IMRF Life-#03298	32.00
NCPERS-IL IMRF	11/05/2021	14684	10-00-000-2160	IMRF Life-#03298	80.00
Vendor 10103 - NCPERS-IL IMRF Total:					112.00
Vendor: 10224 - North Shore Gas Company					
North Shore Gas Company	11/02/2021	14698	10-12-000-5220	9/21/2021 - 10/20/2021	177.90
North Shore Gas Company	11/02/2021	14698	10-13-000-5220	September 2021	150.99
North Shore Gas Company	11/02/2021	14698	10-14-000-5220	9/21/2021 - 10/20/2021	39.98

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Payment Dates: 10/14/2021 - 11/10/2021

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
North Shore Gas Company	11/02/2021	14698	25-00-000-5220	September 2021	798.03
Vendor 10224 - North Shore Gas Company Total:					1,166.90
Vendor: 10235 - Otis Elevator Company					
Otis Elevator Company	10/26/2021	14677	25-00-000-5355	Takiff Elevator Mo Maint - November 2021	532.11
Vendor 10235 - Otis Elevator Company Total:					532.11
Vendor: 10110 - PACT Administrative Services Corp					
PACT Administrative Services C...	10/25/2021	14660	10-00-000-2175	FSA Plan Contributions - October 2021	973.00
PACT Administrative Services C...	10/25/2021	14660	10-11-000-5600	Admin Fee's - November 2021	49.00
Vendor 10110 - PACT Administrative Services Corp Total:					1,022.00
Vendor: 10104 - Partnership Financial Credit Union					
Partnership Financial Credit Uni...	10/18/2021	14634	10-00-000-2180	#110071680 Barrios	120.00
Partnership Financial Credit Uni...	10/18/2021	14634	10-00-000-2180	#86720 Janis	30.00
Partnership Financial Credit Uni...	11/05/2021	14685	10-00-000-2180	#110071680 Barrios	120.00
Partnership Financial Credit Uni...	11/05/2021	14685	10-00-000-2180	#86720 Janis	30.00
Vendor 10104 - Partnership Financial Credit Union Total:					300.00
Vendor: 10242 - PDRMA					
PDRMA	11/02/2021	14712	10-11-000-5600	Health Insurance - October 2021	38,508.96
PDRMA	11/02/2021	14712	25-26-000-5600	Health Insurance - October 2021	13,999.86
Vendor 10242 - PDRMA Total:					52,508.82
Vendor: 10259 - Quill Corporation					
Quill Corporation	10/15/2021	14628	25-00-000-5401	Ink and pens	55.98
Quill Corporation	10/15/2021	14628	25-25-401-5400	Cardstock ELC	46.75
Quill Corporation	10/15/2021	14628	25-25-402-5400	Cardstock ELC	46.75
Quill Corporation	10/15/2021	14628	25-25-403-5400	Cardstock ELC	46.75
Quill Corporation	10/15/2021	14628	25-26-000-5401	Cardstock ELC	46.74
Quill Corporation	10/15/2021	14628	25-00-000-5401	Ink Phaser	218.06
Quill Corporation	10/15/2021	14628	25-25-401-5400	Cardstock ELC	3.57
Quill Corporation	10/15/2021	14628	25-25-402-5400	Cardstock ELC	3.57
Quill Corporation	10/15/2021	14628	25-25-403-5400	Cardstock ELC	3.58
Quill Corporation	10/15/2021	14628	25-26-000-5401	Cardstock ELC	3.57
Quill Corporation	10/25/2021	14661	10-11-000-5420	cups and lids for staff breakroom	62.17
Quill Corporation	10/25/2021	14661	25-00-000-5401	Pens and note pads	17.37
Quill Corporation	10/25/2021	14661	25-25-401-5400	Calendar for EC wing	4.04
Quill Corporation	10/25/2021	14661	25-25-402-5400	Calendar for EC wing	4.04
Quill Corporation	10/25/2021	14661	25-25-403-5400	Calendar for EC wing	4.04
Quill Corporation	10/25/2021	14661	25-26-000-5401	Calendar for EC wing	4.03
Quill Corporation	10/25/2021	14661	25-00-000-5401	phone cord, calendar, paper	45.04
Quill Corporation	10/25/2021	14661	25-26-000-5401	phone cord, calendar, paper	22.99
Quill Corporation	10/25/2021	14661	25-00-000-5401	Calendar, Paper and binder clips	49.35
Quill Corporation	11/02/2021	14713	25-26-000-5401	Calendar for teachers	25.98
Vendor 10259 - Quill Corporation Total:					714.37
Vendor: 10718 - R&R Specialties of Wisconsin					
R&R Specialties of Wisconsin	10/25/2021	14662	10-13-000-5418	Zamboni Parts	2,431.35
Vendor 10718 - R&R Specialties of Wisconsin Total:					2,431.35
Vendor: 10263 - Red's Garden Center Inc.					
Red's Garden Center Inc.	11/02/2021	14714	10-12-000-5420	Seasonal Decor	328.79
Vendor 10263 - Red's Garden Center Inc. Total:					328.79
Vendor: 11173 - Rick's AutoCare & Collision Repair					
Rick's AutoCare & Collision Repa..	10/15/2021	14629	10-12-000-5990	Autobody Repairs	2,743.80
Vendor 11173 - Rick's AutoCare & Collision Repair Total:					2,743.80

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Payment Dates: 10/14/2021 - 11/10/2021

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10767 - Rite Portable Restrooms					
Rite Portable Restrooms	10/25/2021	14663	25-25-913-5300	Portable Toilet Svcs - Boo Bash	620.00
Vendor 10767 - Rite Portable Restrooms Total:					620.00
Vendor: 1232 - Ronald P. Cadarian					
Ronald P. Cadarian	10/15/2021	14608	25-27-000-5365	Fitness Personal Training - September 2021	150.00
Ronald P. Cadarian	11/02/2021	14715	25-27-000-5365	Fitness personal training - October 2021	198.75
Vendor 1232 - Ronald P. Cadarian Total:					348.75
Vendor: 11320 - Roundy's Inc.					
Roundy's Inc.	10/25/2021	14664	25-00-000-5420	Job fair - snacks	37.95
Roundy's Inc.	10/25/2021	14664	25-25-601-5400	Snacks	116.29
Roundy's Inc.	10/25/2021	14664	25-25-808-5400	PS Day off Supplies	11.60
Roundy's Inc.	10/25/2021	14664	25-26-000-5409	Food/Snacks	178.83
Vendor 11320 - Roundy's Inc. Total:					344.67
Vendor: 10275 - Sam's Club Direct Commercial Account Program					
Sam's Club Direct Commercial A...	10/26/2021	14678	25-25-941-5400	Snacks	107.03
Sam's Club Direct Commercial A...	10/26/2021	14678	25-27-000-5420	TV	526.99
Sam's Club Direct Commercial A...	10/26/2021	14678	65-00-021-5502	(2) TV's	967.98
Vendor 10275 - Sam's Club Direct Commercial Account Program Total:					1,602.00
Vendor: 10654 - Sandra K Culver					
Sandra K Culver	10/15/2021	14609	25-25-785-5300	September 2021	318.00
Sandra K Culver	11/02/2021	14716	25-25-728-5300	October 2021	1,248.00
Sandra K Culver	11/02/2021	14716	25-25-785-5300	October 2021	259.50
Sandra K Culver	11/02/2021	14716	25-25-787-5300	October 2021	16.50
Vendor 10654 - Sandra K Culver Total:					1,842.00
Vendor: 10803 - Sign Palace					
Sign Palace	10/26/2021	14679	10-12-000-5585	Ravine Bluffs Park ID	1,250.00
Sign Palace	10/26/2021	14679	67-00-000-5507	Kalk Park ID	1,250.00
Sign Palace	10/26/2021	14679	69-00-000-5574	Veterans Park ID	1,250.00
Vendor 10803 - Sign Palace Total:					3,750.00
Vendor: 11472 - Silvia Strazzarino					
Silvia Strazzarino	10/15/2021	14610	25-25-786-5300	Fitness Classes - August/September 2021	165.00
Silvia Strazzarino	10/15/2021	14610	25-25-787-5300	Fitness Classes - August/September 2021	150.00
Silvia Strazzarino	11/02/2021	14717	25-25-785-5300	October 2021	27.00
Silvia Strazzarino	11/02/2021	14717	25-25-786-5300	October 2021	33.00
Vendor 11472 - Silvia Strazzarino Total:					375.00
Vendor: 11436 - SportsEngine Inc.					
SportsEngine Inc.	10/15/2021	14611	45-00-000-5335	Background checks - Sept. 2021	166.50
Vendor 11436 - SportsEngine Inc. Total:					166.50
Vendor: 10108 - State Disbursement Unit					
State Disbursement Unit	10/18/2021	14635	10-00-000-2190	M Barrios,FIPS#1703100/2013D025 0098,335-98-0452	195.90
State Disbursement Unit	11/05/2021	14686	10-00-000-2190	M Barrios,FIPS#1703100/2013D025 0098,335-98-0452	195.90
Vendor 10108 - State Disbursement Unit Total:					391.80
Vendor: 11710 - Sullivan Roofing, Inc.					
Sullivan Roofing, Inc.	10/26/2021	14680	25-00-000-5990	Evaluation/Repairs to Takiff Awning	375.00
Vendor 11710 - Sullivan Roofing, Inc. Total:					375.00
Vendor: 11698 - Susan Salidor					
Susan Salidor	10/25/2021	14665	25-25-401-5300	Music Classes	100.00
Susan Salidor	10/25/2021	14665	25-25-402-5300	Music Classes	100.00

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Payment Dates: 10/14/2021 - 11/10/2021

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Susan Salidor	10/25/2021	14665	25-25-403-5300	Music Classes	100.00
Susan Salidor	10/25/2021	14665	25-26-000-5386	Music Classes	900.00
Vendor 11698 - Susan Salidor Total:					1,200.00
Vendor: 11414 - Sysco Chicago, Inc.					
Sysco Chicago, Inc.	10/15/2021	14630	25-25-601-5400	Snacks	265.65
Sysco Chicago, Inc.	10/15/2021	14630	25-25-405-5400	KR Lunch	150.00
Sysco Chicago, Inc.	10/15/2021	14630	25-26-000-5409	Lunch/Snacks	945.03
Vendor 11414 - Sysco Chicago, Inc. Total:					1,360.68
Vendor: 10294 - Telcom Innovations Group					
Telcom Innovations Group	11/02/2021	14718	10-00-000-1300	Mitel Software Assurance 11/5/21 - 11/4/22	1,370.06
Telcom Innovations Group	11/02/2021	14718	10-11-000-5355	Mitel Software Assurance 11/5/21 - 11/4/22	685.00
Vendor 10294 - Telcom Innovations Group Total:					2,055.06
Vendor: 11246 - The Scribble Books Company, Inc.					
The Scribble Books Company, In...	10/25/2021	14666	25-25-913-5300	Boo Bash Performance 10/29/21	500.00
Vendor 11246 - The Scribble Books Company, Inc. Total:					500.00
Vendor: 10301 - Tyler Business Forms					
Tyler Business Forms	10/15/2021	14612	10-11-000-5420	W-2 Sheets - Remaining balance	457.54
Vendor 10301 - Tyler Business Forms Total:					457.54
Vendor: 11715 - U.S. Tennis Court Construction Company					
U.S. Tennis Court Construction ...	11/02/2021	14719	10-12-000-5585	Crack fill-Watts/Berlin/Shelt, Pickball lines-Watt	6,500.00
U.S. Tennis Court Construction ...	11/02/2021	14719	65-00-021-5513	West Park Crack fill, Color Coat/Lines	31,300.00
Vendor 11715 - U.S. Tennis Court Construction Company Total:					37,800.00
Vendor: 10705 - UMB Bank NA					
UMB Bank NA	10/26/2021	14681	40-00-000-5331	Paying agent fees - 2020 Series	350.00
UMB Bank NA	10/26/2021	14681	40-00-000-5331	Misc. Expense - 2020 series	21.00
Vendor 10705 - UMB Bank NA Total:					371.00
Vendor: 10307 - Vanguard Energy Service, LLC					
Vanguard Energy Service, LLC	10/15/2021	14631	10-13-000-5220	Natural Gas - September 2021	24.17
Vanguard Energy Service, LLC	10/15/2021	14631	25-00-000-5220	Natural Gas - September 2021	832.83
Vendor 10307 - Vanguard Energy Service, LLC Total:					857.00
Vendor: 10099 - Vantagepoint Trf Agents-457					
Vantagepoint Trf Agents-457	10/22/2021	DFT0001313	10-00-000-2140	ICMA - A/C#301403	2,543.00
Vantagepoint Trf Agents-457	11/05/2021	DFT0001320	10-00-000-2140	ICMA - A/C#301403	2,850.00
Vendor 10099 - Vantagepoint Trf Agents-457 Total:					5,393.00
Vendor: 10309 - Verizon Wireless					
Verizon Wireless	11/02/2021	14720	25-00-000-5210	Cell Phone Svc - 9/22 - 10/21/21	1,400.99
Vendor 10309 - Verizon Wireless Total:					1,400.99
Vendor: 10457 - Village of Glencoe					
Village of Glencoe	10/15/2021	14632	25-00-000-5240	Water/Sewer 7/1/21 - 9/30/21	1,212.80
Village of Glencoe	10/15/2021	14632	10-12-000-5240	Water/Sewer 7/1/21 - 9/30/21	44.54
Vendor 10457 - Village of Glencoe Total:					1,257.34
Vendor: 11616 - W.F. Baird & Associates Ltd.					
W.F. Baird & Associates Ltd.	10/25/2021	14667	67-00-000-5500	Design permitting - Glencoe Beach Pier	32,081.40
Vendor 11616 - W.F. Baird & Associates Ltd. Total:					32,081.40
Vendor: 10700 - Warehouse Direct Workplace Solutions					
Warehouse Direct Workplace So..	11/02/2021	14721	10-13-000-5412	Custodial Supplies	1,000.00
Warehouse Direct Workplace So..	11/02/2021	14721	25-00-000-5412	Custodial Supplies	2,479.20
Vendor 10700 - Warehouse Direct Workplace Solutions Total:					3,479.20

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Payment Dates: 10/14/2021 - 11/10/2021

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10882 - Welcome Wagon					
Welcome Wagon	10/25/2021	14668	25-00-000-5360	Marketing - Welcome Wagon	161.42
Vendor 10882 - Welcome Wagon Total:					161.42
Vendor: 11085 - West Marine Pro					
West Marine Pro	10/26/2021	14682	10-15-000-5584	(7) Kayak-SOT Quassou	2,239.86
West Marine Pro	10/26/2021	14682	10-15-000-5584	(4) 10' Crosstec Stand up paddle boards	2,392.00
Vendor 11085 - West Marine Pro Total:					4,631.86
Vendor: 10102 - Wisconsin Dept of Revenue					
Wisconsin Dept of Revenue	10/25/2021	DFT0001319	10-00-000-2111	WI Mo. Withholding - October 2021	261.04
Vendor 10102 - Wisconsin Dept of Revenue Total:					261.04
Vendor: 11678 - WM Corporate Services, Inc.					
WM Corporate Services, Inc.	10/25/2021	14669	10-12-000-5353	Waste Management - September 2021	1,990.10
WM Corporate Services, Inc.	10/25/2021	14669	10-13-000-5353	Waste Management - October 2021	132.16
WM Corporate Services, Inc.	10/25/2021	14669	25-00-000-5353	Waste Management - October 2021	722.98
Vendor 11678 - WM Corporate Services, Inc. Total:					2,845.24
Vendor Set AP Vendors Total:					673,044.27

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Payment Dates: 10/14/2021 - 11/10/2021

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor Set: Employees - Employees					
Vendor: 0843 - Danielle Bayer					
Danielle Bayer	11/02/2021	14692	25-26-000-5430	Food handling training	7.00
Vendor 0843 - Danielle Bayer Total:					7.00
Vendor: 5292 - Karen Lloyd					
Karen Lloyd	10/15/2021	14623	25-26-000-5340	Training - Creating Schedules/Routines	30.00
Vendor 5292 - Karen Lloyd Total:					30.00
Vendor: 7811 - Lonni Serlin					
Lonni Serlin	11/02/2021	14708	25-26-000-5340	Food handler training	7.00
Vendor 7811 - Lonni Serlin Total:					7.00
Vendor Set Employees Total:					44.00

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Payment Dates: 10/14/2021 - 11/10/2021

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor Set: Refunds - Refunds					
Vendor: 11706 - Lebakken Khun					
Lebakken Khun	10/25/2021	14658	25-00-000-2580	Household Balance Refund	18.00
				Vendor 11706 - Lebakken Khun Total:	18.00
				Vendor Set Refunds Total:	18.00
				Grand Total:	673,106.27

Report Summary

Fund Summary

Fund	Payment Amount
10 - CORPORATE FUND	279,910.07
25 - RECREATION FUND	139,668.96
40 - BOND & INTEREST FUND	371.00
45 - LIABILITY INSURANCE FUND	166.50
65 - CAPITAL PROJECTS FUND	151,738.24
67 - MASTER PLAN CAPITAL-2020 BOND PROCEEDS	41,173.90
69 - MASTER PLAN CAPITAL PROJECTS	60,077.60
Grand Total:	673,106.27

Account Summary

Account Number	Account Name	Payment Amount
10-00-000-1300	PREPAID EXPENSES	1,370.06
10-00-000-2100	FEDERAL WITHHOLDING	21,056.95
10-00-000-2110	IL STATE WITHHOLDING	12,124.36
10-00-000-2111	WI STATE WITHHOLDING	261.04
10-00-000-2120	SOCIAL SECURITY WITHO...	33,052.82
10-00-000-2130	MEDICARE WITHHOLDING	8,132.86
10-00-000-2140	ICMA DEF COMP WITHOL...	5,393.00
10-00-000-2150	IMRF WITHHOLDING	42,115.52
10-00-000-2155	IMRF VAC WITHHOLDING	6,388.60
10-00-000-2160	SUPPL IMRF LIFE WITHOL...	112.00
10-00-000-2170	AFLAC WITHHOLDING	414.32
10-00-000-2175	FSA PLAN WITHHOLDING	973.00
10-00-000-2180	CREDIT UNION WITHOLDI...	300.00
10-00-000-2190	GARNISHMENT WITHOLD...	391.80
10-00-000-4910	MISC/UNCLASSIFIED INC...	0.01
10-11-000-5340	CONFERENCES AND TRAIN...	1,016.00
10-11-000-5342	OFFICIALS/MEETING EXP...	313.18
10-11-000-5355	MAINTENANCE SERVICE ...	1,927.96
10-11-000-5370	RENTAL - EQUIPMENT	152.85
10-11-000-5402	BOOKS/PUBLICATNS/SUB...	27.72
10-11-000-5404	COMPUTER PROGRAMS	207.05
10-11-000-5420	SUPPLIES - GENERAL	619.71
10-11-000-5583	EQUIPMENT - OFFICE	9,327.90
10-11-000-5600	HEALTH INSURANCE PRE...	38,557.96
10-11-000-5730	DUES/MEMBERSHIPS	822.00
10-12-000-5210	TELEPHONE/INTERNET	52.44
10-12-000-5220	FUEL/HEAT	177.90
10-12-000-5230	ELECTRICITY	1,010.93
10-12-000-5240	WATER	44.54
10-12-000-5348	SHARED SVCS-CONT MOW..	1,479.72
10-12-000-5349	CONTRACTL-HORT/LAND...	24,524.28
10-12-000-5353	DISPOSAL/PORTOLET SER...	1,990.10
10-12-000-5420	SUPPLIES - GENERAL	328.79
10-12-000-5421	SUPPLIES - UNIFORMS	389.98
10-12-000-5430	SUPPLIES - FIRST AID	289.90
10-12-000-5450	SUPPLIES - EQUIPMENT P...	366.20
10-12-000-5481	SUPPLIES-CONSTRUCTION	477.84
10-12-000-5482	SUPPLIES-HARDWARE	49.47
10-12-000-5487	SUPPLIES-HAND TOOLS	375.46
10-12-000-5488	SUPPLIES-POWER TOOLS	25.99
10-12-000-5489	SUPPLIES-TRASH BAGS	1,199.70
10-12-000-5584	EQUIPMENT-RECREATION	2,399.94
10-12-000-5585	PAVEMENT & SITE DEVEL...	41,135.00
10-12-000-5990	CONTINGENCY	2,743.80
10-13-000-5210	TELEPHONE/INTERNET/C...	307.15
10-13-000-5220	FUEL/HEAT	175.16

