



JUNE 2021 Board Report





**GLENCOE PARK DISTRICT
REGULAR BOARD MEETING**

Tuesday, June 15, 2021

**Immediately following the 7:00pm Finance Committee Meeting
In-Person or YouTube Livestream**

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 May 18, 2021 Regular Board Meeting (pgs. 4-7)
 - B. Minutes of June 1, 2021 Regular Committee Meeting (pgs. 8-9)
 - C. Approval of the Bills (pgs. 10-27)
- IV. Matters from the Public
- V. Oath of Office: Bart Schneider (pgs. 28-29)
- VI. Appointment of Representative and Advisory Group Chair (pg. 30)
 - A. Glencoe Plan Commission
 - B. Glencoe Lakefront Advisory Group
- VII. Presentation of Eagle Scout Project: Nathan Heftman (pg. 31)
- VIII. Approval of Resolution No. 924: Anthony Marx 10 Years Employee Service (pgs. 32-34)
- IX. Approval of Resolution No. 925: Carol Mensinger Retirement Commemoration (pgs. 35-38)
- X. Financial Report (pgs. 39-42)
- XI. Executive Director's Report (pgs. 43-53)
- XII. Action Items
 - A. Approval of Resolution No. 926: Naming John Cutrera as the IMRF Authorized Agent for Glencoe Park District (pgs. 54-57)
 - B. Approval of Resolution No. 927: Bank Depository Relationship – BMO Harris Bank (pgs. 58-60)
 - C. Approval of PARC Grant Authorization (pgs. 61-62)
 - D. Approval of Watts Recreational Center Renovation Professional Service Agreement (pgs. 63-72)
 - E. Acceptance of FY2020/21 Audit (pgs. 73-75)
 - F. Approval of Salary Ranges (pgs. 76-78)
- XIII. Other Business
- XIV. Executive Session
 - A. Personnel 5ILCS 120/2(c)(1)
- XV. Adjournment

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

**NEW! Attend the meeting
IN PERSON at Takiff Center
-OR-
Livestream via YouTube**

Option 1: Copy/paste this link into your browser:

[https://www.youtube.com/c/
GlencoeParkDistrict](https://www.youtube.com/c/GlencoeParkDistrict)

Option 2: Go to YouTube.com and search Glencoe Park District

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

Option 1: In person at Takiff Center

Option 2: Email comments to be read aloud at the meeting to lsheppard@glencoe parkdistrict.com.
Comments must be received by 6:00pm.

Key rules governing participation:

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

III. Consent Agenda Items

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

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

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

The Executive Director recommends approval of the consent agenda.

Glencoe Park District
June 2021 Board Meeting

MINUTES OF MAY 21, 2019 REGULAR BOARD MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

All commissioners gave permission to record for the YouTube livestream. This meeting was held in-person.

The meeting was called to order at 7:04pm and roll was called.

Commissioners present:

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

Staff present:

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

Members of the public in attendance who signed in or spoke: Ava Boron, Lane Boron, Sofia Boron, Andre Lerman, Carol Sente

Consent Agenda: A motion was made by Commissioner Lutton to approve the consent agenda items as presented including Minutes of the April 20, 2021 Regular Board Meeting and Approval of the Bills. Commissioner Onderdonk seconded the motion. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

Motion passed.

Matters from the Public: Former Commissioner Andre Lerman lauded Josh Lutton and Dudley Onderdonk citing their many accomplishments and noted them as models of how public officials should approach their responsibilities on boards. He also mentioned the opportunity of Dudley serving next as a Village Trustee will strengthen the working relationship of the two boards leading to concrete benefits for the entire community.

Michael Glass emailed his comments prior the meeting regarding the popularity of pickleball and the great need to convert two tennis courts into pickleball courts.

President Brooks read two emails of friends/neighbors congratulating the District on the Connect Glencoe project and on outstanding renovations of parks and playgrounds.

Recognition of Retiring Commissioner: President Brooks, Commissioners, and staff vocalized appreciation for Dudley Onderdonk's and Josh Lutton's great qualities, contributions, open minds, and the effectiveness of this Board as a whole.

Action Items:

Approval of Commissioner Service Resolution No. 922 – Dudley Onderdonk: President Brooks read the resolution. A motion was made by Commissioner Boron to approve Commissioner Service Resolution No. 922 – Dudley Onderdonk as presented.

Commissioner Lutton seconded the motion. No discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

Motion passed.

Approval of Commissioner Service Resolution No. 923 – Josh Lutton: President Brooks read the resolution. A motion was made by Commissioner Boron to approve Commissioner Service Resolution No. 923 – Josh Lutton as presented. Commissioner Covey seconded the motion. No discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

Motion passed.

Oath of Office - Stefanie Boron and Brandon Hinkle: Executive Lisa Sheppard issued the Oath of Office to Stefanie Boron and Brandon Hinkle.

Recess: A celebratory recess was held for Commissioners Lutton, Onderdonk, and Hinkle.

Election of President and Vice-President: Executive Director Sheppard, as Board Secretary, opened nominations for President of the Board. Commissioner Boron nominated Lisa Brooks and Commissioner Hinkle seconded the nomination. No discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

Motion passed.

Sheppard opened nominations for Vice-President of the Board. Commissioner Covey nominated Stefanie Boron and Commissioner Hinkle seconded the nomination. No discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

Motion passed.

Appointment of Officers and Representatives: President Brooks made a motion to appoint Michael Covey as Treasurer; Robert Bush of Ancel Glink, as Attorney and Ethics Officer; Lisa M. Sheppard, Executive Director as Secretary to the Board; Lisa M. Sheppard and Jennifer L. Runkel as Freedom of Information Act Officers; and Lisa

Brooks as representative to the Glencoe Sustainability Committee. Commissioner Boron seconded the motion. No discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

Motion passed.

Appointment of the representative to the Glencoe Plan Commission was tabled for the June meeting.

Board Committee Appointments: President Brooks announced the appointments including Chair Covey plus all commissioners as members of the Finance Committee of the Whole, Chair Boron plus all commissioners as members of the Special Projects and Facilities Committee, Co-Chairs Boron and Covey and all commissioners as members of the Personnel and Policy Committee.

Board Advisory Group Chair Appointments: President Brooks announced the advisory group appointments including Chair Covey for Watts Advisory Group, Chair Boron for the Early Childhood Advisory Group, and Lisa Sheppard as the NSSRA Liaison. The Glencoe Beach and Lakefront Advisory Group was tabled for the June board meeting.

Financial Report: Director of Finance/Human Resources Mensinger stated we are two months into the year. Mensinger reviewed the history of the pandemic shutdown. When comparing to April 2020, remember the District shutdown in mid-March 2020 and remained closed until June 2020 due to the pandemic. During that time, we did not bill for GJK, ELC, and day care. In a truer comparison of 2021 to 2019, numbers are showing favorably. The county gave a two-month leeway for tax receipts. By the end of May, we should be where we were last year.

Executive Report: Executive Director Sheppard introduced Carol Sente who is running our Board Workshop on June 8. Sente gave an overview of the workshop agenda.

Staff are monitoring COVID mandate changes. There is not enough clarification yet on outdoor mandates, however indoor mask wearing is mandated in the ELC wing/school by the state. We are in between a school and a public building, there are many children not vaccinated who utilize our building. Staff recommend upon entering our building masks must be worn as they may run into a non-vaccinated child. By entering a program without a face mask, the person is verifying that they are fully vaccinated. The fitness center will have mask-required timeslots. Anyone 11 and under and those associated with them must wear a mask. Regulations will continue to change. Common spaces, like the front desk, will have to continue to wear masks. Staff in offices or areas with all fully vaccinated, over 18 adults may remove their mask. There is no risk from a worker's comp perspective if someone gets sick. We will be asking staff if they are vaccinated. For programs with both 11 and under and 12 and older combined, the program will default to the rules for the younger age. We cannot police outdoor areas. Data shows that outdoor transmission is low, however we are expecting updated outdoor guidelines with outdoor pools opening and summer camp starting. Our teachers need to be role models, even if they are vaccinated.

We hired a new Director of Finance/HR, John Cutrera, who starts on June 7.

Season passes for the beach are over 6600, of which 66% are residents. Nonresidents are from Northbrook and Glenview amongst many other zip codes. Free senior pass holders are buying passes and coming into our building to discovery what we have to offer.

Director Leiner gave an update on current projects. The South overlook project wrapped up last week, a carpenter is coming next week for the Boating Beach staircase, the Kalk Park drainage system is installed, staff are working on Kalk Park turf restoration, and trail punch list work is ongoing, for which IDOT is holding our contractor accountable. Kalk is scheduled to be ready for the Fourth of July. The dedication for Kalk will be included with a Thursday night concert and Duke Park's dedication is scheduled on May 29 at 10:00am. The trains have GPS and are very heavy, so will not be locked up. Any time a train leaves the park, a notice will pop out to staff and police will take it from there.

The Memorial Day Celebration is on this year, Lisa Brooks will be talking about the renovation.

During an inspection, we found that AYSO was not securing the soccer goals following the law. Staff met with AYSO and they will be held accountable. In addition, neighbors are concerned about children climbing the nets. The safety committee will meet to see if it is a safety issue.

Summer staff training is very extensive and in a COVID-world very difficult to accomplish. We were short only one or two positions for hiring this year.

Park ambassadors will be brought back this year and may be permanent. They will roam parks, courts, fields, and the beach seven days-a-week at first and then possibly reduced to Fridays/weekends only as needed.

The software transition will be busy this fall. There will be testing with the community.

Other Business: There was no other business.

Adjourn: Commissioner Boron moved to adjourn the meeting at 8:37pm. Commissioner Hinkle seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary

MINUTES OF JUNE 1, 2021 COMMITTEE OF THE WHOLE MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

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

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

Committee Members present:

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

Staff present:

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

Members of the Public in attendance who signed in or spoke: Matt Duggan, Bob Ijams

Matters from the Public: There were no matters from the public, in-person or emailed.

Discuss PARC Grant for Watts Recreational Center: The scope of the PARC Grant was reviewed by Directors Collins and Leiner followed by a review of the project plans by Matt Duggan of Wight and Company. Discussion ensued. Duggan and staff answered committee questions.

Chair Brooks, based on committee discussion, directed park district staff to move the agreement forward for approval at the June Regular Board Meeting.

Capital Funding Planning Review: Executive Director Sheppard and staff reviewed completed and current projects, project priorities, source of funds, and Watts cooling system. Discussion ensued and staff answered committee questions.

Present Updated Employee Compensation Study: Executive Director Sheppard and Director Mensinger explained the history of employee compensation, survey results, and their impact on rates of compensation and the budget. Discussion ensued and staff answered committee questions.

Chair Brooks, based on committee discussion, directed park district staff to move the staff recommendations forward for approval at the June Regular Board Meeting.

Other Business: John Cutrera start date changed to June 1, Director Mensinger is retiring at the end of the month, and Liz Stowick is leaving in two weeks to work at the Village in a position of growth. Executive Director Sheppard explained the increased growth in programs and staff have not translated to an increase in staff in the business

department. The need to add two full-time staff members to the business team was reviewed. Discussion ensued and staff answered committee questions.

Chair Brooks, based on committee discussion, directed park district staff to move forward with hiring an accounting manager and HR manager, both full-time positions.

Adjourn: Commissioner Boron moved to adjourn the meeting at 8:57pm. Commissioner Covey seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary



Glencoe Park District

Voucher List of Bills By Vendor Set

Payment Dates 5/13/2021 - 6/9/2021

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor Set: AP Vendors - AP Vendors					
Vendor: 10136 - Advanced Disposal Services					
Advanced Disposal Services	05/18/2021	13743	10-12-000-5353	Trash/Recycling - Parks	1,358.71
Advanced Disposal Services	05/18/2021	13743	10-13-000-5353	Trash/Recycling - Watts	132.16
Advanced Disposal Services	05/18/2021	13743	10-14-000-5353	Trash/Recycling - Beach	1,165.77
Advanced Disposal Services	05/18/2021	13743	25-00-000-5353	Trash/Recycling - Takiff	354.98
Vendor 10136 - Advanced Disposal Services Total:					3,011.62
Vendor: 10098 - AFLAC					
AFLAC	05/25/2021	13773	10-00-000-2170	Supplemental Aflac Coverage	207.16
Vendor 10098 - AFLAC Total:					207.16
Vendor: 10739 - Airespring					
Airespring	06/02/2021	13824	25-00-000-5210	Takiff Fiber Internet	1,917.31
Vendor 10739 - Airespring Total:					1,917.31
Vendor: 10864 - All About Childcare Health, Ltd.					
All About Childcare Health, Ltd.	05/25/2021	13774	25-26-000-5387	Day Care Nurse Services - March..	180.00
Vendor 10864 - All About Childcare Health, Ltd. Total:					180.00
Vendor: 11638 - Alliance Contractors					
Alliance Contractors	05/25/2021	13775	67-00-000-5519	South Overlook Stabilization	167,429.58
Vendor 11638 - Alliance Contractors Total:					167,429.58
Vendor: 10973 - Altamanu, Inc.					
Altamanu, Inc.	05/25/2021	13776	67-00-000-5510	Design/Const Mgmt - Boat Stairs	6,168.50
Altamanu, Inc.	05/25/2021	13776	67-00-000-5518	Design/Const Mgmt - South Ove..	5,310.91
Altamanu, Inc.	05/25/2021	13777	67-00-000-5505	Design/Const Mgmt - Kalk Park ...	1,887.92
Altamanu, Inc.	05/25/2021	13777	69-00-000-5553	Design/Const Mgmt - Connect G..	1,830.00
Altamanu, Inc.	05/25/2021	13777	69-00-000-5570	Design/Const Mgmt - Duke Pk	1,830.00
Vendor 10973 - Altamanu, Inc. Total:					17,027.33
Vendor: 10946 - Amazon Capital Services					
Amazon Capital Services	05/25/2021	13778	10-11-000-5342	Admin Meeting Expenses	9.90
Amazon Capital Services	05/25/2021	13778	10-11-000-5583	Admin Office Equipment	216.50
Amazon Capital Services	05/25/2021	13778	10-12-000-5401	Parks Office Supplies	461.79
Amazon Capital Services	05/25/2021	13778	10-12-000-5421	US Flags	143.09
Amazon Capital Services	05/25/2021	13778	10-12-000-5450	Parks Equipment Parts	438.44
Amazon Capital Services	05/25/2021	13778	10-14-000-5420	Beach General Supplies	115.93
Amazon Capital Services	05/25/2021	13778	10-15-000-5401	Boat Office Supplies	29.99
Amazon Capital Services	05/25/2021	13778	10-15-000-5420	General Boat Supplies	394.54
Amazon Capital Services	05/25/2021	13778	10-15-000-5584	Boat Rec Equipment	621.22
Amazon Capital Services	05/25/2021	13778	25-00-000-5210	Rec Phone Supplies	747.65
Amazon Capital Services	05/25/2021	13778	25-00-000-5401	Rec Office Supplies	66.38
Amazon Capital Services	05/25/2021	13778	25-00-000-5420	General Rec Supplies	99.99
Amazon Capital Services	05/25/2021	13778	25-25-401-5400	ELC Supplies	116.43
Amazon Capital Services	05/25/2021	13778	25-25-402-5400	ELC Supplies	88.78
Amazon Capital Services	05/25/2021	13778	25-25-403-5400	ELC Supplies	103.17
Amazon Capital Services	05/25/2021	13778	25-25-404-5400	Teacher Appreciation Supplies	115.92
Amazon Capital Services	05/25/2021	13778	25-25-785-5400	Fitness Supplies	223.30
Amazon Capital Services	05/25/2021	13778	25-25-951-5400	Spring Event Supplies	85.90
Amazon Capital Services	05/25/2021	13778	25-26-000-5401	Day Care Office Supplies	3.37
Amazon Capital Services	05/25/2021	13778	25-26-000-5403	Day Care Program Supplies	175.49
Amazon Capital Services	05/25/2021	13778	45-00-000-5420	CPR Training Supply	112.47
Amazon Capital Services	05/25/2021	13778	65-00-021-5502	Park Movie Screen	2,499.00
Amazon Capital Services	05/25/2021	13778	69-00-000-5572	Duke Park Owner Items	30.76
Vendor 10946 - Amazon Capital Services Total:					6,900.01

Voucher List of Bills

Payment Dates: 5/13/2021 - 6/9/2021

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10145 - American Backflow Prevention					
American Backflow Prevention	05/25/2021	13780	10-12-000-5350	Backflow Testing - Parks	1,107.35
American Backflow Prevention	05/25/2021	13780	10-13-000-5355	Backflow Testing - Watts	106.90
American Backflow Prevention	05/25/2021	13780	10-14-000-5350	Backflow Testing - Beach	75.00
American Backflow Prevention	05/25/2021	13780	10-15-000-5350	Backflow Testing - Boathouse	75.00
American Backflow Prevention	05/25/2021	13780	25-00-000-5355	Backflow Testing - Takiff	454.75
Vendor 10145 - American Backflow Prevention Total:					1,819.00
Vendor: 10147 - American Outfitters, Ltd.					
American Outfitters, Ltd.	05/18/2021	13744	10-11-000-5420	New Hire Staff Apparel - Admin	97.25
American Outfitters, Ltd.	05/18/2021	13744	25-26-000-5420	New Hire Staff Apparel - EC	331.75
American Outfitters, Ltd.	06/02/2021	13825	10-12-000-5421	Parks Uniforms	350.00
American Outfitters, Ltd.	06/02/2021	13825	25-00-000-5421	Summer Tee Fill-In Order	116.50
American Outfitters, Ltd.	06/02/2021	13825	25-00-000-5422	Takiff Staff Uniforms	35.00
American Outfitters, Ltd.	06/02/2021	13825	25-25-770-5400	Tennis Supplies	17.50
American Outfitters, Ltd.	06/02/2021	13825	25-25-775-5400	Tennis Supplies	17.50
American Outfitters, Ltd.	06/09/2021	13860	10-12-000-5421	GPD Apparel Parks	39.00
American Outfitters, Ltd.	06/09/2021	13860	25-25-401-5400	Camp Shirts - ELC	35.00
American Outfitters, Ltd.	06/09/2021	13860	25-25-402-5400	Camp Shirts - ELC	35.00
American Outfitters, Ltd.	06/09/2021	13860	25-25-403-5400	Camp Shirts - ELC	35.00
American Outfitters, Ltd.	06/09/2021	13860	25-25-801-5400	Camp Shirts - Sun Fun	1,456.15
American Outfitters, Ltd.	06/09/2021	13860	25-25-803-5400	Camp Shirts - Kinder Korner	238.00
American Outfitters, Ltd.	06/09/2021	13860	25-25-808-5400	Camp Shirts - CIT	181.90
American Outfitters, Ltd.	06/09/2021	13860	25-25-809-5400	Camp Shirts - CIT	300.00
American Outfitters, Ltd.	06/09/2021	13860	25-25-810-5400	Camp Shirts - Camp Adventure	813.40
American Outfitters, Ltd.	06/09/2021	13860	25-25-811-5400	Camp Shirts - Bears Camp	200.00
American Outfitters, Ltd.	06/09/2021	13860	25-25-812-5400	Camp Shirts - Bears Camp	200.00
American Outfitters, Ltd.	06/09/2021	13860	25-25-813-5400	Camp Shirts - Bears Camp	422.50
American Outfitters, Ltd.	06/09/2021	13860	25-25-833-5400	Camp Shirts - Action Quest	652.50
American Outfitters, Ltd.	06/09/2021	13860	25-25-835-5400	Camp Shirts - Aquatics	770.30
American Outfitters, Ltd.	06/09/2021	13860	25-25-836-5400	Camp Shirts - Sailing	770.30
American Outfitters, Ltd.	06/09/2021	13860	25-26-000-5403	Camp Shirts - Children's Circle	126.00
Vendor 10147 - American Outfitters, Ltd. Total:					7,240.55
Vendor: 10050 - Ancel, Glink P.C.					
Ancel, Glink P.C.	06/09/2021	13862	10-11-000-5310	Legal Services - May 2021	483.75
Vendor 10050 - Ancel, Glink P.C. Total:					483.75
Vendor: 10161 - Arthur Clesen Inc.					
Arthur Clesen Inc.	05/18/2021	13745	10-12-000-5496	Athletic Field Maint Supplies	250.00
Vendor 10161 - Arthur Clesen Inc. Total:					250.00
Vendor: 11648 - Ashley Dahl					
Ashley Dahl	06/09/2021	13863	25-00-000-5321	Freelance Graphic Designer	360.00
Vendor 11648 - Ashley Dahl Total:					360.00
Vendor: 10162 - AT & T					
AT & T	05/25/2021	13781	10-12-000-5210	Phone Svc - Parks	63.49
AT & T	05/25/2021	13781	10-13-000-5210	Phone Svc - Watts	53.62
AT & T	05/25/2021	13781	25-00-000-5210	Phone Svc - Takiff	2,283.94
Vendor 10162 - AT & T Total:					2,401.05
Vendor: 10455 - AT & T					
AT & T	06/02/2021	13826	10-14-000-5210	DSL Service - Beach	172.29
Vendor 10455 - AT & T Total:					172.29
Vendor: 11640 - Blythe Martin Productions, LLC					
Blythe Martin Productions, LLC	05/25/2021	13782	25-25-803-5300	Contractual - Preschool Camp E...	125.00
Blythe Martin Productions, LLC	05/25/2021	13782	25-25-811-5300	Contractual - Preschool Camp E...	125.00
Blythe Martin Productions, LLC	05/25/2021	13782	25-25-812-5300	Contractual - Preschool Camp E...	125.00
Blythe Martin Productions, LLC	05/25/2021	13782	25-25-813-5300	Contractual - Preschool Camp E...	125.00
Vendor 11640 - Blythe Martin Productions, LLC Total:					500.00
Vendor: 10473 - BMO Harris Bank N.A.					
BMO Harris Bank N.A.	05/25/2021	13783	10-11-000-5340	Commissioner Boot Camp	261.00
BMO Harris Bank N.A.	05/25/2021	13783	10-11-000-5342	Admin Mtg Supplies	137.82

