



**WINNETKA PARK DISTRICT  
REGULAR BOARD MEETING  
Thursday, February 24, 2022 | 6:00 p.m.  
Via Zoom Videoconference Platform\***

**AGENDA**

1. Call to Order/Roll Call
2. Additions or Changes to the Agenda
3. Approval of Financials
  - a. December 2021\*\*
  - b. January 2022\*\*
4. Approval of February 24, 2022 Vouchers\*\*
5. Remarks from Visitors
6. Approval of Minutes/Consent Agenda
  - a. Regular Board Meeting Minutes of December 16, 2021\*\*
  - b. COW Meeting Minutes of January 6, 2022\*\*
  - c. Closed Session Meeting Minutes of January 6, 2022
  - d. Special Meeting Minutes of January 6, 2022\*\*
  - e. Regular Board Meeting Minutes of January 20, 2022\*\*
  - f. Closed Session Meeting Minutes of January 20, 2022
7. Communications
8. New Business
  - a. Northern Suburban Special Recreation Association - *presentation*
  - b. The Winnetka Public Schools District 36 Capital Improvement Plan - *presentation*
9. Unfinished Business
  - a. Board Policy Manual Review Chapters 1-4 - First Reading\*\*
  - b. Dog Beach/Dog Park Advisory Committee Meeting Minutes
10. Staff Updates
11. Matters of the Director
12. Board Liaison Reports
13. Remarks from Visitors
14. Closed Session

The Board will enter Closed Session to discuss:

  - a. The appointment, employment, compensation, performance, or dismissal of specific employees – 5 ILCS 120/2(c)(1)
  - b. The purchase or lease of property - 5 ILCS 120/2(c)(5)
  - c. The setting of a price for sale or lease of property - 5 ILCS 120/2(c)(6)
15. Return to Open Session
  - a. Consideration of Action, If Any, of Items Discussed in Closed Session
16. Adjournment

**\*Zoom participation instructions**

To participate via Zoom by phone, call 312-626-6799, enter Meeting ID #846 0259 1930 and Passcode #140712. To participate via the Zoom software, use the same meeting number and passcode. Remarks from Visitors will be facilitated on Zoom during the meeting.

**\*\*Items included in packet**

*Persons with disabilities requiring reasonable accommodations to participate in meetings should contact the Park District's ADA Compliance Coordinator, at the Park District's Administrative Office by mail at 540 Hibbard Rd, Winnetka, IL, by phone at 847-501-2040, Monday - Friday from 8:30 a.m. to 5:00 p.m., or by email to [lbaker@winpark.org](mailto:lbaker@winpark.org) at least 48 hours prior to the meeting. Requests for a qualified interpreter require five (5) working days advance notice.*



## **WINNETKA PARK DISTRICT REMARKS FROM VISITORS & PUBLIC COMMENT**

At regular Park Board meetings, there is an agenda item called Remarks from Visitors. Remarks may also be solicited at special meetings. Public hearings are specifically designed to seek feedback from the community.

If you have a question or concern and need to address the Board at any of these meetings, please comply with the basic guidelines below.

1. The Board President will chair the meeting.
2. Any resident or visitor wishing to address the Board, an individual Board member or a guest presenter, must direct their questions and comments to the President at the appropriate time or at the President's invitation.
3. The Board will hear a resident's or visitors comments only after the President has recognized the individual to speak.
4. Speakers are asked to state their name for the public record.
5. Speakers will be allowed three minutes and may not yield their time to other speakers.
6. Persons wishing to speak for a second time may do so with the consent of the President, only after all others have had an opportunity to address the Board.
7. Please refrain from comment or question at a Public Hearing until the presentation has been completed.
8. At the discretion of the Chair, you may be asked to submit your question in writing on a 3 x 5 card and you will receive a written response with one week of the hearing.

The President will strive to allow all residents and visitors equal opportunity to address the Board. In general the Board will not comment or respond to issues requiring Board consideration until the issue has been reviewed by the Board/staff.

The Board often has a full business agenda and must complete the work of the Park District at scheduled meetings. Please do not repeat comments or questions that have already been made by others and please do not interrupt commissioners or other speakers.