Account Summary

Account Number	Account Name	Payment Amount
10-13-000-5230	ELECTRICITY	979.62
10-13-000-5353	DISPOSAL/PORTOLET SER...	132.16
10-13-000-5360	PRINTING/MARKETING/A...	1,536.50
10-13-000-5412	CUSTODIAL/CLEANING SU...	1,000.00
10-13-000-5418	SUPPLIES-ZAMBONI	2,431.35
10-13-000-5420	SUPPLIES - GENERAL	32.06
10-13-000-5481	SUPPLIES-CONSTRUCTION	75.85
10-13-000-5588	BUILDING IMPROVEMENTS	1,795.00
10-14-000-5210	TELEPHONE/INTERNET	172.29
10-14-000-5220	FUEL/HEAT	39.98
10-14-000-5230	ELECTRICITY	212.00
10-14-000-5340	CONFERENCES AND TRAIN..	30.00
10-14-000-5401	OFFICE SUPPLIES	345.98
10-14-000-5420	SUPPLIES - GENERAL	576.41
10-15-000-5210	TELEPHONE	283.56
10-15-000-5230	ELECTRICITY	89.23
10-15-000-5401	OFFICE SUPPLIES	188.02
10-15-000-5421	SUPPLIES - UNIFORMS	662.32
10-15-000-5487	SUPPLIES-POWER TOOLS	92.92
10-15-000-5584	EQUIPMENT - RECREATION	4,631.86
25-00-000-2580	BALANCE ON ACCOUNT-R...	18.00
25-00-000-5210	TELEPHONE/INTERNET	4,607.79
25-00-000-5220	FUEL/HEAT	1,630.86
25-00-000-5230	ELECTRICITY	12,109.84
25-00-000-5240	WATER	1,212.80
25-00-000-5321	CONSULTING SERVICES	6,417.00
25-00-000-5353	DISPOSAL/PORTOLET SER...	722.98
25-00-000-5355	MAINTENANCE SERVICE ...	2,895.35
25-00-000-5360	PRINTING/MARKETING/A...	2,265.52
25-00-000-5362	PHOTOGRAPHY	703.00
25-00-000-5368	MARKETING-DIGITAL	135.00
25-00-000-5401	OFFICE SUPPLIES	461.29
25-00-000-5404	COMPUTER PROGRAMS	165.99
25-00-000-5412	CUSTODIAL/CLEANING SU...	2,587.26
25-00-000-5420	SUPPLIES - GENERAL	193.81
25-00-000-5480	SUPPLIES-GAS/LUBRICANT	61.19
25-00-000-5481	SUPPLIES-CONSTRUCTION	1,531.91
25-00-000-5730	DUES/MEMBERSHIPS	1,335.00
25-00-000-5990	CONTINGENCY	375.00
25-25-401-5300	CONTRACTL-ELC 3YR	100.00
25-25-401-5400	SUPPLIES-ELC 3YR	205.69
25-25-402-5300	CONTRACTL-ELC 4YR	100.00
25-25-402-5400	SUPPLIES-ELC 4YR	158.85
25-25-403-5300	CONTRACTL-ELC 2YR	100.00
25-25-403-5400	SUPPLIES-ELC 2YR	116.58
25-25-404-5400	SUPPLIES-TEACHER APPR...	809.11
25-25-405-5400	SUPPLIES-KINDERGTN RE...	232.80
25-25-435-5400	SUPPLIES-PEE WEE SPORT...	59.80
25-25-471-5300	CONTRACTL-GJK PLAYTIM...	1,435.50
25-25-472-5300	CONTRACTL-GJK 2'S	5,051.62
25-25-475-5300	CONTRACTL-GJK ENRICH...	34,982.25
25-25-490-5300	CONTRACTL-JR. TRAVELE...	1,737.60
25-25-601-5400	SUPPLIES-KIDS CLUB PM	568.85
25-25-615-5400	SUPPLIES-YOUTH CERAMI...	583.53
25-25-653-5401	COSTUMES	448.50
25-25-703-5400	SUPPLIES-AYSO	217.20
25-25-722-5400	SUPPLIES-YOUTH BASEBA...	54.30
25-25-728-5300	CONTRACTL-YOUTH ROW...	1,248.00

Account Summary

Account Number	Account Name	Payment Amount
25-25-748-5300	CONTRACTL-BASKETBALL ...	3,844.58
25-25-785-5300	CONTRACTL-FITNESS PUN...	1,660.18
25-25-785-5400	SUPPLIES-FITNESS PUNCH...	370.00
25-25-786-5300	CONTRACTL-FITNESS DRO...	444.00
25-25-787-5300	CONTRACTL-GENERAL FIT...	565.50
25-25-791-5300	CONTRACTL-PICKLEBALL	6,600.00
25-25-808-5400	SUPPLIES-PRESCHOOL CIT	11.60
25-25-835-5400	SUPPLIES-AQUATIC CAMP	767.92
25-25-910-5400	SUPPLIES-4TH OF JULY	284.66
25-25-913-5300	CONTRACTL-BOO BASH	3,229.78
25-25-913-5400	SUPPLIES-BOO BASH	1,724.21
25-25-932-5300	CONTRACTL-SCHOOL DAY...	1,020.05
25-25-935-5300	CONTRACTL-TAILS N ALES	514.00
25-25-941-5300	CONTRACTL-GREAT MUD ...	995.00
25-25-941-5400	SUPPLIES-GREAT MUD R...	7,806.88
25-26-000-5340	CONFERENCES AND TRAIN..	37.00
25-26-000-5342	OFFICIALS/MEETINGS EXP...	125.67
25-26-000-5386	SERVICES-DAYCARE PROG...	900.00
25-26-000-5387	NURSE SERVICES	90.00
25-26-000-5401	OFFICE SUPPLIES	215.16
25-26-000-5402	BOOKS/PUBLICATNS/SUB...	135.00
25-26-000-5403	DAYCARE PROGRAM SUP...	1,511.98
25-26-000-5404	COMPUTER PGMS/APPs	175.00
25-26-000-5409	SUPPLIES-INTERNAL FOOD..	1,488.12
25-26-000-5420	SUPPLIES - GENERAL	51.92
25-26-000-5430	SUPPLIES - FIRST AID	1,875.40
25-26-000-5460	SUPPLIES-FOOD EQUIPMT	15.99
25-26-000-5600	HEALTH INSURANCE PRE...	13,999.86
25-26-000-5730	DUES/MEMBERSHIPS	528.00
25-27-000-5210	DEDICATED TV/INTERNET	165.99
25-27-000-5365	CONTRACTL-PERSONAL T...	348.75
25-27-000-5420	SUPPLIES-GENERAL	526.99
40-00-000-5331	PAYING AGENT/REGISTRA...	371.00
45-00-000-5335	WELLNESS/PRE-PLACEMT ...	166.50
65-00-000-4705	REIMBURSEMT-SCHOOL D...	51,275.00
65-00-021-5501	CONTINGENCY-Netwk, Ro...	9,668.86
65-00-021-5502	DIRECTOR INITIATIVES	-948.12
65-00-021-5506	REPLACE GYS ROOF/TUCK...	3,442.50
65-00-021-5507	RESURFACE ELC/FRONT P...	57,000.00
65-00-021-5513	WEST TENNIS COURT CO...	31,300.00
67-00-000-5320	ARCHITECT/DESIGN SERVI...	7,842.50
67-00-000-5500	PIER-Design Svcs	32,081.40
67-00-000-5507	KALK PARK PH2-Owner It...	1,250.00
69-00-000-5571	DUKE PLAY AREA PROJ-PI...	42,686.60
69-00-000-5573	DUKE PLAY AREA-Social S...	9,111.00
69-00-000-5574	DUKE PLAY AREA-Veterans..	8,280.00
	Grand Total:	673,106.27

Project Account Summary

Project Account Key	Payment Amount
None	673,106.27
Grand Total:	673,106.27

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. Presentation of the IPRA/IAPD Community Service Award to Betsy Liebson

Glencoe Park District
November 2021 Board Meeting

MEMORANDUM

TO: Board of Park Commissioners
FROM: Lisa Sheppard, Executive Director and Chris Leiner, Director of Parks & Maintenance
SUBJECT: IPRA/IAPD Community Service Award
DATE: July 21, 2021

This award is in recognition of Betsy Liebson's outstanding ongoing volunteer contributions to the Glencoe community. In Betsy's various roles with the Friends of the Green Bay Trail, she has dramatically improved the conditions of public lands throughout Glencoe.

Her continual drive to educate community members on the best practices for natural area management has been instrumental in paving the way for restoration initiatives and improvements throughout the community.

Through these efforts, a strong partnership has developed between Friends and Glencoe Park District, with the result being an improvement in the health of public lands throughout Glencoe and an increase in the recreational opportunities available to the entire community.

Betsy's talented and driven advocacy for sustainable land management and conservation has built a collective of like-minded individuals. This group will have a long-lasting impact on the quality of the environment and parks in Glencoe for a generation.

Betsy truly embodies the spirit of volunteerism by bringing her fellow residents together to improve the community.

**VI. Truth in Taxation Hearing: An Ordinance
Levying the Taxes for the Glencoe Park
District, Cook County, IL for 2021**

**VII. Approval of Ordinance No. 933: Levying
the Taxes for the 2021 Tax Year**

Glencoe Park District
November 2021 Board Meeting

**GLENCOE PARK DISTRICT
ORDINANCE NO. 933**

**AN ORDINANCE LEVYING THE TAXES FOR THE GLENCOE PARK DISTRICT,
COOK COUNTY, ILLINOIS FOR 2021**

WHEREAS, the Board of Park Commissioners established an estimate of levy, in compliance with Section 18-60 of the Property Tax Code, at the Committee of the Whole meeting on October 5, 2021; and

WHEREAS, the estimate of levy determined that the proposed aggregate levy represents a 4.02% increase over the 2020 extension of the corporate or special purpose taxes that were levied or abated; and

WHEREAS, the Board of Park Commissioners held a public hearing on November 16, 2021, regarding a proposed property tax increase at the Takiff Center, 999 Green Bay Road, Glencoe, Illinois 60022, for which the Board caused notice of the public hearing to be published in the *Glencoe News*, an English language newspaper of general circulation published in the taxing district, on November 4, 2021.

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

SECTION 1. The sum of Four Million, Nine Hundred Seventy Thousand, Three Hundred (\$4,970,300), or so much as may be authorized by law, is hereby assessed and levied, for the anticipated objects and purposes specified, against all taxable property within the limits of the Glencoe Park District as the same is assessed and equalized for State and County purposes, for 2021. The said taxes, which are hereby levied, are exclusive of the amounts previously levied for the payment of bonded indebtedness and interest thereon.

I. GENERAL CORPORATE FUND

Personnel Services	\$ 995,000
Utilities and Other Contractual Services	620,000
Commodities	285,000
Capital Improvements	<u>455,000</u>

**Total to be raised by Taxation for Corporate Purposes
(70 ILCS 1205/5-1; 5-3 and Public Act 97-974)** **\$2,355,000**

II. RECREATION FUND

Personnel Services	\$ 725,000
Utilities and Other Contractual Services	365,000
Commodities	130,000

Fixed Charges/Dues	25,000
Capital Improvements	<u>30,000</u>
Total to be raised by Taxation for Recreation Fund (70 ILCS 1205/5-2; 5-3a and Public Act 97-974)	\$ 1,275,000
III. SPECIAL RECREATION FUND	
District's share of expenses of providing recreational programs for the handicapped under joint intergovernmental agreement	<u>399,000</u>
Total to be raised by Taxation for Special Recreation Fund (70 ILCS 1205/5-8)	\$ 399,000
IV. LIABILITY INSURANCE FUND	
Joint Self-Insurance Premiums	\$ 120,000
Other Risk Management Expenses	<u>45,000</u>
Total to be raised by Taxation for Insurance Fund (745 ILCS 10/9-107)	\$ 165,000
V. AUDIT FUND	
Auditing Expenses	\$ <u>18,050</u>
Total to be raised by Taxation for Audit Services (50 ILCS 310/9)	\$ 18,050
VI. I.M.R.F. FUND	
Employer I.M.R.F. Contributions	\$ <u>400,000</u>
Total to be raised by Taxation for I.M.R.F. Fund (40 ILCS 5/7-171)	\$ 400,000
VII. SOCIAL SECURITY/MEDICARE FUND	
Cost of participation in Federal Social Security Program	\$ 240,000
Cost of participation in Federal Medicare Program	\$ <u>70,000</u>
Total to be raised by Taxation for Social Security (40 ILCS 5/21-110) and Medicare (40 ILCS 4/21-110.1)	\$ 310,000

VIII. WORKERS' COMPENSATION INSURANCE FUND

Joint Self-Insurance Premiums	\$ <u>48,250</u>
Total to be raised by Taxation for Workers' Compensation Insurance Fund (745 ILCS 10/9-107)	\$ 48,250
TOTAL AMOUNT TO BE LEVIED-OPERATING FUNDS	\$4,970,300

SUMMARY

Total Tax Levy for General Corporate Fund	\$2,355,000
Total Tax Levy for Recreation Fund	1,275,000
Total Tax Levy for Special Recreation Fund.....	399,000
Total Tax Levy for Liability Insurance Fund.....	165,000
Total Tax Levy for Audit Fund	18,050
Total Tax Levy for I.M.R.F. Fund.....	400,000
Total Tax Levy for Social Security Fund.....	310,000
Total Tax Levy for Workers' Compensation Insurance Fund.....	<u>48,250</u>

TOTAL AMOUNT TO BE LEVIED - OPERATING FUNDS **\$4,970,300**

SECTION 2. Pursuant to Section 4-4 of the Park District Code (70 ILCS 1205/4-4) neither the Budget and Appropriation Ordinance of the District for the current fiscal year beginning March 1, 2021 and ending February 28, 2022 nor any other Budget and Appropriation Ordinance is intended or required to be in support of the tax levy made in this ordinance.

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

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

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

ADOPTED this 16th of November 2021 pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSTENTIONS:

ABSENT AND NOT VOTING:

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

ATTEST:

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

[SEAL]

**GLENCOE PARK DISTRICT
CERTIFICATE OF SECRETARY**

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

I HEREBY CERTIFY that the foregoing instrument is a true and correct copy of **AN ORDINANCE LEVYING THE TAXES OF THE GLENCOE PARK DISTRICT, COOK COUNTY, ILLINOIS FOR 2021**, which was adopted at a duly called Regular Meeting of the Board of Park Commissioners of the Glencoe Park District, held at Glencoe, Illinois, in said District at 7:00 pm on the 16th day of November, A.D. 2021.

I do further certify that the deliberations of the Board on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location at which said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of said Park District at Glencoe, Illinois, this 16th day of November 2021.

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

[SEAL]

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

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

This certificate applies to the 2021 levy.

IN WITNESS WHEREOF, I have signed my name in my official capacity as the President and presiding officer of the Board of Park Commissioners of the Glencoe Park District at Glencoe, Illinois this 16th day of November 2021.

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

[SEAL]

VIII. Financial Report

Glencoe Park District
November 2021 Board Meeting



My G/L NEW Pooled Cash Report

Glencoe Park District
For the Period Ending 10/31/2021

ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE	
CLAIM ON CASH					
10-00-000-1000	CASH/INVESTMENTS	3,145,414.26	319,274.14	3,464,688.40	
25-00-000-1000	CASH/INVESTMENTS	4,974,626.12	379,053.37	5,353,679.49	
30-00-000-1000	CASH/INVESTMENTS	329,304.22	77,207.58	406,511.80	
35-00-000-1000	CASH/INVESTMENTS	279,170.33	58,794.05	337,964.38	
36-00-000-1000	CASH/INVESTMENTS	160,862.27	54,137.03	214,999.30	
40-00-000-1000	CASH/INVESTMENTS	1,253,688.82	289,086.97	1,542,775.79	
45-00-000-1000	CASH/INVESTMENTS	229,428.63	32,755.14	262,183.77	
50-00-000-1000	CASH/INVESTMENTS	57,330.81	10,153.60	67,484.41	
55-00-000-1000	CASH/INVESTMENTS	4,950.00	3,751.95	8,701.95	
65-00-000-1000	CASH/INVESTMENTS	314,305.99	(1,974.08)	312,331.91	
67-00-000-1000	CASH/INVESTMENTS	3,718,460.90	(39,122.74)	3,679,338.16	
69-00-000-1000	CASH/INVESTMENTS	2,608,129.68	(56,765.30)	2,551,364.38	
70-00-000-1000	CASH/INVESTMENTS	0.00	0.00	0.00	
75-00-000-1000	CASH/INVESTMENTS	0.00	0.00	0.00	
80-00-000-1000	CASH/INVESTMENTS	0.00	0.00	0.00	
90-00-000-1000	CASH/INVESTMENTS	0.00	0.00	0.00	
TOTAL CLAIM ON CASH		<u>17,075,672.03</u>	<u>1,126,351.71</u>	<u>18,202,023.74</u>	
CASH IN BANK					
Cash in Bank					
99-00-000-1011	Operating Corporate Account	263,966.64	251,577.46	515,544.10	
99-00-000-1012	Operating PR Account	7,353.50	1,099.93	8,453.43	
99-00-000-1013	IL Funds	5,274,308.33	12,114.74	5,286,423.07	
99-00-000-1014	IPDLAF CDs	496,000.00	0.00	496,000.00	
99-00-000-1015	IPDLAF MM	3,290,805.23	859,177.82	4,149,983.05	
99-00-000-1016	PMA CDs	748,800.00	0.00	748,800.00	
99-00-000-1017	PMA MM	3,083,795.50	33,659.26	3,117,454.76	
99-00-000-1018	PMA 2020 BOND CDs	2,741,983.73	2,020.09	2,744,003.82	
99-00-000-1019	PMA 2020 BONDS IPrime	968,634.67	(33,300.33)	935,334.34	
99-00-000-1020	IPDLAF-OSLAD	200,024.43	2.74	200,027.17	
TOTAL: Cash in Bank		<u>17,075,672.03</u>	<u>1,126,351.71</u>	<u>18,202,023.74</u>	
TOTAL CASH IN BANK		<u>17,075,672.03</u>	<u>1,126,351.71</u>	<u>18,202,023.74</u>	
DUE TO OTHER FUNDS					
99-00-000-2400	Due To Other Funds	17,075,672.03	1,126,351.71	18,202,023.74	
TOTAL DUE TO OTHER FUNDS		<u>17,075,672.03</u>	<u>1,126,351.71</u>	<u>18,202,023.74</u>	
Claim on Cash	18,202,023.74	Claim on Cash	18,202,023.74	Cash in Bank	18,202,023.74
Cash in Bank	18,202,023.74	Due To Other Funds	18,202,023.74	Due To Other Funds	18,202,023.74
Difference	<u>0.00</u>	Difference	<u>0.00</u>	Difference	<u>0.00</u>

ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE	
ACCOUNTS PAYABLE PENDING					
10-00-000-2000	VOUCHER PAYABLES	0.00	0.00	0.00	
25-00-000-2000	VOUCHER PAYABLES	0.00	0.00	0.00	
30-00-000-2000	VOUCHER PAYABLES	0.00	0.00	0.00	
35-00-000-2000	VOUCHER PAYABLES	0.00	0.00	0.00	
36-00-000-2000	VOUCHER PAYABLES	0.00	0.00	0.00	
40-00-000-2000	VOUCHER PAYABLES	0.00	0.00	0.00	
45-00-000-2000	VOUCHER PAYABLES	0.00	0.00	0.00	
50-00-000-2000	VOUCHER PAYABLES	0.00	0.00	0.00	
55-00-000-2000	VOUCHER PAYABLES	0.00	0.00	0.00	
65-00-000-2000	VOUCHER PAYABLES	0.00	0.00	0.00	
67-00-000-2000	VOUCHER PAYABLES	7,842.50	(7,842.50)	0.00	
69-00-000-2000	VOUCHER PAYABLES	0.00	0.00	0.00	
70-00-000-2000	VOUCHER PAYABLES	0.00	0.00	0.00	
75-00-000-2000	VOUCHER PAYABLES	0.00	0.00	0.00	
80-00-000-2000	VOUCHER PAYABLES	0.00	0.00	0.00	
90-00-000-2000	VOUCHER PAYABLES	0.00	0.00	0.00	
TOTAL ACCOUNTS PAYABLE PENDING		<u>7,842.50</u>	<u>(7,842.50)</u>	<u>0.00</u>	
DUE FROM OTHER FUNDS					
99-00-000-1410	Due From Corporate Fund	0.00	0.00	0.00	
99-00-000-1425	Due From Recreation Fund	0.00	0.00	0.00	
99-00-000-1430	Due From Special Recreation Fund	0.00	0.00	0.00	
99-00-000-1435	Due From IMRF Retirement Fund	0.00	0.00	0.00	
99-00-000-1436	Due From Social Security Fund	0.00	0.00	0.00	
99-00-000-1440	Due From Bond & Interest Fund	0.00	0.00	0.00	
99-00-000-1445	Due From Liability Insurance Fund	0.00	0.00	0.00	
99-00-000-1450	Due From Workers Comp Fund	0.00	0.00	0.00	
99-00-000-1455	Due From Audit Fund	0.00	0.00	0.00	
99-00-000-1465	Due From Capital Projects Fund	0.00	0.00	0.00	
99-00-000-1467	Due From Community Ctr Improvement Fund	(7,842.50)	7,842.50	0.00	
99-00-000-1469	Due From Master Plan Capital Projects	0.00	0.00	0.00	
99-00-000-1470	Due From Special Trust/Donation Fund	0.00	0.00	0.00	
99-00-000-1475	Due From Impact Fee Fund	0.00	0.00	0.00	
99-00-000-1480	Due From Gen L/T Debt	0.00	0.00	0.00	
99-00-000-1490	Due From Gen Fixed Assets	0.00	0.00	0.00	
TOTAL DUE FROM OTHER FUNDS		<u>(7,842.50)</u>	<u>7,842.50</u>	<u>0.00</u>	
ACCOUNTS PAYABLE					
99-00-000-2000	Vouchers Payable	7,842.50	(7,842.50)	0.00	
TOTAL ACCOUNTS PAYABLE		<u>7,842.50</u>	<u>(7,842.50)</u>	<u>0.00</u>	
AP Pending	0.00	AP Pending	0.00	Due From Other Funds	0.00
Due From Other Funds	0.00	Accounts Payable	0.00	Accounts Payable	0.00
Difference	<u>0.00</u>	Difference	<u>0.00</u>	Difference	<u>0.00</u>

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

Operating and Capital Funds:

	<u>September 2021</u>	<u>October 2021</u>
BMO Harris Bank Corporate Account 0.08%	425,360.56	853,121.02
Illinois Park District Liquid Asset Fund GENERAL 0.02%	3,290,805.23	4,645,983.05
Illinois Park District Liquid Asset Fund OSLAD 0.02%	200,024.43	200,027.17
The Illinois Fund (Public Treasurers' Investment Pool) 0.025%	5,274,308.33	5,286,423.07
BMO Harris Bank Payroll Account 0.08%	10,324.57	10,176.23
PMA Financial/IPRIME Account 0.02%	3,004,025.53	3,330,823.36
Reconciling Items(Dep in Transit, O/S Checks, etc.)	(164,364.99)	(339,299.72)
IPDLAF Certificates of Deposit:		
2 CDs at \$248,000 each matured October 19, 2021 (0.15% net)	496,000.00	0.00

PMA Certificates of Deposit:

1 CD at \$249,700 matured October 22, 2021 (0.11% net)	249,700.00	0.00
1 CD at \$249,600 maturing March 3, 2022 (0.15% net)	249,600.00	249,600.00
1 CDs at \$249,500 maturing June 15, 2022 (0.16% net)	249,500.00	249,500.00
Grand Total-Operating and Capital	\$13,285,283.66	\$14,486,354.18

2020 Bond Proceeds:

PMA Financial/IPRIME Account 0.02%	1,298,388.37	2,221,469.56
PMA Certificates of Deposit:		
3 CDs at \$748,300 matured October 12, 2021 (0.20% net)	748,300.00	0.00
1 CD at \$249,500 matured October 19, 2021 (0.20% net)	249,500.00	0.00
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
3 CDs at \$747,300 maturing October 11, 2022 (0.17% net)	747,300.00	747,300.00
1 CD at \$248,600 maturing October 14, 2022 (0.15% net)	248,600.00	248,600.00
Grand Total-2020 Bond Proceeds	3,790,388.37	3,715,669.56
Grand Total - All Funds	17,075,672.03	18,202,023.74

Glencoe Park District
Monthly Financial Analysis
October 2021

	As of 10/31/2018	As of 10/31/2019	As of 10/31/2020	As of 10/31/2021	As of 9/30/2021	Variance from Prior Month
Recreation Department - Programs						
Revenues	2,775,543	2,935,578	1,801,419	3,036,888	2,843,304	193,584
Wages	(467,394)	(486,865)	(277,741)	(412,974)	(377,576)	(35,398)
Contractual	(969,007)	(1,047,392)	(790,751)	(1,108,163)	(1,052,340)	(55,823)
Supplies	(88,281)	(120,014)	(39,903)	(89,747)	(76,723)	(13,024)
Net Surplus	1,250,861	1,281,307	693,024	1,426,004	1,336,665	
Day Care Department						
Revenue	784,978	929,335	954,672	1,387,849	1,164,813	223,036
Expense	(652,963)	(818,484)	(812,772)	(894,786)	(796,393)	(98,393)
Net Surplus/(Deficit)	132,015	110,851	141,900	493,063	368,420	
Fitness Department						
Revenue	26,275	16,744	13,321	23,600	20,157	3,443
Expense	(24,818)	(33,651)	(21,221)	(24,306)	(20,707)	(3,599)
Net Surplus/(Deficit)	1,457	(16,907)	(7,900)	(706)	(550)	
Beach Department						
Revenue	321,353	286,971	254,658	551,228	551,153	75
Expense	(204,335)	(202,829)	(223,004)	(254,263)	(239,186)	(15,077)
Net Surplus/(Deficit)	117,018	84,142	31,654	296,965	311,967	
Boating Department						
Revenue	105,495	107,483	107,635	124,791	118,091	6,700
Expense	(127,238)	(134,792)	(100,622)	(124,537)	(109,039)	(15,498)
Net Surplus/(Deficit)	(21,743)	(27,309)	7,013	254	9,052	
Beach/Boating Dept Total:	95,275	56,833	38,667	297,219	321,019	
Watts Department						
Revenue	11,550	22,514	91,684	86,282	11,386	74,896
Expenses	(98,745)	(140,753)	(117,879)	(127,177)	(110,775)	(16,402)
Net Surplus/(Deficit)	(87,195)	(118,239)	(26,195)	(40,895)	(99,389)	
G & A (Administration)						
Revenue (excl G&A Tfr)	22,088	20,820	21,635	23,830	20,740	3,090
Expense	(788,478)	(789,327)	(784,860)	(866,658)	(790,120)	(76,538)
Net Surplus/(Deficit)	(766,390)	(768,507)	(763,225)	(842,828)	(769,380)	
Parks Department						
Revenue	17,117	10,501	14,699	27,168	29,051	(1,883)
Expense	(742,379)	(850,353)	(662,987)	(967,961)	(853,973)	(113,988)
Net Surplus/(Deficit)	(725,262)	(839,852)	(648,288)	(940,793)	(824,922)	
Rec-Admin/Takiff Department						
Revenues	1,206,026	1,248,439	1,153,605	1,305,113	1,003,631	301,482
Expenses	(1,741,088)	(2,028,506)	(2,117,901)	(1,341,546)	(1,207,647)	(133,899)
Net Surplus/(Deficit)	(535,062)	(780,067)	(964,296)	(36,433)	(204,016)	

(1) Includes additional daycare grant for \$85,860
(2) Fund 69 transfer not made in 2021

IX. Presentation of the Glencoe Lakefront Annual Report

Glencoe Park District
November 2021 Board Meeting



2021 LAKEFRONT REPORT

Summary and analysis of the 2021 season at the Glencoe Beach and Boathouse.

Enriching lives and creating memorable experiences.





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EXECUTIVE SUMMARY

The Lakefront Report provides a comprehensive summary of the 2021 Lakefront operations amidst the ongoing COVID-19 pandemic. Changes this year included season pass holder admittance only on weekday mornings, weekends, and holidays, revised hours of operation, daily admissions, and a return to sun shelter and trellis, kayak, paddleboard, and sailboat rentals.

This year, we sold a total of 8,835 season passes and offered the opportunity for every season pass holder to purchase guest passes with total revenue of \$468,572. We also continued our service of providing sand boat spots and boater assistance on a limited basis. Summer and winter boat storage total revenue is projected to be \$111,168.

While this summer looked different again, the Lakefront Team provided an excellent and safe beach experience. We expanded our popular Aquatic/Sailing Camps and offered limited special events following COVID-19 guidelines.



INTRODUCTION

In 2021, a revitalized focus was placed on several areas of beach operation, including revenue generation through season pass sales, new online daily admission ticketing platform, facility cleanliness, patron safety, and customer service.

FACILITY IMPROVEMENTS/MAINTENANCE

Staff completed the following jobs for the beach season:

- Seasonal tree trimming and removal
- New stairs to the north boating beach
- Conversion of the concession stand into usable programming space
- South Overlook Stabilization Project
- Beach House primary sewer line repair
- Beach House tuckpoint, painting, and lighting rehab
- New roofs installed on the boathouse and north sail lockers
- Half of the sail tubes on the north boating beach were converted into usable workspace and storage for equipment
- An ADA-compliant beach mat and beach wheelchair was purchased, offering better access to the shoreline for those who may have trouble crossing the sand.



MARKETING

Beach passes went on sale on March 16, 2021. Due to the ongoing uncertainty related to the pandemic, printing our traditional program guide was paused. Instead, we relied on digital channels and outdoor signs to communicate the start of pass sales. This included lawn signs, banners, kiosk signs, social media posts (Facebook, Twitter, and Instagram), as well as email marketing and website updates. Staff created new web pages to post FAQs and provide updates as needed.



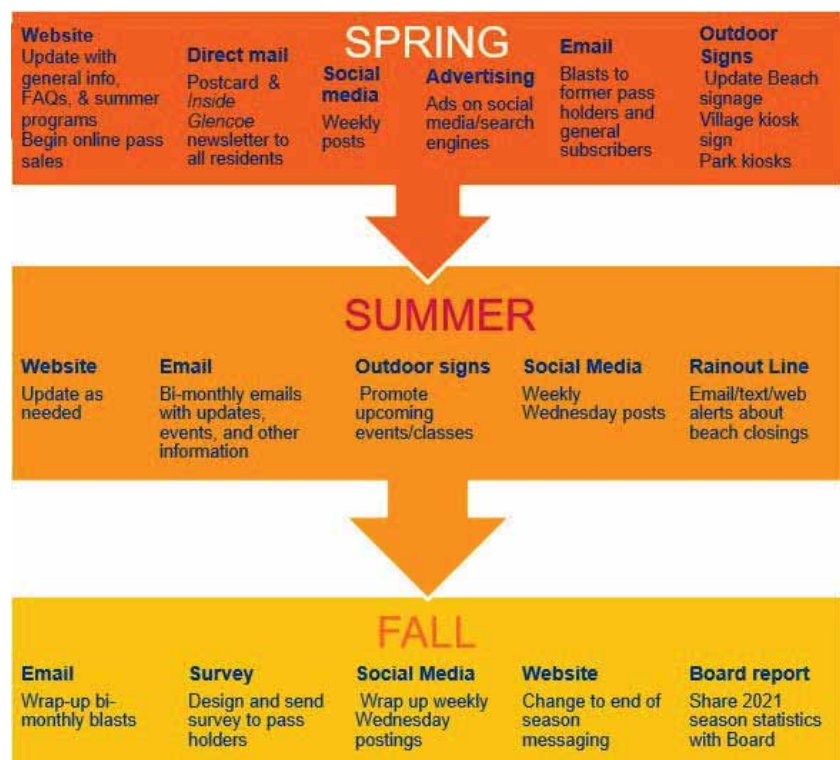
In mid-February, 20+ signs were posted in community locations (lawn signs and kiosk holders) announcing the sale. A jumbo postcard was mailed to every resident with a QR code to purchase passes. In addition, an article about beach passes was included in *Inside Glencoe*, the community newsletter mailed to every resident. In addition, we created an email sign-up link on our website specifically for pass information and an automated series of emails were sent with the information. 550 people signed up for this list.

Over 40 new signs were ordered for the beach. Due to the season pass restrictions, the Village allowed us to put additional signs on all parking rule signs surrounding Lakefront Park. Our goal was to ensure anyone visiting the beach was aware that a season pass or pre-purchased daily admission ticket was needed before walking down the ramp. QR codes directed visitors to purchase a season pass or daily admission ticket online. Our QR codes were scanned 2,718 times during the beach season.

In addition to the Glencoe Park District's general Facebook page, Glencoe Beach has its own business page. To date, the page has 2,876 likes (up from 2,487 from 2020). 953 people "checked in" to the page during the summer months, 19,313 page engagements (post clicks, photo views, video plays, etc.) occurred during the summer months, with a total of 577,573 page impressions taking place between Memorial Day and Labor Day. The page has also become a customer service channel, with Facebook users opting to use the direct message

service to inquire about beach conditions and admission. This year, we utilized the app's auto-responder to answer common questions (price of beach, season pass requirements, etc.). We also posted beach closures due to inclement weather or high bacteria on this page, thereby reaching people where they naturally "hang" out.

BEACH MARKETING PLAN



During the season, the beach landing page on our website consistently receives the highest amount of traffic. Unique page views increased 19% this summer, with over 50,734 page views (compared to 43,028 in 2020) from January to October. Links to purchase passes saw over 11,600 unique page views.

Approximately 14 dedicated emails were sent about beach passes, programs, and special events. Of the 60,416 emails sent, our open rate averaged 44%, with 2,506 clicks to website content.

STAFFING AND TRAINING

Staffing

Seasonal staffing continues to be an industry-wide issue, with many facilities struggling to recruit staff. We saw many other facilities reduce the level of service provided due to staff shortages. A total number of 55 employees were hired in 2021 compared to 33 in 2020. Of that group, 22 staff members were returning employees.



With the difficulty of hiring, a focus was placed on increasing the flexibility of the staff. As a result, all staff members working on both the bathing and boating beaches were required to complete the American Red Cross Lifeguard Certification, making them capable of performing two or more positions at either beach. Due to the cross-training, only limited staff shortages were experienced during the season. Our beach camp counselors are required to be lifeguard certified, increasing their ability to assist in other positions during off camp hours.

Staffing Levels by Position

	Total Staff	Operations Manager	Beach/Boat Manager	Lifeguards	Beach Services	Boat Guards	Sailing Instructors
2021	55	1	3	36	19	9	2
2020	33	1	3	24	5	8	1
2019	55	1	6	34	19	25	3
2018	62	1	7	35	24	15	6
2017	61	2	8	26	21	27	9
2016	44	1	9	26	15	25	7

Training

Matt Walker and the beach leadership staff conducted all pre-season staff training via Zoom or in-person at the Wilmette Pool and Glencoe Beach. All staff members were trained on the newly developed operations plan which was created to ensure the beach was ready to open to the public on Memorial Day weekend.



Lifeguard Training

Lifeguard training took place as scheduled during the middle of May. All staff members holding a current American Red Cross Lifeguard Certification were required to participate in 24 hours of lifeguard-specific training in both a pool and lakefront setting. All staff was certified by Matt Walker for Waterfront Lifeguarding as well.

During these training sessions, guards were required to demonstrate their swimming abilities by passing a timed 500-yard swim in Lake Michigan, treading water for two minutes, and swimming a timed event. Guards also practiced rescue techniques and watched videos on active/passive/multiple/submerged victim rescues, water entries, and back boarding.

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

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

Boathouse Training

Boat guards and sailing instructors were required to complete training at the boathouse at the beginning of the season. Training groups were kept small to ensure proper distancing amongst staff members. During this training, staff learned about the daily operations of the boathouse, safety equipment, water/medical emergencies, "Code Adam," and radio use.

Matt Walker did teach a complete a U.S. Powerboat Safety Course at the beginning of the summer to ensure all staff driving our powerboats were proficient in their operation. Matt completed additional boat driver training and on-water boater assistance training in small groups or individually. During this training, staff learned about boat safety/parts, safety equipment, trailering, storage, and rescue equipment. After reviewing these basic skills, guards were then taught how to drive and trailer our boats.

Beach Services Training

Beach services staff engaged in four hours of pre-season training via Zoom and socially distanced in-person training at the beach. During this training, staff was taught the basic functions of the beach house, how to use the point-of-sale computer system, how to scan daily ticket sales via the Ticketleap platform, beach rules/regulations, customer service skills, and were run through scenarios typically encountered when working with the general public. The courtesy cart was used again this summer.

Manager Training

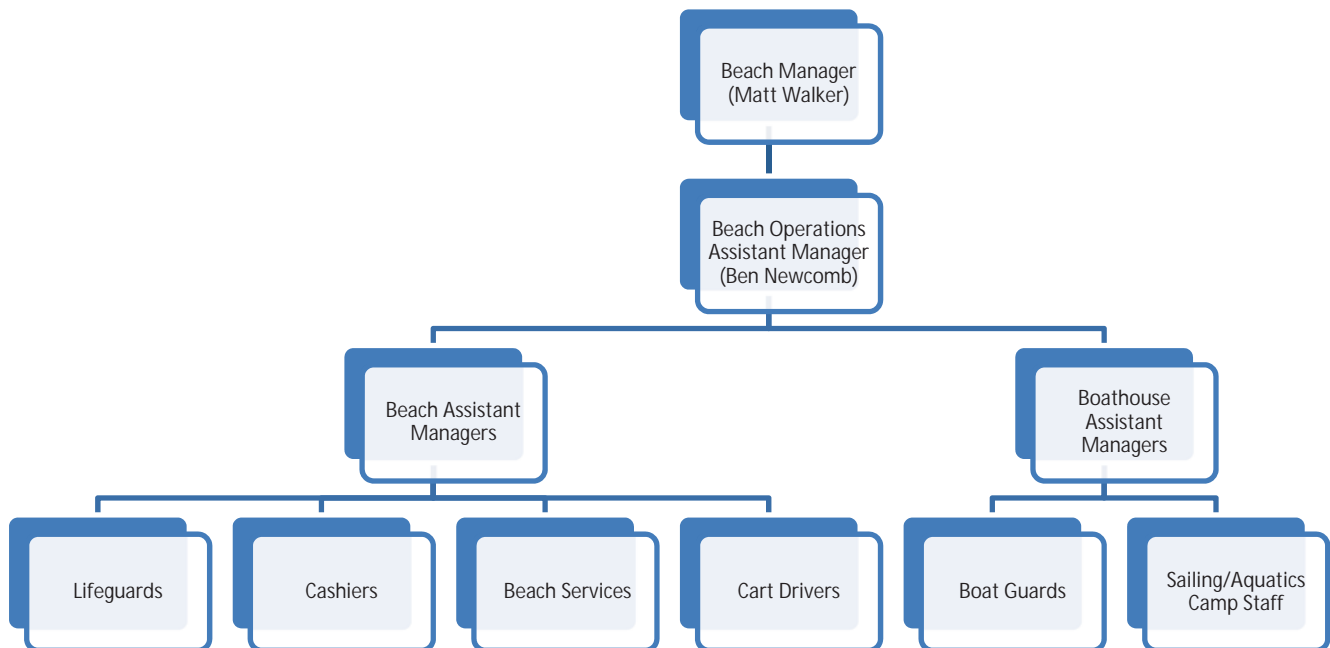
This year, a manager training was held via Zoom and in-person to help improve customer service both internally and externally. The focus of the exercise was to develop leadership skills in managers and help them troubleshoot common staffing conflicts and ensure they were comfortable and confident in managing the beach facilities based on the new rules and regulations. Customer service expectations were a core element, and the end-of-season survey results reflect the diligent work of the staff to improve customer experiences at the beach.