Voucher List of Bills

Payment Dates: 5/13/2021 - 6/9/2021

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
BMO Harris Bank N.A.	05/25/2021	13783	10-11-000-5402	Digital Newspaper Subscription	27.72
BMO Harris Bank N.A.	05/25/2021	13783	10-12-000-5340	NRPA Conf Flight - Leiner	153.96
BMO Harris Bank N.A.	05/25/2021	13783	10-12-000-5361	Parks Job Posting	90.00
BMO Harris Bank N.A.	05/25/2021	13783	10-12-000-5425	Parks Staff Luncheon	87.70
BMO Harris Bank N.A.	05/25/2021	13783	10-13-000-5430	Watts AED Battery	262.20
BMO Harris Bank N.A.	05/25/2021	13783	10-14-000-5360	Beach Signs	527.68
BMO Harris Bank N.A.	05/25/2021	13783	25-00-000-5210	iCloud Storage - Bobby/Carol	1.98
BMO Harris Bank N.A.	05/25/2021	13783	25-00-000-5340	WILS Mtg - Steph	15.00
BMO Harris Bank N.A.	05/25/2021	13783	25-00-000-5340	NRPA Conf Flight - BC/LS/EC	317.60
BMO Harris Bank N.A.	05/25/2021	13783	25-00-000-5360	Bags	256.70
BMO Harris Bank N.A.	05/25/2021	13783	25-00-000-5360	Signs	247.50
BMO Harris Bank N.A.	05/25/2021	13783	25-00-000-5360	Facebook Marketing	224.94
BMO Harris Bank N.A.	05/25/2021	13783	25-00-000-5360	Traffic Signs	174.54
BMO Harris Bank N.A.	05/25/2021	13783	25-00-000-5360	Business Cards	33.64
BMO Harris Bank N.A.	05/25/2021	13783	25-00-000-5360	Dropbox Annual Fee	450.00
BMO Harris Bank N.A.	05/25/2021	13783	25-00-000-5360	iCloud Storage - Erin	0.99
BMO Harris Bank N.A.	05/25/2021	13783	25-00-000-5361	Rec Job Posting	365.00
BMO Harris Bank N.A.	05/25/2021	13783	25-00-000-5362	Stock Photography	29.00
BMO Harris Bank N.A.	05/25/2021	13783	25-00-000-5368	Constant Contact	143.44
BMO Harris Bank N.A.	05/25/2021	13783	25-00-000-5430	Replacement AED Trainers	385.00
BMO Harris Bank N.A.	05/25/2021	13783	25-00-000-5480	Gas for Rec Van	58.00
BMO Harris Bank N.A.	05/25/2021	13783	25-25-315-5400	Ceramics Supplies	407.12
BMO Harris Bank N.A.	05/25/2021	13783	25-25-404-5400	Teacher Appreciation Gifts/Sup...	1,146.33
BMO Harris Bank N.A.	05/25/2021	13783	25-25-601-5300	Kids Club Brightwheel App	150.00
BMO Harris Bank N.A.	05/25/2021	13783	25-25-615-5400	Ceramics Supplies	407.13
BMO Harris Bank N.A.	05/25/2021	13783	25-25-770-5400	Tennis Supplies	89.94
BMO Harris Bank N.A.	05/25/2021	13783	25-25-771-5400	Tennis Supplies	149.90
BMO Harris Bank N.A.	05/25/2021	13783	25-25-801-5400	Camp Signs	60.93
BMO Harris Bank N.A.	05/25/2021	13783	25-25-803-5400	Camp Signs	60.94
BMO Harris Bank N.A.	05/25/2021	13783	25-25-810-5400	Camp Signs	60.93
BMO Harris Bank N.A.	05/25/2021	13783	25-25-812-5400	Camp Signs	60.93
BMO Harris Bank N.A.	05/25/2021	13783	25-25-813-5400	Camp Signs	60.93
BMO Harris Bank N.A.	05/25/2021	13783	25-25-951-5400	Spring Event Supplies	25.99
BMO Harris Bank N.A.	05/25/2021	13783	25-26-000-5340	Teacher Conference - Vishwa	64.61
BMO Harris Bank N.A.	05/25/2021	13783	25-26-000-5360	Care.com Subscription	75.00
BMO Harris Bank N.A.	05/25/2021	13783	25-26-000-5404	Day Care Brightwheel App	175.00
BMO Harris Bank N.A.	05/25/2021	13783	25-26-000-5409	Parents Night Out Dinner	82.88
BMO Harris Bank N.A.	05/25/2021	13783	25-27-000-5210	Takiff Fitness TV/Internet	165.99
BMO Harris Bank N.A.	05/25/2021	13783	30-00-000-5590	ADA Beach Walker	999.00
BMO Harris Bank N.A.	05/25/2021	13783	65-00-021-5507	Construction Contract - Asphalt	84.99
BMO Harris Bank N.A.	05/25/2021	13783	65-00-021-5513	Construction Contract - Tennis	84.99
BMO Harris Bank N.A.	05/25/2021	13783	65-00-021-5514	Construction Contract - Ballfield...	84.99
BMO Harris Bank N.A.	05/25/2021	13783	65-00-021-5517	Construction Contract - Beach H...	84.99
BMO Harris Bank N.A.	05/25/2021	13783	67-00-000-5512	Construction Contract - Boatho...	84.99
BMO Harris Bank N.A.	05/25/2021	13783	69-00-000-5572	Duke Pk GPS Train Trackers	540.00
Vendor 10473 - BMO Harris Bank N.A. Total:					9,459.91

Vendor: 11635 - Brandon Hinkle

Brandon Hinkle	05/18/2021	13746	10-15-000-5351	Boat Damage Reimbursement	173.95
Vendor 11635 - Brandon Hinkle Total:					173.95

Vendor: 10656 - Call One

Call One	05/18/2021	13747	25-00-000-5210	T1 Line - Watts	365.91
Vendor 10656 - Call One Total:					365.91

Vendor: 11646 - Capital One

Capital One	06/02/2021	13827	25-25-401-5400	ELC Supplies	9.51
Capital One	06/02/2021	13827	25-25-402-5400	ELC Supplies	8.94
Capital One	06/02/2021	13827	25-25-601-5400	Kids Club Supplies	19.52
Capital One	06/02/2021	13827	25-25-932-5400	Sch Day Off Supplies	46.69
Capital One	06/02/2021	13827	25-25-954-5400	Spring Event Supplies	14.23
Vendor 11646 - Capital One Total:					98.89

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Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 11422 - Carl Rosenthal					
Carl Rosenthal	06/02/2021	13828	25-25-791-5300	Contractual - Pickleball Worksh...	4,406.25
Vendor 11422 - Carl Rosenthal Total:					4,406.25
Vendor: 10187 - Cawley Company					
Cawley Company	05/18/2021	13748	10-11-000-5420	Staff Name Tags	28.05
Vendor 10187 - Cawley Company Total:					28.05
Vendor: 10552 - Chicago Tribune Media Group					
Chicago Tribune Media Group	05/25/2021	13787	10-11-000-5311	Legal Notices	29.45
Chicago Tribune Media Group	06/09/2021	13864	10-11-000-5311	Legal Notices	13.17
Vendor 10552 - Chicago Tribune Media Group Total:					42.62
Vendor: 11592 - Christopher B. Burke Engineering, Ltd.					
Christopher B. Burke Engineerin...	06/09/2021	13865	69-00-000-5553	Construct Mgmt - Connect Glen...	35,038.08
Vendor 11592 - Christopher B. Burke Engineering, Ltd. Total:					35,038.08
Vendor: 10202 - Classic Design Awards					
Classic Design Awards	06/09/2021	13866	10-12-000-5585	Bench Plaques - Beach	82.75
Classic Design Awards	06/09/2021	13866	69-00-000-5555	Bench Plaques - Trail	82.75
Vendor 10202 - Classic Design Awards Total:					165.50
Vendor: 10505 - Comcast					
Comcast	05/18/2021	13749	10-12-000-5210	Internet Svc - Parks	147.63
Comcast	05/25/2021	13789	10-13-000-5210	Watts TV/Internet	227.63
Vendor 10505 - Comcast Total:					375.26
Vendor: 10208 - Commonwealth Edison					
Commonwealth Edison	06/09/2021	13867	10-12-000-5230	Electricity - Parks	1,096.94
Commonwealth Edison	06/09/2021	13867	10-13-000-5230	Electricity - Watts	485.10
Commonwealth Edison	06/09/2021	13867	10-14-000-5230	Electricity - Beach	219.06
Commonwealth Edison	06/09/2021	13867	10-15-000-5230	Electricity - Boathouse	291.40
Commonwealth Edison	06/09/2021	13867	25-00-000-5230	Electricity - Takiff	7,076.02
Vendor 10208 - Commonwealth Edison Total:					9,168.52
Vendor: 10210 - Conserv FS					
Conserv FS	05/25/2021	13790	10-12-000-5493	Fertilizer/Chemicals	578.72
Conserv FS	05/25/2021	13790	25-25-722-5400	Chalk - GBA	359.40
Conserv FS	05/25/2021	13790	67-00-000-5507	Kalk Pk Ph 2 Owner Items	4,281.40
Conserv FS	06/02/2021	13829	10-12-000-5496	Athletic Field Seed/Fertilizer	5,917.50
Vendor 10210 - Conserv FS Total:					11,137.02
Vendor: 10215 - Craftwood Lumber Company					
Craftwood Lumber Company	06/02/2021	13830	10-14-000-5481	Beach Construction Supplies	334.32
Craftwood Lumber Company	06/02/2021	13830	10-14-000-5483	Beach Paint	69.01
Craftwood Lumber Company	06/02/2021	13830	10-15-000-5481	Boat Construction Supplies	89.66
Craftwood Lumber Company	06/02/2021	13830	10-15-000-5486	Boathouse Plumbing Supplies	97.50
Craftwood Lumber Company	06/02/2021	13830	67-00-000-5512	Kalk Pk Ph 2 Owner Items	171.56
Vendor 10215 - Craftwood Lumber Company Total:					762.05
Vendor: 11641 - Dan Laib					
Dan Laib	05/25/2021	13791	25-25-803-5300	Contractual - Camp Art/Magic S...	50.00
Dan Laib	05/25/2021	13791	25-25-812-5300	Contractual - Camp Art/Magic S...	50.00
Dan Laib	05/25/2021	13791	25-25-813-5300	Contractual - Camp Art/Magic S...	50.00
Vendor 11641 - Dan Laib Total:					150.00
Vendor: 10333 - Dermatec Direct					
Dermatec Direct	06/02/2021	13831	25-26-000-5430	Day Care Diapering Gloves/Face...	1,636.97
Vendor 10333 - Dermatec Direct Total:					1,636.97
Vendor: 10335 - Domino's Pizza					
Domino's Pizza	06/02/2021	13832	25-25-601-5400	Kids Club Pizza Dinner	55.82
Domino's Pizza	06/09/2021	13868	25-25-601-5400	Kids Club Pizza Dinner	55.82
Vendor 10335 - Domino's Pizza Total:					111.64
Vendor: 11633 - Doty & Sons Concrete Products, Inc.					
Doty & Sons Concrete Products, ..	05/18/2021	13750	69-00-000-5572	Donor Monument	2,172.00
Vendor 11633 - Doty & Sons Concrete Products, Inc. Total:					2,172.00

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Vendor: 11586 - EAS Group, Inc.					
EAS Group, Inc.	06/09/2021	13869	25-00-000-5401	Envelopes	352.00
Vendor 11586 - EAS Group, Inc. Total:					352.00
Vendor: 11639 - Ever Dixie USA EMS Supply Co.					
Ever Dixie USA EMS Supply Co.	05/25/2021	13793	10-14-000-5430	Beach First Aid Supplies	99.00
Vendor 11639 - Ever Dixie USA EMS Supply Co. Total:					99.00
Vendor: 10341 - Excalibur Technology Corporation					
Excalibur Technology Corporati...	06/09/2021	13870	10-11-000-5355	TSS Maint - July 2021	6,590.80
Excalibur Technology Corporati...	06/09/2021	13870	25-00-000-5321	WebTrac Host - July 2021	749.00
Vendor 10341 - Excalibur Technology Corporation Total:					7,339.80
Vendor: 11645 - Facilities Management Express LLC					
Facilities Management Express ...	06/02/2021	13834	10-12-000-5350	Facility Maintenance/Work Ord...	2,250.00
Facilities Management Express ...	06/02/2021	13834	25-00-000-5355	Facility Maintenance/Work Ord...	2,250.00
Vendor 11645 - Facilities Management Express LLC Total:					4,500.00
Vendor: 10344 - FedEx					
FedEx	05/25/2021	13794	10-11-000-5301	Shipping	61.02
FedEx	06/09/2021	13871	67-00-000-5512	Shipping	50.29
Vendor 10344 - FedEx Total:					111.31
Vendor: 11139 - Fiore Nursery & Landscape Supply					
Fiore Nursery & Landscape Supp..	05/25/2021	13795	10-12-000-5492	Tree	260.00
Vendor 11139 - Fiore Nursery & Landscape Supply Total:					260.00
Vendor: 11650 - Georjanna Grace Atlan					
Georjanna Grace Atlan	06/09/2021	13872	25-00-000-5362	Contractual - Freelance Photogr...	200.00
Vendor 11650 - Georjanna Grace Atlan Total:					200.00
Vendor: 10370 - Grainger Inc.					
Grainger Inc.	05/18/2021	13751	10-12-000-5486	Plumbing Supplies - Parks	46.68
Grainger Inc.	05/18/2021	13751	25-00-000-5486	Plumbing Supplies - Takiff	46.68
Grainger Inc.	05/18/2021	13751	25-26-000-5460	Day Care Food Prep Supplies	118.33
Grainger Inc.	05/25/2021	13796	10-12-000-5486	Plumbing Supplies - Parks	335.29
Grainger Inc.	05/25/2021	13796	10-13-000-5486	Plumbing Supplies - Watts	187.88
Grainger Inc.	05/25/2021	13796	10-14-000-5486	Plumbing Supplies - Beach	187.88
Grainger Inc.	05/25/2021	13796	10-15-000-5486	Plumbing Supplies - Boathouse	187.88
Grainger Inc.	05/25/2021	13796	25-00-000-5486	Plumbing Supplies - Takiff	485.61
Grainger Inc.	05/25/2021	13796	25-26-000-5460	Day Care Food Prep Supplies	228.87
Grainger Inc.	06/02/2021	13835	25-26-000-5460	Day Care Food Prep Supplies	187.49
Grainger Inc.	06/09/2021	13873	10-15-000-5451	Boathouse Building Parts	481.14
Grainger Inc.	06/09/2021	13873	25-00-000-5412	Takiff Cleaning Supplies	457.80
Grainger Inc.	06/09/2021	13873	25-00-000-5420	General Rec Supplies	289.92
Vendor 10370 - Grainger Inc. Total:					3,241.45
Vendor: 10325 - Grand Food Center					
Grand Food Center	05/18/2021	13752	25-26-000-5409	Day Care Milk/Food Supplies	348.34
Grand Food Center	05/25/2021	13797	25-26-000-5409	Day Care Milk	443.92
Vendor 10325 - Grand Food Center Total:					792.26
Vendor: 11282 - Hacienda Landscaping					
Hacienda Landscaping	06/09/2021	13874	69-00-000-2290	Construction - Retainage	76,841.45
Hacienda Landscaping	06/09/2021	13874	69-00-000-5571	Construction - Duke Park	36,445.90
Hacienda Landscaping	06/09/2021	13874	69-00-000-5573	Construction - Duke Pk Social S...	22,217.50
Hacienda Landscaping	06/09/2021	13874	69-00-000-5574	Construction - Veteran's Plaza	7,592.50
Vendor 11282 - Hacienda Landscaping Total:					143,097.35
Vendor: 10384 - Home Depot Credit Services					
Home Depot Credit Services	05/25/2021	13798	10-12-000-5481	Construction Supplies - Parks	34.45
Home Depot Credit Services	05/25/2021	13798	10-12-000-5486	Parks Plumbing Supplies	74.04
Home Depot Credit Services	05/25/2021	13798	10-12-000-5492	Trees/Shrubs	212.82
Home Depot Credit Services	05/25/2021	13798	10-15-000-5481	Construction Supplies - Boathou...	21.23
Home Depot Credit Services	05/25/2021	13798	65-00-021-5509	Boathouse Roof Replacemnt Sup...	278.91
Vendor 10384 - Home Depot Credit Services Total:					621.45