*Updated 1/23/18*

# 2021 Performance Summary

All Funds Combined - Unaudited

## Surplus/(Deficit) vs Budget – All Funds

- Surplus \$9,224,699 above 2021 budget

## Performance vs Budget – Operating

- Operating Revenues \$778,243 above 2021 budget
- Operating Expenses \$559,517 below 2021 budget

## Capital Analysis

- Operating Capitals \$510,000 below 2021 budget
- Major Capitals \$7,478,372 below 2021 budget

# Revenues, Expenses, Capitals/Contracts

All Funds Combined - Unaudited  
FY 2021

## Operating Revenues

- \$788,243 above 2021 budget
  - Current Year Property Taxes **\$130,672** below budget
  - Interest Income **\$44,563.94** below budget
  - User Fees \$876,577 above budget
  - Rec Program Fees \$81,306 above budget

## Operating Expenses

- \$559,517 below 2021 budget
  - Salaries and Wages \$258,700 below budget
  - Supplies \$191,432 below budget
  - Services \$114,011 below budget
  - Utilities are \$58,287 above budget

## Capitals/Contracts

- \$7,988,819 below 2021 budget
  - Operating Capitals \$510,447 below YTD budget
  - Major Capitals \$7,478,372 below YTD budget

# Revenues - Detail by Segment

All Funds Combined - Unaudited  
FY 2021

|           | 2019         | 2020         | 2021 Actual  | 2021 Budget  | 2021 YTD Bud vs Act | % of YTD Budget |
|-----------|--------------|--------------|--------------|--------------|---------------------|-----------------|
| Taxes     | \$5,724,419  | \$5,806,405  | \$5,982,999  | \$6,113,671  | (\$130,672)         | <b>98%</b>      |
| User Fees | \$4,588,523  | \$4,893,692  | \$5,965,839  | \$5,089,262  | \$876,577           | <b>125%</b>     |
| Rec Fees  | \$843,720    | \$374,918    | \$1,090,650  | \$1,009,344  | \$81,306            | <b>112%</b>     |
| Interest  | \$212,661    | \$69,833     | \$9,436      | \$54,000     | (\$44,564)          | <b>17%</b>      |
| Misc      | \$605,145    | \$285,995    | \$356,227    | \$390,770    | (\$34,543)          | <b>91%</b>      |
| Pro Shop  | \$134,327    | \$121,365    | \$160,090    | \$155,394    | \$4,696             | <b>103%</b>     |
| Total     | \$11,909,885 | \$11,491,712 | \$13,600,685 | \$12,812,441 | \$788,243           | <b>115%</b>     |

# Revenues - User Fees Detail FY 2021

|                   |                              |
|-------------------|------------------------------|
| Overall User Fees | • \$876,577 above YTD budget |
| Athletic Fields   | • \$124,849 above YTD budget |
| Sailing           | • \$5,201 above YTD budget   |
| Beaches           | • \$66,012 above YTD budget  |
| Boat Launch       | • \$15,103 above YTD budget  |
| Platform Tennis   | • \$24,334 below YTD budget  |
| Golf              | • \$454,233 above YTD budget |
| Tennis            | • \$143,763 above YTD budget |
| Ice               | • \$43,082 above YTD budget  |