All managers were required to attend a manager's meeting held once a week at the beach house during the regular beach season. This meeting was held to keep all managers up to date on each aspect of the operation and discuss any issues that may have come up during the previous week's operation. Matt Walker led the meetings, and each manager had time to discuss any problems during a round table discussion.

Camp Staff Training

Camp staff spent approximately four hours training on location at the boathouse. Led by the Aquatics and Sailing Camp Director Charlie Schwartz, staff training focused on daily operations at the boathouse, emergency procedures, and camp curriculum. Given the sensitivity to staff and camper safety, strict procedures were implemented to ensure the well-being of everyone associated with camps.

Beach Organization Chart





SWIMMING BEACH OPERATION

Swimming Beach Overview

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

Daily Operations and Usage

Dates and Hours of Operation

Preseason/Regular Season:	May 29-31 and June 5 - September 6	10:00am -7:00pm
Fourth of July:	(open due to COVID-19/postponement of fireworks)	10:00am - 7:00pm

Customer Service

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

Facility Cleaning

This season posed many obstacles when trying to keep a public facility clean during the pandemic. A cleaning routine was developed and included hourly cleaning of both the men's and women's restrooms, all high traffic areas in the beach house, and the employee breakroom. All staff members were issued safety goggles, hand sanitizer, and vinyl gloves, which they were required to wear any time they completed routine cleaning or emptied garbage cans.

Revenue Collection

Out of an abundance of caution for staff well-being, we decided not to complete any cash transactions at the halfway house or the beach house. Staff was excellent about informing non-season pass holders of the procedure to buy passes online. Season pass sales were only available online through the Park District website. Our daily passes were sold online only through the Ticketleap Platform. Sun Shelter reservations were only available online to season pass holders and had to be paid for at booking.



Outside Camps and Swim Testing

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

Swim Area

This summer, the swim area was marked with three white mooring buoys 50 feet into the lake and spanned 200 feet of sand. This designated space has proven to be more than adequate in accommodating swimmers on even the busiest of days and still provides a 40-second response time to the farthest corner of the swim area by our lifeguards. The size of the swim area is tested each year to ensure Glencoe Park District lifeguards can meet PDRMA requirements. Lifeguards were scheduled from 10:00am-7:00pm daily. Each guard was assigned their own rescue tube, fanny pack, CPR mask with viral shield and personal whistle. The guard chair was equipped with its own rescue gear including umbrella, bullhorn, air horn, and radio. Guards were required to wear masks anytime they were on duty and inside one of the buildings or in close contact with guests.

Water Testing

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

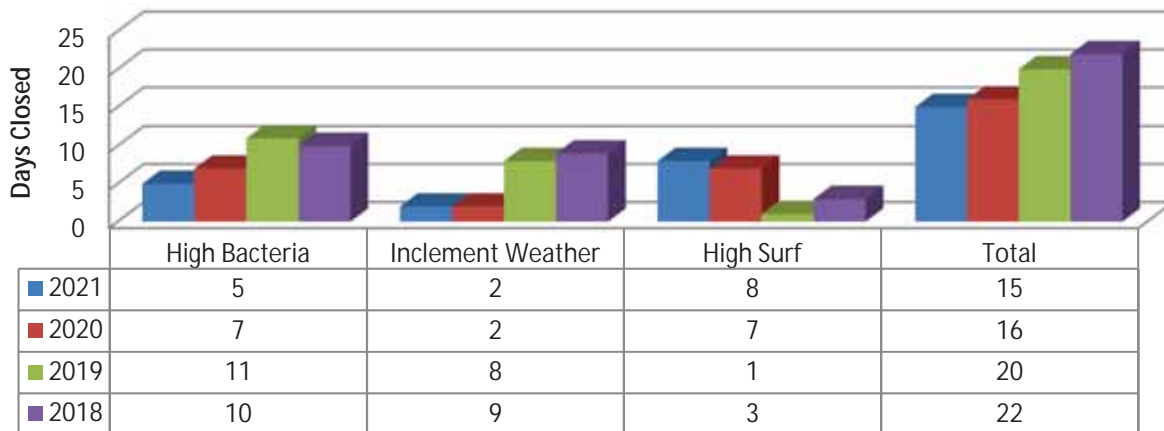
To know if the swimming area would be open the following day, staff began to submit water tests at 7:00pm and receive the count from the previous test. This procedure gave staff the ability to update our website and the Ticketleap platform to inform guests if the water was open for swimming. The swimming beach was closed for 15 days in 2021, 16 days in 2020, 20 days in 2019, and 22 days in 2018. The closures were due to a combination of high bacteria closures, bad weather, and dangerous surf. The water was closed five times in 2021 due to high bacteria (waterfowl E. coli), two times due to poor weather conditions (rain/low temperatures), and eight due to high surf conditions. It is more likely that high bacteria levels are observed after heavy rain or beach hazard/high surf conditions. The bacteria count threshold is 235 cfu's (coliform forming unit), at which point the water is closed for the day. The beach may remain open, but patrons are not permitted in the water. As soon as staff received the test results, we updated our daily voicemail, rainout line status, and Ticketleap daily ticket sales.

History of High Bacteria Beach Closures by Season

	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
High Bacteria Closures	5	7	11	10	6	2	9	11	7	8	22



2021 Beach Closures



Beach Risk Management and Lifeguard Audit

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

Because the Red Cross does not visit sites and provide lifeguard audits, PDRMA offers a program where another lifeguard certification company, Councilman-Hunsaker, provides an audit of the lifeguards to ensure they are well trained to proactively prevent emergencies before they occur or respond appropriately in the event of an emergency. The beach was successfully audited three times this summer compared to only one audit during past seasons. PDRMA and local representatives of the American Red Cross are working with Councilman Hunsaker in the off-season to develop a more accurate audit process and train all auditors for consistent accuracy on their observations.

RENTALS

Trellis/Sun Shelter

Trellis and sun shelters were available for rent this summer. All trellis rentals were handled by Park District staff, while advance sun shelter rental reservations were made available online to all season pass holders. All reservations were paid for at the time of the booking, helping post a sharp increase in revenue and decreased staff time spent handling reservations and collecting payments. Day of sun shelter reservations was available to those guests who purchased a daily pass on a first-come, first-served basis. Sun shelter reservation times were changed this summer from three available times to two. The revised times were from 10:00am-2:15pm and 2:45-7:00pm. The half hour in between slots allowed for staff to clean the shelters for the next reservation.



Equipment Rentals

Rentals were available again this summer. Staff charged a pass holder/non-pass holder rate for all chairs, umbrellas, boats, kayak, and paddleboard rentals as an incentive to season pass holders. Rental boats generated a total of \$14,785, with an additional \$3,559 in rental chairs and umbrellas.

BOATING BEACH OPERATION

The boating beach opens in early May each season and operates into mid-October. Patrons can store their boats on the boating beach for a fee both in-season and during the winter. Boathouse operations returned to near normal this summer, with specific safety measures in place to keep all staff, campers, and guests safe. Staff quickly adapted to the continuously changing rules and regulations placed on outdoor facilities and camps during the summer. Staff returned to assisting boaters moving their vessels to and from the water. Staff also provided surveillance and on-water assistance to boaters needing it.

Boat Storage

As with most other beaches along the North Shore, sand erosion has been a concern over the past three years. The erosion was not as problematic again this year, but staff remained aware of incoming storms and moved boats that may have been in harm's way. We were happy to see water levels drop almost 18" from the summer of 2020. We are currently at full capacity for all storage and anticipate remaining at this level next summer.

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

Boat Rental Spaces by Boat Type

	Kayak & SUP	Laser/Sunfish/Other	Catamaran	Total
2021	162	4	55	221
2020	164	4	53	221
2019	115	6	55	176
2018	103	6	59	168
2017	100	6	66	172

Daily Operations

Dates and Hours of Operation

Preseason Hours: May 8 - June 6 | Saturdays & Sundays, Memorial Day | 12:00-5:00pm

Regular Season Hours: June 9 - August 8 | Monday - Friday | 12:00-7:00pm

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

July 4 | 10:00am-6:00pm

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

September 17 - October 10 | Friday-Sunday | 12:00-5:00pm



Powerboats

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

Boat Valet, Boater Assistance, and Safety

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

Boater assistance is a high priority for boating beach patrons. Boat guards maintain surveillance for boaters only within the sailing boundary. That boundary stretches north to south from Tower Road Beach to Highland Park Beach and east of Glencoe Beach by one mile. That one mile is signaled by a marker buoy placed one mile east of the boathouse. If boater assistance is required for a boater outside of the boundary, boat guards will call the Coast Guard to assist the boater. The Coast Guard was called once in the middle of the season to locate a boater disorientated by fog. All parties on the vessel were fine and returned to shore safely.

Sailing Regattas

We hosted two out of three scheduled regattas this summer. The Glencoe Boat Club was responsible for collecting race fees, which were then submitted to the facility manager for processing. Staff assisted in the setup of the racecourse and staffed the committee boat. This significantly reduced the hassle of collecting race fees by boathouse staff.

Kayak, Paddleboard, and Sailboat Rentals

We were happy to offer rentals of kayaks, paddleboards, and sailboats this summer. Staff kept a close eye on weather conditions and quickly stopped rentals if conditions were unsafe for renters.

Beach Programming

Our popular Aquatics and Sailing Camps had record enrollments this summer. Each camp section was increased from 20 to 30 campers, and a three-day mini-camp was introduced at the beginning of the summer. Each section of the camp was broken into two groups of 15. One group was based at the boathouse and the other at the beach house in the former concessions stand space.

Aquatics Camp is operated and administered by beach staff. Day-to-day activities include kayaking, paddle boarding, sailing, beach volleyball, along with many other outdoor beach activities. The camp is available in one-week sessions, and runs from 9:30am-12:00pm Monday through Friday. Total enrollment for 2021 was 164 participants.

Sailing Camp was extremely successful again this summer. This camp operates Monday through Friday from 12:30-3:00pm. Participants were divided into two groups based on skill levels. Total enrollment for 2021 was 152 participants. Campers were eager to get out on the water in one of our new Opti sailboats, which are sailed with either one or two people. The fleet of 12 new Optis has been a great addition to the sailing camp offering more individual sailing opportunities.



NEW for Summer 2022

Based on the popularity of both Sailing and Aquatics Camps, we have decided to make some changes to the overall structure of the camps. For the summer of 2022, we will offer a full day Aquatics and Sailing Camp from 9:30am to 3:30pm. The camp section lengths will also be increased to two weeks compared to the week sections offered in the past. The new structure will allow for a more consistent daily schedule for campers and staff. We are excited to introduce the new camp structure as we anticipate it will improve the camp experience.

Beach Programming in 2021

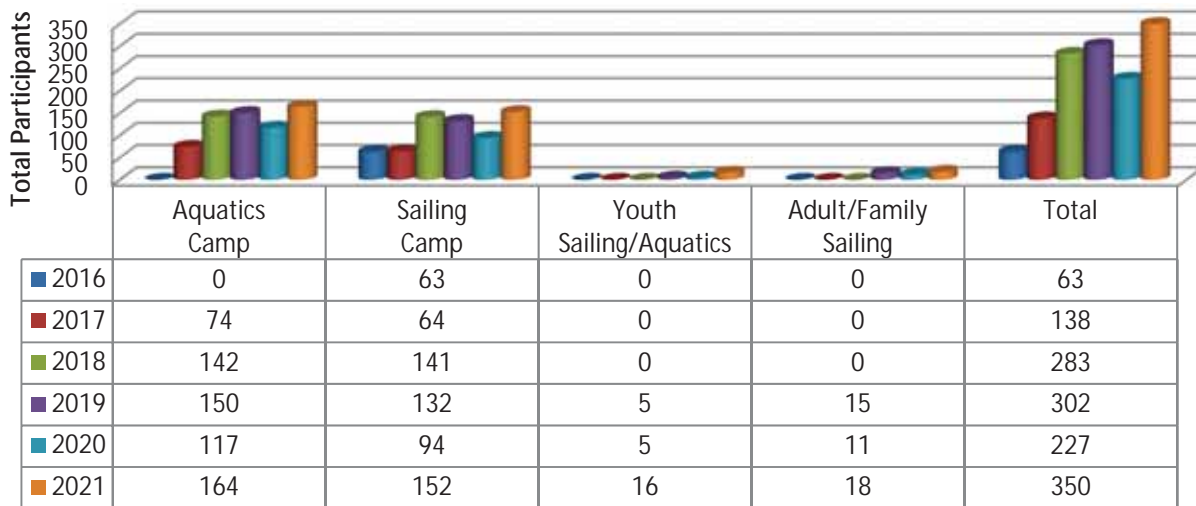
Due to COVID-19, we did not introduce any new programs during the summer. We did offer private sailing lessons, adult sailing classes, family sailing classes, as well as our popular Puddle Jumpers and Little Seals Sailing.

We had a total of 18 participants in our adult/family sailing programs. Staff is looking forward to the continued growth of our adult sailing programs at the beach for the summer of 2022.

Beach SAFE

A modified Beach SAFE day ran this summer with an enthusiastic group of participants from Marillac St. Vincent’s Family Services. The group enjoyed a day at the beach to swim, paddleboard, and kayak. Beach staff assisted the participants with basic instruction and on-water assistance.

Beach Program Participation



SPECIAL EVENTS

New for the 2021 summer season, we introduced five season pass holder appreciation events. All the events were popular amongst participants, and we look forward to more fun events next summer. The pass holder events included:

- Aloha! Summer Kickoff Party
- Happy Summer Solstice
- Steel Drum Band of 4th of July
- Movie Night on the beach featuring Ferris Bueller's Day Off
- Light up the Night

GJHP Beach Bash

This event was cancelled due to COVID-19 concerns.



July 23-24 - Beach Camp Out

The Beach Camp Out was a lot of fun! It was a bit warm that night, but the event had excellent attendance, with 229 people registered. The event featured firepits, S'mores, and Yogi Bear on the big screen. Dinner was catered by Jordan's Foods of Distinction. Games were set up for all participants to enjoy throughout the evening.

Fourth of July Celebration

We did not host a celebration at Lakefront Park this year, but we did open the beach to season pass holders for the day. A Steel Drum player was hired to provide entertainment on the beach during the afternoon.





August 5 – Beach SAFE

We welcomed a group from Marillac House, a social service agency on Chicago's West Side, back to Glencoe Beach on Thursday. This marks the return to a scaled-down version of our award-winning Beach S.A.F.E. (Sailing & Aquatics For Everyone) program, designed to teach vulnerable populations basic water safety skills and experience on-water recreational activities. Thirty-five kids spent the day kayaking and paddle-boarding at the beach.

August 6 - Cardboard Regatta

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



September 11 – Wisconsin Style Fish Boil

The Fire Pitt restaurant from Trevor, WI brought a traditional Wisconsin Style Fish Boil to the Glencoe Beach. The 54 registrants enjoyed a dinner consisting of freshly boiled cod, boiled whole red potatoes, whole sweet onions, fresh cole slaw, melted butter, rye bread, and an apple or cherry slice for desert. Prior to eating, all participants enjoyed the "Boil Over" when kerosene is added to the wood fire creating a burst of intense heat and flames 15' high. The main boil-over is the main attraction of a traditional fish boil. Complimentary drinks included water, iced tea, and beer donated by Ravinia Brewing Company.

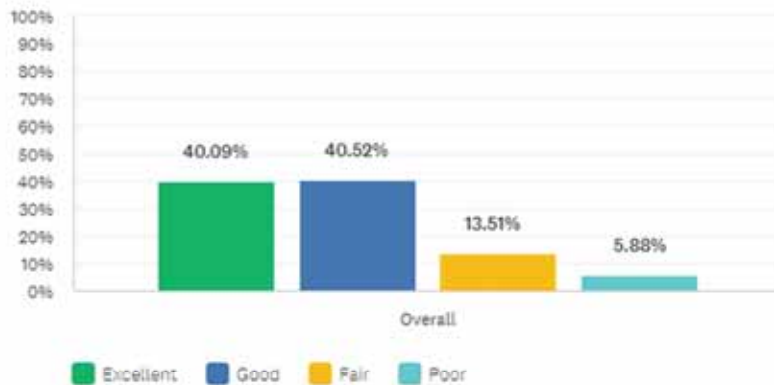


FEEDBACK AND SURVEY RESULTS

Each year a survey is sent to beach pass holders as well as individuals who rent boat spaces to solicit feedback on their experience. Staff appreciates this invaluable information to assess areas of strength or potential areas for improvement. This year, 490 responses were collected, compared to 509 in 2020 and 98 in 2019. When asked about overall experience during the summer of 2021, 89% of responses marked either excellent or good, compared to 86% in 2019. The continuous training throughout the entire summer by our lifeguard and boat guards showed as 96% of our guests felt their safety as a swimmer was either excellent or good. Other areas scoring high marks included staff friendliness, attentiveness, and responsiveness. Below are some of the overall survey statistics.

Please rate the value of your 2021 Beach Season pass purchase. (Select one)

Answered: 459 Skipped: 31

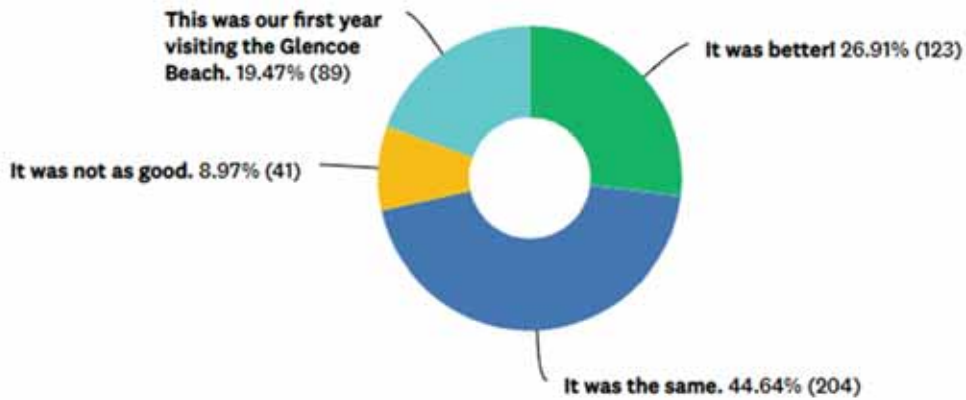


	EXCELLENT	GOOD	FAIR	POOR	TOTAL	WEIGHTED AVERAGE
Overall	40.09% 184	40.52% 185	13.51% 62	5.88% 27	459	3.15

*Staff is very pleased with the positive feedback about our new season pass model.