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Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10934 - IC Signs & Graphics					
IC Signs & Graphics	05/18/2021	13753	10-14-000-5360	Beach Signs	1,702.51
IC Signs & Graphics	06/09/2021	13875	25-00-000-5360	Decals	309.44
Vendor 10934 - IC Signs & Graphics Total:					2,011.95
Vendor: 10100 - IL Dept of Revenue					
IL Dept of Revenue	05/21/2021	DFT0001233	10-00-000-2110	IL State Tax W/H	5,871.25
IL Dept of Revenue	06/04/2021	DFT0001239	10-00-000-2110	IL State Tax W/H	6,606.76
Vendor 10100 - IL Dept of Revenue Total:					12,478.01
Vendor: 11649 - Illinois CPA Society					
Illinois CPA Society	06/09/2021	13876	10-11-000-5730	CPA Society Dues	350.00
Vendor 11649 - Illinois CPA Society Total:					350.00
Vendor: 10101 - Illinois Municipal Retirement Fund					
Illinois Municipal Retirement Fu...	05/28/2021	DFT0001235	10-00-000-2150	IMRF Contributions - May 2021	39,732.26
Illinois Municipal Retirement Fu...	05/28/2021	DFT0001235	10-00-000-2155	VAC Contributions - May 2021	6,047.60
Vendor 10101 - Illinois Municipal Retirement Fund Total:					45,779.86
Vendor: 10647 - Illinois Pump, Inc					
Illinois Pump, Inc	05/18/2021	13754	10-14-000-5351	Beach Equipment Repairs	284.00
Vendor 10647 - Illinois Pump, Inc Total:					284.00
Vendor: 10106 - IRS/Dept of Treasury					
IRS/Dept of Treasury	05/21/2021	DFT0001231	10-00-000-2120	Social Security W/H	16,646.48
IRS/Dept of Treasury	05/21/2021	DFT0001232	10-00-000-2130	Medicare	3,893.08
IRS/Dept of Treasury	05/21/2021	DFT0001234	10-00-000-2100	Fed Income Tax W/H	11,167.38
IRS/Dept of Treasury	06/04/2021	DFT0001237	10-00-000-2120	Social Security W/H	18,621.02
IRS/Dept of Treasury	06/04/2021	DFT0001238	10-00-000-2130	Medicare	4,354.96
IRS/Dept of Treasury	06/04/2021	DFT0001240	10-00-000-2100	Fed Income Tax W/H	11,765.75
Vendor 10106 - IRS/Dept of Treasury Total:					66,448.67
Vendor: 11191 - JMS Environmental Assoc.					
JMS Environmental Assoc.	05/25/2021	13800	45-00-000-5321	Lead Water Testing	488.00
Vendor 11191 - JMS Environmental Assoc. Total:					488.00
Vendor: 11538 - Karen Campion					
Karen Campion	06/02/2021	13837	25-25-787-5300	Contractual - Fitness Classes M...	90.00
Vendor 11538 - Karen Campion Total:					90.00
Vendor: 11642 - Kevin Marquette					
Kevin Marquette	05/25/2021	13801	25-25-803-5300	Contractual - Camp Entertainers..	50.00
Kevin Marquette	05/25/2021	13801	25-25-811-5300	Contractual - Camp Entertainers..	50.00
Kevin Marquette	05/25/2021	13801	25-25-812-5300	Contractual - Camp Entertainers..	50.00
Kevin Marquette	05/25/2021	13801	25-25-813-5300	Contractual - Camp Entertainers..	50.00
Vendor 11642 - Kevin Marquette Total:					200.00
Vendor: 11418 - Kids HeArt Yoga, LLC					
Kids HeArt Yoga, LLC	06/02/2021	13838	25-25-439-5300	Contractual - Spring Presch Yoga..	1,948.80
Kids HeArt Yoga, LLC	06/02/2021	13838	25-25-639-5300	Contractual - Spring Youth Yoga...	882.00
Vendor 11418 - Kids HeArt Yoga, LLC Total:					2,830.80
Vendor: 10404 - Konica Minolta Business Solutions USA Inc.					
Konica Minolta Business Solutio...	05/18/2021	13755	10-11-000-5355	Copy Machine Mo Maint - May	199.83
Konica Minolta Business Solutio...	05/18/2021	13755	25-00-000-5355	Copy Machine Mo Maint - May	303.52
Vendor 10404 - Konica Minolta Business Solutions USA Inc. Total:					503.35
Vendor: 11290 - Korn Ferry					
Korn Ferry	05/25/2021	13802	10-11-000-5321	Add'l Due - Salary Review	2,800.00
Vendor 11290 - Korn Ferry Total:					2,800.00
Vendor: 10499 - Laura Doherty					
Laura Doherty	05/25/2021	13803	25-25-908-5300	Contractual - Tots & Tunes 6/15...	500.00
Vendor 10499 - Laura Doherty Total:					500.00
Vendor: 10075 - Lauterbach & Amen, LLP					
Lauterbach & Amen, LLP	06/09/2021	13879	55-00-000-5330	Bal Due - Audit Fees	2,000.00
Vendor 10075 - Lauterbach & Amen, LLP Total:					2,000.00

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Vendor: 10360 - Lowe's Business Acct/GEMB					
Lowe's Business Acct/GEMB	06/09/2021	13880	10-15-000-5481	Boathouse Construction Supplies	162.34
Vendor 10360 - Lowe's Business Acct/GEMB Total:					162.34
Vendor: 10066 - Maria Kotsinis					
Maria Kotsinis	06/02/2021	13839	25-25-422-5300	Contractual - Presch Music Enri...	640.00
Vendor 10066 - Maria Kotsinis Total:					640.00
Vendor: 10082 - Marianne Nicolosi					
Marianne Nicolosi	06/02/2021	13840	25-25-785-5300	Contractual - Fitness Classes M...	245.63
Marianne Nicolosi	06/02/2021	13840	25-25-787-5300	Contractual - Fitness Classes M...	420.00
Vendor 10082 - Marianne Nicolosi Total:					665.63
Vendor: 11607 - Martam Construction, Inc.					
Martam Construction, Inc.	05/25/2021	13804	67-00-000-5511	Stairs - North Beach/Boating Co...	109,045.80
Vendor 11607 - Martam Construction, Inc. Total:					109,045.80
Vendor: 11634 - MCI A Verizon Company					
MCI A Verizon Company	05/18/2021	13756	25-00-000-5210	Long Distance Phone Svc - Watts	68.44
MCI A Verizon Company	06/09/2021	13881	25-25-601-5300	Long Distance Phone Svc - Kids ...	17.30
Vendor 11634 - MCI A Verizon Company Total:					85.74
Vendor: 10174 - MCI					
MCI	06/02/2021	13841	25-00-000-5210	Long Distance Phone Svc	74.77
Vendor 10174 - MCI Total:					74.77
Vendor: 10191 - Menoni & Mocogni					
Menoni & Mocogni	06/09/2021	13882	67-00-000-5507	Kalk Park Owner Items	870.00
Menoni & Mocogni	06/09/2021	13882	67-00-000-5520	South Overlook Owner Items	541.96
Vendor 10191 - Menoni & Mocogni Total:					1,411.96
Vendor: 11651 - Michael Stoinski					
Michael Stoinski	06/09/2021	13883	10-11-000-5342	Musician - Carol's Retirement P...	400.00
Vendor 11651 - Michael Stoinski Total:					400.00
Vendor: 10197 - Midwest Groundcovers					
Midwest Groundcovers	06/02/2021	13842	10-12-000-5490	Plantings/Flowers	613.42
Vendor 10197 - Midwest Groundcovers Total:					613.42
Vendor: 11519 - Midwest Mechanical					
Midwest Mechanical	05/18/2021	13757	25-00-000-5352	Takiff Building Repairs	1,006.40
Vendor 11519 - Midwest Mechanical Total:					1,006.40
Vendor: 11267 - Milieu Design LLC					
Milieu Design LLC	05/18/2021	13758	10-12-000-5348	Mowing - Shared Svcs	1,479.72
Milieu Design LLC	05/18/2021	13758	10-12-000-5349	Contractual Mowing	7,064.28
Milieu Design LLC	05/25/2021	13805	10-12-000-5348	Mowing - Shared Svcs	493.24
Milieu Design LLC	05/25/2021	13805	10-12-000-5349	Contractual Landscaping	3,974.76
Milieu Design LLC	05/25/2021	13805	67-00-000-5507	Kalk Pk Ph 2 Landscape Maint	2,745.00
Milieu Design LLC	05/25/2021	13805	69-00-000-5555	GB Trail Landscape Maint	1,248.75
Milieu Design LLC	06/02/2021	13843	10-12-000-5348	Mowing - Shared Svcs	493.24
Milieu Design LLC	06/02/2021	13843	10-12-000-5349	Contractual Landscaping	3,603.51
Milieu Design LLC	06/02/2021	13843	67-00-000-5507	Kalk Park Ph 2 Owner Items	1,215.00
Milieu Design LLC	06/02/2021	13843	69-00-000-5555	Connect GB Trail Owner Items	2,880.00
Milieu Design LLC	06/09/2021	13884	10-12-000-5348	Mowing - Shared Svcs	493.24
Milieu Design LLC	06/09/2021	13884	10-12-000-5349	Contractual Landscaping	5,242.41
Milieu Design LLC	06/09/2021	13884	67-00-000-5507	Kalk Park Owner Items	1,935.00
Milieu Design LLC	06/09/2021	13884	69-00-000-5572	Duke Park Owner Items	1,248.75
Milieu Design LLC	06/09/2021	13884	69-00-000-5574	Duke Park Play Area/Veterans ...	1,620.00
Vendor 11267 - Milieu Design LLC Total:					35,736.90
Vendor: 11319 - Monica McCarthy O'Connor					
Monica McCarthy O'Connor	06/02/2021	13844	25-25-785-5300	Contractual - Fitness Classes M...	209.63
Monica McCarthy O'Connor	06/02/2021	13844	25-25-786-5300	Contractual - Fitness Classes M...	16.50
Vendor 11319 - Monica McCarthy O'Connor Total:					226.13

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Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 11409 - Most Dependable Fountains					
Most Dependable Fountains	06/09/2021	13885	10-14-000-5450	Spray Pad Parts	885.00
Vendor 11409 - Most Dependable Fountains Total:					885.00
Vendor: 10213 - Mutual Ace Hardware					
Mutual Ace Hardware	05/25/2021	13806	10-12-000-5482	Parks Hardware	24.97
Mutual Ace Hardware	05/25/2021	13806	10-12-000-5491	Greenhouse Supplies	60.27
Mutual Ace Hardware	05/25/2021	13806	10-12-000-5493	Fertilizer/Chemicals	25.99
Mutual Ace Hardware	05/25/2021	13806	25-00-000-5484	Takiff Electrical Supplies	79.85
Mutual Ace Hardware	06/09/2021	13886	10-14-000-5484	Electrical Supplies - Beach	13.66
Mutual Ace Hardware	06/09/2021	13886	10-15-000-5486	Plumbing Supplies - Boathouse	15.28
Vendor 10213 - Mutual Ace Hardware Total:					220.02
Vendor: 10762 - Nameplate & Panel Technologies					
Nameplate & Panel Technologies	06/02/2021	13845	10-12-000-5585	Tree Donation Plaque Stakes	34.00
Vendor 10762 - Nameplate & Panel Technologies Total:					34.00
Vendor: 11425 - NAPA Auto Parts					
NAPA Auto Parts	05/18/2021	13759	10-12-000-5450	Maint Equipment Parts - Parks	63.49
NAPA Auto Parts	05/18/2021	13759	10-15-000-5450	ATV Battery - Parks	63.17
Vendor 11425 - NAPA Auto Parts Total:					126.66
Vendor: 10103 - NCPERS-IL IMRF					
NCPERS-IL IMRF	06/04/2021	13820	10-00-000-2160	IMRF Life-#03298	64.00
Vendor 10103 - NCPERS-IL IMRF Total:					64.00
Vendor: 10217 - Nels J. Johnson Tree Experts Inc.					
Nels J. Johnson Tree Experts Inc.	05/25/2021	13807	10-12-000-5590	Tree Trimming	1,378.00
Nels J. Johnson Tree Experts Inc.	06/09/2021	13887	10-12-000-5590	Tree Trimming	15,051.00
Vendor 10217 - Nels J. Johnson Tree Experts Inc. Total:					16,429.00
Vendor: 11424 - Noggin Builders, LLC					
Noggin Builders, LLC	05/25/2021	13808	25-25-491-5300	Contractual - Prsch Engineering...	1,596.00
Vendor 11424 - Noggin Builders, LLC Total:					1,596.00
Vendor: 10224 - North Shore Gas Company					
North Shore Gas Company	05/18/2021	13760	10-13-000-5220	Gas/Heat - Watts	176.53
North Shore Gas Company	05/18/2021	13760	25-00-000-5220	Gas/Heat - Takiff	980.77
North Shore Gas Company	06/02/2021	13846	10-12-000-5220	Gas/Heat - Parks	402.79
North Shore Gas Company	06/02/2021	13846	10-14-000-5220	Gas/Heat - Beach	38.16
Vendor 10224 - North Shore Gas Company Total:					1,598.25
Vendor: 10228 - NSSRA					
NSSRA	06/09/2021	13888	30-00-000-5750	2nd Install NSSRA Contribution	54,015.13
Vendor 10228 - NSSRA Total:					54,015.13
Vendor: 10776 - Nutoys					
Nutoys	05/18/2021	13761	69-00-000-5572	Duke Pk Mechanical Sys Box	9,493.00
Vendor 10776 - Nutoys Total:					9,493.00
Vendor: 10233 - Orkin Pest Control					
Orkin Pest Control	05/18/2021	13762	25-00-000-5355	Takiff Exterminator Ann Svc Agr...	500.00
Orkin Pest Control	06/02/2021	13847	25-00-000-5355	Takiff Mo Exterminator - June	190.00
Vendor 10233 - Orkin Pest Control Total:					690.00
Vendor: 10235 - Otis Elevator Company					
Otis Elevator Company	05/25/2021	13809	25-00-000-5355	Takiff Elevator Mo Maint - June	515.21
Vendor 10235 - Otis Elevator Company Total:					515.21
Vendor: 10110 - PACT Administrative Services Corp					
PACT Administrative Services C...	05/18/2021	13763	10-00-000-2175	FSA Plan Contributions - July (Ju...	1,249.92
PACT Administrative Services C...	05/25/2021	13810	10-11-000-5600	Sect 125 Plan Fee - June	63.00
Vendor 10110 - PACT Administrative Services Corp Total:					1,312.92
Vendor: 10104 - Partnership Financial Credit Union					
Partnership Financial Credit Uni...	05/21/2021	13740	10-00-000-2180	#110071680 Barrios	120.00
Partnership Financial Credit Uni...	05/21/2021	13740	10-00-000-2180	#86720 Janis	30.00
Partnership Financial Credit Uni...	05/21/2021	13740	10-00-000-2180	#95910 Mensinger	500.00
Partnership Financial Credit Uni...	05/21/2021	13740	10-00-000-2180	#880010320 Stowick	20.00

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Payment Dates: 5/13/2021 - 6/9/2021

Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Partnership Financial Credit Uni...	06/04/2021	13821	10-00-000-2180	#110071680 Barrios	120.00
Partnership Financial Credit Uni...	06/04/2021	13821	10-00-000-2180	#86720 Janis	30.00
Partnership Financial Credit Uni...	06/04/2021	13821	10-00-000-2180	#95910 Mensinger	500.00
Partnership Financial Credit Uni...	06/04/2021	13821	10-00-000-2180	#880010320 Stowick	20.00
Vendor 10104 - Partnership Financial Credit Union Total:					1,340.00
Vendor: 10242 - PDRMA					
PDRMA	05/25/2021	13811	10-11-000-5600	Health Insurance - May 2021	35,535.86
PDRMA	05/25/2021	13811	25-26-000-5600	Health Insurance - May 2021	14,293.03
PDRMA	06/02/2021	13848	10-11-000-5600	HRA - May 2021	720.54
Vendor 10242 - PDRMA Total:					50,549.43
Vendor: 10249 - Pioneer Manufacturing Co.					
Pioneer Manufacturing Co.	05/18/2021	13764	25-00-000-5420	Aerosol Can Field Paint	88.66
Pioneer Manufacturing Co.	05/18/2021	13764	25-25-703-5400	Aerosol Can Field Paint	88.67
Pioneer Manufacturing Co.	05/18/2021	13764	25-25-703-5400	Field Sprayer Parts	192.00
Pioneer Manufacturing Co.	05/18/2021	13764	25-25-722-5400	Field Sprayer Parts	64.00
Pioneer Manufacturing Co.	05/18/2021	13764	25-25-722-5400	Aerosol Can Field Paint	88.67
Vendor 10249 - Pioneer Manufacturing Co. Total:					522.00
Vendor: 10919 - Pizzo & Associates, Ltd.					
Pizzo & Associates, Ltd.	06/02/2021	13849	10-12-000-5350	Stewardship 2021 #2	1,588.75
Vendor 10919 - Pizzo & Associates, Ltd. Total:					1,588.75
Vendor: 10252 - Proshred Security					
Proshred Security	05/25/2021	13812	10-11-000-5321	Document Shredding	195.00
Vendor 10252 - Proshred Security Total:					195.00
Vendor: 10259 - Quill Corporation					
Quill Corporation	05/18/2021	13765	25-00-000-5401	Rec Office Supplies	280.91
Quill Corporation	05/18/2021	13765	25-25-401-5400	ELC Supplies	24.82
Quill Corporation	05/18/2021	13765	25-25-402-5400	ELC Supplies	24.82
Quill Corporation	05/18/2021	13765	25-25-403-5400	ELC Supplies	24.82
Quill Corporation	05/18/2021	13765	25-26-000-5401	Day Care Office Supplies	24.81
Quill Corporation	06/02/2021	13850	10-11-000-5420	General Admin Supplies	86.08
Quill Corporation	06/02/2021	13850	25-00-000-5401	Rec Office Supplies	850.02
Quill Corporation	06/02/2021	13850	25-25-401-5400	ELC Supplies	13.50
Quill Corporation	06/02/2021	13850	25-25-402-5400	ELC Supplies	13.50
Quill Corporation	06/02/2021	13850	25-25-403-5400	ELC Supplies	13.50
Quill Corporation	06/02/2021	13850	25-26-000-5401	Day Care Office Supplies	13.49
Quill Corporation	06/09/2021	13889	25-00-000-5401	Supplies - Rec Office	145.76
Quill Corporation	06/09/2021	13889	25-25-401-5400	ELC Supplies	25.34
Quill Corporation	06/09/2021	13889	25-25-402-5400	ELC Supplies	25.34
Quill Corporation	06/09/2021	13889	25-25-403-5400	ELC Supplies	25.35
Quill Corporation	06/09/2021	13889	25-26-000-5401	Supplies - Day Care Office	25.34
Vendor 10259 - Quill Corporation Total:					1,617.40
Vendor: 11643 - RC Juggles, LLC					
RC Juggles, LLC	06/02/2021	13851	10-14-000-5364	Contractual - Beach Event Enter...	375.00
Vendor 11643 - RC Juggles, LLC Total:					375.00
Vendor: 10263 - Red's Garden Center Inc.					
Red's Garden Center Inc.	05/18/2021	13766	67-00-000-5520	Beach South Overlook Owner It...	691.56
Red's Garden Center Inc.	06/02/2021	13852	10-12-000-5490	Flowers/Plantings	257.00
Vendor 10263 - Red's Garden Center Inc. Total:					948.56
Vendor: 10269 - RMC Inc.					
RMC Inc.	05/25/2021	13813	10-13-000-5357	Watts Refrig Mo Maint - June	289.00
Vendor 10269 - RMC Inc. Total:					289.00
Vendor: 10270 - Rotary Club of Glencoe					
Rotary Club of Glencoe	05/25/2021	13814	10-11-000-5730	2nd Qtr Rotary Dues	275.00
Vendor 10270 - Rotary Club of Glencoe Total:					275.00
Vendor: 11320 - Roundy's Inc.					
Roundy's Inc.	05/18/2021	13767	25-25-402-5400	ELC Supplies	17.20
Roundy's Inc.	05/18/2021	13767	25-25-405-5400	K Readiness Supplies	17.20