# Operating Expenses - Detail by Category

All Funds Combined - Unaudited

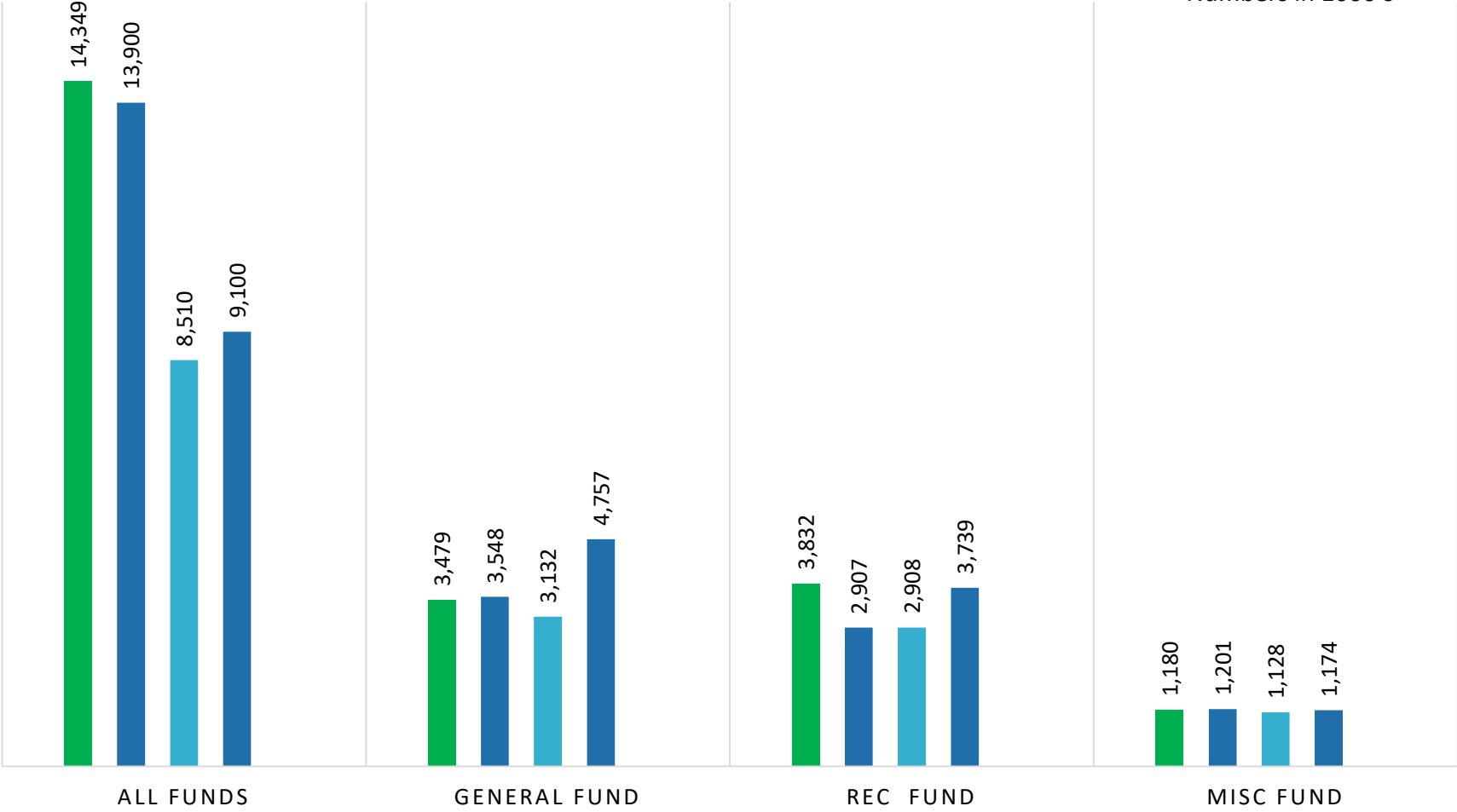
FY 2021

|                         | 2019 YTD    | 2020 YTD    | 2021 Actual | 2021 Budget | 2021 Bud vs Act | % of Budget |
|-------------------------|-------------|-------------|-------------|-------------|-----------------|-------------|
| Salaries & Wages        | \$4,245,471 | \$4,323,330 | \$4,286,888 | \$4,545,588 | (\$258,700)     | 94%         |
| Other Personnel         | \$1,302,091 | \$1,383,353 | \$1,295,155 | \$1,433,458 | (\$138,303)     | 90%         |
| Supplies                | \$617,381   | \$462,991   | \$503,082   | \$694,514   | (\$191,432)     | 72%         |
| Repair & Maintenance    | \$269,865   | \$234,449   | \$220,393   | \$276,528   | (\$56,135)      | 80%         |
| Program & Main Services | \$706,443   | \$460,201   | \$755,154   | \$787,354   | (\$32,200)      | 96%         |
| Corporate Services      | \$498,422   | \$514,708   | \$706,010   | \$649,518   | \$56,492        | 109%        |
| Utilities               | \$546,201   | \$560,791   | \$645,560   | \$587,273   | \$58,287        | 110%        |
| Pro Shop                | \$93,076    | \$78,384    | \$105,723   | \$103,249   | \$2,474         | 102%        |
| Total                   | \$8,278,950 | \$8,018,207 | \$8,517,965 | \$9,077,482 | (\$559,517)     | 94%         |

