



COMMITTEE REPORT August 2026



GLENCOE PARK DISTRICT
Committee of the Whole Meeting
Tuesday, August 4, 2026 at 7:00pm

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. Matters from the Public
- IV. Discussion on Friends Park Design Concepts and Community Feedback
- V. Review Current Goals and Additional/New Board-Directed Goals
 - a. Preserved and Well-Maintained Parks and Facilities
 - b. Financial Sustainability and Transparency
 - c. A Dynamic and Inclusive Workplace
- VI. Presentation of Employee Health Insurance Proposal
- VII. Executive Session
- VIII. Other Business
- IX. Adjourn

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

Key rules governing participation

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



**IV. Discussion on Friends Park Design
Concepts and Community Feedback
(no documents, presentation at meeting)**

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V. Review Current Goals and Additional/New Board-Directed Goals (presented at meeting)

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Additional/New Board Directed Goals?

July 7, 2026



An Engaged Community

Recommended Actions

Develop a process for the public to communicate with the District regarding park and facility issues.
Develop a communications/marketing plan for high profile/high traffic areas of the District.
Continue collaborative efforts with the Village of Glencoe.
Design a structured community outreach process for the 10-year for Capital Improvement Plan (CIP).
Conduct a comprehensive review of program descriptions and titles to encourage inclusivity.
Evaluate alternative methods for capturing program satisfaction/interest/testimonials from internal/external customers
Develop quarterly podcast/video re: the history and/or happenings of the Glencoe Park District.
Incorporate additional signage at Glencoe Beach for informational and educational purposes.
Evaluate the merits of adding historical markers at or in areas of historical significance within the District.
Complete Illinois Distinguished Accreditation.
Pursue CAPRA accreditation.
Apply for National Gold Medal Award.

Are there any Board Actions (consensus needed) to Add to this Priority Goal?

Does the Board agree with our current approach to public outreach after a Community input meeting?

The expectation is the public will look for follow-up information in Board packets.



Capital Projects Communication



Community Input Phase

Letters

Letters are sent to mini parks/neighborhood park neighbors and/or affiliates before meeting

Email

An email invitation is sent to resident database prior to the meeting for community/large scale projects.

Signage

Lawn signs posted on site before meeting with QR code to meeting information.

Social media

A minimum of two social posts shared before the meeting

Website

Post meeting on news blog and calendar. *The expectation is the public will look for follow-up information in Board packets*

Online survey

Shared via GPD resident email list, social media, website *(if applicable)*

Capital Projects Communication

Construction Phase

Letter to Neighbors

Send letter to adjacent residents with the project timeline, work hours, and staff contact information.

Newsletter Articles

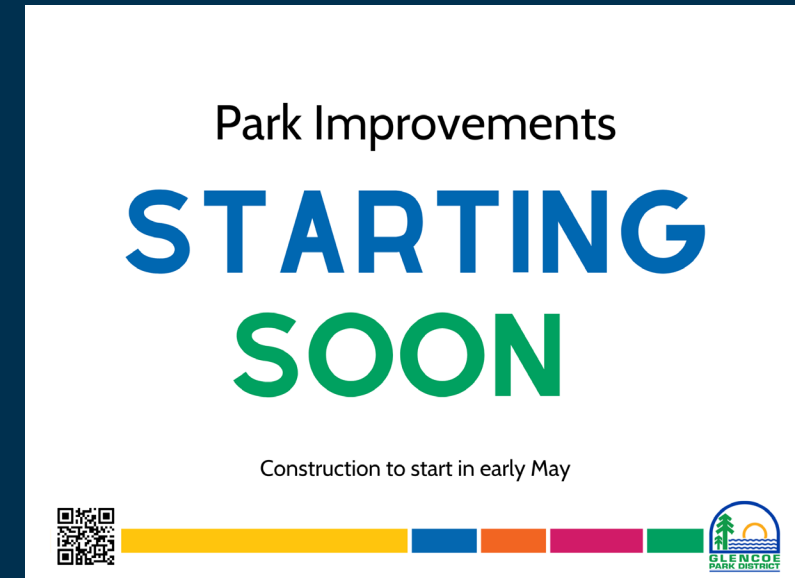
Include project details in seasonal program guide and *Inside Glencoe* newsletter. Publications are sent to all residents three times per year.

Online Communication

Articles are posted at the start, halfway, and end of construction on news blog and social media

Signage on site

A banner or yard sign with information about the project is posted near the construction site



Should we do a District-wide Community Survey in 2028 given that the current one will be 4 years old at that point?