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

Answered: 457 Skipped: 33

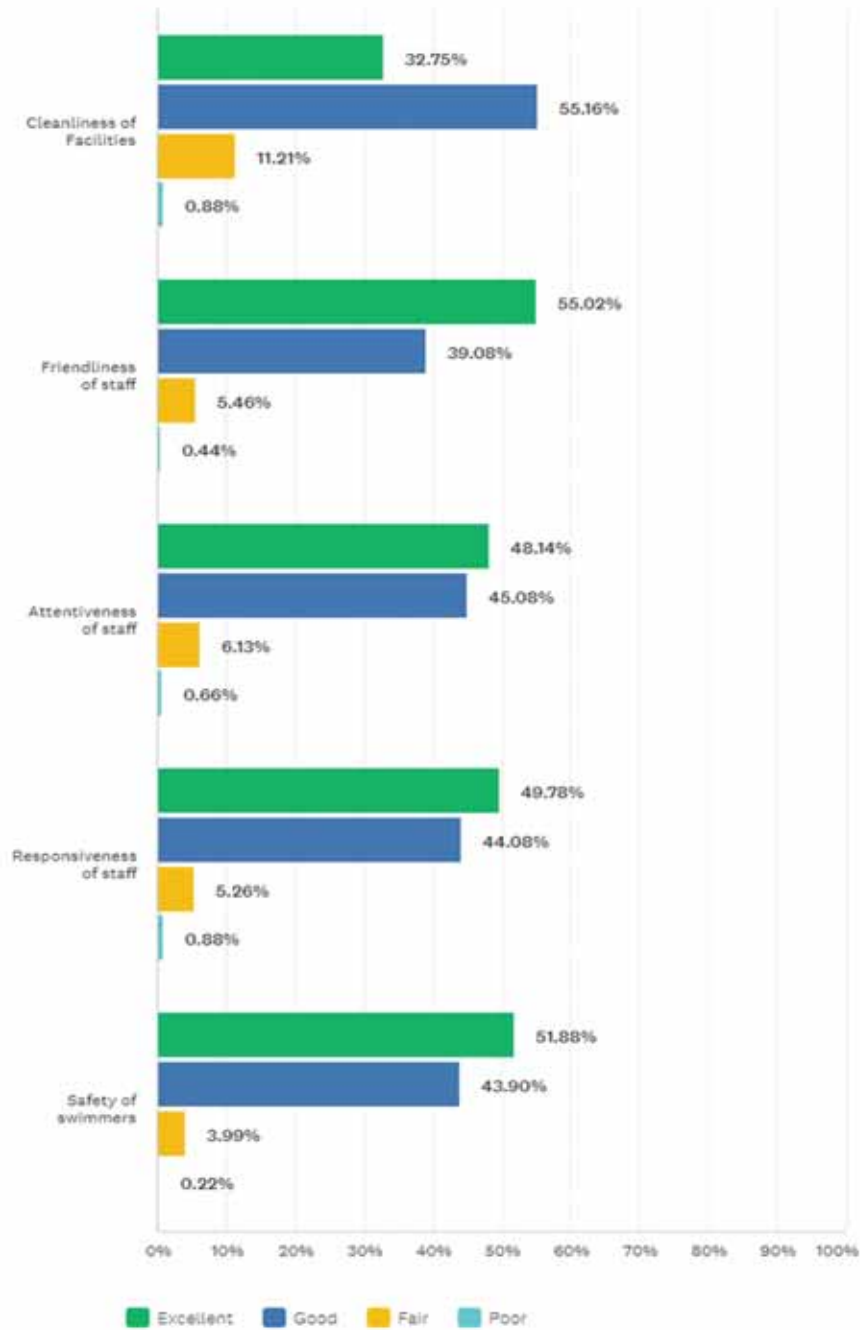


ANSWER CHOICES	RESPONSES
It was better!	26.91% 123
It was the same.	44.64% 204
It was not as good.	8.97% 41
This was our first year visiting the Glencoe Beach.	19.47% 89
TOTAL	457

*

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

Answered: 459 Skipped: 31



*Our seasonal staff stood out above the rest once again this summer, making sure our guests had the best experience possible.



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

Answered: 392 Skipped: 98



ANSWER CHOICES	RESPONSES
Weekend/holiday admission is for Season Pass Holders Only. Daily admission can be purchased on weekdays after 12pm (current structure)	73.72% 289
Admission fees and season passes are accepted during all operating hours.	20.66% 81
Other (please comment below)	5.61% 22
TOTAL	392

*The new admissions model worked out well, allowing unrestricted access to season pass holders as well as access to non-season pass holders.



Please rate your overall satisfaction with the Glencoe Beach during the 2021 season. (Select one)

Answered: 459 Skipped: 31

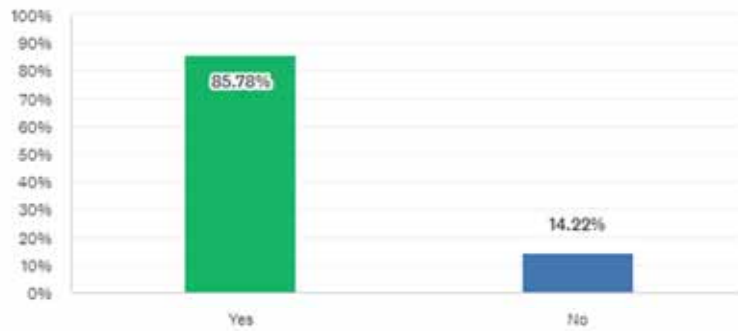


	EXCELLENT	GOOD	FAIR	POOR	TOTAL	WEIGHTED AVERAGE
Overall	44.88% 206	44.23% 203	9.37% 43	1.53% 7	459	3.32

*Staff is very pleased with the 89% of pass holders who scored their overall satisfaction as excellent or good.

Due COVID-19, Glencoe Beach limited admission on weekday mornings, weekends, and holidays to season pass holders. Did you like this change?

Answered: 457 Skipped: 33



ANSWER CHOICES	RESPONSES	
Yes	85.78%	392
No	14.22%	65
TOTAL		457

*Our pass holders were very happy with guaranteed pass holder weekday hours and weekends. We anticipate following the same model for the summer of 2022.



What was your overall feeling of being a season pass holder this summer?

Answered: 457 Skipped: 33



	EXCELLENT	VERY GOOD	GOOD	BELOW AVERAGE	DISAPPOINTED	TOTAL	WEIGHTED AVERAGE
Overall	41.14% 188	28.23% 129	24.51% 112	3.28% 15	2.84% 13	457	1.98

[Comments \(40\)](#)

* The new operating models implemented this summer have proven to be very successful with our pass holders. We will continue to build off these successes and make the benefits of a season pass even more valuable.

FINANCIAL REVIEW

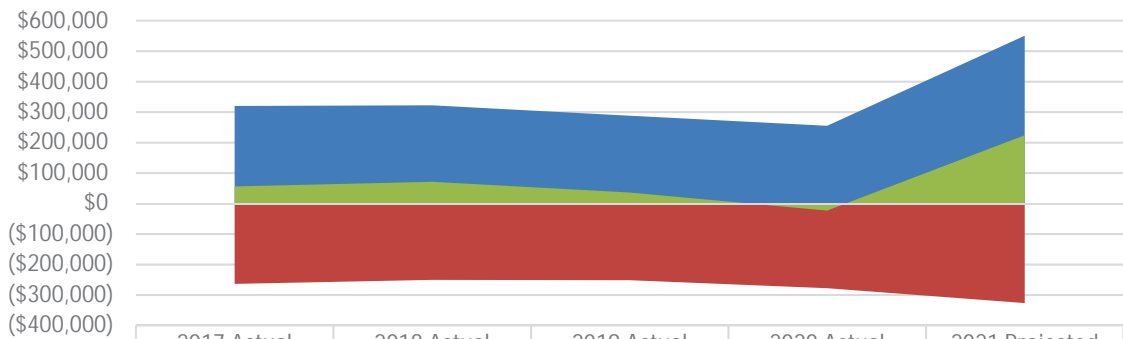
5Yr Overall Financial Trends	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Projections
Beach Operation Surplus	\$ 55,970	\$ 71,265	\$ 24,911	\$ (26,229)	\$ 224,323
Boat Operation Surplus	\$ (12,789)	\$ (50,894)	\$ (67,239)	\$ (28,863)	\$ (40,658)
Beach Program Surplus	\$ 23,839	\$ 48,787	\$ 45,700	\$ 47,830	\$ 115,674
Total Surplus	\$ 67,020	\$ 69,158	\$ 3,372	\$ (7,262)	\$ 299,339

Unlike years past, this past summer presented numerous obstacles on how continue operating safely while maintaining economic responsibilities and offering recreational options for all guests wanting to visit Glencoe Beach. The pandemic offered us an opportunity to try new operational plans and implement new practices and policies that did not seem practical in the past. Based on the overwhelmingly positive survey results from our season pass holders, we have been able to make changes to beach operations and not interrupt the guest experience.



After revamping nearly, the entire operation of the beach and boathouse, we found some areas that we thought would have been major issues to our guests by not providing them. Instead, we were pleasantly surprised to find no complaints.

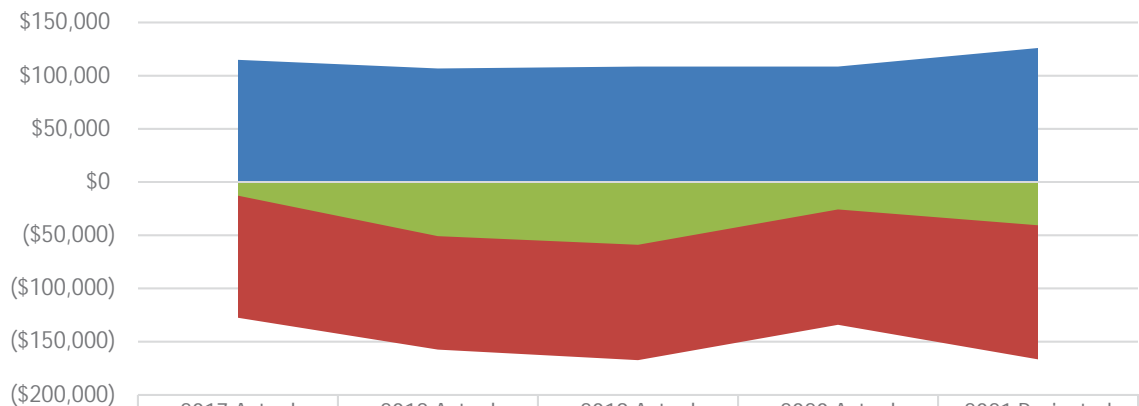
5-Year Beach House Financial Trends



	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Projected
■ Beach Operation Revenue	\$319,842	\$322,001	\$287,959	\$254,708	\$550,953
■ Beach Operation Expense	(\$263,872)	(\$250,736)	(\$251,909)	(\$277,682)	(\$326,630)
■ Beach Operation Surplus	\$55,970	\$71,265	\$36,050	(\$22,974)	\$224,323

*Note the healthy surplus for the summer of 2021. This can be attributed to record season pass sales as well as offering daily admissions on a limited basis during the week.

5-Year Boathouse Financial Trends



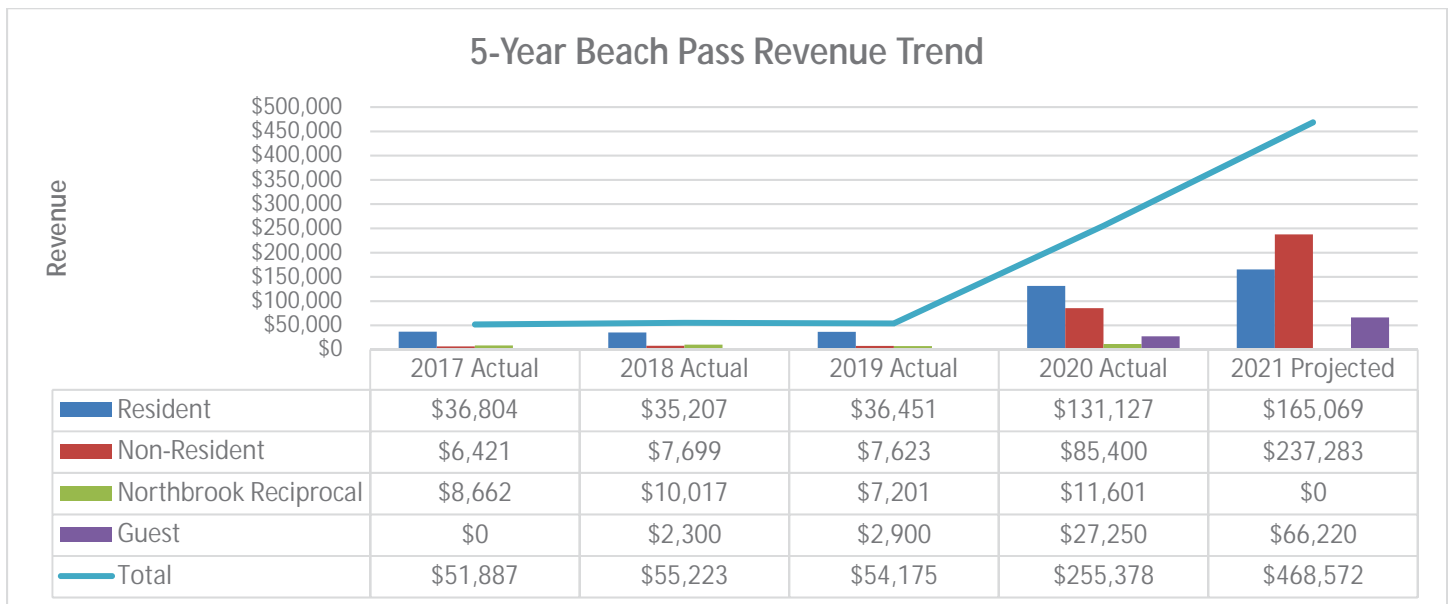
	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Projected
■ Boat Operation Revenue	\$114,828	\$106,663	\$108,521	\$108,458	\$126,043
■ Boat Operation Expense	(\$127,616)	(\$157,556)	(\$167,442)	(\$134,260)	(\$166,701)
■ Boat Operation Surplus	(\$12,788)	(\$50,893)	(\$58,921)	(\$25,802)	(\$40,658)



*Boat house financial remained in line with years past. While storage pricing increased 6% for non-residents, we have noticed more non-residents boaters partnering with Glencoe residents to get the resident storage rates. Operating expenses were in line with previous years as we returned to full staff, seven days a week.

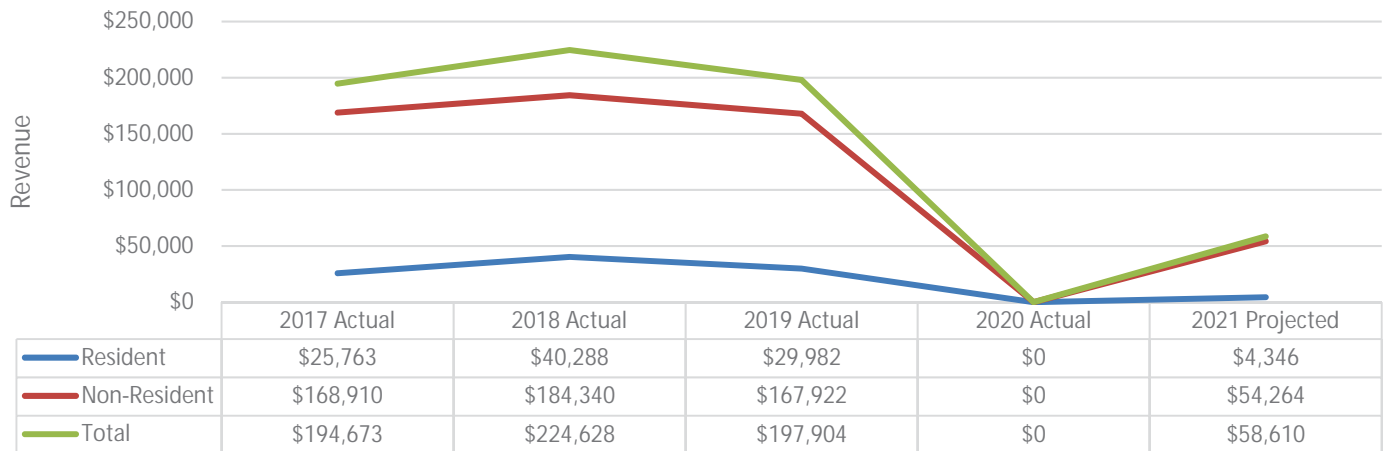
APPENDICES

Appendix A –Financial Data



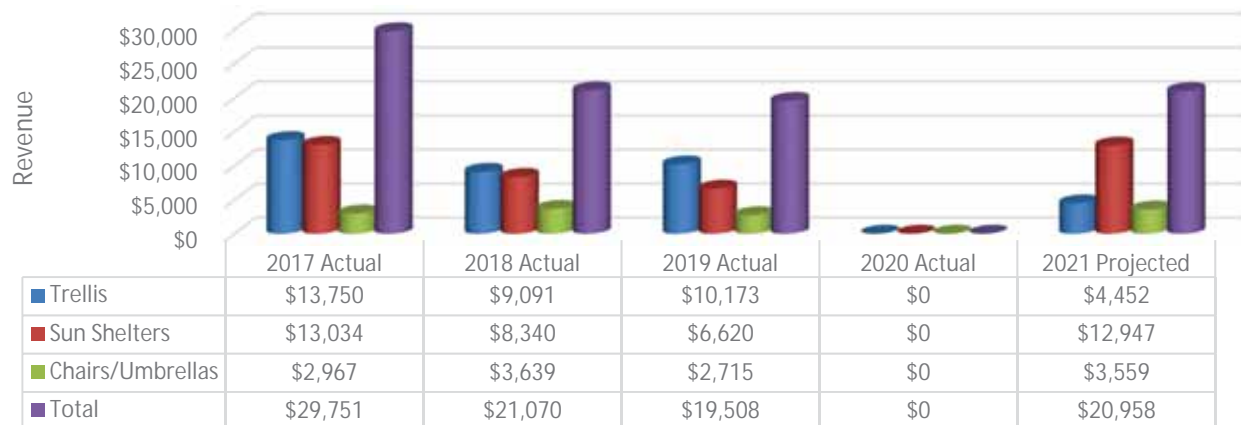
* The overall value of the season pass has increased tremendously over the past two seasons. Our season pass holder only events, dedicated pass holder only hours and pass holder discounts are all contributors to growth of our season pass sales.

5-Year Revenue From Daily Fees Trend



*Daily admission sales were limited to weekdays between 12:00pm and 7:00pm.

5-Year Beach Facility and Equipment Rental Trends



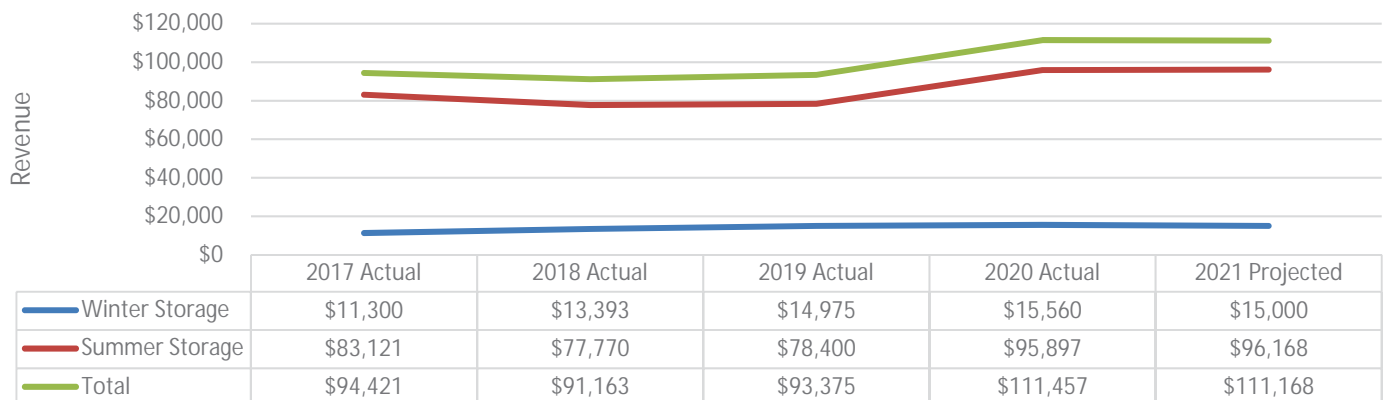
* Rentals were offered again this summer on days when weather conditions permitted. Trellis rentals were down due to COVID concerns and large gatherings.

5-Year Seasonal Staff Expense Trends



* Returning employees received their merit increase this season, increasing overall wages for seasonal beach staff.

5-Year Boathouse Storage Revenue Trends



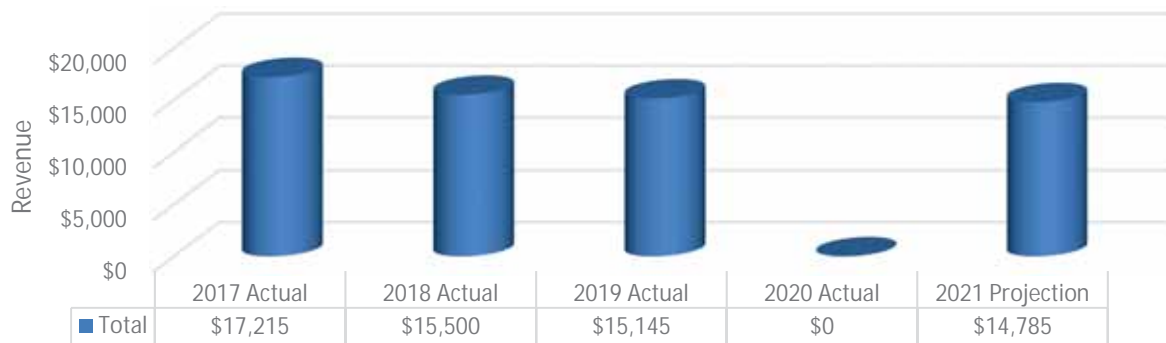
*The loss of sand spaces on both the north and south beach has played a major role in revenue collection. Staff has maximized the number of sands spaces available and will continue to monitor the water levels to determine if we can accept new boaters off of our growing waitlist. No new boaters were accepted off our waitlist for any type of storage this past summer.