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Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Roundy's Inc.	05/18/2021	13767	25-25-601-5400	Kids Club Supplies	8.28
Roundy's Inc.	05/18/2021	13767	25-25-932-5400	Sch Day Off Supplies	24.72
Roundy's Inc.	05/18/2021	13767	25-26-000-5409	Day Care Food Supplies	266.94
Vendor 11320 - Roundy's Inc. Total:					334.34
Vendor: 10654 - Sandra K Culver					
Sandra K Culver	06/02/2021	13853	25-25-728-5300	Contractual - Fitness Classes Ap...	2,715.75
Sandra K Culver	06/02/2021	13853	25-25-785-5300	Contractual - Fitness Classes Ap...	93.75
Sandra K Culver	06/02/2021	13853	25-25-787-5300	Contractual - Fitness Classes Ap...	1,200.00
Vendor 10654 - Sandra K Culver Total:					4,009.50
Vendor: 10515 - Sarah Hall Theatre Company					
Sarah Hall Theatre Company	06/02/2021	13854	25-25-406-5300	Contractual - Presch Hip Hop	2,869.52
Sarah Hall Theatre Company	06/02/2021	13854	25-25-419-5300	Contractual - Presch Ballet	4,384.95
Sarah Hall Theatre Company	06/02/2021	13854	25-25-449-5300	Contractual - Presch Drama	7,145.67
Sarah Hall Theatre Company	06/02/2021	13854	25-25-607-5300	Contractual - Youth Hip Hop	5,356.68
Sarah Hall Theatre Company	06/02/2021	13854	25-25-608-5300	Contractual - Youth Ballet	2,570.40
Sarah Hall Theatre Company	06/02/2021	13854	25-25-649-5300	Contractual - Youth Drama	4,230.96
Sarah Hall Theatre Company	06/02/2021	13854	25-25-652-5300	Contractual - Footlighters	6,551.01
Sarah Hall Theatre Company	06/02/2021	13854	25-25-653-5300	Contractual - Boradway Bound	10,749.38
Sarah Hall Theatre Company	06/02/2021	13854	25-25-653-5401	Contractual - Costumes	2,450.00
Vendor 10515 - Sarah Hall Theatre Company Total:					46,308.57
Vendor: 11160 - Shaun Christopher Whitley					
Shaun Christopher Whitley	05/18/2021	13769	25-25-415-5300	Contractual - Tot Music Classes	1,200.00
Shaun Christopher Whitley	06/02/2021	13855	25-25-415-5300	Contractual - Presch Music Clas...	1,200.00
Vendor 11160 - Shaun Christopher Whitley Total:					2,400.00
Vendor: 11472 - Silvia Strazzarino					
Silvia Strazzarino	06/09/2021	13890	25-25-786-5300	Contractual - May Fitness Class...	16.50
Silvia Strazzarino	06/09/2021	13890	25-25-787-5300	Contractual - May Fitness Class...	120.00
Vendor 11472 - Silvia Strazzarino Total:					136.50
Vendor: 10904 - Skyline Artists Agency					
Skyline Artists Agency	06/09/2021	13891	25-25-910-5300	Deposit - Empty Pockets Band 9...	1,500.00
Vendor 10904 - Skyline Artists Agency Total:					1,500.00
Vendor: 10284 - Spencer Welding Service					
Spencer Welding Service	06/09/2021	13892	10-12-000-5585	Pier Post Repairs/New Railing S...	4,025.00
Vendor 10284 - Spencer Welding Service Total:					4,025.00
Vendor: 11436 - SportsEngine Inc.					
SportsEngine Inc.	06/09/2021	13893	45-00-000-5335	Background Checks - May	925.00
Vendor 11436 - SportsEngine Inc. Total:					925.00
Vendor: 10108 - State Disbursement Unit					
State Disbursement Unit	05/21/2021	13741	10-00-000-2190	M Barrios,FIPS#1703100/2013...	195.90
State Disbursement Unit	06/04/2021	13822	10-00-000-2190	M Barrios,FIPS#1703100/2013...	195.90
Vendor 10108 - State Disbursement Unit Total:					391.80
Vendor: 11414 - Sysco Chicago, Inc.					
Sysco Chicago, Inc.	05/25/2021	13815	25-25-401-5400	ELC Supplies	68.70
Sysco Chicago, Inc.	05/25/2021	13815	25-25-402-5400	ELC Supplies	68.70
Sysco Chicago, Inc.	05/25/2021	13815	25-25-403-5400	ELC Supplies	68.70
Sysco Chicago, Inc.	05/25/2021	13815	25-25-405-5400	K Readiness Supplies	300.00
Sysco Chicago, Inc.	05/25/2021	13815	25-26-000-5409	Supplies - Day Care Food	1,799.64
Sysco Chicago, Inc.	05/25/2021	13815	25-26-000-5460	Supplies - Day Care Food Prep	21.80
Sysco Chicago, Inc.	06/02/2021	13856	25-25-401-5400	ELC Supplies	26.46
Sysco Chicago, Inc.	06/02/2021	13856	25-25-402-5400	ELC Supplies	26.46
Sysco Chicago, Inc.	06/02/2021	13856	25-25-403-5400	ELC Supplies	26.46
Sysco Chicago, Inc.	06/02/2021	13856	25-25-405-5400	K Readiness Supplies	150.00
Sysco Chicago, Inc.	06/02/2021	13856	25-26-000-5409	Day Care Food Supplies	864.83
Sysco Chicago, Inc.	06/02/2021	13856	25-26-000-5460	Day Care Food Prep Supplies	119.00
Sysco Chicago, Inc.	06/09/2021	13894	25-26-000-5409	Day Care Food Supplies	846.20
Sysco Chicago, Inc.	06/09/2021	13894	25-26-000-5460	Day Care Food Prep Supplies	119.00
Vendor 11414 - Sysco Chicago, Inc. Total:					4,505.95

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Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10151 - The Lifeguard Store					
The Lifeguard Store	05/18/2021	13770	10-14-000-5420	Bal Due - General Beach Supplies	70.00
Vendor 10151 - The Lifeguard Store Total:					70.00
Vendor: 10209 - The Mulch Center					
The Mulch Center	05/25/2021	13816	10-12-000-5585	Site Development	2,070.00
The Mulch Center	05/25/2021	13816	67-00-000-5507	Kalk Pk Ph 2 Owner Items	1,561.00
Vendor 10209 - The Mulch Center Total:					3,631.00
Vendor: 11281 - Tigerlily Music					
Tigerlily Music	05/25/2021	13817	25-25-908-5300	Contractual - Tots & Tunes 6/19...	500.00
Vendor 11281 - Tigerlily Music Total:					500.00
Vendor: 10705 - UMB Bank NA					
UMB Bank NA	05/26/2021	DFT0001230	40-00-000-5010	Interest Due on 2020 Series Bo...	79,725.00
UMB Bank NA	05/26/2021	DFT0001230	40-00-000-5010	Interest Due on 2015 & 2020 Se...	60,515.00
Vendor 10705 - UMB Bank NA Total:					140,240.00
Vendor: 11647 - Upbeat Music Corporation					
Upbeat Music Corporation	06/02/2021	13857	25-25-910-5300	Contractual - July 4th Beach Per...	600.00
Vendor 11647 - Upbeat Music Corporation Total:					600.00
Vendor: 10703 - US Postal Service (CMRS-FP)					
US Postal Service (CMRS-FP)	05/25/2021	13818	25-00-000-5301	Postage	1,500.00
Vendor 10703 - US Postal Service (CMRS-FP) Total:					1,500.00
Vendor: 10307 - Vanguard Energy Service, LLC					
Vanguard Energy Service, LLC	05/18/2021	13771	10-13-000-5220	Bulk Gas/Heat - Watts	119.38
Vanguard Energy Service, LLC	05/18/2021	13771	25-00-000-5220	Bulk Gas/Heat - Takiff	1,655.83
Vendor 10307 - Vanguard Energy Service, LLC Total:					1,775.21
Vendor: 10099 - Vantagepoint Trf Agents-457					
Vantagepoint Trf Agents-457	05/21/2021	13742	10-00-000-2140	ICMA - A/C#301403	2,100.00
Vantagepoint Trf Agents-457	06/04/2021	13823	10-00-000-2140	ICMA - A/C#301403	2,277.00
Vendor 10099 - Vantagepoint Trf Agents-457 Total:					4,377.00
Vendor: 10309 - Verizon Wireless					
Verizon Wireless	06/02/2021	13858	25-00-000-5210	Cell Phone Svc	1,160.28
Vendor 10309 - Verizon Wireless Total:					1,160.28
Vendor: 10457 - Village of Glencoe					
Village of Glencoe	06/09/2021	13895	25-00-000-5360	Inside Glencoe Newsletter	413.99
Village of Glencoe	06/09/2021	13896	10-12-000-5240	Water - Parks	2,782.12
Village of Glencoe	06/09/2021	13896	10-13-000-5240	Water - Watts	1,009.95
Village of Glencoe	06/09/2021	13896	10-15-000-5240	Water - Boathouse	70.60
Village of Glencoe	06/09/2021	13896	69-00-000-5571	Water - Duke Pk Spray Pad	2,701.76
Village of Glencoe	06/09/2021	13897	10-12-000-5480	Parks Gasoline	902.53
Village of Glencoe	06/09/2021	13897	10-12-000-5585	Tree Planting Shared Svcs	1,012.50
Vendor 10457 - Village of Glencoe Total:					8,893.45
Vendor: 10700 - Warehouse Direct Workplace Solutions					
Warehouse Direct Workplace So..	05/25/2021	13819	10-14-000-5412	Cleaning Supplies - Beach	1,200.00
Warehouse Direct Workplace So..	05/25/2021	13819	10-15-000-5412	Cleaning Supplies - Boathouse	1,000.00
Warehouse Direct Workplace So..	05/25/2021	13819	25-00-000-5412	Cleaning Supplies - Takiff	272.40
Warehouse Direct Workplace So..	05/25/2021	13819	25-26-000-5412	Cleaning Supplies - Day Care	250.00
Vendor 10700 - Warehouse Direct Workplace Solutions Total:					2,722.40
Vendor: 10882 - Welcome Wagon					
Welcome Wagon	06/09/2021	13898	25-00-000-5360	Marketing	322.84
Vendor 10882 - Welcome Wagon Total:					322.84
Vendor: 11619 - Whisk Taker LLC					
Whisk Taker LLC	05/18/2021	13772	25-25-413-5300	Contractual - Presch Cooking Cl...	6,072.00
Vendor 11619 - Whisk Taker LLC Total:					6,072.00

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Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor: 10102 - Wisconsin Dept of Revenue					
Wisconsin Dept of Revenue	05/28/2021	DFT0001236	10-00-000-2111	WI Mo Withholding	261.04
				Vendor 10102 - Wisconsin Dept of Revenue Total:	261.04
				Vendor Set AP Vendors Total:	1,113,981.83

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Vendor Name	Payment Date	Payment Number	Account Number	Description (Item)	Amount
Vendor Set: Employees - Employees					
Vendor: 5202 - Chris Leiner					
Chris Leiner	05/25/2021	13788	10-12-000-5341	Mileage Reimbursement	121.40
Chris Leiner	06/02/2021	13859	10-12-000-5341	Reissue Lost Check - Mileage Re...	34.22
Vendor 5202 - Chris Leiner Total:					155.62
Vendor: 3784 - Ellie Huber					
Ellie Huber	05/25/2021	13792	25-26-000-5340	Reimbursement - DCFS Training	39.00
Vendor 3784 - Ellie Huber Total:					39.00
Vendor: 9314 - Erika West					
Erika West	06/02/2021	13833	25-25-403-5400	Reimbursement - ELC Gifts	14.94
Vendor 9314 - Erika West Total:					14.94
Vendor: 5029 - Jackie Kozelka					
Jackie Kozelka	06/02/2021	13836	25-25-402-5400	Reimbursement - ELC Gifts	21.96
Vendor 5029 - Jackie Kozelka Total:					21.96
Vendor: 1770 - Jenna Davison					
Jenna Davison	05/25/2021	13799	25-26-000-5340	Reimbursement - Tuition	1,842.00
Vendor 1770 - Jenna Davison Total:					1,842.00
Vendor: 7621 - Jenny Runkel					
Jenny Runkel	06/09/2021	13877	10-11-000-5425	Reimbursement - Staff Greeting...	173.11
Vendor 7621 - Jenny Runkel Total:					173.11
Vendor: 5292 - Karen Lloyd					
Karen Lloyd	06/09/2021	13878	25-26-000-5340	Reimbursement - EC Training C...	54.00
Vendor 5292 - Karen Lloyd Total:					54.00
Vendor: 8599 - Serena Tyler					
Serena Tyler	05/18/2021	13768	25-00-000-5340	CPRP Reimbursement	270.00
Vendor 8599 - Serena Tyler Total:					270.00
Vendor Set Employees Total:					2,570.63
Grand Total:					1,116,552.46

Report Summary

Fund Summary

Fund	Payment Amount
10 - CORPORATE FUND	264,584.03
25 - RECREATION FUND	142,267.29
30 - SPECIAL RECREATION FUND	55,014.13
40 - BOND & INTEREST FUND	140,240.00
45 - LIABILITY INSURANCE FUND	1,525.47
55 - AUDIT FUND	2,000.00
65 - CAPITAL PROJECTS FUND	3,117.87
67 - MASTER PLAN CAPITAL-2020 BOND PROCEEDS	303,990.47
69 - MASTER PLAN CAPITAL PROJECTS	203,813.20
Grand Total:	1,116,552.46

Account Summary

Account Number	Account Name	Payment Amount
10-00-000-2100	FEDERAL WITHHOLDING	22,933.13
10-00-000-2110	IL STATE WITHHOLDING	12,478.01
10-00-000-2111	WI STATE WITHHOLDING	261.04
10-00-000-2120	SOCIAL SECURITY WITHO...	35,267.50
10-00-000-2130	MEDICARE WITHHOLDING	8,248.04
10-00-000-2140	ICMA DEF COMP WITHOL...	4,377.00
10-00-000-2150	IMRF WITHHOLDING	39,732.26
10-00-000-2155	IMRF VAC WITHHOLDING	6,047.60
10-00-000-2160	SUPPL IMRF LIFE WITHOL...	64.00
10-00-000-2170	AFLAC WITHHOLDING	207.16
10-00-000-2175	FSA PLAN WITHHOLDING	1,249.92
10-00-000-2180	CREDIT UNION WITHOLDI...	1,340.00
10-00-000-2190	GARNISHMENT WITHOLD...	391.80
10-11-000-5301	POSTAGE	61.02
10-11-000-5310	LEGAL SERVICES	483.75
10-11-000-5311	LEGAL NOTICES	42.62
10-11-000-5321	CONSULTING SERVICES	2,995.00
10-11-000-5340	CONFERENCES AND TRAIN..	261.00
10-11-000-5342	OFFICIALS/MEETING EXP...	547.72
10-11-000-5355	MAINTENANCE SERVICE ...	6,790.63
10-11-000-5402	BOOKS/PUBLICATNS/SUB...	27.72
10-11-000-5420	SUPPLIES - GENERAL	211.38
10-11-000-5425	SUPPLIES-STAFF RECOG/T...	173.11
10-11-000-5583	EQUIPMENT - OFFICE	216.50
10-11-000-5600	HEALTH INSURANCE PRE...	36,319.40
10-11-000-5730	DUES/MEMBERSHIPS	625.00
10-12-000-5210	TELEPHONE/INTERNET	211.12
10-12-000-5220	FUEL/HEAT	402.79
10-12-000-5230	ELECTRICITY	1,096.94
10-12-000-5240	WATER	2,782.12
10-12-000-5340	CONFERENCES AND TRAIN..	153.96
10-12-000-5341	MILEAGE REIMBURSEME...	155.62
10-12-000-5348	SHARED SVCS-CONT MOW..	2,959.44
10-12-000-5349	CONTRACTL-HORT/LAND...	19,884.96
10-12-000-5350	MAINTENANCE SERVICES	4,946.10
10-12-000-5353	DISPOSAL/PORTOLET SER...	1,358.71
10-12-000-5361	PRINTING - EMPLOYMENT...	90.00
10-12-000-5401	OFFICE SUPPLIES	461.79
10-12-000-5421	SUPPLIES - UNIFORMS	532.09
10-12-000-5425	SUPPLIES-STAFF RECOGNI...	87.70
10-12-000-5450	SUPPLIES - EQUIPMENT P...	501.93
10-12-000-5480	GASOLINE/LUBRICANTS	902.53
10-12-000-5481	SUPPLIES-CONSTRUCTION	34.45
10-12-000-5482	SUPPLIES-HARDWARE	24.97

Account Summary

Account Number	Account Name	Payment Amount
10-12-000-5486	SUPPLIES-PLUMBING	456.01
10-12-000-5490	SUPPLIES-PLANTINGS/FL...	870.42
10-12-000-5491	SUPPLIES-GREENHOUSE/...	60.27
10-12-000-5492	SUPPLIES-TREES/SHRUBS	472.82
10-12-000-5493	SUPPLIES-FERTILIZER/CH...	604.71
10-12-000-5496	SUPPLIES-ATHLETIC MAINT	6,167.50
10-12-000-5585	PAVEMENT & SITE DEVEL...	7,224.25
10-12-000-5590	TREE TRIM/WORK-Outside...	16,429.00
10-13-000-5210	TELEPHONE/INTERNET/C...	281.25
10-13-000-5220	FUEL/HEAT	295.91
10-13-000-5230	ELECTRICITY	485.10
10-13-000-5240	WATER	1,009.95
10-13-000-5353	DISPOSAL/PORTOLET SER...	132.16
10-13-000-5355	MAINTENANCE SERVICE ...	106.90
10-13-000-5357	MAINT SERVICE-REFRIGE...	289.00
10-13-000-5430	SUPPLIES - FIRST AID	262.20
10-13-000-5486	SUPPLIES-PLUMBING	187.88
10-14-000-5210	TELEPHONE/INTERNET	172.29
10-14-000-5220	FUEL/HEAT	38.16
10-14-000-5230	ELECTRICITY	219.06
10-14-000-5350	MAINTENANCE SERVICES	75.00
10-14-000-5351	REPAIRS - EQUIPMENT	284.00
10-14-000-5353	DISPOSAL/PORTOLET SER...	1,165.77
10-14-000-5360	PRINTING/MARKETING/A...	2,230.19
10-14-000-5364	CONTRACTL-SPEC EVENT/...	375.00
10-14-000-5412	CUSTODIAL/CLEANING SU...	1,200.00
10-14-000-5420	SUPPLIES - GENERAL	185.93
10-14-000-5430	SUPPLIES - FIRST AID	99.00
10-14-000-5450	SUPPLIES - EQUIPMENT P...	885.00
10-14-000-5481	SUPPLIES-CONSTRUCTION	334.32
10-14-000-5483	SUPPLIES-PAINT	69.01
10-14-000-5484	SUPPLIES-ELECTRICAL/BU...	13.66
10-14-000-5486	SUPPLIES-PLUMBING	187.88
10-15-000-5230	ELECTRICITY	291.40
10-15-000-5240	WATER	70.60
10-15-000-5350	MAINTENANCE SERVICES	75.00
10-15-000-5351	REPAIRS - EQUIPMENT	173.95
10-15-000-5401	OFFICE SUPPLIES	29.99
10-15-000-5412	CUSTODIAL/CLEANING SU...	1,000.00
10-15-000-5420	SUPPLIES - GENERAL	394.54
10-15-000-5450	SUPPLIES - EQUIPMENT P...	63.17
10-15-000-5451	SUPPLIES - BUILDING PAR...	481.14
10-15-000-5481	SUPPLIES-CONSTRUCTION	273.23
10-15-000-5486	SUPPLIES-PLUMBING	300.66
10-15-000-5584	EQUIPMENT - RECREATION	621.22
25-00-000-5210	TELEPHONE/INTERNET	6,620.28
25-00-000-5220	FUEL/HEAT	2,636.60
25-00-000-5230	ELECTRICITY	7,076.02
25-00-000-5301	POSTAGE	1,500.00
25-00-000-5321	CONSULTING SERVICES	1,109.00
25-00-000-5340	CONFERENCES AND TRAIN..	602.60
25-00-000-5352	REPAIRS - BUILDINGS	1,006.40
25-00-000-5353	DISPOSAL/PORTOLET SER...	354.98
25-00-000-5355	MAINTENANCE SERVICE ...	4,213.48
25-00-000-5360	PRINTING/MARKETING/A...	2,434.58
25-00-000-5361	PRINTING - EMPLOYMENT...	365.00
25-00-000-5362	PHOTOGRAPHY	229.00
25-00-000-5368	MARKETING-DIGITAL	143.44