# Individual Fund Operating Income vs Budget YTD FY 2021

■ Rev Actual ■ Rev Budget ■ Exp Actual ■ Exp Budget

\*Numbers in 1000's\*

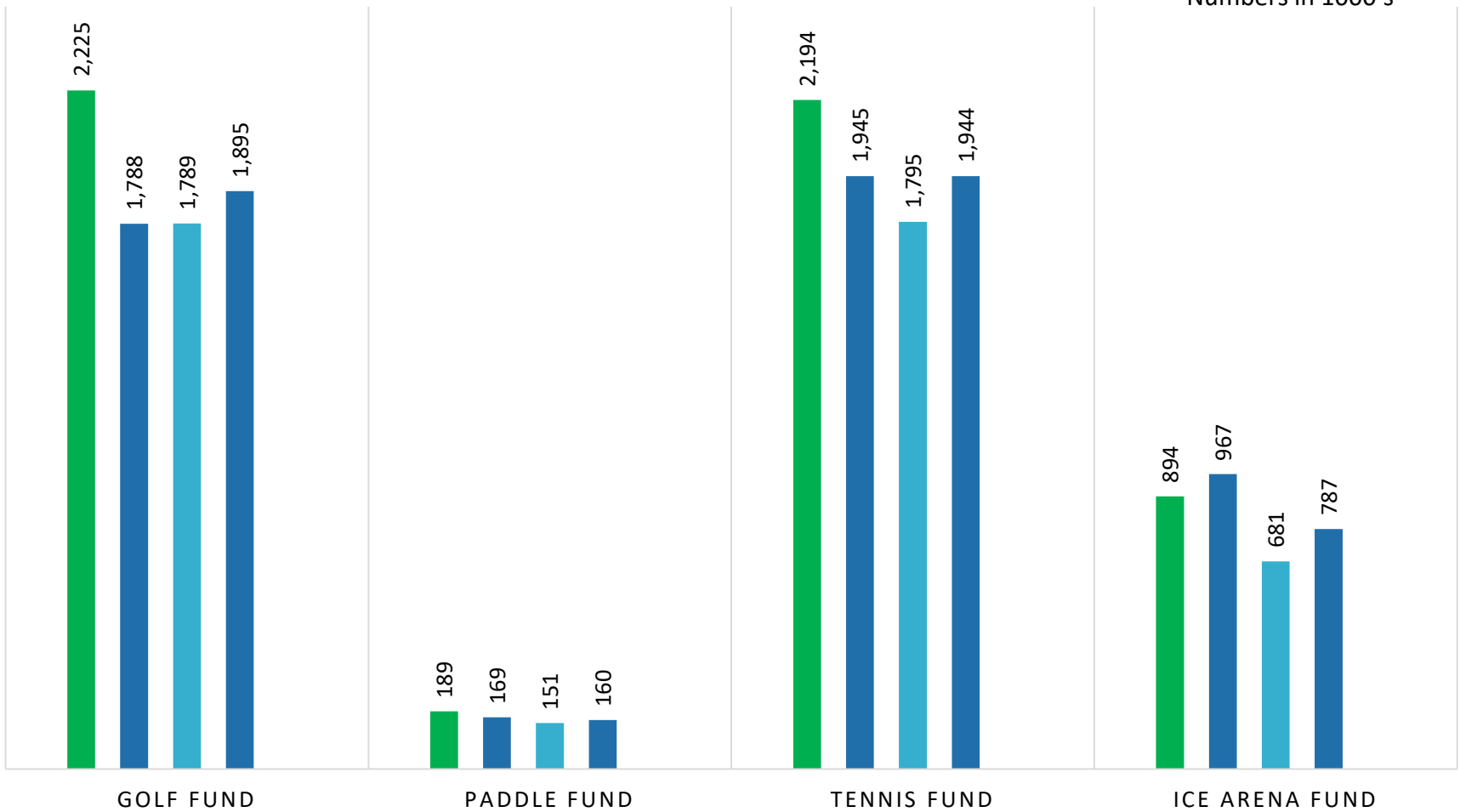




# Individual Fund Operating Income vs Budget YTD FY 2021

■ Rev Actual ■ Rev Budget ■ Exp Actual ■ Exp Budget

\*Numbers in 1000's\*



# Capitals/Contracts - Detail

All Funds Combined - Unaudited

FY 2021

|                   | 2019 YTD    | 2020 YTD    | 2021 Actual | 2021 Budget  | 2021 YTD Bud vs Act | % of YTD Budget |
|-------------------|-------------|-------------|-------------|--------------|---------------------|-----------------|
| Capitals          | \$1,187,867 | \$3,912,559 | \$2,264,531 | \$10,253,350 | (\$7,988,819)       | <b>22%</b>      |
| Contracts Payable | \$820,016   | \$566,926   | \$813,048   | \$821,410    | (\$8,362)           | <b>99%</b>      |
| Other Sources     | -           | -           | -           | -            | -                   | -               |
| Total             | \$2,007,883 | \$4,479,485 | \$3,077,579 | \$11,074,760 | (\$7,997,181)       | <b>28%</b>      |