Surveys

Internal Surveys

We use SurveyMonkey to send evaluations to program participants

- Not scientific
- Targeted to participants/passholders only
- Cost: Annual subscription (approximately \$900)

Annual surveys include:

- Fall programs
- Winter programs
- Spring programs
- Summer camp
- Beach/Boat passholders
- Kids Club participants
- Children's Circle participants
- House Basketball participants
- Glencoe Fitness members
- Special events
- Part-time employees

Our Survey Committee meets regularly to review internal surveys and discuss results. Results are shared with Board in presentations/reports.

Capital Projects

Community Input Surveys

- Online and in-person surveys may be used during the Community Input process to collect public feedback for large projects.
- These surveys are often administered by architect and are not scientifically valid.
- Data collection: They use the GPD email database, website, and social media channels to collect information.

Surveys

Community-wide Surveys

Use professional company to send to all residents

- Statistically valid
- Reach residents by mail, online, or phone

Our goal in 2024 was to get minimum sample of $n=300+$ randomly selected households within District boundaries. We received 301 responses.

This provided maximum margin of error of $\pm 5.6\%$ (at the 95% confidence level), and was large enough to report on differences by key demographic groups in the community

Questions are pre-tested and can be used to benchmark against other agencies in Illinois



Program Effectiveness

Recommended Actions
Apply the recreation service analysis.
Continue to evaluate existing partnerships and agreements.
Develop and champion a Glencoe Provider Inventory & Network
Identify new partnership opportunities.
Conduct a strengths, weaknesses, opportunities and threats (SWOT) analysis of adult and pre/teen programs.
Identify constraints and barriers to accessing programs.
Develop initiatives to engage with diverse individuals and understand their needs.
Create an annual District master program lifecycle document to ensure a balanced and up-to-date program portfolio.

Are there any Board Actions (consensus needed) to Add to this Priority Goal?

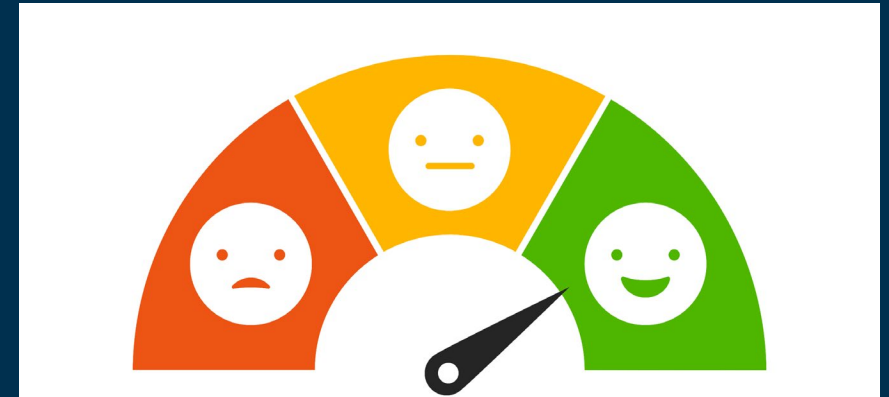
Program Effectiveness Expectations & Behaviors

Community Expectations

Expectations continue to evolve and grow. Residents expect high-quality facilities, diverse programs, enhanced safety, greater accessibility, responsive communication, and exceptional customer service.

Meeting those expectations requires continued investment in our people, technology, infrastructure, and operations.

Our responsibility is to meet the community where it is today while balancing those expectations with long-term financial sustainability.



Program Effectiveness Expectations & Behaviors

Participant Behaviors

Children's Circle Discipline Policy

Is the Board comfortable
with the District's **current
approach** to discipline and
behavior management?



Teacher Quality Initiative: Continue transitioning
Part-Time Teachers to Full-Time Positions

Is the Board comfortable with this **strategic
direction?**



Preserved & Well-Maintained Parks and Facilities

Recommended Actions
Develop and implement park site master plans.
Standardize equipment and site furniture.
Re-imagine the landscape.
Consider land acquisition when appropriate and responsible.
Replace or improve the security of select interior and exterior doors at the Takiff Center.
Continue and add security and safety trainings.
Improve Glencoe Beach shoreline resiliency and boat storage.
Enhance environmentally sustainable maintenance practices.
Conduct a cost-benefit analysis of maintenance-related technologies.
Investigate grant opportunities for dealing with invasive species at a large scale.
Reduce the use of salt for snow removal.
Prioritize investment in the maintenance facility and yard.
Conduct an accessible routes evaluation to improve walkability and bike ability to parks and facilities.
Implement Green Team Initiatives and environmental scorecard.
Include American with Disability Act (ADA) improvements in the capital improvement plan.
Install targeted rain gardens/seed blends/native plantings.
Update the District's Capital Improvement & Replacement Plan – The District's "Heat Sheet".
A proposed referendum.