Account Summary

Account Number	Account Name	Payment Amount
25-00-000-5401	OFFICE SUPPLIES	1,695.07
25-00-000-5412	CUSTODIAL/CLEANING SU...	730.20
25-00-000-5420	SUPPLIES - GENERAL	478.57
25-00-000-5421	SUPPLIES - UNIFORMS	116.50
25-00-000-5422	SUPPLIES-UNIFORMS, BL...	35.00
25-00-000-5430	SUPPLIES - FIRST AID	385.00
25-00-000-5480	SUPPLIES-GAS/LUBRICANT	58.00
25-00-000-5484	SUPPLIES-ELECTRICAL/BU...	79.85
25-00-000-5486	SUPPLIES-PLUMBING	532.29
25-25-315-5400	SUPPLIES-ADULT CERAMI...	407.12
25-25-401-5400	SUPPLIES-ELC 3YR	319.76
25-25-402-5400	SUPPLIES-ELC 4YR	330.70
25-25-403-5400	SUPPLIES-ELC 2YR	311.94
25-25-404-5400	SUPPLIES-TEACHER APPR...	1,262.25
25-25-405-5400	SUPPLIES-KINDERGTN RE...	467.20
25-25-406-5300	CONTRACTL-PRESCHOOL ...	2,869.52
25-25-413-5300	CONTRACTL-PRESCHOOL ...	6,072.00
25-25-415-5300	CONTRACTL-MUSIC,IMAG...	2,400.00
25-25-419-5300	CONTRACT-PRESCHOOL B...	4,384.95
25-25-422-5300	CONTRACTL-MUSIC & M...	640.00
25-25-439-5300	CONTRACTL-PRESCHOOL ...	1,948.80
25-25-449-5300	CONTRACTL-DRAMA-PRE...	7,145.67
25-25-491-5300	CONTRACTL-PRESCH JR B...	1,596.00
25-25-601-5300	CONTRACTL-KIDS CLUB PM	167.30
25-25-601-5400	SUPPLIES-KIDS CLUB PM	139.44
25-25-607-5300	CONTRACTL-YOUTH HIP ...	5,356.68
25-25-608-5300	CONTRACTL-YOUTH BALL...	2,570.40
25-25-615-5400	SUPPLIES-YOUTH CERAMI...	407.13
25-25-639-5300	CONTRACTL-YOUTH YOGA	882.00
25-25-649-5300	CONTRACTL-DRAMA-YOU...	4,230.96
25-25-652-5300	CONTRACTL- FOOTLIGHT...	6,551.01
25-25-653-5300	CONTRACTL-BROADWAY ...	10,749.38
25-25-653-5401	COSTUMES	2,450.00
25-25-703-5400	SUPPLIES-AYSO	280.67
25-25-722-5400	SUPPLIES-YOUTH BASEBA...	512.07
25-25-728-5300	CONTRACTL-ROWING	2,715.75
25-25-770-5400	SUPPLIES-YOUTH TENNIS	107.44
25-25-771-5400	SUPPLIES-YOUTH TENNIS ...	149.90
25-25-775-5400	SUPPLIES-ADULT TENNIS	17.50
25-25-785-5300	CONTRACTL-FITNESS PUN...	549.01
25-25-785-5400	SUPPLIES-FITNESS PUNCH...	223.30
25-25-786-5300	CONTRACTL-FITNESS DRO...	33.00
25-25-787-5300	CONTRACTL-GENERAL FIT...	1,830.00
25-25-791-5300	CONTRACTL-PICKLEBALL	4,406.25
25-25-801-5400	SUPPLIES-SUN FUN CAMP	1,517.08
25-25-803-5300	CONTRACTL-KINDER KOR...	225.00
25-25-803-5400	SUPPLIES-KINDER KORNER...	298.94
25-25-808-5400	SUPPLIES-PRESCHOOL CIT	181.90
25-25-809-5400	SUPPLIES-COUNSELOR IN ...	300.00
25-25-810-5400	SUPPLIES-CAMP ADVENT...	874.33
25-25-811-5300	CONTRACTL-TEDDY BEAR ...	175.00
25-25-811-5400	SUPPLIES-TEDDY BEAR C...	200.00
25-25-812-5300	CONTRACTL-PANDA BEAR...	225.00
25-25-812-5400	SUPPLIES-PANDA BEAR C...	260.93
25-25-813-5300	CONTRACTL-KOALA BEAR...	225.00
25-25-813-5400	SUPPLIES-KOALA BEAR C...	483.43
25-25-833-5400	SUPPLIES-ACTION QUEST	652.50
25-25-835-5400	SUPPLIES-AQUATIC CAMP	770.30

Account Summary

Account Number	Account Name	Payment Amount
25-25-836-5400	SUPPLIES-SAILING CAMP	770.30
25-25-908-5300	CONTRACTL-SUMMER C...	1,000.00
25-25-910-5300	CONTRACTL-4TH OF JULY	2,100.00
25-25-932-5400	SUPPLIES-SCHOOL DAYS ...	71.41
25-25-951-5400	SUPPLIES-SPRING SPEC E...	111.89
25-25-954-5400	SUPPLIES-WINTER SPEC E...	14.23
25-26-000-5340	CONFERENCES AND TRAIN..	1,999.61
25-26-000-5360	PRINTING/MARKETING/A...	75.00
25-26-000-5387	NURSE SERVICES	180.00
25-26-000-5401	OFFICE SUPPLIES	67.01
25-26-000-5403	DAYCARE PROGRAM SUP...	301.49
25-26-000-5404	COMPUTER PGMS/APPs	175.00
25-26-000-5409	SUPPLIES-INTERNAL FOOD..	4,652.75
25-26-000-5412	SUPPLIES-CLEANING/CUS...	250.00
25-26-000-5420	SUPPLIES - GENERAL	331.75
25-26-000-5430	SUPPLIES - FIRST AID	1,636.97
25-26-000-5460	SUPPLIES-FOOD EQUIPMT	794.49
25-26-000-5600	HEALTH INSURANCE PRE...	14,293.03
25-27-000-5210	DEDICATED TV/INTERNET	165.99
30-00-000-5590	ADA TRANSITION PLAN/C...	999.00
30-00-000-5750	NSSRA CONTRIBUTION	54,015.13
40-00-000-5010	INTEREST - BONDS	140,240.00
45-00-000-5321	CONSULTING-SAFETY/LOS...	488.00
45-00-000-5335	WELLNESS/PRE-PLACEMT ...	925.00
45-00-000-5420	GENERAL SUPPLIES	112.47
55-00-000-5330	AUDIT FEES	2,000.00
65-00-021-5502	DIRECTOR INITIATIVES	2,499.00
65-00-021-5507	RESURFACE ELC/FRONT P...	84.99
65-00-021-5509	BOATHOUSE SHINGLE RO...	278.91
65-00-021-5513	WEST TENNIS COURT CO...	84.99
65-00-021-5514	BASEBALL INFIELD MAINT...	84.99
65-00-021-5517	BEACH HOUSE TUCKPOIN...	84.99
67-00-000-5505	KALK PARK PH2-Design	1,887.92
67-00-000-5507	KALK PARK PH2-Owner It...	12,607.40
67-00-000-5510	BOATING ACCESS-Design	6,168.50
67-00-000-5511	BOATING ACCESS-Contruc...	109,045.80
67-00-000-5512	BOATING ACCESS-Owner I...	306.84
67-00-000-5518	SOUTH OVERLOOK-Design	5,310.91
67-00-000-5519	SOUTH OVERLOOK-Const...	167,429.58
67-00-000-5520	SOUTH OVERLOOK-Owner...	1,233.52
69-00-000-2290	RETAINAGE PAYABLE	76,841.45
69-00-000-5553	CONNECT GLENCOE TRAIL...	36,868.08
69-00-000-5555	CONNECT GLENCOE TRAIL...	4,211.50
69-00-000-5570	DUKE PLAY AREA PROJ-De...	1,830.00
69-00-000-5571	DUKE PLAY AREA PROJ-Pl...	39,147.66
69-00-000-5572	DUKE PLAY AREA PROJ-O...	13,484.51
69-00-000-5573	DUKE PLAY AREA-Social S...	22,217.50
69-00-000-5574	DUKE PLAY AREA-Veterans..	9,212.50
	Grand Total:	1,116,552.46

Project Account Summary

Project Account Key	Payment Amount
None	1,116,552.46
Grand Total:	1,116,552.46

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. Oath of Office: Bart Schneider

Glencoe Park District
June 2021 Board Meeting

STATE OF ILLINOIS)
COUNTY OF COOK) SS
GLENCOE PARK DISTRICT)

OFFICIAL OATH

I, Bart Schneider, having been elected to the office of Park Commissioner of the Glencoe Park District, Cook County, Illinois **DO HEREBY SOLEMNLY DECLARE AND AFFIRM** that I will support the Constitution of the United States and the Constitution of the State of Illinois and that I will well and faithfully discharge the duties of the office of Park Commissioner to the best of my ability.

Bart Schneider, Commissioner
Board of Park Commissioners

SIGNED AND AFFIRMED before me,
this 15th day of June 2021.

Lisa M. Sheppard, Secretary
Board of Park Commissioners

SEAL

VI. Appointment of Representative and Advisory Group Chair

No Documents

Glencoe Park District
June 2021 Board Meeting

VII. Presentation of Eagle Scout Project: Nathan Heftman

No Documents

Glencoe Park District
June 2021 Board Meeting

VIII. Approval of Resolution No. 924: Anthony Marx Employee Service

Glencoe Park District
June 2021 Board Meeting

**GLENCOE PARK DISTRICT
ANTHONY MARX 10 YEARS' SERVICE RESOLUTION NO. 924**

WHEREAS, Anthony Marx was employed by the Glencoe Park District on the staff of the Parks and Facilities Team beginning on May 1, 2011. Through a combination of experience, training, and hard work, Anthony advanced from the position of Building Maintenance to that of Parks Laborer, then advanced further to the position of Park Operations Supervisor in 2015; and

WHEREAS, in realization of his consistent commitment of time, energy, and expertise to the betterment of services and facilities of the District, and

WHEREAS, Anthony has been a vital part of the Parks and Facilities Team in which he has, over the years, provided selfless leadership, innovative thinking, unparalleled commitment, exceedingly hard work; and

WHEREAS, his service, passion, and skill, has been an asset to the Glencoe Park District; and

WHEREAS, Anthony served the Park District during a period of significant challenges and rapid change, including leading his team from the front in providing essential services during the COVID-19 pandemic; and

WHEREAS, Anthony has served the Glencoe Park District in a loyal and faithful manner for 10 years and the residents of Glencoe have benefited from his dedication and professionalism as Parks Operations Supervisor, and his knowledge and expertise in the development and regular maintenance of amenities and improvements in various parks and facilities. He has been integral in renovating and improving eight playgrounds, Berlin Field, the Old Green Bay Trail expansion, and the continual maintenance of the seasonal facilities. His work and leadership aids in stewarding the natural beauty of Glencoe's lakeshore, the park system as a whole, and many other contributions too numerous to note.

NOW, THEREFORE, BE IT RESOLVED, the Glencoe Park District Board of Commissioners, representing all the residents of the Park District, recognize the meritorious service of Anthony Marx and record it in the permanent records of the Glencoe Park District for all to see. This resolution shall be in full force and in effect immediately upon its passage.

ADOPTED this 15th day of June 2021 pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

Lisa M. Brooks, President
Board of Park Commissioners

ATTEST:

Lisa M. Sheppard, Secretary
Board of Park Commissioners

[SEAL]

STATE OF ILLINOIS)
) **SS**
COUNTY OF COOK)

SECRETARY'S CERTIFICATE

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

I HEREBY CERTIFY that the foregoing instrument is a true and correct copy of Resolution No. 924:

ANTHONY MARX 10 YEAR SERVICE RESOLUTION No. 924

adopted at a duly called Regular Meeting of the Board of Park Commissioners of the Glencoe Park District, held at Glencoe, Illinois, in said District at 7:00 p.m. on the 15th day of June 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 called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the Glencoe Park District at Glencoe, Illinois this 15th day of June 2021.

Lisa M. Sheppard, Secretary
Board of Park Commissioners

[SEAL]

**IX. Approval of Resolution No. 925:
Carol Mensinger Retirement
Commemoration**

Glencoe Park District
June 2021 Board Meeting

**GLENCOE PARK DISTRICT
CAROL MENSINGER RETIREMENT COMMEMORATIVE RESOLUTION NO. 925**

WHEREAS, Carol Mensinger was employed by the Glencoe Park District as the Director of Finance and Human Resources from August 1991 to November 1992, then again on July 17, 2000, and will retire on June 30, 2021;

WHEREAS, in realization of her consistent commitment of time, energy, passion, and expertise to the betterment of services and facilities of the District;

WHEREAS, her service, dedication, compassion, and leadership abilities have been an asset to the Glencoe Park District through a period of rapid growth of facility and park renovation, technological advancement, a pandemic, and a recession;

WHEREAS, Carol was instrumental in passing a referendum and securing funding to build the Takiff Community Center;

WHEREAS, her financial expertise played a vital role in the Glencoe Park District achieving and maintaining an Aaa rating;

WHEREAS, she assisted us in completing over 35 million dollars of capital projects for the betterment of the district;

WHEREAS, Carol was an integral part of the Park District team when we were awarded the 2019 NRPA National Gold Medal for Excellence and we were a finalist for the Gold Medal in 2017 and 2018;

WHEREAS, Carol's contribution to sound policies and practices helped Glencoe Park District become an IPRA/IAPD Distinguished Accredited Agency for the first time in its 100+ history;

WHEREAS, due to Carol's careful fiscal stewardship, we were able to weather the COVID-19 pandemic and keep staff employed during the Governor of the State of Illinois' Safe at Home Order;

WHEREAS, Carol has served the Glencoe Park District in a loyal and faithful manner for 20 years and the residents of Glencoe have benefited from her dedication, professionalism, and other contributions to numerous to note;

NOW, THEREFORE, BE IT RESOLVED, the Glencoe Park District Board of Commissioners, representing all the residents of the Park District, recognize the meritorious service of Carol Mensinger and record it in the permanent records of the Glencoe Park District for all to see. This resolution shall be in full force and in effect immediately upon its passage.

ADOPTED this 15th day of June 2021 pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

Lisa M. Brooks, President
Board of Park Commissioners

ATTEST:

Lisa M. Sheppard, Secretary
Board of Park Commissioners

[SEAL]

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

SECRETARY'S CERTIFICATE

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

I HEREBY CERTIFY that the foregoing instrument is a true and correct copy of Resolution No. 925:

CAROL MENSINGER RETIREMENT COMMEMORATIVE RESOLUTION NO. 925

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 15th day of June 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 called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the Glencoe Park District at Glencoe, Illinois this 15th day of June 2021.

Lisa M. Sheppard, Secretary
Board of Park Commissioners

[SEAL]

X. Financial Report

Glencoe Park District
June 2021 Board Meeting



G/L NEW Pooled Cash Report

Glencoe Park District
For the Period Ending 5/31/2021

ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE	
CLAIM ON CASH					
10-00-000-1000	CASH/INVESTMENTS	3,752,704.65	(32,633.24)	3,720,071.41	
25-00-000-1000	CASH/INVESTMENTS	5,019,001.62	356,613.97	5,375,615.59	
30-00-000-1000	CASH/INVESTMENTS	302,764.51	17,727.00	320,491.51	
35-00-000-1000	CASH/INVESTMENTS	321,252.73	(6,525.16)	314,727.57	
36-00-000-1000	CASH/INVESTMENTS	197,974.43	(2,381.79)	195,592.64	
40-00-000-1000	CASH/INVESTMENTS	1,015,733.70	(70,050.49)	945,683.21	
45-00-000-1000	CASH/INVESTMENTS	256,611.39	4,346.45	260,957.84	
50-00-000-1000	CASH/INVESTMENTS	64,417.82	2,462.30	66,880.12	
55-00-000-1000	CASH/INVESTMENTS	12,398.60	(9,440.00)	2,958.60	
65-00-000-1000	CASH/INVESTMENTS	463,637.27	(13,856.96)	449,780.31	
67-00-000-1000	CASH/INVESTMENTS	4,324,528.82	(299,934.97)	4,024,593.85	
69-00-000-1000	CASH/INVESTMENTS	2,630,300.57	(14,374.10)	2,615,926.47	
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		18,361,326.11	(68,046.99)	18,293,279.12	
CASH IN BANK					
Cash in Bank					
99-00-000-1011	Operating Corporate Account	408,224.50	(267,340.36)	140,884.14	
99-00-000-1012	Operating PR Account	5,186.12	2.47	5,188.59	
99-00-000-1013	IL Funds	5,255,777.78	10,042.13	5,265,819.91	
99-00-000-1014	IPDLAF CDs	744,000.00	0.00	744,000.00	
99-00-000-1015	IPDLAF MM	4,207,823.55	189,116.17	4,396,939.72	
99-00-000-1016	PMA CDs	747,400.00	0.00	747,400.00	
99-00-000-1017	PMA MM	2,468,377.86	300,064.16	2,768,442.02	
99-00-000-1018	PMA 2020 BOND CDs	2,991,400.00	0.00	2,991,400.00	
99-00-000-1019	PMA 2020 BONDS IPrime	1,333,128.82	(299,934.97)	1,033,193.85	
99-00-000-1020	IPDLAF-OSLAD	200,007.48	3.41	200,010.89	
TOTAL: Cash in Bank		18,361,326.11	(68,046.99)	18,293,279.12	
TOTAL CASH IN BANK		18,361,326.11	(68,046.99)	18,293,279.12	
DUE TO OTHER FUNDS					
99-00-000-2400	Due To Other Funds	18,361,326.11	(68,046.99)	18,293,279.12	
TOTAL DUE TO OTHER FUNDS		18,361,326.11	(68,046.99)	18,293,279.12	
Claim on Cash	18,293,279.12	Claim on Cash	18,293,279.12	Cash in Bank	18,293,279.12
Cash in Bank	18,293,279.12	Due To Other Funds	18,293,279.12	Due To Other Funds	18,293,279.12
Difference	0.00	Difference	0.00	Difference	0.00

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

Operating and Capital Funds:

	<u>May 2021</u>	<u>April 2021</u>
Harris Bank Corporate Account 0.100%	511,215.32	506,814.91
Illinois Park District Liquid Asset Fund GENERAL 0.02%	4,396,939.72	4,207,823.55
Illinois Park District Liquid Asset Fund OSLAD 0.02%	200,010.89	200,007.48
The Illinois Fund (Public Treasurers' Investment Pool) 0.035%	5,265,819.91	5,255,777.78
Harris Payroll Account 0.100%	8,633.59	7,989.70
PMA Financial/IPRIME Account 0.04%	2,768,442.02	2,468,377.86
Reconciling Items(Dep in Transit, O/S Checks, etc.)	(373,776.18)	(101,393.99)
IPDLAF Certificates of Deposit:		
1 CDs at \$248,000 maturing June 11, 2021 (0.40% net)	248,000.00	248,000.00
2 CDs at \$248,000 each maturing October 19, 2021 (0.15% net)	496,000.00	496,000.00
PMA Certificates of Deposit:		
1 CDs at \$248,100 maturing June 11, 2021 (0.76% net)	248,100.00	248,100.00
1 CD at \$249,700 maturing October 22, 2021 (0.11% net)	249,700.00	249,700.00
1 CD at \$249,600 maturing March 3, 2022 (0.15% net)	249,600.00	249,600.00
Grand Total-Operating and Capital	\$14,268,685.27	\$14,036,797.29

2020 Bond Proceeds:

PMA Financial/IPRIME Account 0.04%	1,033,193.85	1,333,128.82
PMA Certificates of Deposit:		
1 CD at \$249,700 maturing July 27, 2021 (0.15% net)	249,700.00	249,700.00
1 CD at \$249,700 maturing August 6, 2021 (0.15% net)	249,700.00	249,700.00
3 CDs at \$748,300 maturing October 12, 2021 (0.20% net)	748,300.00	748,300.00
1 CD at \$249,500 maturing October 19, 2021 (0.20% net)	249,500.00	249,500.00
1 CD at \$249,400 maturing April 4, 2022 (0.14% net)	249,400.00	249,400.00
1 CD at \$248,900 maturing April 12, 2022 (0.24% net)	248,900.00	248,900.00
1 CD at \$248,600 maturing October 14, 2022 (0.15% net)	248,600.00	248,600.00
3 CDs at \$747,300 maturing October 11, 2022 (0.17% net)	747,300.00	747,300.00
Grand Total-2020 Bond Proceeds	4,024,593.85	4,324,528.82
Grand Total - All Funds	18,293,279.12	18,361,326.11

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

	<u>As of 05/31/2018</u>	<u>As of 05/31/2019</u>	<u>As of 05/31/2020</u>	<u>As of 05/31/2021</u>
<u>Recreation Department - Programs</u>				
Revenues	1,779,309	1,919,547	748,933	2,020,564
Wages	(121,228)	(117,715)	(101,039)	(77,832)
Contractual	(468,393)	(399,416)	(317,789)	(450,203)
Supplies	(20,865)	(21,720)	(14,384)	(16,678)
Net Surplus	1,168,823	1,380,696	315,721	1,475,851
<u>Day Care Department</u>				
Revenue	287,652	373,281	165,199	558,138 ⁽¹⁾
Expense	(218,152)	(291,205)	(286,857)	(321,497)
Net Surplus/(Deficit)	69,500	82,076	(121,658)	236,641
<u>Fitness Department</u>				
Revenue	11,264	7,563	5,395	7,383
Expense	(11,185)	(12,289)	(8,707)	(7,959)
Net Surplus/(Deficit)	79	(4,726)	(3,312)	(576)
<u>Beach Department</u>				
Revenue	77,004	48,903	176,213	375,729
Expense	(48,032)	(53,802)	(47,296)	(50,150)
Net Surplus/(Deficit)	28,972	(4,899)	128,917	325,579
<u>Boating Department</u>				
Revenue	76,730	76,391	73,151	94,876
Expense	(46,442)	(37,217)	(34,589)	(33,469)
Net Surplus/(Deficit)	30,288	39,174	38,562	61,407
Beach/Boat Dept. Total:	59,260	34,275	167,479	386,986
<u>Watts Department</u>				
Revenue	798	10,501	5,326	9,271
Expenses	(36,938)	(65,433)	(42,363)	(48,232)
Net Surplus/(Deficit)	(36,140)	(54,932)	(37,037)	(38,961)
<u>G & A (Administration)</u>				
Revenue (excl G&A Tfr)	8,095	8,113	8,045	8,495
Expense	(295,647)	(308,458)	(296,953)	(328,178)
Net Surplus/(Deficit)	(287,552)	(300,345)	(288,908)	(319,683)
<u>Parks Department</u>				
Revenue	1,039	25	1,070	7,788
Expense	(235,754)	(289,180)	(204,634)	(260,067)
Net Surplus/(Deficit)	(234,715)	(289,155)	(203,564)	(252,279)
<u>Rec-Admin/Takiff Department</u>				
Revenues	616,116	643,551	608,875	656,808
Expenses (incl. Fund 69 trf)	(931,203)	(1,176,888)	(430,348) ⁽²⁾	(466,847)
Net Surplus/(Deficit)	(315,087)	(533,337)	178,527	189,961

(1) Includes additional daycare grant for \$85,860

(2) Fund 69 Transfer not made until June 2020

XI. Executive Director's Report

Glencoe Park District
June 2021 Board Meeting

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

Administration:

It is bittersweet emotions that I announce some changes to the Park District's Administrative Team! Carol Mensinger will retire from Glencoe Park District on June 30, 2021 and John Cutrera became our new Director of Finance and Human Resources on June 1, 2021.

Carol Mensinger, Glencoe Park District's Director of Finance and Human Resources, has announced her retirement effective June 30, 2021. Carol's 32-year career has included 22 years at the District, and also included roles as the Superintendent of Finance and Personnel for both the Wheaton Park District (1992-2000) and the Glen Ellyn Park District. Before entering the parks and recreation field, she was also a staff auditor for Arthur Andersen & Co. Carol's service, dedication, compassion, and leadership abilities have been an asset to the Glencoe Park District through a period of rapid growth, including facility and park renovations, technological advancement, a recession, and a pandemic.

During her tenure at the Glencoe Park District, Carol was instrumental in passing a referendum in 2006 and securing funding to build the Takiff Community Center. She played a vital role in achieving and maintaining the District's Aaa bond rating. In addition, her contribution to sound financial policies and practices helped the Glencoe Park District become an IPRA/IAPD Distinguished Accredited Agency and NRPA National Gold Medal Award winner. Due to Carol's careful fiscal stewardship, the Glencoe Park District was able to weather the COVID-19 pandemic and keep all staff employed during the Governor of the State of Illinois' Safe at Home Order. Carol graduated from Central Michigan University with a bachelor's of science degree in accounting, where she was also a four-year member and co-captain of the Chippewa women's Division I volleyball team.

Glencoe Park District Welcomes John Cutrera!

The Glencoe Park District is proud to welcome John Cutrera as its new Director of Finance and Human Resources. John is a Certified Public Accountant with an MBA in general management, with extensive experience leading teams through government audits and complex operational changes. He is leaving the position of Director for BKD, LLP, where he specialized in assurance and consulting engagements for various governmental and not-for-profit entities, which included conducting audits, providing specific recommendations for governmental entities to improve internal control processes, and evaluating complex technical accounting issues. After supporting park district clients, John is moving to the public sector and joining the Glencoe Park District leadership team.

In addition, Liz Stowick, our Accounting/HR Manager, accepted a new position as the Payroll and Benefits Specialist with the Village of Glencoe. We have been fortunate to have Liz here for a total of almost 16 combined years in her capacities of Registration Clerk, Customer Service Supervisor, and in her current role as Accounting/HR Manager. This will be a great challenge for her and we wish her all the best in her new position at the Village.

We have already published the new position of Accounting Manager and hope to have the position filled shortly. In the meantime, Liz has agreed to do some tasks on the weekend and we will fill in with a temp when needed.

After discussion with the Board at the last Committee meeting, we are also expanding our team and adding a Human Resources Manager. We are currently developing the job description and will advertise for this position within the next couple weeks. In the meantime, Bobby and I will both be assisting John in this area until we are fully staffed.

FY2020/21 Audit

The final annual audit report has been completed by our auditors, Lauterbach & Amen, LLP. In the Finance Committee of the Whole packet, staff included the final audit report, management letter (there were no comments this year), and related SAS letters to the Board for a full review and discussion at the committee meeting on June 15. In addition to the annual audit and related reports, staff prepared and included the updated Fund Balance Summary Report. Refer to the committee packet for more information. We plan to accepted the audit at the Board meeting.

Fourth of July!

The Fourth of July Celebration will be smaller than normal due to COVID-19 and the Board's previous decision to move the Fireworks to a later date.

Fourth of July General Events Schedule

- 8 AM: Rotary 2-Mile Fun Run (Glencoe Train Station)
- 9-11 AM: Preschool Games (Kalk Park)
- 11 AM -1 PM: Family Games (Kalk Park)
- 1 PM: Village Parade
- 1 - 4 PM: Steel Drums at the Beach (Glencoe Beach Season Pass Holders Only)

The fireworks will still occur, but later in the summer in a new event called "Summer's Last Blast" from 6-9:30 PM on Friday, September 3! We will have live music, a beer tent, and fireworks.

Season Staff Training

We are proud to be the largest employer of high school and college-age young adults in the community. We once again had to modify our All-Staff Training into small groups due to COVID-19. All our staff participated in an extensive training program tailored to their job responsibilities at the beginning of the summer with follow-up training throughout the season.

Updated COVID Protocols:

Glencoe Park District is proud to join the State of Illinois in moving to Phase 5 on Friday, June 11!

As we prepare for the next phase, we'd like to share how this will affect summer programming and operations, including camp. Throughout the pandemic, we've followed federal, state, and local guidelines for our operations. Recently, as restrictions have loosened, guidelines have shifted quickly (and often conflicted with older guidelines). As we head into summer, we will follow new CDC and DCFS guidelines for masks:

Outdoors

- The CDC has indicated that in general, people **do not need to wear masks when outdoors**. This includes all campers and outdoor program participants, as well as Glencoe Beach and park visitors.

Indoors

- Masks must be worn indoors at all times by staff and participants at programs that include **children under age 12**. This is to protect individuals who are ineligible for vaccination and includes all preschool and school-age camps, as well as other indoor youth programs.
- Masks must be worn in "**common spaces**" at Park District facilities, including restrooms, hallways, lobbies, and entrances. This is to protect individuals who are ineligible for vaccination.

- Masks must be worn indoors by staff, parents, and children in our **Early Childhood wing**. This rule is mandated by our DCFS childcare license and includes Baby Bear, Panda Bear, Koala Bear, and Teddy Bear campers, as well as Children's Circle participants.
- Vaccinated individuals participating in **programs with others over the age of 12** can choose to remove their masks once they arrive in their program space. This includes, but is not limited to, Glencoe Fitness, fitness classes, adult art, and adult ceramics programs, as well as some staff-only spaces. A sign is posted in these spaces that states "By entering this room without a face mask, you are verifying truthfully that you have been fully vaccinated or have an exemption from the Glencoe Park District."

If guidelines change, we will update you accordingly.

Recreation and Facilities

- **Glencoe Beach** opened for the season on May 29. The weather was chilly, but we had staff in place and ready for our first day of the season. Season Pass sales are strong again this summer. We attribute this to the value and flexibility the season pass offers to each pass holder.

We have implemented an online reservation system for the sun shelters which worked smoothly through opening weekend. As we enter the regular season, we will introduce a new daily admission ticketing system, available only on weekdays. The system will allow guests to purchase a daily ticket in advance via a third-party ticketing platform. This eliminates the need for cash or credit card transactions at the halfway house.

The boating beach has been operating on weekends since May 8. Staff has been busy organizing the boats and rearranging storage space based on the new staircase construction. The lake water level is also lower than the past few years, giving us a needed break from the high-water levels. (see Attachment A for pass revenue numbers)

- **Our Early Learning Center's** school year ended on May 28. Our entire school came together at Duke Park to have a school-wide playdate. Nearly all of the families attended with their children. The 4's class had their first ever ELC graduation ceremony in Community Hall on May 28. Our enrollment for the next school year is strong. (see attachment A for detailed information on enrollment)

With ELC coming to the end of the school year, preparation for camp is now taking priority. Early Childhood camps have 8 classrooms this year, which is more than we have ever had. GJK is allowing us to utilize one of their designated classrooms for the summer as their camp is smaller and they will not be using the space. Baby Bears, an adult and tot camp, will be running for the first time. A second section was open due to popularity.

- **Children's Circle** continues to receive inquiries about enrollment as more young families move into the North Shore. Our school is full for the 2021-2022 school year, including all infant spots through June of 2022. One of our lead teachers is stepping down from her position to focus on school and are excited that she is staying on part-time. We had many internal candidates for the position. It was wonderful to see so much growth among our part-time assistant teachers. We also finalized the Classroom Coordinator position for the infant and toddler classrooms. Over the month of June, both Classroom Coordinators and the new lead teacher will be attending numerous trainings to prepare for their new positions. (see Attachment A for Children's Circle enrollment numbers)

- **Camp starts** on June 14. All camp managers and seasonal staff are hard at work getting ready for the summer camp season. The CDC has issued additional guidance related to campers wearing masks outside. As always, we will continue to follow CDC and local Health Department guidelines. <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/summer-camps.html>

As always, a focus was placed on strong communication with camp parents and participants leading up to camp including emails and Zoom parent orientation meetings held on June 3.

- As CDC guidelines change, we are able to expand the program to take individuals off our waitlist and open up more spaces for youth camps. Back this year is our standard camps including Sun Fun, Camp Adventure, and full-day CIT.
- Shannon sent a survey to Action Quest families to gauge the comfort levels of activities for this summer. 90 percent of families feel comfortable sending their campers on outdoor field trips and buses, so we are looking at ways of accommodating this request with our bus and vans.
- Sports Trac will offer a variety of activities including Tennis, Soccer Shots, Dekhockey, Mini Ninjas and more! Enrollment has picked up in the last few weeks.
- Shannon is currently working with Game On! Sports 4 Girls to map our all-girls sports full-day camp. This camp was offered for two weeks last summer, with ten girls participating. This summer, we are offering ten weeks of camp and are currently averaging 30 girls a week. (see Attachment A for details on camp participation numbers)

- **Glencoe Fitness**

We had 7 new members join the fitness center in April. We currently have 105 active members in the fitness center. With the latest mask update, we have returned some of our fitness classes to indoors and are mask less for those who are vaccinated. Many of the participants are excited to be back inside Takiff working out.

Paddleboard Yoga has built upon last year's success with our Saturday class completely full. Our Sunday class only has 4-5 available spots for the summer.

Park and Capital Projects

- **Connect Glencoe:** The IDNR completed a field inspection of both Duke Park and the new trail. The field representative was very impressed with our final product. The grant reimbursement process continues. The remaining punch-list items on the trail will be completed by the end of June. The Duke Park plumber will have to return to the site to repair a broken yard hydrant that we discovered.
- **Kalk Park:** Contractors have continued working on the masonry rebuild of the Kalk Park wall to meet our July 1 deadline. Staff has continued working towards growing grass in the meadow area in preparation for the Fourth of July. This process has been challenging due to the lack of rain.
- **Boating Beach Stairs:** Work continues on the stair case to the Boating Beach. Carpenters will be onsite throughout most of early June.
- **Watts Ice Rink:** Staff met with a team from Wight Design to start the discovery process regarding the issue with the rink cooling floor.

- **Park/tree maintenance:** Nels Johnson removed dead tress throughout the District. Dead trees were removed at Old Elm, along Green Bay Road. Pruning was completed in Kalk and along Old Green Bay Road. The dry weather has made bed maintenance very difficult. We brought on additional contractual resources for an early season surge to assist staff in park grooming.
- **Beach:** Seasonal beach preparations have been completed and our staff are proud of the final product. Staff is working on painting the railings along the pier.
- **Sports Fields:** Staff continues to groom baseball fields, soccer fields, and the softball field. With the dry weather, athletics has remained the primary focus of the Parks Department. 2021 tennis court maintenance bid has been awarded and will begin in June including crack filling at Central, Shelton, and Watts. West Tennis Courts are also scheduled for a full color coat this year and Pickleball lines will be added in addition to tennis stripes at West.

Marketing and Communication

Erin has been busy this month assisting staff with communication on camps, beach, special event, etc. She worked closely with staff designing new signage for the beach to communicate the new pass requirements and protocols. She used QR Codes in new ways so our guests have the most up to date and accurate information.

Freedom of Information Report

There were no requests this month.

Submitted by:
Lisa Sheppard, CPRP
Executive Director

**Recreation and Facilities
June 2021**

Glencoe Beach: Matt Walker

Pass Revenue As of 6/1	2021	2020	Variance
Beach Passes	\$336,385	\$216,181	\$120,204
Guest Passes	\$36,400	\$26,250	\$10,150
Total Revenue	\$372,785	\$242,431	\$130,354

Early Childhood: Jess Stockl

ELC Enrollment As of 6/1	2021/22	2020/21	2019/20	2018/19
ELC 2s	13	10	16	18
ELC 3s	18	11	14	16
ELC 4s	19	14	18	27
Kindergarten Readiness	19	11	16	7
Total	69	46	64	68

Children's Circle Enrollment As of 6/1	2021/22	2020/21	2019/20	2018/19
Jellyfish (6 weeks to 15 months)	12	10	10	5
Frogs (15 months to 2 years old)*	9	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)	22	21	16	14
Total	94	91	83	66

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

Arts and Youth: Stephani Briskman

Pre-registration for the Kids Club 2021-22 school year closed on Friday, May 28. Currently enrolled Kids Club, Kids Club Enrichment Camp, and Beluga families were given priority registration. Stephani is working on a marketing plan for new Glencoe families to help increase enrollment for Kids Club.

Kids Club 2021-22 Enrollment	AM	PM
2- days	0	4
3- days	3	6
4-days	1	1
5-days	7	20
Total	11	31

Youth Camp: Stephanie Briskman

Camp Enrollment As of 6/1	8 Week	4 Week
Sun Fun	53	47
Camp Adventure	18	20
Full-Day CIT	4	18
	Full Day	AM/PM
Summer's End	23	4

Athletics/Teen Camp Revenue: Shannon Stevens

2020 revenues are skewed due to COVID-19.

Gross Revenue As of 6/1	2021	2020	2019
Action Quest	\$69,417	n/a	\$91,847
Sports Trac	\$29,669	\$45,392	n/a
Game On!	\$190,605	\$13,200	n/a

Action Quest

Action Quest Enrollment As of 6/4	8 Week	4 Week	1 Week
2021	10	21	4
2020 (not offered)	0	0	0
2019	7	13	26

Sports Trac

We will offer Tennis, Soccer Shots, Dekhockey, Mini Ninjas and more! Enrollment has picked up in the last few weeks. We are currently averaging 13 children a week.

Sports Trac As of 6/1	8 Week	4 Week	1 Week
2021	3	10	40*

*Not unique enrollments

Game On! Sports Camp 4 Girls

Sports Trac As of 6/1	10 Week
2021	30

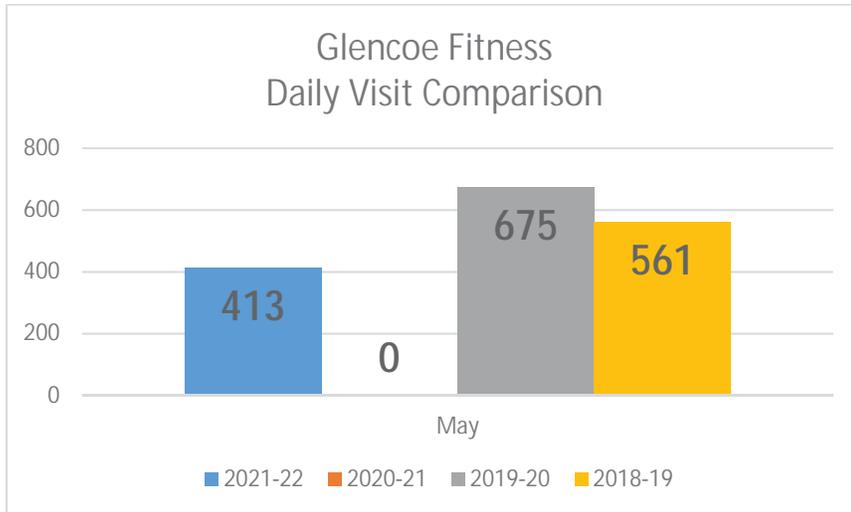
Takiff, Fitness, & Watts: Adam Wohl**Pickleball**

Pickleball classes continue to be extremely popular. Session II running from May 18-June 24 is full with several people on the waitlist for each class. Our next round of classes begins July 6 and are filling up quickly. Of the 136 enrolled, 105 are residents, and 31 are non-residents.