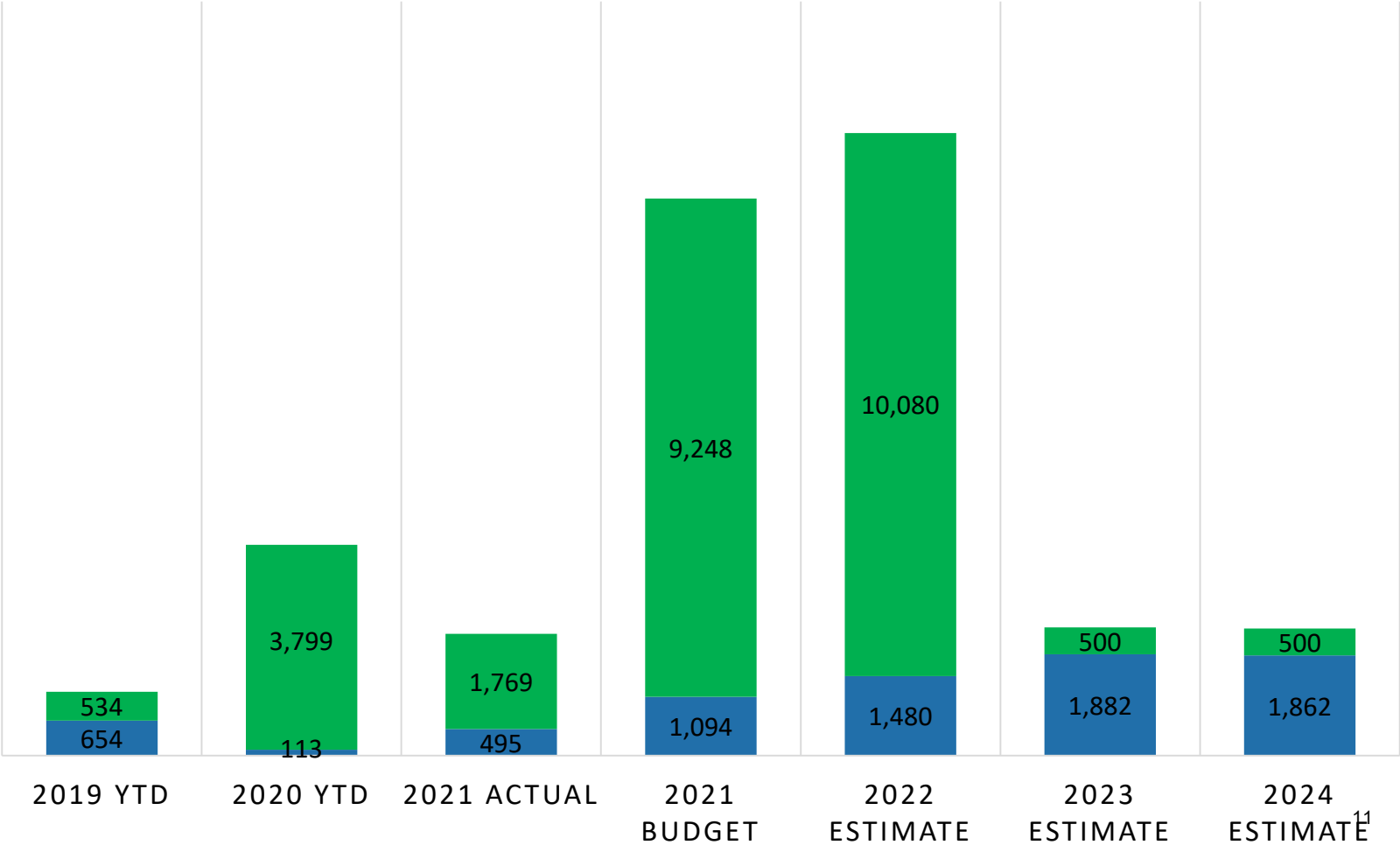
# Capitals - Operating and Major

All Funds Combined - Unaudited

## FY 2021

■ Operating ■ Major

\*Numbers in 1000's\*

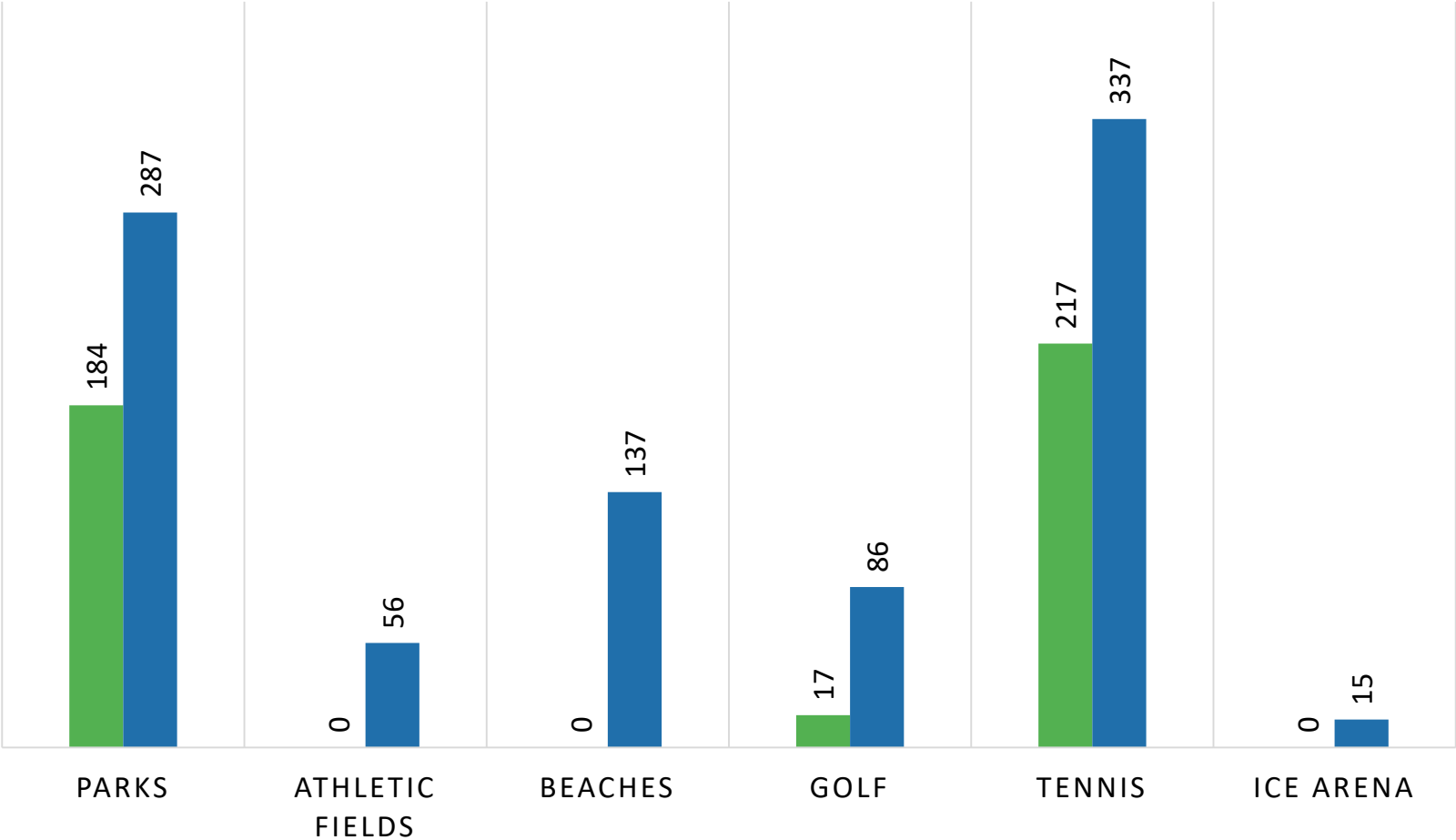


# Capitals – Operating

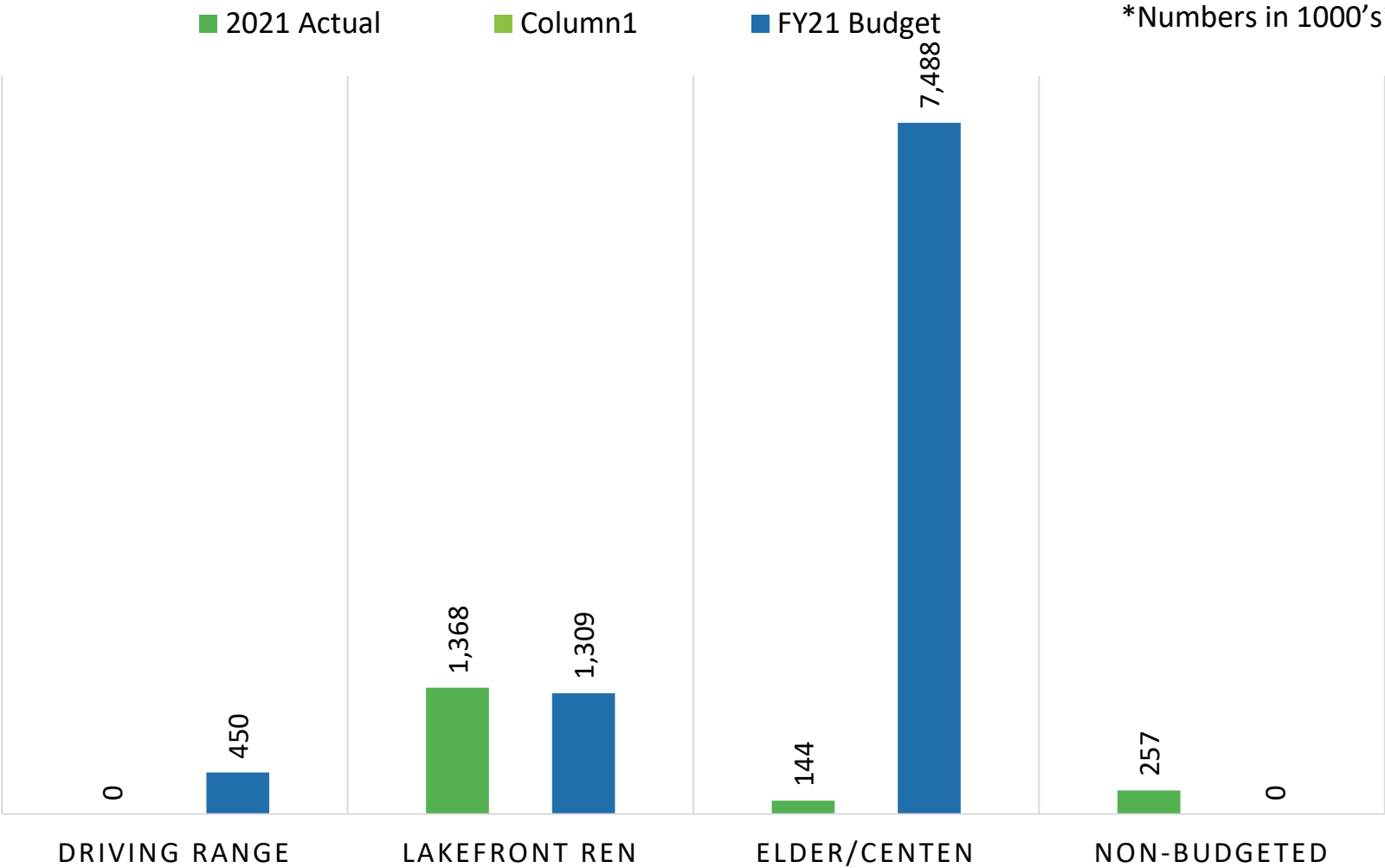
FY 2021

2021 Actual    FY21 Budget

\*Numbers in 1000's\*



# Capitals – Major FY 2021



\*Numbers in 1000's\*

# Statement of Cash and Investments

## FY 2021

### Cash

- Petty Cash \$1,700.57
- Harris Bank – Holiday Savings \$1.88
- Illinois Funds \$78,770.93
- N Corwin Fund \$38,160.02
- Harris Bank – Operating \$350,083.02
- Harris Bank – Money Market \$3,015,913.26
- Harris Bank – Payroll \$29,226.42

Total Cash \$ 3,513,856.10

### Investments

- IPDLAF – 2020 Bond Proceeds \$5,625,247.23
- IPDLAF – Money Market \$3,532,342.79
- Northshore Community Bank Max Safe MM \$5,066,587.17