Are there any Board Actions (consensus needed) to Add to this Priority Goal?

Capital Improvement Plan

Asset/Amenity	Location	Current Estimated Cost	Years to Planning	Years to Construction	CAGR	Planning FY	Planning Cost (10%)	Construction FY	Construction (90%)	Contingency	Total Cost	Total w/contingency
West OSLAD	West Park	\$ 1,857,000.00	0	1	105%	2026	\$ 194,985.00	2027	\$ 1,754,865.00	\$ 175,486.50	\$ 1,949,850.00	\$ 2,125,336.50
Beach Structures	Beach	\$ 2,900,000.00	0	1	105%	2026	\$ 304,500.00	2027	\$ 2,740,500.00	\$ 274,050.00	\$ 3,045,000.00	\$ 3,319,050.00
Takiff Maintenance/Ballfield	Maintenance Center	\$ 8,580,000.00	0	0	105%	2026	\$ 858,000.00	2027	\$ 7,722,000.00	\$ 772,200.00	\$ 8,580,000.00	\$ 9,352,200.00
Beach Playground/Spray Feature	Beach	\$ 858,000.00	0	1	105%	2026	\$ 90,090.00	2027	\$ 810,810.00	\$ 81,081.00	\$ 900,900.00	\$ 981,981.00
Friends Playground	Friends Park	\$ 850,000.00	1	2	105%	2027	\$ 93,712.50	2028	\$ 843,412.50	\$ 84,341.25	\$ 937,125.00	\$ 1,021,466.25
Stairs, Ramps, Retaining Walls	Beach	\$ 1,400,000.00	2	3	105%	2028	\$ 162,067.50	2029	\$ 1,458,607.50	\$ 145,860.75	\$ 1,620,675.00	\$ 1,766,535.75
Weinberg Ice Rink Mechanicals	Weinberg	\$ 2,850,000.00	3	4	105%	2029	\$ 346,419.28	2030	\$ 3,117,773.53	\$ 311,777.35	\$ 3,464,192.81	\$ 3,775,970.17
Watts Baseball Field	Watts Park	\$ 350,000.00	4	5	105%	2030	\$ 44,669.85	2031	\$ 402,028.69	\$ 40,202.87	\$ 446,698.55	\$ 486,901.42
		\$ 19,645,000.00					\$ 2,094,444.14		\$ 18,849,997.22		\$ 20,944,441.36	\$ 22,829,441.08
Ref. Projects										\$ 14,146,575.00		

- 5-year CIP chart.
- Driven by the heat sheet, comprehensive master plan, 2024 referendum, and ultimately board direction
- Updated annually (typically presented to board in Nov/Dec) to reflect updated cost estimates, roll off completed projects, and add on next 5th year projects
- Are there other projects the board would like us to look into?

6-10 year projects:

- Takiff Flat Roof
- Shelton Playground
- Kalk Basketball Courts
- West Playground
- Astor Park
- Beach House Roof

Park Beautification

What does park beautification mean to you?

Would you like to see anything new/additional/different?

Current Undertakings

- Flower beds (select parks)
 - Annual
 - Native and Perennial
- Tree plantings (30-50/year)
- Rain gardens and bioswales
- Buckthorn removal
- Stewardship work (natural areas)



Financial Sustainability & Transparency

Recommended Actions

Complete annual evaluation of District offerings; including categories of service.

Develop tools to better communicate district waitlists to improve transparency.

Develop a property/parkland acquisition and development plan.

Maintain a 50% or less ratio of property taxes to total revenue.

Continue to actively pursue alternative funding sources (grants, donations, referendum, etc.).

Explore alternatives to contractor "splits" where appropriate.

Are there any Board Actions (consensus needed) to Add to this Priority Goal?

Tax Levy

Does the Board want to continue to levy to the PTELL cap (2.90% in 2026) to preserve current level of service?