	2021-22 As of 6/1		2020-21 Full FY	
	Enrolled	Fees	Enrolled	Fees
Pickleball	136	\$17,316	71	\$8,870

Glencoe Fitness

We currently have 105 active members in the fitness center. During May, we had 413 total visits to the fitness center. Due to the pandemic, we were closed in May 2020, but had 675 visits in 2019 and 561 in 2018.



Group Fitness Classes

Tuesday

- Moving with Weights with Marianne Nicolosi – 8:30-9:30 AM
- Row & Go with Sandy Culver – 8:30-9:30 AM
- Power Lunch Body Conditioning with Karen Campion – 12:30-1:15 PM

Wednesday

- Broadway and Beyond with Monica O'Connor – 9-10:15 AM

Thursday

- Moving with Weights with Marianne Nicolosi – 8:30-9:30 AM
- Rowing, Resistance, and Rolling with Sandy Culver – 8:30-9:30 AM
- Pilates Yoga Fusion with Silvia Strazzarino – 10:30-11:30 AM

Friday

- All Levels Yoga with Silvia Strazzarino – 8:30-9:30 AM

Saturday

- Paddleboard Yoga with Steph Metz – 7:45-8:45 AM
- Burn by the Beach with Heather Wojteczko – 8:30-9:30 AM
- Zumba with Melissa Kerpel and Kate Wettergren – 9-10 AM

Sunday

- Paddleboard Yoga with Steph Metz – 8:45-9:45 AM

Submitted by:

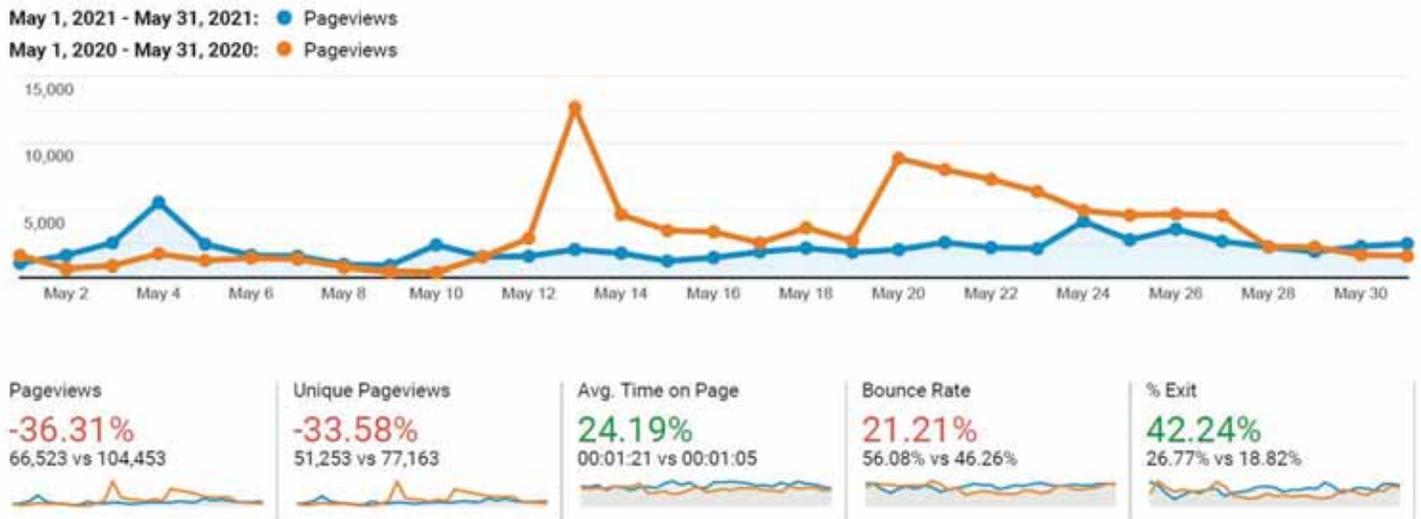
Bobby Collins, CPRP

Director of Recreation and Facilities

Marketing/Communications
June 2021

Online Communication

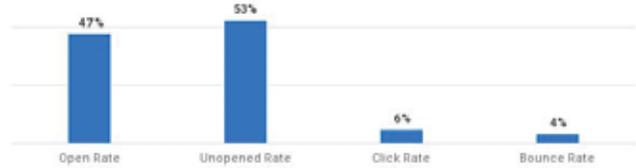
In May, the website views were similar to April views (6.97% higher) but 36% less compared to the same month in 2020. We had 66,523 page views in May, compared to 104,453 previous year. This may be due to the change in beach pass sales (2020 sales started in May, 2021 sales started in March). Our top ten pages with the most traffic were all related to the beach, camp, or youth programs.



31,851 Sends

Email Marketing

During the month of May, we sent out 17 targeted emails, focusing primarily on program registration, beach and special events, season pass holder events, mask updates, and camp updates for parents. Of the 31,851 emails we sent, over 14,288 were opened (47%) with a 6% average click rate. The open rate is 3% above the industry average.



14,288 Opens

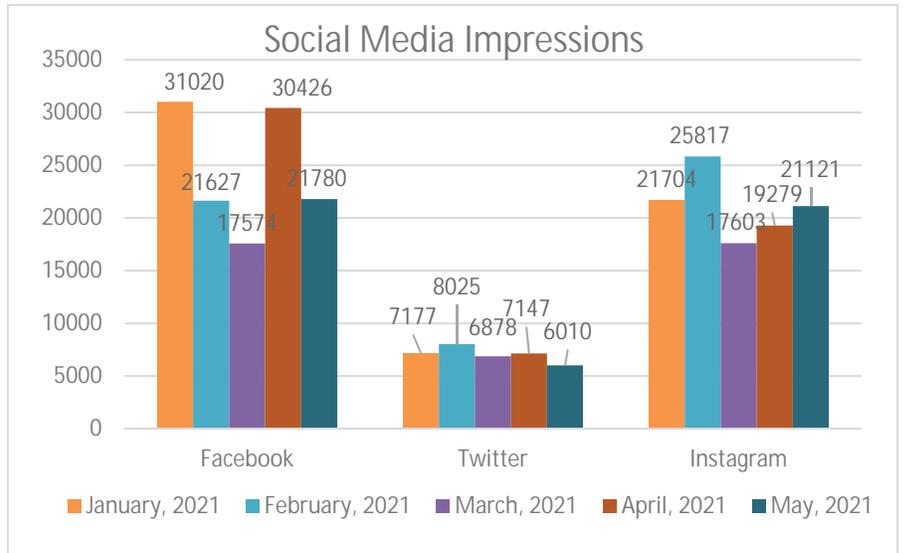


874 Clicks



Social Media

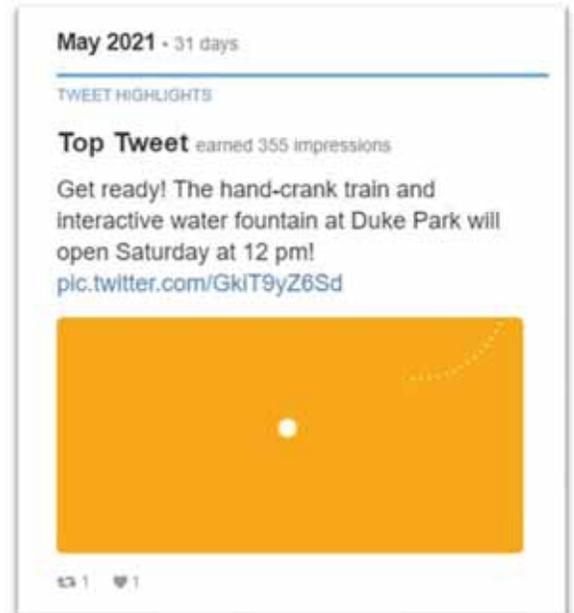
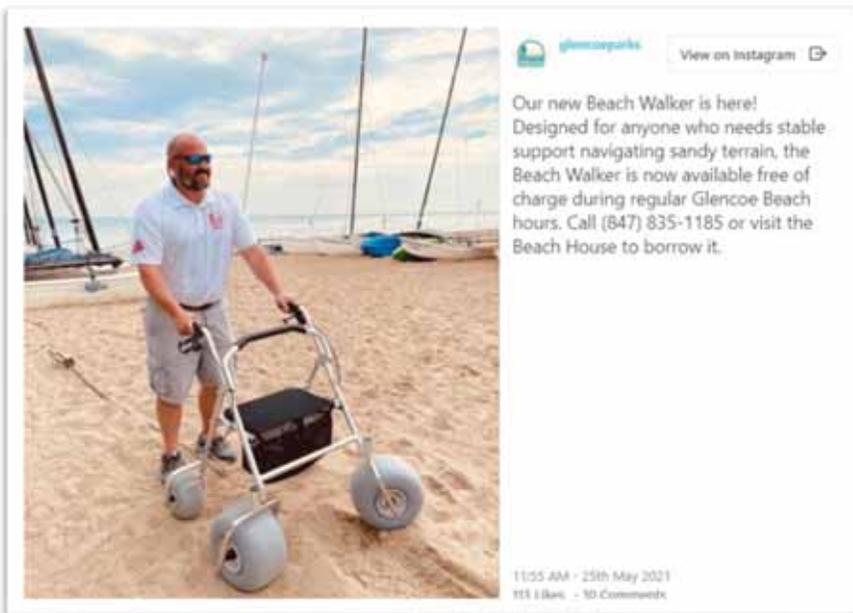
We ended the month with 21,780 Facebook impressions (last month was 30,426). During the month, we also had 21,121 impressions on Instagram (last month was 19,279) and 6,010 impressions on Twitter (last month was 7,147). We now have 2,039 followers on Facebook, 1,055 followers on Twitter and 1,985 followers on Instagram. Glencoe Beach has 2,622 and Watts Ice Center has 540 followers on Facebook.



Livestream on YouTube

The Board meeting on May 18 had 21 viewers and 83 impressions.

Our most popular Instagram and Twitter posts for May



Submitted by:
Erin Classen
Superintendent of Marketing and Communications

XII. Action Item A
Approval of Resolution No. 926: Naming
John Cutrera as the IMRF Authorized Agent
for Glencoe Park District

Glencoe Park District
June 2021 Board Meeting

**GLENCOE PARK DISTRICT
RESOLUTION No. 926**

**A RESOLUTION NAMING JOHN CUTRERA AS THE
IMRF AUTHORIZED AGENT FOR GLENCOE PARK DISTRICT**

WHEREAS, Carol Mensinger is the current IMRF Authorized Agent for the Glencoe Park District; and

WHEREAS, Carol Mensinger will be retiring from the Glencoe Park District on June 30, 2021; and

WHEREAS, John Cutrera will be replacing Carol Mensinger as the Director of Finance/HR.

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

Section 1. John Cutrera be named as the IMRF Authorized Agent for the Glencoe Park District effective July 1, 2021.

Section 2. The Resolution shall be in full force and effect from after its adoption as provided by law.

Adopted this 15th day of June 2021 by the affirmative roll call vote of three-fifths of the members of the Board of Park Commissioners as follows:

AYES:

NAYS:

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 Resolution No 926:

BANK DEPOSITORY RELATIONSHIP WITH BMO HARRIS BANK

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 15th day of June 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 called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the Glencoe Park District at Glencoe, Illinois this 15th day of June 2021.

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

[SEAL]



NOTICE OF APPOINTMENT OF AUTHORIZED AGENT

IMRF Form 2.20 (Rev. 10/2014)

INSTRUCTIONS

- The governing body of an IMRF employer (including townships) can appoint any qualified party as the employer's IMRF Authorized Agent.
- The governing body makes the appointment by adopting a resolution.
- The clerk or secretary of the governing body must certify the appointment (see Certification below).
- Mail the completed form to the Illinois Municipal Retirement Fund.
- A copy of the completed form should be retained by the employer.
- The new Authorized Agent will need to register for a new User ID on IMRF Employer Access.

EMPLOYER NAME Glencoe Park District		EMPLOYER IMRF I.D. NUMBER 03298
AUTHORIZED AGENT'S SALUTATION <input type="checkbox"/> Dr. <input checked="" type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms.	LAST NAME Cutrer	FIRST NAME John
MIDDLE INITIAL JR., SR., II, ETC.		
TYPE OF GOVERNING BODY Special District (Park District)		
DATE APPOINTMENT MADE (MM/DD/YYYY) 06/15/2021	EFFECTIVE DATE OF APPOINTMENT (MM/DD/YYYY) 07/01/2021	POSITION TITLE
Powers and duties delegated to Authorized Agent pursuant to Sec. 7-135 of Illinois Pension Code by governing body (P.A. 97-0328 removed the requirement that the Authorized Agent be a participant in IMRF to file a petition or cast a ballot):		
To file Petition for Nominations of an Executive Trustee of IMRF	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
To cast a Ballot for Election of an Executive Trustee of IMRF	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
X		
SIGNATURE OF AUTHORIZED AGENT NAMED ABOVE		DATE (MM/DD/YYYY)
CERTIFICATION		
I, <u>Lisa Sheppard</u> , do hereby certify that I am <u>Secretary</u>		CLERK OR SECRETARY
of the <u>Glencoe Park District</u>		NAME OF EMPLOYER
and the keeper of its books and records and the foregoing appointment and delegation were made by resolution duly adopted on the date indicated.		
SEAL		SIGNATURE OF CLERK OR SECRETARY
BUSINESS ADDRESS		
All correspondence and communications with the Authorized Agent are to be addressed as follows:		
NAME (IF DIFFERENT FROM ABOVE)		
<input checked="" type="checkbox"/> Ms. <input type="checkbox"/> rs. <input type="checkbox"/> Ms.		
BUSINESS ADDRESS 999 Green Bay Rd.		
CITY STATE AND ZIP + 4 Glencoe, IL 60022		
DAYTIME TELEPHONE NO. (with Area Code) 847/835-3030	ALTERNATE TELEPHONE NUMBER (with Area Code) 847/835-7550	
FAX NO. (with Area Code) 847/835-4942	EMAIL ADDRESS jcutrera@glencoeParkDistrict.com	

IMRF

2211 York Road Suite 500 Oak Brook, IL 60523-2337

Employer Only Phone: 1-800-728-7971 Member Services Representatives 1-800-ASK-IMRF (1-800-275-4673) Fax (630) 706-4289

XII. Action Item B
Resolution No. 927: Bank Depository
Relationship – BMO Harris Bank

Glencoe Park District
June 2021 Board Meeting

**GLENCOE PARK DISTRICT
RESOLUTION No. 927**

BANK DEPOSITORY RELATIONSHIP WITH BMO HARRIS BANK

It is hereby Resolved by the Board of Park Commissioners of the Glencoe Park District, Cook County, Illinois, that:

BMO Harris Bank is hereby designated as depository of the Glencoe Park District; and

BMO Harris Bank is hereby authorized, from time to time, to receive cash deposited with it by anyone on behalf of, or for the credit of the Glencoe Park District and, from time to time, in accordance with instructions, to invest, disburse or otherwise dispose of or treat any of such cash, the increase thereof, or any other property received in exchange or substitution therefor;

Instructions of the depositor under which such cash is at all times to be held or disposed of by said Bank shall be signed by the persons holding the offices or positions indicated below, or their successors from time to time as follows: By any one of the following:

Stefanie Boron	Board of Park Commissioners
Lisa M. Brooks	Board of Park Commissioners
Michael Covey	Board of Park Commissioners
Lisa M. Sheppard	Executive Director/Board Secretary
John Cutrera	Director of Finance/HR and Assistant Board Treasurer

Adopted this 15th day of June 2021 pursuant to roll call vote.

Roll call vote:

AYES:

NAYS:

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 Resolution No 927:

BANK DEPOSITORY RELATIONSHIP WITH BMO HARRIS BANK

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 15th day of June 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 called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the Glencoe Park District at Glencoe, Illinois this 15th day of June 2021.

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

[SEAL]

XII. Action Item C

Approval of PARC Grant Authorization

Glencoe Park District
June 2021 Board Meeting

MEMORANDUM

TO: Board of Park Commissioners
FROM: Lisa Sheppard, Executive Director and Chris Leiner, Director of Parks & Maintenance
SUBJECT: Approval to Sign the PARC Grant
DATE: June 6, 2021

To begin moving forward with the Watts Recreational Center PARC Grant project, the IDNR grant agreement requires the Executive Director's signature.

Staff is seeking formal Board approval to proceed with signing the grant agreement. As previously discussed, this is a \$2.5 million-dollar matching agreement, in which the Glencoe Park District is obligated to spend at least \$833,000 to receive this grant. This obligation represents the minimum contribution necessary to receive the grant. The Glencoe Park District is planning on contributing approximately \$1.5 million to execute the Watts Recreational Center PARC Grant scope for an overall project budget of \$4 million.

Recommended Motion: The Board of Park Commissioners directs Executive Director Sheppard to sign the IDNR PARC Grant agreement.

XII. Action Item D
Approval of Watts Recreational Center
Renovation Professional Service Agreement

Glencoe Park District
June 2021 Board Meeting

MEMORANDUM

TO: Board of Commissioners
FROM: Lisa Sheppard, Executive Director, Chris Leiner Director of Parks & Maintenance
SUBJECT: Approval of the Wight & Company contract for design services for the Watts Recreation Center PARC Grant Project
DATE: June 8, 2021

EXECUTIVE SUMMARY:

Based on the Board's consensus at the June 1, 2021 Committee of the Whole meeting, staff is advancing the attached professional service agreement to the Board for approval.

This agreement represents the schematic design, design development, development of construction documents, and bid assistance for the Watts Recreational Center PARC Grant Concept Plan.

This contract does not include options for construction management services.

The total cost of this professional service contract is \$299,500.

Recommended Motion: Approval of the Wight & Company contract for the amount of \$299,500 for design services as presented.



May 20, 2021

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

**Glencoe Park District
Watts Recreation Center Renovation
Professional Services Proposal**

Dear Mr. Leiner:

Wight & Company (Wight) is pleased to submit this proposal to you and the Glencoe Park District (GPD) to provide design services for the renovation of the Watts Recreation Center (Watts). This proposal includes:

UNDERSTANDING
APPROACH
SCOPE OF SERVICES
SCHEDULE
COMPENSATION
REFERENCES
TERMS & CONDITIONS

UNDERSTANDING

First, congratulations on being awarded the \$2.5M PARC Grant through the IDNR and thank you for the opportunity to assist in the initial conceptual renovation strategy and grant application for the Watts Recreation Center. The PARC Grant application is based upon the following programmatic items and improvements:

- 1st floor and basement renovation
- 2nd floor renovation
- 2nd floor addition
- Elevator (basement, 1st floor and 2nd floor)
- Site utilities
- New on-street parking
- Ice rink dasher boards & concrete repairs
- Budget: \$3,996,301

Based on our discussions, we understand GPD would like to advance the approved conceptual plan for Watts outlined in the grant application from January 2020. Once the IDNR executes the grant agreement, the GPD will have 2 years to complete the project (+/-summer 2023). In order to minimize impacts to the ice operations, GPD would like to accomplish the work to the ice arena first, during the off-season (March-November 2022).