5-Year Boat House Payroll Seasonal Employee



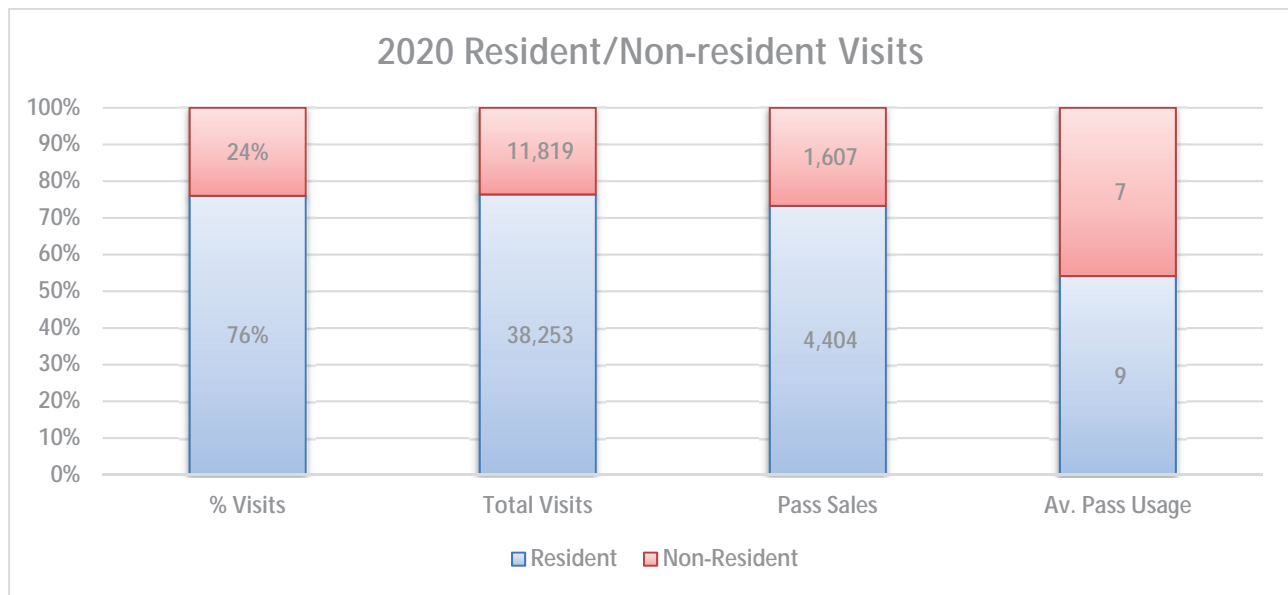
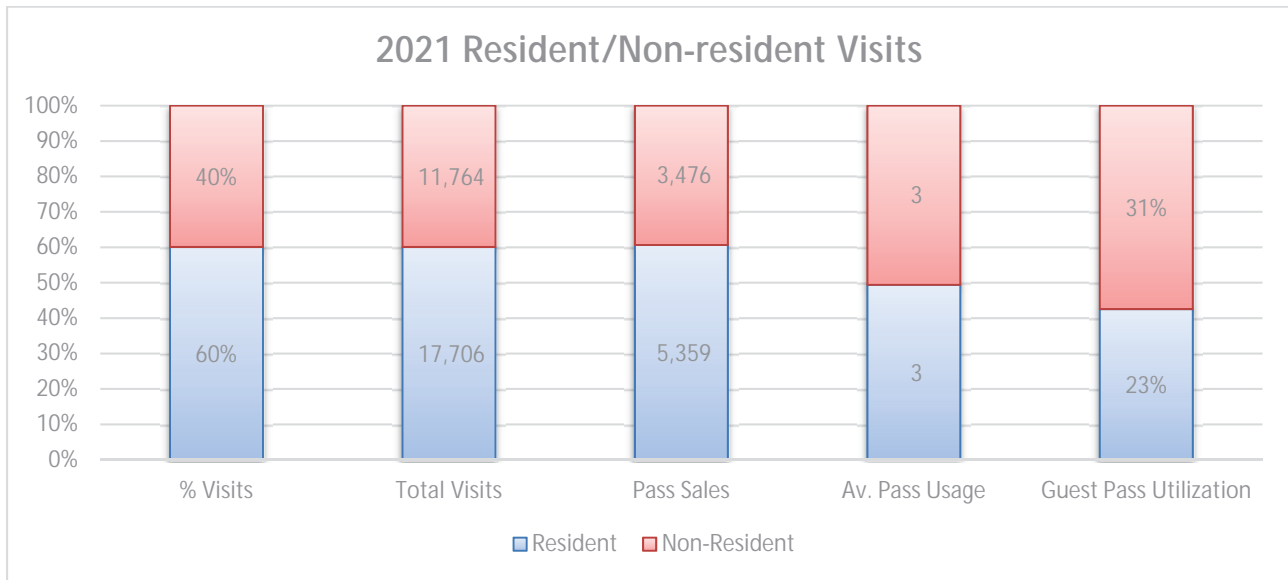
* Staff wages were up this summer as we returned staffing levels to normal during the week and weekends.

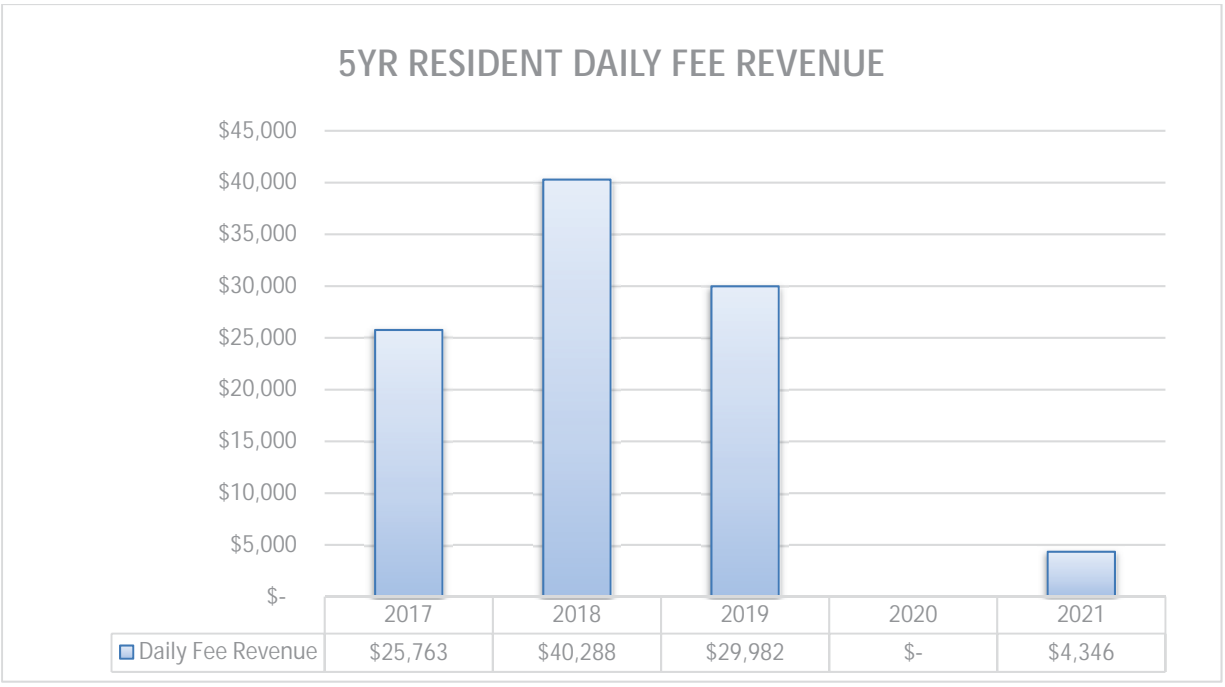
5-Year Boat, Kayak, Paddleboard Rental Trends



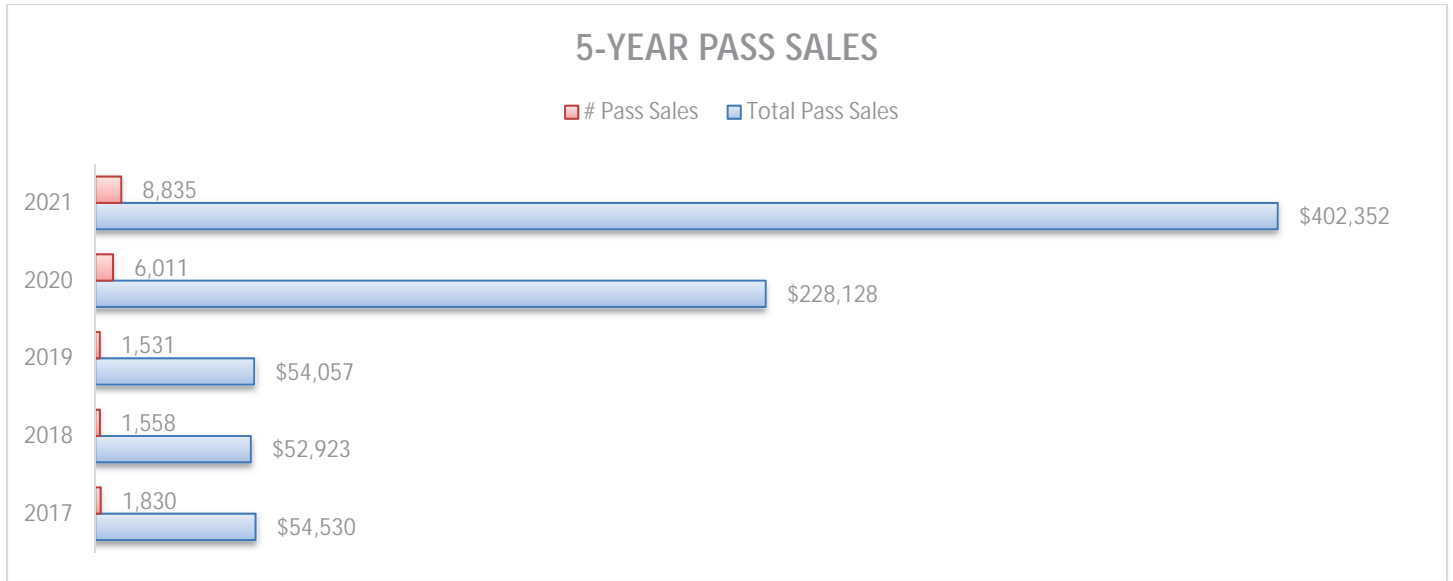
* Rentals were offered this summer on days when weather conditions permitted.

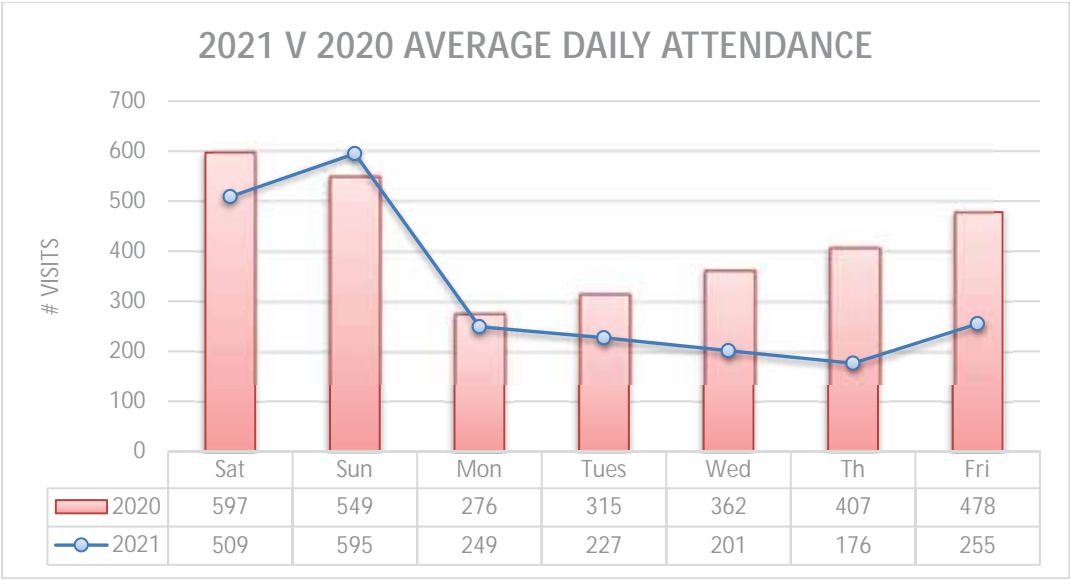
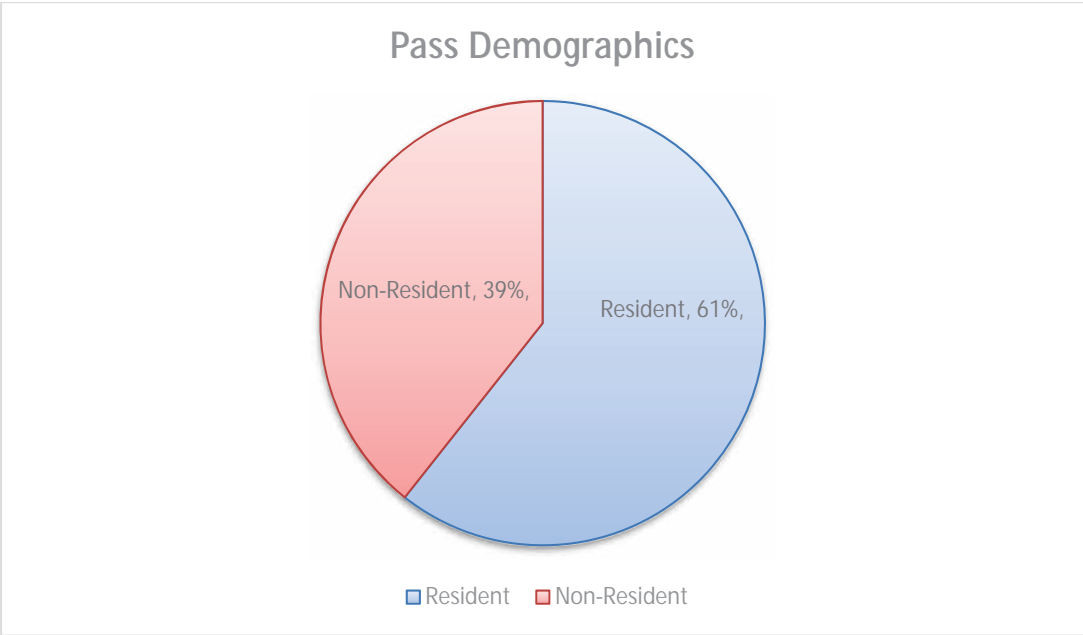
Appendix B –Attendance Comparisons

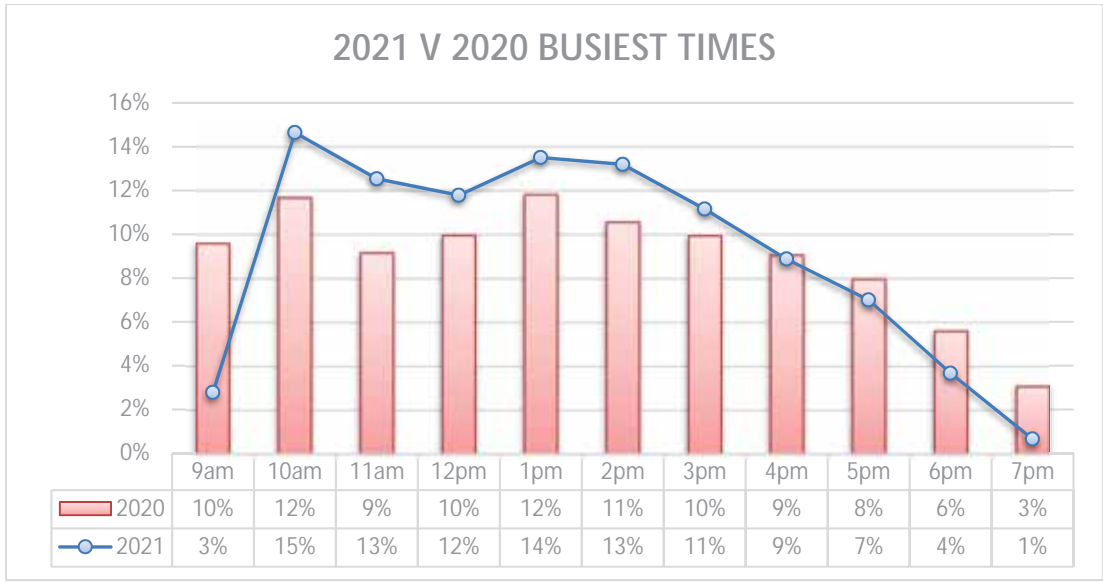




*Daily fees not offered in 2020 due to COVID-19 restrictions.









Appendix C – Pricing Comparisons

Standard Daily Admissions and Passes

Town	Hours	Daily Fees Res/NR	Individual Pass Res/NR	Family Pass for 4 Res/NR
Glencoe	10:00am-7:00pm	\$10/\$20	\$35/\$70	\$140/\$280
Wilmette	9:00am-8:00pm	\$8/\$13	\$54/\$135 Parking Pass \$31/\$175	\$136/\$321
Winnetka	9:00am-9:00pm	\$10/\$20 (M-W Only)	\$105/\$210	\$135/\$270
Evanston	9:00am-7:30pm	\$10pp Sa, Su, M (Res FREE)	\$30/\$46 *\$19/31	\$120/\$84 *\$76/\$124

*Revised Dates for mid-season pass sales

Last Daily Rate Increase:

- 2002: \$1 increase for non-resident only; resident rate remained \$4/\$6
- 2012: \$1 increase for non-resident adult fee only to \$10
- 2017: \$1 increase for residents, \$4 increase for non-residents
- 2018: Group rate increased to \$10 per person for groups of 10 people or more
- 2019: Rates changed to flat rates of \$7 for R and \$14 for NR guest
- 2020: Daily rate not offered due to COVID-19 restrictions
- 2021: Increased to \$10/\$20 R/NR per person

Last Season Pass Increase:

- 2010: \$5 increase to all pass types
- 2012: New rate created for seniors (age 65 and older)
- 2017: \$26 decrease for resident first member and \$22 decrease for non-resident first member
- 2018: \$19 increase in additional pass cost
- 2019: Increased NR season passes 1st member by \$7
- 2020: NR season pass increase to double the Resident rate
- 2021: Changed to flat-rate pricing per person \$35/\$70 R/NR



Sun Shelter and Trellis Rentals

Town	Sun Shelter (12 person/4.25 Hrs) P/NP	Sun Shelter (24 person/4.25 Hrs) P/NP	Trellis (75-100 person) 5 Hour Rental R/NR
Glencoe	\$45/\$90	\$90/\$160	\$246/391 (M-Th) \$415/\$662 (F-Su)
Wilmette	Not Available	Not Available	Not Available
Winnetka	Not Available	Not Available	Not Available
Evanston	Not Available	Not Available	\$70/\$85

Lake Rentals

Town	Kayak Res/NR	Paddleboard Res/NR	Sailboat Rental Res/NR
Glencoe	\$30/\$60 (P/NP)	\$30/\$60 (P/NP)	\$55/\$110 (P/NP) 2 hrs
Wilmette	M-F \$40/\$40 Sa-Su \$60/\$60	M-F \$25/\$25 Sa-Su \$35/\$35	M-F \$63/\$63 Sa-Su \$83/\$83
Winnetka	M-F Not Available Sa-Su \$25/\$30	M-F Not Available Sa-Su \$25/\$30	Not Available
Evanston (45 min rentals)	*M-F \$25/\$35 Sa-Su \$25/\$35	*M-F \$25/\$35 Sa-Su \$25/\$35	*M-F \$50/\$60 Sa-Su \$50/\$60

Boat Storage Spaces

Town	Sand Res/NR	Rack Paddle Res/NR	Winter Sand Res/NR	Winter Rack Res/NR
Glencoe	\$663/\$1115	\$399/\$671	\$280/\$370	\$144/\$230
Wilmette	\$755/\$1061	\$455/\$748	\$291/\$291	\$203/\$203
Winnetka	\$400/\$800	\$350/\$700	\$100/\$150	\$100/\$150
Evanston	\$425/\$585	\$275/\$335	Not Available	Not Available

X. Executive Director's Report

Glencoe Park District
November 2021 Board Meeting

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

Staff Shortage Concerns

Like the rest of the country, park districts are also experiencing staff shortages and Glencoe Park District is no different. We are finding it extremely difficult to find staff to work in our Early Childhood Department and general youth programs. There are many factors that we are attributing to this shortage including concern for their personal health and vaccine or testing mandates. We are offering referral, hiring, longevity bonuses, and made wage adjustments, making our pay scale start well over the national average for full-day preschool team members. I recently authorized a paid day off the day after Thanksgiving for our exhausted Early Childhood Team and other team members who have been putting in long hours to keep our programs operating. This traditionally has been an unpaid day off for our part-time staff. We have pulled help from all departments to assist in this area.