Property Tax

- Tax assessed on real property within the District
- State statutes specify the purposes for which property taxes can be levied
- Tax caps (lesser of 5% or CPI - PTELL)
- Rate limits for each purpose (Tax rate ceiling)
- Two – Year Tax Cycle
 - Levy attaches in December
 - Collections in the following year

Tax Levy Ordinance

- Details amount and why the district will levy monies within a fund
- Money is levied by specific park district purpose & must be used for that purpose
- Must be approved by the board & filed prior to the 4th Tuesday of December
- Tax Levy Ordinance will include a certificate of compliance with Truth in Taxation
- District levies dollars which can increase by CPI, growth, and referendum
- If an agency does not levy the CPI, those monies could be permanently lost

Truth In Taxation

At least 20 days prior to approving the Tax Levy,
the Board must meet and pass a Truth in Taxation Resolution

- Public Hearing is required if the levy amount is more than 105% of the prior year
- Published at least 7 but not more than 14 days prior to hearing
- Notice will be posted on our website

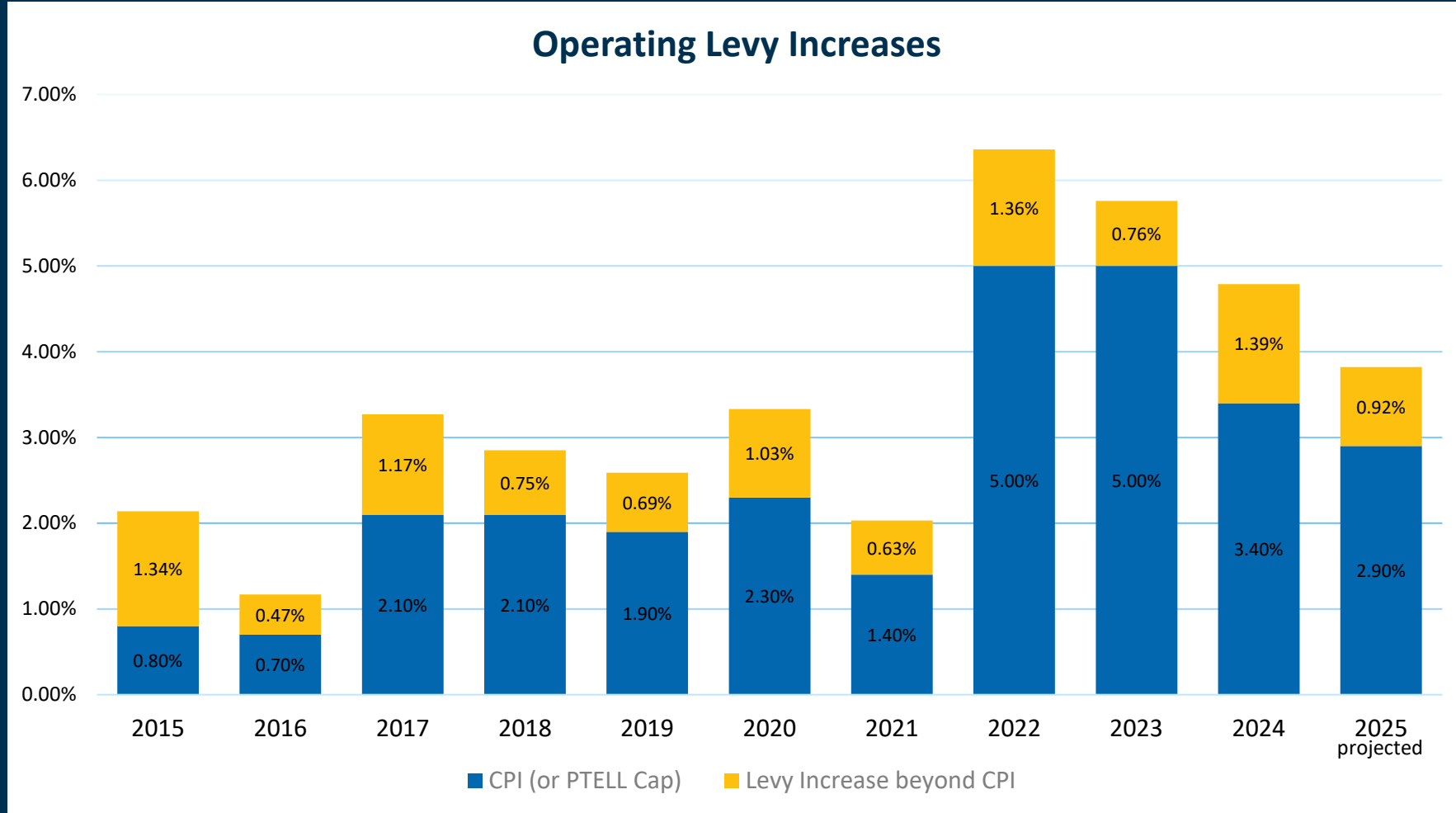
PTELL

Property Tax Extension Limitation Law

- Limits the annual increase to the lessor of 5% or rate of inflation
- Does not cap property assessments (EAV)
- Slows the growth of property tax
- Increase in EAV will mean a decrease in tax rate
- Does NOT apply to “new property”