APPROACH

For this assignment, architecture, landscape architecture, civil, electrical, mechanical and structural engineering, fire protection and cost estimating, from concept refinement through construction, will be provided as a part of our base design services by Wight's in-house personnel. As an optional service, we can provide construction management services in addition to our base design services for a complete Design Led-Design Build approach. This process will benefit the GPD by eliminating unnecessary steps and communication learning curves of a typical project, which is critical for the accelerated schedule of your project. The construction management services include trade contractor procurement, project management and site superintendence to execute the entire construction phase. Our design team will be led by Project Manager Matthew Duggan. Craig Polte will serve as the Construction Project Executive and will lead our CM staff in the delivery of our preconstruction and construction phase services.

SCOPE OF SERVICES

Wight proposes to provide the following services outlined in the Understanding through the Scope of Services below:

CONCEPT REFINEMENT & BUDGET CONFIRMATION / LOGISTICS PLANNING

CONCEPT REFINEMENT

The concept of the renovation has been previously prepared and was included in the PARC Grant application.

- A. Review space needs including quantity and size of the program and support spaces proposed for the project.
- B. Review building code and zoning requirements that will have an impact on the design and execution of the project.
- C. Perform preliminary field investigation to confirm existing conditions, including MEP systems, and develop preliminary base floor plans.
- D. Refine the concept floor plans for the second-floor renovation and addition as well as renovation of the existing first-floor space.
- E. Prepare a narrative approach to addressing mechanical, electrical and plumbing systems for the addition and renovation scope.

BUDGET CONFIRMATION / LOGISTICS PLANNING

During the Concept Refinement, Wight will update and advance the preliminary cost budget for execution of the work scope and a project site logistics plan.

- A. This estimate will include all trade costs required to build the addition and complete the renovation. We will also include cost budgets for furniture, project contingencies and professional fees including permitting.
- B. The objective is to establish a complete project budget aligned with the design goals to confirm this meets your financial requirements.

- C. Additionally, we propose to work closely with you to determine a preliminary logistics plan for the execution of the construction to ensure this project will be executed with minimal impact to your operations, and to confirm any safety issues that will require movement of existing functions.
- D. The logistics plan will study potential partial use of completed areas to allow for the continued ice rink operations during the entire project renovation.

DESIGN DEVELOPMENT, CONSTRUCTION DOCUMENTS & CONSTRUCTION ADMINISTRATION

Following approval of the concept refinement and project budget refinement, Wight will proceed with the completion of design, preparation of construction and permit documents, and execution of the construction.

DESIGN DEVELOPMENT

Utilizing the approved design concept, Wight will perform Design Services to fix the scope and design detail of the project. These services will include the following:

- A. Preparation of final floor plan layouts showing all interior building requirements including furniture layouts for the space.
- B. Preparation of ceiling plans showing lighting and equipment placements, as well as providing product information on fixtures and equipment planned for use.
- C. Development of interior finish selections including all flooring, wall finishes and ceilings.
- D. Development of exterior elevations showing materials, windows, and other exterior features.
- E. Development of building and wall sections to confirm heights, roof and floor construction and showing materials, systems and building structure.
- F. Preparation of MEP/FP design plan documents to convey the design concept and confirm utility service connections.
- G. Preparation of Structural Design plan documents to convey the structural systems for the addition, as well as modifications that might be required to the existing structure.
- H. Preparation of a site plan as required to show any modifications that may be necessary as a part of this project.
- I. Proposed new refrigeration.

The control system on the refrigeration package should be updated to provide the best possible monitoring and troubleshooting information. The existing control panel uses V2 hardware, which is still supported by M&M Refrigeration, and the new hardware is backwardly compatible. The existing control panel is running the older version of the ice rink software which can be upgraded to the newest version which includes a 365-day planner feature. The new panel software can support customization to add features such as exhaust fan control, VFD rink pumps, leak detection and more. In addition, the new panel software interfaces with M&M's PC Monitor Enterprise product which is a Windows 10 compliant HMI for remote monitoring of the system.

CONSTRUCTION DOCUMENTS

Based on approval of the Design Phase Documents, Wight will prepare final construction drawings and specifications suitable for competitive contractor bidding, permit review and construction of the proposed improvements. Wight will also prepare the necessary permit forms for submittal to the Village of Glencoe and work with the Village to secure the necessary building permits.

CONSTRUCTION ADMINISTRATION

Wight & Company will perform Construction Administration services during the course of construction as follows:

- A. Review contractor's shop drawings, product data submittals and samples for conformance with the contract documents.
- B. Perform site visits at intervals appropriate to the stage of the contractor's operations to become generally familiar with, and to keep the owner informed about the progress and quality of the portion of the work completed. Site visits will include a field observation report.
- C. Attend regular meetings during construction to review project status and address open questions of the contractors or Owner.
- D. Provide responses to Requests for Information (RFIs) related to interpretation of the Contract Documents.
- E. Prepare quarterly statements and provide final documentation, payout apps, contractor contracts, breakdown of final costs compared to grant DOC-4 Development Data and assist the Park District with IDNR grant reimbursement submittal.
- F. Perform a substantial completion inspection and prepare a punch list for work to be completed.
- G. Perform a final completion walk-through to confirm punch list has been completed.

PROJECT CLOSEOUT

Wight & Company will perform Construction Administration services during the course of construction as follows:

- A. Review contractors as-built documents and prepare Record Drawings for Park District.
- B. Assemble closeout documents prepared by the contractors and turn over to the Park District.

CONSTRUCTION MANAGEMENT (OPTIONAL SERVICE)

As an optional additional service, Wight can provide our pioneered Design Led-Design Build approach and serve as your professional Construction Manager to procure, schedule and manage the entire construction process in a transparent and open-book approach allowing you to be as involved in the process as you wish, but without burdening you with the day-to-day direction of the construction. At a point in the design process agreed to by all parties, Wight will develop a Guaranteed Maximum Price (GMAX) proposal for approval by the Park District Board.

Upon completion of the bid documents, we conduct trade contractor bidding in an open book approach with complete transparency and openness so that you are engaged in the process from bid to award. We have a full-time, on-site superintendent who will direct the activities of trade contractors and coordinate with your personnel to address any questions or issues immediately. We also return 100% of any unused project contingency while delivering the project under budget so that you are sure to be getting the best possible financial arrangement. Our CM Services are divided into two main phases: (1) Preconstruction and Bidding, and (2) Construction Phase.

CM | PRECONSTRUCTION & BIDDING PHASE

- A. Prepare a project schedule to incorporate the completion of design, procurement, permitting, construction, and closeout.

- B. Collaborate with the design team to identify long-lead items and develop an effective subcontract plan.
- C. Perform constructability reviews, providing input to design details and product selections that could impact the construction schedule, sequencing, and budget.
- D. Develop work scopes and prepare bid packages for the various components of the work.
- E. Identify qualified trade contractors and generate interest in bidding to provide the most competitive construction pricing.
- F. As design documents are developed, prepare a detailed construction schedule, incorporating input from local trade contractors with regards to equipment lead times and resource availability.
- G. Work with your staff to assure that the site logistics and schedule support the on-going operational needs of the facility.
- H. Oversee the bidding process: prepare and distribute bid documents; conduct pre-bid meetings; coordinate responses to bidders' questions during the bid period; and handle all the bid openings in compliance with Illinois public procurement and GPD requirements.
- I. Review and qualify bids to assure completeness of scope and compliance with bidding requirements. Document bidders' understanding and abilities to execute the required scope per the required schedule. Make recommendations to Park District Board for awarding subcontracts.

CM | CONSTRUCTION PHASE

- A. Conduct a kick-off meeting with all trade contractors: distribute updated project schedule; review site access and logistical requirements; review safety standards and expectations.
- B. Manage submittals and long-lead material items to assure no impact to the project schedule.
- C. Obtain and review the necessary Insurance Certificates and Payment and Performance Bonds, if required.
- D. Manage sub-contractor work to be in compliance with the overall project schedule.
- E. Conduct weekly trade contractor coordination meetings.
- F. Manage and resolve unforeseen changes in the field. Manage and review subcontractor change requests to assure validity. Report on budget status throughout the project.
- G. Communicate regularly with the Park District team to assure that construction activities are coordinated with on-going operational needs. Work with the trade contractors to make appropriate adjustments as needs change.
- H. Provide regular updates on the project schedule and budget.
- I. Assure that the necessary inspections are completed as required by the permitting agencies.
- J. Prepare punch lists in coordination with the design team and Owner and distribute to the subcontractors. Assure that deficiencies are corrected in a timely manner.
- K. Review the completed work to obtain Owner's sign-off on the punch list.

CM | PROJECT CLOSEOUT

- A. Submit specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
- B. Obtain and submit releases permitting the Park District unrestricted use of the work and access to services and utilities. Include permits, operating certificates, and similar releases.

- C. Prepare and submit Project Record Documents, operation and maintenance manuals, damage or settlement surveys, and similar final record information.
- D. Deliver tools, spare parts, extra materials, and similar items to location designated by Owner. Label with manufacturer's name and model number where applicable.
- E. Complete startup testing of systems.
- F. Submit test/adjust/balance records.
- G. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.

Additional Services (Not included in this proposal)

- A. Design beyond the concept plans provided with the Grant application.
- B. Services not specified in the scope of services will be considered additional services. Prior to any additional services work, we will discuss additional services with the client for written authorization to proceed.
- C. Services of sub-consultants not indicated in the scope of services, including acoustical, lighting, and ice rink engineering beyond described above.
- D. Services required due to unforeseen site conditions or circumstances beyond the control of the project team.
- E. Services requested after Final Acceptance of Contractor's work. Other Services not included currently are available upon request.
- F. Geotechnical Engineering
- G. Hazardous material survey report (potential asbestos containing material (ACM) on 2nd floor)
- H. Topography map/Survey
- I. Redesign after Concept approval
- J. Professional/photorealistic renderings and models
- K. Furnishings, fixtures, and equipment (FF&E)

For additional services beyond those described above, a mutually agreeable rate will be determined prior to commencing with the additional service. Additional services will not be performed without prior authorization.

SCHEDULE

We propose to begin work on this assignment upon your authorization and anticipate approximately 5-6 months to complete the design work. Duration can be impacted by approvals by the Park District and others.

COMPENSATION

Wight & Company proposes to perform these professional services listed in the Scope of Services for a fee below what was allocated the project budget, broken down as follows:

BASE DESIGN SERVICES

- Design fees (Architecture, Landscape Architecture, Civil Engineering, Electrical Engineering, Mechanical and Structural Engineering and Fire Protection): \$279,500

- Reimbursable expenses (reproduction, handling, and delivery of bid documents and project photos, travel, etc.) budget: \$20,000

OPTIONAL CM SERVICES (Design Led-Design Build)

- Preconstruction Fee = \$19,000 to cover Preconstruction and Bidding Phase services.
- Construction Management (CM) fee: 3.5% of the cost of construction, including contingencies. This amount (currently estimated at \$117,786) will be fixed at the time of the GMAX.
- General Conditions/General Requirements will be included in the project budget and fixed at the time of the GMAX and will be billed each month as incurred. These costs include General Conditions Labor (project management, site supervision, project administration and construction engineering support), General Conditions expenses (expenses for site facilities including jobsite trailer, office equipment, cell phones, technology and integrated Project Management Software), and General Requirements (including costs associated with maintenance and upkeep of the site (dumpsters, porta-johns, safety audits, signage, SWPP maintenance, travel, reproductions, etc.). Also included in the budget will be General Liability Insurance for the project. The budget for these General Conditions/General Requirements is 11% of the construction costs and will be finalized based on the project schedule and other factors.

The GMAX proposal will include the fees listed above, as well as the direct construction costs, general conditions, other costs and an appropriate allowance for contingency.

REFERENCES

Ray McGury, Executive Director
Naperville Park District
320 W. Jackson Avenue
Naperville, IL 60540
630.848.3500

Mr. Dave Harris, Executive Director
Glen Ellyn Park District
185 Spring Avenue
Glen Ellyn, Illinois 60137
630.942.7255

Joe LoVerde, Executive Director (retired)
Niles Park District
6676 West Howard Street
Niles, Illinois 60714
847.651.6633

TERMS & CONDITIONS

This proposal assumes the terms and conditions outlined in the AIA Document B101-2017, "Standard Form of Agreement between Owner and Architect."

Wight will invoice monthly based on a percentage of the work completed and payment will be due in 30-days (or in accordance with the Illinois Prompt Payment Act).

We thank you for the opportunity to continue our partnering relationship with the Glencoe Park District and look forward to working with you on this project. If this proposal meets your approval, please sign one copy and return it to us. If you have any questions regarding this proposal, please do not hesitate to contact us.

Respectfully submitted,

Wight & Company



Robert S. Ijams, PLA
Director of Parks & Recreation



James Nagle, LEED AP
Senior Vice President, Director of Construction

Approved by:

Signature

Date

Printed Name

Title

XII. Action Item E

Acceptance of FY2020/21 Audit

Glencoe Park District
June 2021 Board Meeting

MEMORANDUM

TO: Board of Park Commissioners
CC: Lisa Sheppard, Executive Director and Ronald Amen, Lauterbach & Amen, LLP
FROM: Carol Mensinger, Director of Finance/HR
SUBJECT: Staff Response to Audit Report, Management Letter, SAS Letters
DATE: June 7, 2021

In the finance packet, you will find the Annual Audit Report, Management Letter, SAS 114 Letter and SAS 115 Letter – all which were prepared by the District's independent auditing firm, Lauterbach & Amen, LLP, for the fiscal year ended February 28, 2021. This is the second year of a three-year contract with Lauterbach & Amen, LLP.

Annual Audit Report

The firm of Lauterbach & Amen has issued an unqualified opinion on the financial statements of the Glencoe Park District as of the year ended February 28, 2021. The unqualified opinion means that the auditor concludes that the financial statements give a true and fair view in accordance with Generally Accepted Accounting Principles (GAAP), which in other words means that the District's financial condition, position, and operations are fairly presented in the financial statements.

I have attached additional summary reports to show comparisons of current fund balance levels to the prior fiscal years, and am happy to report that fund balance levels, despite the COVID pandemic, are still very strong. Audited **operating fund balances** decreased from \$7,724,845 as of February 29, 2020 to \$7,281,046 as of February 28, 2021, **a decrease of \$443,799**. The primary reason for this decrease is the impact of COVID closures and restrictions on recreation program revenues and participation. In addition, we transferred \$1.5 million in excess fund balance reserves from the Corporate and Recreation Funds to Fund 69 Master Plan Capital Fund.

Management Letter, SAS 114, SAS 115

As a part of the annual audit process, Lauterbach & Amen is also required to communicate certain items related to the audit process. As such, also included in this packet are three communication letters:

- SAS 114 Letter – Communication to those charged with governance of the audit process
- SAS 115 Letter – Communication of internal controls that are considered to be significant deficiencies or material weaknesses
- Management Letter – Communication of internal controls that are considered to be deficiencies, as well as other recommendations related to the audit process

SAS 114 Letter

Per the attached letter to the Board dated June 2, 2021, items are communicated by Lauterbach & Amen regarding the audit itself and the audit process. This information is self-explanatory, and staff would concur with this information.

SAS 115 Letter

There were no items for this letter.

MEMORANDUM

Management Letter

Staff is happy to report that there was not a management letter issued this year, as there were no items.

Action Item Recommendation: The Board entertain a motion to accept the Fiscal Year 2020-2021 Annual Audit as presented.

XII. Action Item F

Approval of Salary Ranges

Glencoe Park District
June 2021 Board Meeting

MEMORANDUM

TO: Board of Park Commissioners
FROM: Lisa Sheppard, Executive Director and Carol Mensinger, Director of Finance/HR
SUBJECT: Review/Benchmarking of Full-time Positions, Grades, and Salary Ranges
DATE: May 28, 2021

In October 2014, the District hired Hay Group, Inc. to provide an independent compensation analysis and recommendation to the District to implement NEW grades and salary ranges for all full-time positions at the District. These recommendations were approved by the Board and were implemented in 2015. There were resulting salary adjustments that were made over the course of three fiscal years – primarily to Children’s Circle daycare lead teachers.

In June 2018, monies were again approved by the Park Board to again revisit and review grade levels and ranges. In October 2018, new salary ranges were proposed by Korn Ferry (formerly Hay Group Inc,) and were approved, as well as some additional changes to grades for some positions that were individually analyzed. There were resulting salary adjustments that were made over the course of two fiscal years to several positions.

Since March 2021, staff has again been working with Amanda Wethington, our representative from Korn Ferry, to do an *updated* review and benchmarking analysis of the District’s grade levels and salary ranges. (They recommend doing this every 3-5 years.) This has become an important need for the District as new minimum wage laws in Illinois have put newly added pressure on the lower grade levels of the District’s full-time positions.

This Korn Ferry report was finalized in April. Given the Board’s consensus with the report findings, staff is recommending that the proposed new salary ranges be approved by the Board. (see attached) The adjustments to current employees impacted by these new ranges will be made by the Executive Director effective with the next fiscal year beginning March 1, 2022, and will be reflected in the FY2022/23 Budget - First Draft.

Recommended Motion: Approval of the salary ranges as presented

Proposed Pay Structure

Blended Midpoint

- Maintains blended midpoints at P60 at grade 9 to P25 at grade 22. This option seeks to most closely replicate the current pay practice.
 - Our experience, and survey data support, that the minimum wage pressures for grades 9-11 continue making it harder to differentiate pay at these levels.
 - Further, public sector organizations typically require higher pay levels to compete with entry level talent in the general market with more transferrable skills
 - It is a prevalent practice to pay closer to P25 for management level positions given the total rewards available
- The second table provides a comparison to the current structure and % change to the midpoints

New Blended Structure							Current Structure				
RL	Min	Mid	Max	Min Spread	Max Spread	Midpoint Spread	RL	Min	Mid	Max	% Change
22	\$161,841	\$202,301	\$242,762	80%	120%	17%	22	\$161,270	\$201,588	\$241,904	0.4%
21	\$138,709	\$173,386	\$208,063	80%	120%	16%	21				
20	\$119,107	\$148,884	\$178,661	80%	120%	16%	20	\$116,735	\$146,046	\$175,255	1.9%
19	\$102,915	\$128,644	\$154,372	80%	120%	15%	19	\$100,000	\$125,102	\$150,000	2.8%
18	\$89,766	\$112,207	\$134,649	80%	120%	13%	18				
17	\$79,174	\$98,967	\$118,761	80%	120%	13%	17	\$75,188	\$93,986	\$112,783	5.3%
16	\$70,164	\$87,706	\$105,247	80%	120%	12%	16				
15	\$62,494	\$78,118	\$93,741	80%	120%	11%	15	\$57,972	\$72,466	\$86,959	7.8%
14	\$56,285	\$70,356	\$84,428	80%	120%	10%	14	\$51,516	\$64,396	\$77,274	9.3%
13	\$51,050	\$63,812	\$76,575	80%	120%	10%	13	\$46,073	\$57,591	\$69,109	10.8%
12	\$46,423	\$58,029	\$69,635	80%	120%	10%	12	\$41,262	\$51,578	\$61,894	12.5%
11	\$42,284	\$52,855	\$63,426	80%	120%	9%	11	\$36,959	\$46,198	\$55,438	14.4%
10	\$38,875	\$48,594	\$58,313	80%	120%	8%	10	\$33,414	\$41,767	\$50,121	16.3%
9	\$35,953	\$44,941	\$53,930	80%	120%	6%	9	\$30,376	\$37,970	\$45,563	18.4%
8	\$33,762	\$42,202	\$50,642	80%	120%		8				