We know a few parents are feeling the frustration of changing staff. We know this is not ideal and not something our parents are used to, but we are doing everything we can to fill all open positions. It is very frustrating for our managers as well. For example, they will schedule eight interviews and only have one person show up or hire a new staff member just to have them not show up on the first day. In my 30+ years in park district management, I can honestly say I have never seen it this bad. The one thing that saved our full-day program is that we never laid off any staff when closed at the start of the pandemic. If we had, I don't know if our program would be open today. Other park districts who did lay off a majority of their staff are much worst positions than we are at this time.

With Amanda, our Half-Day Preschool Supervisor, leaving for a professional growth opportunity, we are looking for a full-time manager. That position has been posted and we are actively recruiting. Bobby and other recreation managers will be stepping in to assist Jessica with additional administrative support until that replacement has been secured.

IPRA Conference

The IPRA Conference is coming up in January. The conference is in-person this year. This is the number one learning opportunity for our department heads, recreation/facility managers and Commissioners. With the pandemic still looming over us, we are sending much fewer staff this year. Please let Jenny or I know if you would like more information and/or to go to the conference and we will get you signed up.

IAPD Legal Symposium

John and I attended the virtual Legal Symposium on Thursday, November 4. Topics included COVID-19 regulations, new laws and key legislative issues, and significant court decisions affecting our District's day-to-day operations.

Personnel

Horticulturalist Tom McDonald has decided to retire after serving 24 years with Glencoe Park District. Tom's work can be seen in every park throughout Glencoe. During his tenure here in Glencoe, he has planted 100's of trees and is personally responsible for guiding the Park District and much of the Glencoe community in conservation efforts.

Glencoe Park District Team Holiday Party

Due to COVID-19, we have decided to do something different for our holiday/appreciation party. We did not want to cancel or do a "virtual" party like last year, but we knew that a big get together with a dinner would not be the best idea at this time either. Therefore, the Employee Appreciation Team put their creative hats on and developed this idea:

Flannel & Frost Holiday: Don your plaid apparel and drop by after your shift for our GPD holiday event! We'll enjoy drinks and s'mores by the fire at this **OUTDOOR** celebration. Everyone who stops by will receive a special holiday gift, PLUS a raffle ticket for a grand prize gift basket! The raffle will take place at 5:30pm, but you do not need to be present to win.

Flannel attire encouraged!

During the event, we will collect items for the New Trier Township Food Pantry. Bring an item that can be donated and receive an **extra raffle ticket** for one of our prize baskets!

As always, the Board is invited and we hope that you join the festivities!

Business Services

- **2021 Levy Ordinance**
Based on the Board's approval of the aggregate levy amount, the Truth-in-Taxation Resolution was approved at last month's board meeting. Because the 4.02% increase in the operating levy amount is under 5% a hearing is not required, but will be held on November 16. The Levy Ordinance was prepared and has been reviewed by legal counsel. A copy of this Ordinance is included in your packet and is scheduled to be approved by the Board at this November 16 regular meeting, after the levy hearing is held. It will then be filed with the County Clerk's Office by the deadline of Tuesday, December 28.
- **FY 2021/22 Budget and Capital Project Proposals**
The FY2022/23 budget process is well underway. The process began in early October with the staff kick-off budget meeting. Capital project proposals were also submitted for consideration by the Admin Team and these items will be included in the first FY 2022/23 Budget Draft.
- **Health Insurance Renewal**
Staff attended the PDRMA Health Program Benefit Coordinator seminar in October, and staff's recommendation was approved by the Board at the October 19th Board meeting. The full-time meeting to discuss the 2022 health insurance renewal, including plan benefit changes and employee contribution amounts, was conducted with employees on November 5. Open enrollment period for PDRMA Health Program is November 15-30, and staff is assisting employees in understanding and completing all required paperwork by this time.
- **Front Office Operations**
Resident registration for season ice passes began on October 23, and reopened again on October 29. Non-resident registration for the passes began on October 30.
- **Unclaimed Property Report to State of Illinois**
Governmental agencies are required to complete the Annual Unclaimed Property Report for 2021 by November 1, 2021 and remit any unclaimed assets (primarily payroll) to the State after applicable rules on trying to contact the payees for reissuing of checks. Staff has submitted the report and there is no unclaimed property this year to remit to the State.

Parks and Maintenance

- Work continues on capital projects with Altamanu relating to the crib wall project, with Baird to prepare the pier decking project for bidding, and with Wight to prepare the Watts Recreational Center renovation plans.
- We scheduled two Lakefront Park racquet court focus group dates. These focus groups will be held virtually on December 6 at 10:00am and December 6 at 6:30pm. Elsa Fischer, from Berry Dunn will be facilitating discussion on whether the courts should be all tennis, all pickleball or a combination of both. We will solicit participation by emailing anyone who has contacted us in the last couple months on tennis or pickleball courts, those who requested permits for racquet court use, and those involved in our tennis and pickleball programs.
- Facilities staff is focused on seasonal preparations for the Watts ice season. The team is working on repairing ice rink boards and touching up paint throughout the building. Seasonal start-up maintenance was completed on the compressors at Watts; with fingers crossed, staff is hoping that the previous capital investment in the compressors result in a low frequency of repair this season. We also added a proprietary rink seal product to the cooling floor system. This product is manufactured in Michigan and functions as a stop leak style repair to the cooling floors. Fingers crossed that the product is successful.

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

Marketing and Communications

We are busy preparing Inside Glencoe and the Winter Brochure in addition to signage and targeted emails. In October, we sent out six targeted emails, focusing primarily on The Great Mud Run, Watts, Boo Bash, and Spooky Skate. Refer to Appendix A for more details!

Erin continues to work on the new website and registration system schedule to debut in spring! We hope the updated interface will help make your user experience more enjoyable. Stay tuned for details about the new site, which will be live in February!

Recreation and Facilities

- Halloween marked the time for two very successful events; Spooky Skate and Boo Bash. Spooky Skate transformed Watts with enhanced decorations, eerie lighting, and kids and parents in costume. Both sessions were at capacity as kids skated to upbeat Halloween tunes. Boo Bash, originally scheduled at Kalk Park, had to move indoors due to inclement weather. GPD staff pulled together to make the switch to inside Takiff Center. Almost all main elements of the event were still able to take place. Approximately 500 kids and parents attended and were able to explore all around Takiff for different activities and attractions. Coming up, there are two holiday-themed events; Snoopy Thanksgiving and a Visit with Santa along with weekly events at Watts starting in December. Planning for spring and summer events in 2022 is already in the early stages.
- Early Childhood enjoyed learning about fall as the weather cooled down.
- October is fire safety month, so our friends at Public Safety came for a visit. They taught us about 9-1-1 and stop, drop, and roll. All children were able to walk through the fire engine!

- We hosted the annual Preschool Spooktacular on Friday, October 29. We had 27 tables and over 40 parent volunteers. Themes ranged from Llama, Llama to Disco Car Wash.
- ELC is learning about all things fall! The ELC students were excited to paint pumpkins and decorate their classrooms for Halloween. All classes loved the fall and Halloween media table themes and spent a great deal of time playing and exploring the materials. We ended the month with our Halloween celebrations in all of our classrooms with lots of fun and treats!
- Children's Circle welcomed many new part-time staff to our team. We are continuing the hiring process and still have four open positions. This month, we have a new Jellyfish and a new Dolphin joining our school. Our waitlist continues to be closed. While the waitlist numbers in the older age groups are lower, we do not foresee any spaces becoming available in our 2+ age group at any point. The 19 children on the infant waitlist does not include the eight additional infants that we will be intaking from November through June of this school year.
- Watts passes went on sale October 14 to Glencoe residents. We sold 1004 all-access passes and 67 guest passes to Glencoe residents as of October 31. Non-resident passes went on sale November 1 and sold 89 non-resident passes and 12 guest passes. See Appendix B for a breakdown of 2021 pass sales compared to 2020 and 2019.
- Skating classes continue to be extremely popular. We built on the great success from 2020-21 into this upcoming season and are far ahead of where we were last season. We are receiving many inquiries about on-demand classes as well as private lessons.
- Travel Basketball, Storm, and Glencoe Fire seasons kicked off in mid-November practicing out of Takiff and Central School during the week. Games will begin the first week of December and go through early March.
- Preseason house clinics started November 2 and while are numbers are down compared to 2019, we met our revenue projections by increasing the length of weeks for the clinics. Our youth house league will start on January 8. In the past, we started the youth house league in December, but felt that by extending our clinics it will help children build a foundation of skills prior to going into game play. Following skills building, they will still have 10 weeks of house league with a later Spring Break. Shannon has been meeting with Deerfield, Highland Park, Winnetka, and Lake Forest athletics supervisors, in advance of the season, to work with surrounding communities and ensure we follow similar COVID-19 guidelines. We are working to partner with Winnetka to compete against our 5th/6th grade teams.
- This winter session, we are offering new youth programs such as Jedi Engineering, Minecraft Engineering, Coding, and added more sections of Cooking and Chess to help the increase in enrollment from the fall. These classes will be offered at Takiff, Watts, and schools.
- If may seem early, but staff are working on summer 2022 planning. Stephani is working with MyCampApp to integrate the app for next summer. The app includes calendars, text message updates, photos, and videos. New this year, we are including all waivers in CampDoc to eliminate the need to print paperwork and working work with CampDoc to incorporate our new registration software to create household accounts for each camp participant.

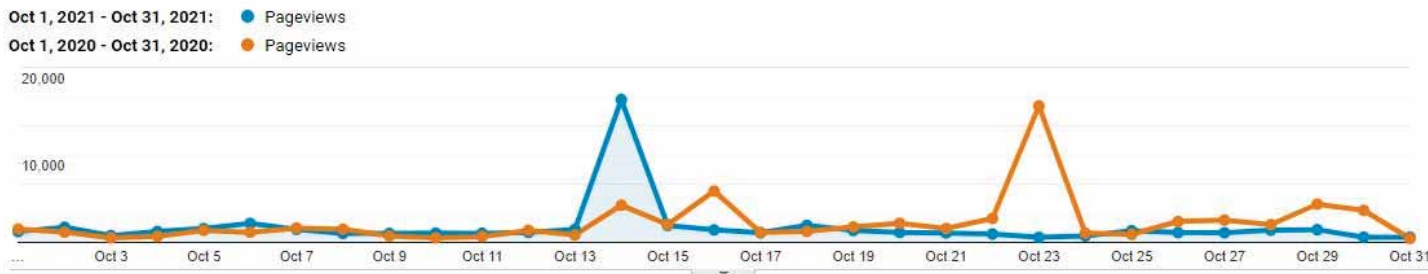
- Following District 35's institute days and holidays, we are holding three School Day Off programs during the month of November. Participants will be traveling to AMC Theatres, Dave and Busters, and Bowlero. We expect enrollment to be consistent with previous months.
- As weather gets cooler, fitness center usage continues to increase. We had 11 new members join the fitness center during October. See Appendix B for comparisons from previous years.

Submitted by:
Lisa Sheppard, CPRP
Executive Director

Marketing/Communications November 2021

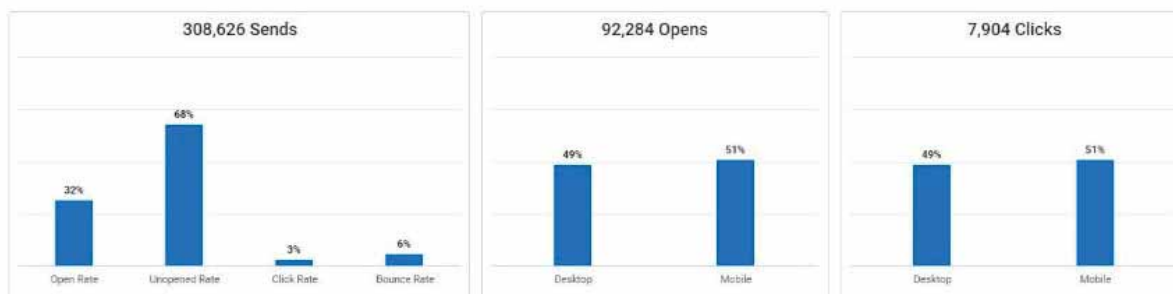
Online Communication

In October, website views decreased 23% from the previous year. We had 53,399 page views in October, compared to 69,718 previous year. However, visits were up 28% compared to the previous month (41,703 in September compared to 53,399 in October). Our top ten pages with the most traffic were all related to Watts, Boo Bash, and registration.



Email Marketing

In October, we sent out six targeted emails, focusing primarily on The Great Mud Run, Watts, Boo Bash, and Spooky Skate. Of the 21,850 emails we sent, over 1,630 emails were opened (8%) with a 1% average click rate. The open rate is significantly lower than recent rates. This is due to the new Apple Mail Privacy Protection feature. To protect customer privacy, iOS 15 and Apple Mail will preload images in emails, including tracking pixels, which are commonly used by marketers to track email opens. Because this is also how Constant Contact tracks email opens, this update has affected the accuracy of our email reporting, as we are not able to reliably determine which contacts opened which emails when using Apple Mail. This includes anyone who checks their email on the Mail app, no matter which email domain they use (such as Gmail and Yahoo). As a result, our email open rate and click rate shown in this report are not reflective of actual activity. Constant Contact is working to update its reporting features in the coming weeks.



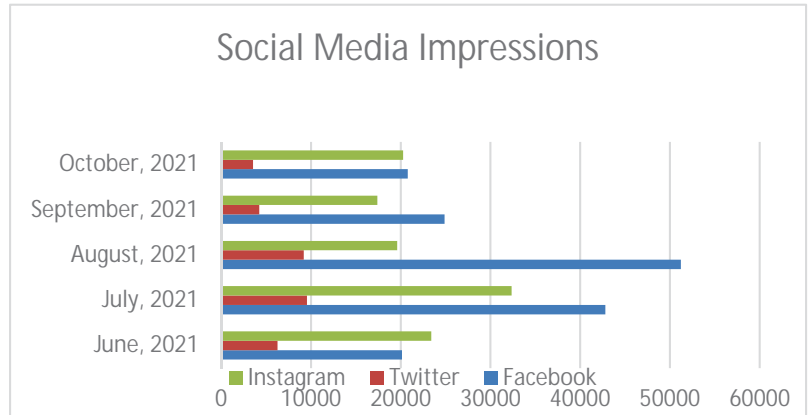
Trends

Check out how your numbers compare over time.

Your open rate:	32%	Your click rate:	3%
vs. previous 244 days	-6% ▼	vs. previous 244 days	-1% ▼
vs. industry average	+10% ▲	vs. industry average	+1% ▲

Social Media

We ended September with 20,785 Facebook impressions (last month was 24,891). During the month, we also had 20,282 impressions on Instagram (last month was 17,403) and 3,549 impressions on Twitter (last month was 4,251). We now have 2,646 followers on Facebook, 1,069 followers on Twitter and 2,125 followers on Instagram. Glencoe Beach has 2,882 and Watts Ice Center has 567 followers on Facebook.



Top Tweet earned 346 impressions.

The weather forecast looks spooky, so we're moving Boo Bash inside the Takiff Center.

Our sold-out event will still include trick-or-treating with characters, live entertainment, pumpkin decorating, face painting, and other not-so-scary activities: l8r.it/z8DG
pic.twitter.com/xOYcTZHg26

Results from The Great Mud Run are now available:
<https://raceday.enmotive.com/#/events/the-great-mud-run/results> Tap the link in our bio to see the results

3:25 PM - 2nd Oct 2021
 25 Likes · 1 Comment

Our most popular Instagram and Twitter posts for October

Submitted by:
 Erin Classen
 Superintendent of Marketing and Communications

**Recreation and Facilities Department
November 2021**

Community Engagement & Special Events: Nate Van Allen

Registration numbers for October, November, and December events. Planning for spring and summer events in 2022 has also already begin and is in the early stages.

Date	Event	Attendance Estimate
10/22/21	Spooky Skate	150+
10/29/21	Boo Bash	500
Upcoming		
11/5/21	GJHP Movie Night	50
11/20/21	Snoopy's Thanksgiving	50
11/26/21	Watts Opening	500+
12/3/21-3/4/22	Watts Event Nights (12 events)	150 per event
12/18/21	Visit With Santa	50-72
12/31/21	Itty Bitty New Year	100

Early Childhood: Jess Stockl

ELC Enrollment As of 11/1	2021/22	2020/21	2019/20	2018/19
ELC 2s	18	10	16	18
ELC 3s	17	11	14	16
ELC 4s	17	14	18	27
Kindergarten Readiness	22	11	16	7
Total	74	46	64	68

Children's Circle Enrollment As of 11/1	2021/2022	2020/21	2019/20	2018/19
Jellyfish (6 weeks to 15 months)	9	10	10	5
Frogs (15 months to 2 years old)*	10	12	7	7
Turtles (18 months-youngers 2s)*	15	13	13	6
Starfish (older 2s)	16	16	17	16
Dolphins (3s)	20	19	20	18
Belugas (4s)	21	21	16	14
Total	91	91	83	66

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

Children's Circle Waitlist As of 11/1	Total	Residents	Non-Residents
Jellyfish (6 weeks to 15 months)	19	9	10
Frogs (15 months to 2 years old)*	8	8	0
Turtles (18 months-youngers 2s)*	8	4	4
Starfish (older 2s)	12	6	6
Dolphins (3s)	5	3	2
Belugas (4s)	3	3	0
Total	55	33	22

**Arts and
Youth:
Stephani
Briskman**

School Day Off Program As of 11/1	2021	
	Enrolled	Revenue
Thanksgiving Break	34	\$5,723
Winter Break Week 1	18	\$3,650
Winter Break Week 2	12	\$2,705
Total	64	\$12,078

Athletics/Teen Camps: Shannon Stevens

House League Basketball As of 11/1	Enrollment			Revenue		
	2021	2019	2018	2021	2019	2018
Girls 1/2 House League	28	36	31	\$7,700	\$8,764	\$8,602
Girls 3/4 House League	23	37	24	\$6,132	\$10,484	\$9,307
Girls 5/6 House League	7	12	13	\$2,156	\$4,225	\$5,227
Boys 1/2 House League	49	55	57	\$13,475	\$13,400	\$15,895
Boys 3/4 House League	29	62	45	\$8,468	\$17,625	\$19,432
Boys 5/6 House League	29	15	20	\$8,624	\$5,275	\$8,110
Total	165	217	190	\$47,447	\$59,773	\$66,573

Fall Preseason Basketball Clinics As of 11/1	Enrollment			Revenue		
	2021	2019	2018	2021	2019	2018
Preseason Boys 1/2	33	45	6	\$2,574	\$3,192	\$210
Preseason Boys 3/4	26	38	6	\$2,496	\$2,775	\$274
Preseason Boys 5/6	20	10	3	\$1,920	\$537	\$135
Preseason Girls 1/2	21	17	5	\$1,638	\$1,142	\$175
Preseason Girls 3/4	18	16	1	\$1,728	\$1,140	\$35
Preseason Girls 5/6	11	4	-	\$1,056	\$240	-
Total	129	130	21	\$11,412	\$9,026	\$829

Takiff, Fitness, & Watts: Adam Wohl

We continue to field a lot of calls for Takiff Center rentals. We have several smaller parties booked, including a few larger ones planned for the coming months. There are currently no restrictions for capacity. Masks are still required for all guests.