$$\frac{\text{Levy}}{\text{EAV}} = \text{Tax Rate}$$

New Property Impact



Taxpayer Example

	LEVY YEAR 2025				LEVY YEAR 2024		
	Homeowner A	Homeowner B	Total		Homeowner A	Homeowner B	Total
	2023	2023			2022	2022	
Assessor's Fair Market Value	\$ 160,000	\$ 140,000	\$ 300,000		\$ 136,813	\$ 136,813	\$ 273,626
Assessment Percentage	10%	10%			10%	10%	
Assessed Valuation	16,000	14,000	\$30,000		13,681	13,681	\$27,363
Equalization Factor	2.9237	2.9237			2.9237	2.9237	
EAV (before exemption)	46,779	40,932	\$87,711		40,000	40,000	\$80,000
Homeowner Exemption	10,000	10,000			10,000	10,000	
EAV (after exemption)	36,779	30,932	\$67,711		30,000	30,000	\$60,000
Glencoe Park District Rate	0.15%	0.15%			0.17%	0.17%	
Property Taxes-Park District	\$ 56.17	\$ 47.24	\$ 103.40		\$ 50.00	\$ 50.00	\$ 100.00

Total Property Taxes Paid by Homeowner A:	
2023	\$ 56.17
2022	\$ 50.00
\$ increase	\$ 6.16
% increase	12.33%

Total Property Taxes Paid by Homeowner B:	
2023	\$ 47.24
2022	\$ 50.00
\$ increase (decrease)	\$ (2.77)
% increase (decrease)	-5.53%

Total Property Taxes Paid to Glencoe Park District:	
2023	\$ 103.40
2022	\$ 100.00
\$ increase	\$ 3.40
% increase	3.40%

Property Taxes

- Maximum 2.90% levy for FY 2026/27 levy



Tax Levy Analysis

Where do Glencoe Park District Resident Taxpayers Dollar Go?

Based on 2025 Tax Bills (2024 Levy)



Tax Revenue Comparison

Park District vs Municipality

Municipality

- Property Tax
- Sales and Use Tax
- Income Tax
- Motor Fuel Tax
- Additional Taxes for Home Rule

Park District

- Property Tax

A Dynamic & Inclusive Workplace

Recommended Actions

Establish educational/training opportunities and guidelines for staff at all district levels.

Host All District Team Meetings twice a year.

Analyze the effectiveness of current communication efforts and implement changes.

Standardize contractor manuals to ensure consistency in expectations and performance.

Analyze the makeup and effectiveness of District committees and task forces including review of term limits.

Continue to evaluate recognition efforts for both part-time and seasonal staff.

Evaluate the feasibility of providing benefits to part-time and seasonal staff.

Review/re-engineer the annual staff performance evaluation process.

Evaluate administrative processes that impact internal customer service and influence operational efficiencies.

Are there any Board Actions (consensus needed) to add to this Priority Goal?

Current Level of Benefits

Does the Board want to maintain competitive level of overall employee compensation package (salary, benefits, culture and engagement)?

87%

**Strongly Agree /
Agree**

Employees are satisfied
with our current benefits.

Questions?

Outdoor Signage

Most parks include:

A Park ID sign

A park rules sign

A QR code

If needed, reaction signs to specific issues are added



PARK RULES

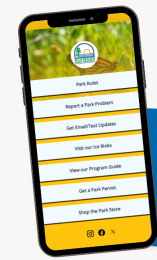
PARK HOURS: SUNRISE TO SUNSET

To provide safe, accessible, and entertaining parks for all, please abide by the following regulations. Failure to do so may result in expulsion, fines, and/or arrest. A complete list of park ordinances can be found at glencoe park district.com (Ordinance #700)

- While enjoying the park, please respect its use by others.
- Consumption of alcoholic beverages is prohibited.
- Leash and pick up after all pets.
- Pets are not permitted on the playground area or sports fields.
- Roller blades and skateboards are not permitted on or near the playground.
- Bicycles, tricycles, scooters, or similar vehicles should not be used on the playground. Please park them in the bike rack.
- Parents are responsible for the supervision and conduct of their children at all times. Please use your discretion as to your child's physical ability to use any of the playground equipment.
- Games and sports are allowed in designated areas only.
- Motorized vehicles left after closing will be towed at the owner's expense.
- Loitering in the parking lot is not allowed.
- Hunting and firearms are not allowed.
- To preserve nature, please stay on the marked trails.
- Metal detectors of any kind are not allowed in the parks.
- Golfing is not permitted in the parks.
- Organized league games or practices are not permitted without a permit.
- Smoking or vaping of any kind is not allowed on or within 25 feet of any playground, sports field, shelter or structure and at any outdoor special events.
- Flying of drones is prohibited without an approved permit.
- Marijuana is not permitted in the parks.

WARNING: Violation of these rules may result in a fine of up to \$750.

We ask for your assistance by reporting vandalism or unsafe conditions to Glencoe Public Safety, 911, or the Park District Office, (847) 835-3030.



**CONNECT
WITH US!**

Scan the QR code to read the park rules, report problems, and learn more about the Glencoe Park District.