Takiff Center Rentals As of 10/31	2021-22	2020-21	2019-20	2018-19
Revenue	\$31,368	\$6,628	\$59,846	\$65,667

Watts Ice Center

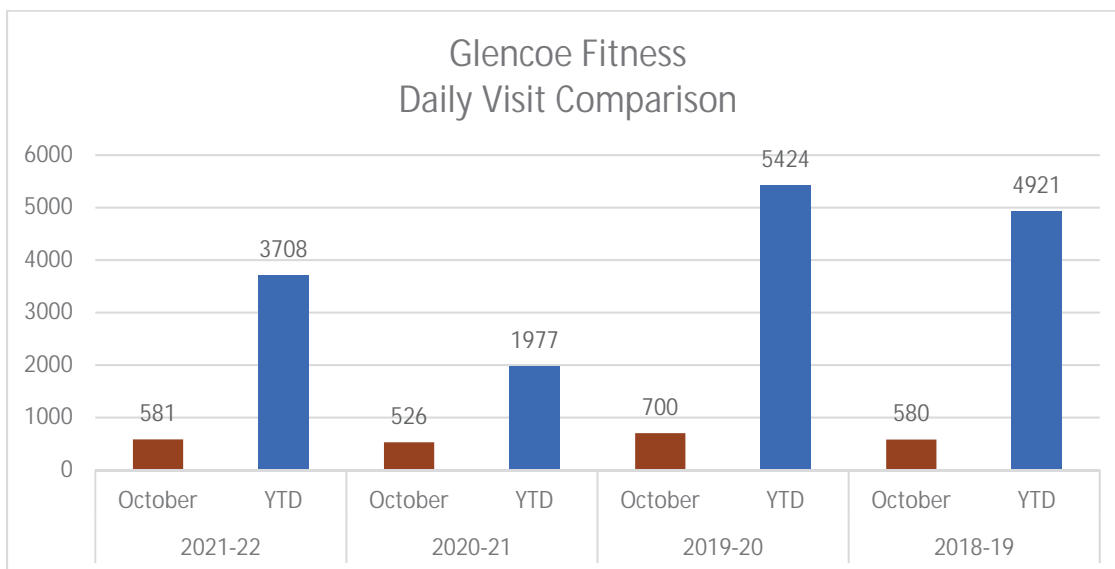
Watts Pass Sales As of 11/2	2021		2020		2019	
	# Passes	Fees	# Passes	Fees	# Passes	Fees
Skating Pass	1,107 All Access	\$70,680	976	\$48,825	24	\$810
Hockey Pass			151	\$24,450	13	\$858
Guest Pass	90	\$6,425	85	\$4,300	-	-
Total	1,172	\$77,105	1,212	\$77,575	37	\$1,668

Watts Skating Classes As of 11/2	2021		2020		2019	
	Enrolled	Fees	Enrolled	Fees	Enrolled	Fees
Tot Learn to Skate	119	\$12,863	104	\$8,916	35	\$2,760
USFS Skating	134	\$14,642	61	\$4,758	8	\$660
Minor Hawks	33	\$3,980	52	\$4,686	7	\$480
Totals	286	\$31,485	217	\$18,360	50	\$3,900

Glencoe Fitness

Fitness Center breakdown of memberships over the past 4-years:

Glencoe Fitness Memberships As of 10/31	2021-22	2020-21	2019-20	2018-19
Individual Member	50			
Additional Member	9			
Senior Member	30			
Student Member	29			
3-month Member	18			
Total Members	136	170	150	202



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

XI. Action Item A
Approval of Whistleblower Protection
(SAFE-T Act) Policy and Procedures

Glencoe Park District
November 2021 Board Meeting

MEMORANDUM

TO: Board of Park Commissioners
CC: Department Heads and HR Manager
FROM: Lisa Sheppard, Executive Director
SUBJECT: Whistleblower Protection (SAFE-T) Policy and Procedure
DATE: November 10, 2021

On Jan. 13, 2021, Governor Pritzker signed into law **Public Act 101-0652**, otherwise known as the SAFE-T Act. Although the legislation largely applies to reforming policing, pretrial and prison and sentencing procedures, one provision significantly affects park districts and other units of local government without police forces: the whistleblower retaliation provision, which became effective July 1, 2021.

What your agency needs to do to be compliant:

PDRMA members, as well as other public employers, must take these required steps:

1. Designate an Auditing Official. While such an official can be an internal or external individual, or the state attorney, we recommend appointing an **internal** auditing official, so our agency maintains control of its investigation and can consult with legal counsel for our agency as needed at the beginning and throughout the investigation and any subsequent remedial action. Notably, nothing precludes an internal auditing official from designating an external individual or the state attorney as a designee, if the specific circumstances of an investigation warrant it.
2. The Auditing Official must establish a written process and procedure for managing complaints – i.e., a new policy.
3. Each employee must receive a written copy of the policy from the Auditing Official upon hire and at least once yearly afterwards.
4. Each employee must also receive a written **complete copy** of the whistleblower provision of the Public Officer Prohibited Activities Act upon hire and at least once yearly afterwards.
5. We will notify our legal counsel and/or PDRMA's Legal Services upon receiving notice of a complaint that may trigger this policy, so we can receive legal advice regarding who the proper person is to investigate and recommended next steps in the investigation. This will help mitigate the chance of an investigation leading to legal liability for the agency, either because it failed to properly handle a matter under this act or because in handling a matter under this act it created admissions against interest that could be used against it in subsequent litigation.

What you need to know:

A provision of the **SAFE-T Act, 50 ILCS 105/4.1**, amends the Public Officer Activities Act to prohibit a unit of local government, or any agent or representative thereof, from retaliating against an employee or contractor, who commits any of the following acts:

- Reporting improper governmental action under this section.
- Cooperating with an investigation by an Auditing Official related to a report of improper governmental conduct.
- Testifying in a proceeding or prosecution arising out of an improper governmental action.

MEMORANDUM

What is “improper governmental action” under this section?

“Improper governmental action” means any action by an employee or elected official of a unit of local government – i.e., PDRMA’s members, employees and commissioners – that falls under any of the following categories:

- Violates a federal, state or unit of local government law or rule.
- Abuses authority.
- Violates the public's trust or expectation of conduct.
- Is a substantial and specific danger to the public's health or safety.
- Is a gross waste of public funds.

The statute specifically excludes personnel actions, such as discrimination in hiring, firing, promotions, and compensation, from the definition of covered “improper governmental action.” But, the statute does prohibit retaliation for reporting covered “improper governmental action” or participating in a related investigation or proceeding, as noted above.

How can an employee or contractor assert his rights under this section?

To invoke these retaliation protections, the employee or contractor must submit a written report of the improper governmental action to the appropriate Auditing Official within sixty (60) days of knowledge of the retaliatory conduct.

Who is an “Auditing Official?”

An “Auditing Official” is the individual elected, appointed, or hired by a unit of local government that, among other things, is responsible for investigating and handling complaints dealing with misconduct or performance of employees under the act and promoting the administration of the governmental unit. PDRMA members are free to designate an employee who already undertakes these duties as its Auditing Official. For example, you may designate the person responsible for human resources, such as a Superintendent of Human Resources and Risk Management. The Auditing Official also has the authority to designate another Auditing Official to investigate the complaint.

If your agency does not designate an Auditing Official, then the Auditing Official would be the state attorney of the county where your agency resides.

For the purposes of the law, the Auditing Official is also responsible for creating the policies and procedures pertaining to whistleblower complaints and investigations.

Should the reporting employee be kept confidential?

To the extent allowed by law, yes. The identity of the employee making the report of improper governmental action should be kept confidential, unless the reporting employee waives confidentiality in writing. Auditing officials should take reasonable measures to ensure confidentiality for the reporting employee’s protection. However, you should never promise 100-percent confidentiality, as your agency must share information internally on a need-to-know basis to allow the Auditing Official (or designee) to investigate and take remedial action, if warranted.

MEMORANDUM

What are the penalties for violations?

The statute authorizes the Auditing Official to impose some/all of the following potential penalties on a person found to have violated the protections covering retaliation against a whistleblower:

- Fine totaling \$500 to \$5,000
- Suspension without pay
- Demotion
- Discharge
- Civil or criminal prosecution
- Any combination of these penalties

The Auditing Official may also award either of the following remedies to impacted employees:

- Reinstatement, reimbursement for lost wages or incurred expenses, promotion, or other forms of restitution.
- In situations where restitution will not suffice, the Auditing Official will make the investigation findings available to aid the employee or employee's attorney in making the employee whole.

Attached: Policy

Glencoe Park District Whistleblower Protection (SAFE-T Act) Policy and Procedures

A. Purpose

Pursuant to § 4.1 of the Public Officer Activities Act, 50 ILCS 105/4.1 (the "Act"), the Glencoe Park District protects the confidentiality of and prohibits retaliation against any full-time, part-time, or temporary employee or contractor who reports improper governmental action under the Act and this Policy. Confidentiality will be protected to the extent permissible by law unless waived by the employee. Glencoe Park District's Auditing Official will manage and investigate complaints filed under the Act and this Policy in accordance with the following processes and procedures.

B. Improper Governmental Action

For purposes of this Policy, "improper governmental action" means any action by an employee of Glencoe Park District, an appointed member of a board, commission or committee, or an elected official of Glencoe Park District that:

- Is undertaken in violation of a federal or state law or local ordinance;
- Is an abuse of authority;
- Violates the public's trust or expectation of their conduct;
- Is of substantial and specific danger to the public's health or safety; or,
- Is a gross waste of public funds.

The action need not be within the scope of the official duties of the employee, elected official, board member, or commission member to be subject to a claim of improper governmental action.

Improper governmental action does not include Glencoe Park District's personnel actions, including but not limited to: (1) employee grievances or complaints; (2) appointments, promotions, transfers, reassignments, or reinstatements; (3) restorations or reemployment; (4) performance evaluations; (5) reductions in compensation; (6) dismissals, suspensions, demotions, reprimands, or violations of collective bargaining agreements, except to the extent that the action amounts to retaliation.

C. Confidentiality

The identity of an employee will be kept confidential to the extent allowable by law unless waived in writing by the employee. The Auditing Officials may take reasonable measures to protect employees who reasonably believe they may be subject to bodily harm for reporting improper government action.

D. No Retaliation

Glencoe Park District will not retaliate against an employee or contractor who:

- Reports an improper governmental action under this Policy or the Act;

- Cooperates with an investigation by the Auditing Official related to a report of improper governmental action; or
- Testifies in a proceeding or prosecution arising out of an improper governmental action.

Prohibited retaliation means any adverse change in an employee's employment status or terms and conditions of employment. Retaliatory action includes, but is not limited to, (1) denial of adequate staff to perform duties; (2) frequent staff changes; (3) frequent and undesirable office changes; (4) refusal to assign meaningful work; (5) unsubstantiated letters of reprimand or unsatisfactory performance evaluations; (6) demotion; (7) reduction in pay; (8) denial of promotion; (9) transfer or reassignment; (10) suspension or dismissal; or (11) other disciplinary action made because of an employee's protected activity under the Act.

E. Reporting Procedures

To invoke the protections of the Act and this policy, any employee who is aware of an improper governmental action (as defined above) is required to make a **written** report of it to Glencoe Park District's Human Resources Manager, who serves as our Auditing Official.

Further, any employee who believes that he or she is being retaliated in violation of the Act and this Policy must submit a **written** report regarding the retaliation to the Glencoe Park District's Auditing Official, within 60 days of learning of the retaliatory conduct.

If the Auditing Official is the individual doing the improper governmental action, then a report may be submitted to any State's Attorney.

F. Investigation Procedures

Upon receiving a report of alleged improper governmental action, the Auditing Official shall conduct a confidential investigation of report.

The Auditing Official will also notify the employee and all witnesses of the Glencoe Park District's policy against retaliation for reporting alleged improper government action or participating in a related investigation or proceeding.

The Auditing Official may notify the Executive Director and/or Glencoe Park District's corporate counsel and/or the General Counsel of the Park District Risk Management Agency of the report and seek legal advice regarding the report, investigation, and potential findings and remedies.

The Auditing Official may transfer a report of improper governmental action to another auditing official designee (including, but not limited to, the appropriate State's Attorney) for investigation if the Auditing Official deems it appropriate.

If the Auditing Official (or his/her designee) concludes that an improper governmental action has taken place or concludes that the any person has hindered the investigation, the Auditing Official shall notify in writing Glencoe Park District's Executive Director and any other individual

or entity the Auditing Official deems necessary in the circumstances, including, for example, the President of the Board or other Board Commissioners.

If the Auditing Official determines that an employee has been subjected to retaliation in violation of the Act or this Policy, the Auditing Official may also reinstate, reimburse for lost wages or expenses incurred, promote, or provide some other form of restitution. In instances where the Auditing Official determines that restitution will not suffice, the Auditing Official may make his or her investigation findings available for the purposes of aiding in that employee or the employee's attorney's effort to make the employee whole.

The Auditing Official shall maintain records relating to the report, investigation, and findings confidential to the extent allowed by law and shall consult with Glencoe Park District's corporate counsel and/or PDRMA's General Counsel before disclosing such records to any third parties, including, but not limited to, pursuant to a request under the Illinois Freedom of Information Act (IL FOIA).

G. Other Duties Of The Auditing Official

The Auditing Official shall also ensure that each employee receives a written summary or a complete copy of § 4.1 of the Act upon hire and at least once each year of employment.

The Auditing Official shall also ensure that all employees receive a copy of this Policy upon hire and at least once each year of employment, as well as any updates to it, and sign a form acknowledging receipt.

The Auditing Official shall also be familiar with § 4.1 of the Act and any amendments thereto and shall comply with all requirements of the Act.

The Auditing Official shall also respond to questions from employees about this Policy.

PDF Version: [insert hyperlink to document following approval](#)
Word Version: [insert hyperlink to document following approval](#)

**Employee Acknowledgement of Whistleblower Protection
(SAFE-T Act) Policy and Procedures**

By signing below, I confirm I have received, read, and understand the "Whistleblower Protection (Safe T Act) Policy and Procedures for Glencoe Park District." I also understand that as an employee, it is my responsibility to abide by this Policy.

Employee Name (Printed): _____

Employee Signature: _____

Date: _____

XI. Action Item B
Approval of Resolution No. 934:
Include Cash Payments Related to
Health Insurance as IMRF Earnings

Glencoe Park District
November 2021 Board Meeting

MEMORANDUM

TO: Board of Park Commissioners
FROM: John Cutrera and Lisa Sheppard
SUBJECT: Health Insurance Buy-out – IMRF Earnings
DATE: November 16, 2021

The Board approved 2022 employee health insurance options at the October 19, 2021 meeting, which included a buy-out for employees who decline eligible medical coverage through the Park District. IMRF requires Board action in order for this payout to be included in IMRF wages.

**GLENCOE PARK DISTRICT
RESOLUTION NO. 934**

**A RESOLUTION TO INCLUDE CASH PAYMENTS RELATED TO
HEALTH INSURANCE AS IMRF EARNINGS
EMPLOYER IMRF I.D. NUMBER: 3298**

WHEREAS, standard member earnings reportable to the Illinois Municipal Retirement Fund do not include the value of health insurance or cash payments in lieu of or related to healthcare benefits; and

WHEREAS, the governing body of an IMRF participating unit of government may elect to include in IMRF earnings cash payments in lieu of or related to healthcare benefits; and

WHEREAS, the Board of Park Commissioners of the Glencoe Park District does hereby elect to include as earnings reportable to IMRF cash payments made separately from salary and made in lieu of or related to healthcare benefits effective January 1, 2022.

BE IT FURTHER RESOLVED that Lisa M. Sheppard is authorized and directed to file a duly certified copy of this resolution with the Illinois Municipal Retirement Funds.

ADOPTED this 16th of November 2021 pursuant to a roll call vote as follows:

AYES:
NAYS:
ABSTENTIONS:
ABSENT AND NOT VOTING:

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

ATTEST:

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

[SEAL]

**GLENCOE PARK DISTRICT
CERTIFICATE OF SECRETARY**

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

I HEREBY CERTIFY that the foregoing instrument is a true and correct copy of **A RESOLUTION TO INCLUDE CASH PAYMENTS RELATED TO HEALTH INSURANCE AS IMRF EARNINGS** which was adopted at a duly called Regular Meeting of the Board of Park Commissioners of the Glencoe Park District, held at Glencoe, Illinois, in said District at 7:00 pm on the 16th day of November, A.D. 2021.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location at which said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of said Park District at Glencoe, Illinois, this 16th day of November 2021.

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

[SEAL]

**XI. Action Item C:
Approval of IAPD Annual Meeting Delegates**

Glencoe Park District
November 2021 Board Meeting



TO: ALL MEMBER DISTRICTS

FROM: Peter M. Murphy, President/CEO

DATE: October 1, 2021

RE: **CREDENTIALS CERTIFICATE**

The IAPD/IPRA Soaring to New Heights Conference will be held on January 27-29, 2022.

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

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

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

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

This certificate will entitle the delegate or, in their absence, an alternate listed thereon to vote on matters presented during the Association's Annual Business meeting to be held on Saturday, January 29, 2022 at 3:30 p.m.

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

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

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

CREDENTIALS CERTIFICATE

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

Glencoe Park District held at

(Name of Agency)

999 Green Bay Rd., Glencoe, IL 60022 on November 16, 2021 at 7:00pm

(Location)

(Month/Day/Year)

(Time)

the following individuals were designated to serve as delegate(s) to the Annual Business Meeting of the ILLINOIS ASSOCIATION OF PARK DISTRICTS to be held on **Saturday, January 29, 2022 at 3:30 p.m.:**

Name

Title

Email

Delegate: _____

1st Alternate: _____

2nd Alternate: _____

3rd Alternate: _____

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

Affix Seal:

Signed: _____

(President of Board)

Attest: _____

(Board Secretary)

Return this form to:

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



TO: ALL MEMBER DISTRICTS
FROM: Peter M. Murphy, President/CEO
DATE: October 1, 2021
RE: RESOLUTIONS

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

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

(a) Resolutions must be submitted to the President/CEO no later than sixty (60) days prior (November 30, 2021) to the Annual Business Meeting of the Association. All resolutions submitted shall be mailed to the membership not less than forty-five (45) days prior (December 15, 2021) to the Annual Business Meeting.

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

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

NOTE: All resolutions must be received in the Association's office no later than November 30, 2021.



TO: ALL MEMBER DISTRICTS
FROM: Peter M. Murphy, President/CEO
DATE: October 1, 2021
RE: **RECOMMENDATIONS**

In order to comply with the provisions of the IAPD Constitutional By-Laws, recommended changes and/or amendments to the Constitutional By-Laws must be on file in the Association's office on or before November 30, 2021 to be considered by the committee.

This schedule has been adopted by the committee in order to provide adequate time for the office to publish and distribute the committee report to all member districts forty-five (45) days (December 15, 2021) in advance of the Annual Business Meeting. For your information, we list the following section of the Association's Constitutional By-Laws:

ARTICLE XIII -- AMENDMENTS TO CONSTITUTIONAL BY-LAWS

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

- (a) Any member district, or the Board of Trustees, desiring to suggest an amendment to the Constitutional By-Laws, shall submit the proposed amendment to the President/CEO in writing not less than sixty (60) days prior to the Annual Business Meeting of the Association.
- (b) The President/CEO shall thereupon cause a copy of the proposed amendment to be mailed to each member district of the Association not less than forty-five (45) days prior to the Annual Meeting of the Association."

NOTE: November 30, 2021 is the deadline for all changes and/or amendments to be received in the Association's office.