SCAN ME



**PLEASE BE
RESPECTFUL**



Weeds in our Parks

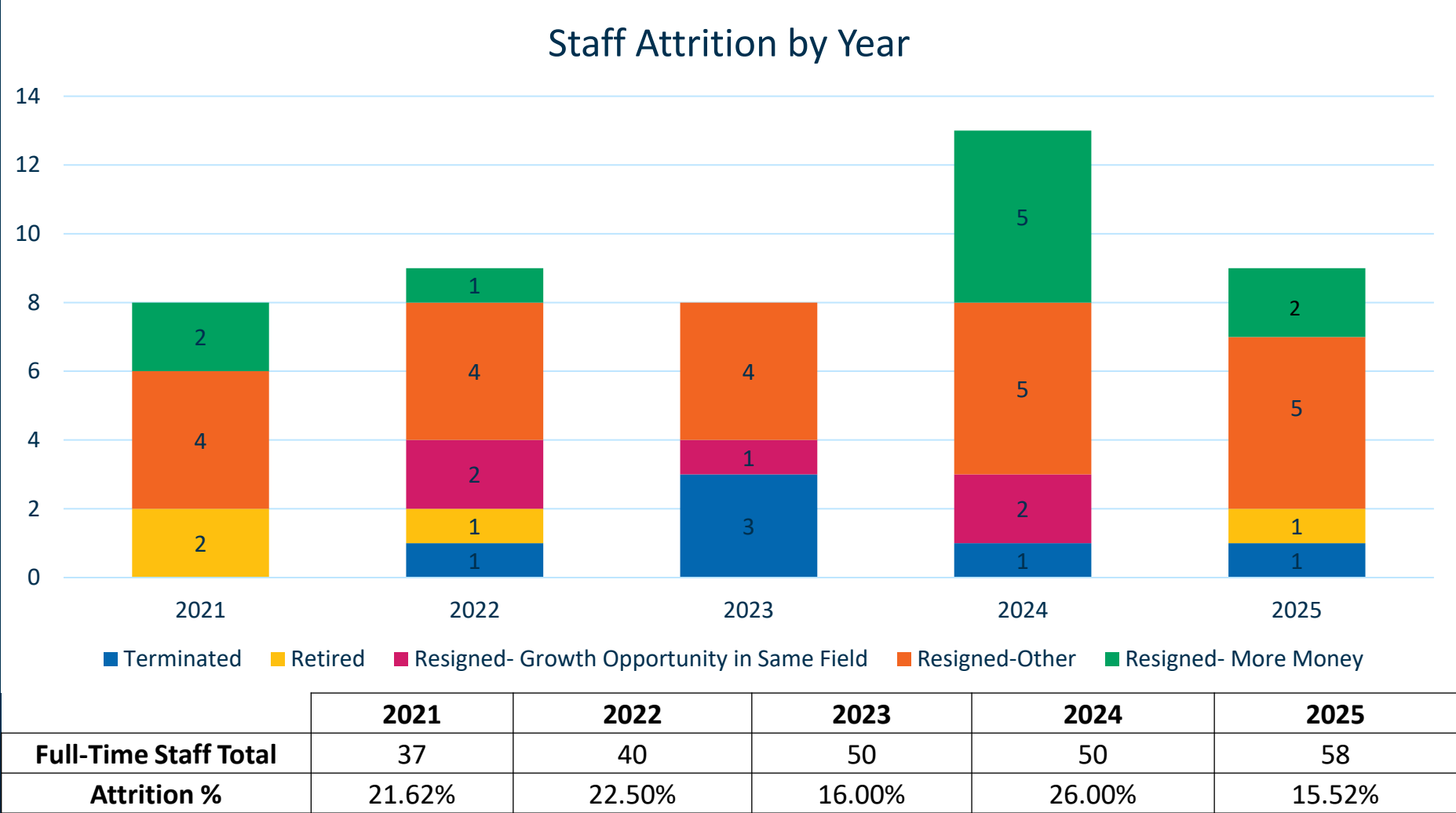
Current Practices

- Balance environmental stewardship with safe, attractive parks and facilities.
 - Competing desires for weed-free parks and no pesticide usage
- Use appropriate plant selection, preventive maintenance, and native species when feasible.
 - Manual removal of weeds in planting beds
 - Restoring non-sports fields areas with clover blends
 - Aerating and over-seeding athletic fields with turfgrass blends
- Minimize pesticide use:
 - Athletic fields
 - Hardscapes
 - Species that are highly invasive/noxious (lesser celandine, buckthorn)
- Follow standardized procedures for pesticide handling and application when pesticides are necessary. Staff are licensed to purchase, handle, and apply commercial pesticides.

Employee Experience and Retention



Employee Turnover



Employee Benefits

Why Our Benefits Matter

Comprehensive Health Coverage – Medical, dental, vision, life, and disability insurance options designed to support employees and their families.

Retirement Security – Participation in IMRF with employer contributions, plus access to voluntary retirement savings opportunities.

Paid Time Off – Vacation, sick leave, holidays, personal days, and other leave programs that promote work-life balance.

Family & Medical Leave – Protected leave options in compliance with FMLA, PWFA, and applicable state and federal laws.

Professional Growth – Training, continuing education, certifications, and development opportunities to support career advancement.

Employee Well-Being – Employee Assistance Program (EAP), wellness resources, and supportive workplace policies.

Additional Benefits – Flexible spending opportunities, voluntary insurance options, and other programs available to eligible employees.

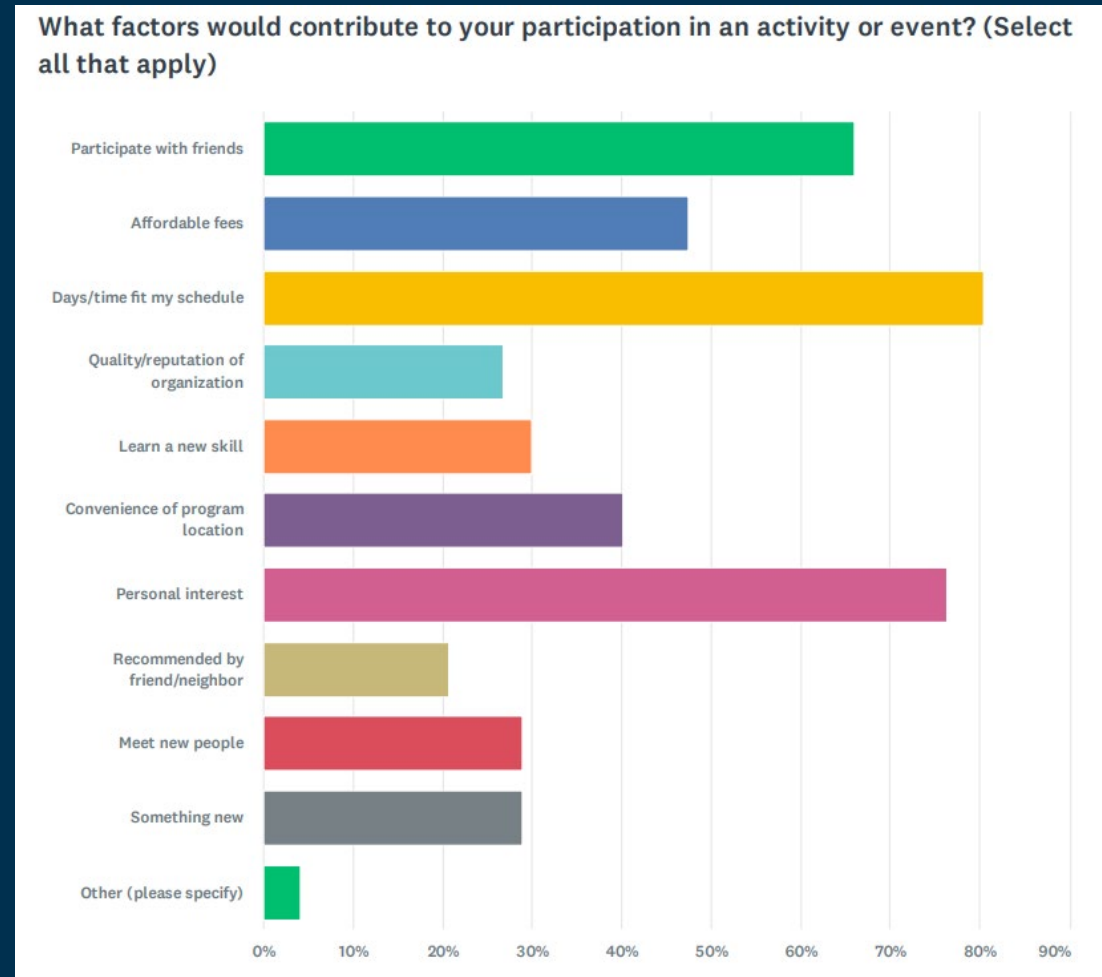
87%

**Strongly Agree /
Agree**

That they are satisfied with
our current benefits.

Program Effectiveness

Adult Programming & Interest Survey



Heat Sheets

- Heat sheets updated to reflect current cost estimates
- Estimated replacement year updated to reflect proposed project timing

10 Year Master Plan Condition Assessment (FUND 69) FY 26-35/Calendar Year 25-34								
●	3	Remaining useful life expected to be greater than 10 years						
●	2	Amenity will need significant repairs, renovations or replacement in the next 5-10 years.						
●	1	Amenity is at or near the end of its useful life						
	Priority	Amenity	Install Date	Typical Useful Life (Years)	Condition Assessment Remaining Useful Life %	Estimated Current Replacement Cost (FY 26)	Estimated Replacement Year (FY XX)	Estimated Future Replacement Cost (5% CAGR)
Playgrounds								
●	3	Milton*	2025	20	95%		2045	\$0
●	3	Lakefront	2023	20	85%		2043	\$0
●	3	Duke	2020	20	70%		2040	\$0
●	3	Takiff	2019	20	65%		2039	\$0
●	3	Vernon	2018	20	60%		2038	\$0
●	3	Old Elm	2018	20	60%		2038	\$0
●	3	Woodlawn	2018	20	60%		2038	\$0
●	3	Astor	2017	20	55%		2037	\$0
●	3	West (50% cost share with Dist. 35)	2017	20	55%		2037	\$0
●	2	Phil Thomas/Shelton	2016	20	50%		2036	\$0
●	1	Friends*	2013	20	35%	\$850,000	2028	\$937,125
●	1	Glencoe Beach*	2012	15	7%	\$640,000	2027	\$672,000
Playground Total						\$1,490,000		\$1,609,125
Athletic Field & Site Amenities								
●	3	Watts Soccer	2021	25	80%		2046	\$0
●	3	Berlin Mustang	2015	25	56%		2040	\$0
●	2	Watts Bronco*	2006	25	20%	\$350,000	2031	\$446,699
●	1	West Pony*	1995	31	0%	\$1,032,000	2027	\$1,083,600
●	1	West K-Ball*	1995	31	0%	\$325,000	2027	\$341,250
●	1	Takiff Softball*	1980	46	0%	\$400,000	2026	\$400,000
●	1	Takiff Field Lightpoles*	1980	46	0%	\$700,000	2026	\$700,000

Performance Feedback/Career Development

Clear Expectations	Employees receive defined job responsibilities and performance standards.
Regular Feedback	Supervisors provide ongoing coaching and communication throughout the year.
Formal Performance Evaluations	Periodic evaluations assess job performance, accomplishments, competencies, and goal attainment.
Goal Setting & Development	Employees and supervisors establish goals and identify training and professional development opportunities.
Recognition & Improvement	Strong performance is acknowledged, while performance concerns are addressed through constructive feedback and improvement plans when appropriate.
Documentation	Evaluations are documented and maintained in accordance with District policies to ensure consistency and accountability.

Feedback Objectives

- ✓ Align individual performance with District goals
- ✓ Encourage professional growth
- ✓ Foster open communication
- ✓ Support fair and consistent personnel decisions

**VI. Presentation of Employee Health
Insurance Proposal
(no documents, presented at meeting)**

Glencoe Park District
August 2026 Committee of the Whole Meeting