Total Investments \$14,224,177.19

Total Cash and Investments \$17,738,033.29

# Performance Summary YTD

All Funds Combined - Unaudited  
January 2022

## Surplus/(Deficit) vs Budget

- Operating surplus \$78,351.68 YTD (excluding major capital funds)

## Performance vs Budget

- Revenues \$125,144 above YTD budget
- Operating Expenses \$30,632.41 **above** YTD budget
- Capitals/Contracts \$5,225 **above** YTD budget
- Revenues are \$154,109 ahead of 2021 YTD

## 2022 Year End Projections

- Revenues *projected* \$395,500 above budget
- Operating Expenses *projected* \$425,914 below budget
- Capitals/Contracts *projected expenditures* \$11,560,275
- **2022 ending reserves *projected* \$10,215,537; loss of (\$5,032,322) from beginning of fiscal year**

# Revenues, Expenses, Capitals/Contracts YTD

All Funds Combined - Unaudited  
January 2022

## Revenues

- \$125,144 or 17% above YTD budget
  - Tennis \$70,410 above YTD budget
  - Ice Arena \$52,834 above YTD budget
  - Rec Program Fees \$16,571 above YTD budget
  - All exceed 2021 YTD year revenue

## Operating Expenses

- \$30,632 or 4.19% **above** YTD budget
  - Salaries and Wages \$19,800 below YTD budget
  - Supplies \$13,100 below YTD budget
  - Services \$48,400 **above** YTD budget
  - Utilities are \$6,400 **above** YTD budget

## Capitals/Contracts

- Operating Capitals \$16,160 **above** YTD budget
- Major Capitals \$10,080,000 below YTD budget



# Previous Years Comparison

All Funds Combined – Unaudited  
January 2022

|                                | 2020 YTD      | 2021 YTD      | 2022 YTD<br>Actual | 2022 YTD<br>Budget | 2022 YTD<br>Bud vs Act |
|--------------------------------|---------------|---------------|--------------------|--------------------|------------------------|
| Revenues<br>YTD                | \$701,464.94  | \$634,262.75  | \$788,372.38       | \$663,228.77       | \$125,143.61           |
| Operating<br>Expenses<br>YTD   | \$666,286.61  | \$656,574.29  | \$762,182.39       | \$731,549.98       | (\$30,632.41)          |
| Capitals &<br>Contracts<br>YTD | \$50,000.00   | \$60,339.08   | \$74,569.02        | \$58,409.50        | (\$16,159.52)          |
| Surplus/<br>Deficit<br>YTD     | (\$14,821.67) | (\$82,650.62) | (\$48,379.03)      | (\$126,730.71)     | \$78,351.68            |

# Year End Projections

All Funds Combined – Unaudited  
January 2022

|                    | <b>2022<br/>Budget</b> | <b>2022 Year End<br/>Projection</b> | <b>2022<br/>Bud vs Pro</b> |
|--------------------|------------------------|-------------------------------------|----------------------------|
| Revenues           | \$17,889,322           | \$18,197,352                        | \$308,030                  |
| Operating Expenses | \$11,361,368           | \$11,108,878                        | \$252,490                  |
| Capitals/Contracts | \$11,560,275           | \$11,560,275                        | \$0                        |
| Surplus/Deficit    | (\$5,032,321)          | (\$4,471,801)                       | \$560,520                  |

# Revenues - Detail YTD

All Funds Combined - Unaudited  
January 2022

|           | 2020 YTD     | 2021 YTD     | 2022 YTD Actual | 2022 YTD Budget | 2022 YTD Bud vs Act | % of YTD Budget |
|-----------|--------------|--------------|-----------------|-----------------|---------------------|-----------------|
| Taxes     | \$0          | \$0          | \$0             | \$0             | \$0                 | 0%              |
| User Fees | \$565,478.22 | \$609,946.92 | \$723,987.84    | \$610,728.80    | \$113,259.04        | 18%             |
| Rec Fees  | \$70,354.25  | \$12,922.00  | \$58,582.38     | \$42,011.25     | \$16,571.13         | 39%             |
| Interest  | \$13,301.98  | \$1,367.36   | \$801.77        | \$2,843.75      | (\$2,041.98)        | -73%            |
| Misc.     | \$20,315.97  | \$1616.75    | \$3,934.03      | \$2,908.87      | \$1,025.16          | 35%             |
| Pro Shop  | \$1,802.62   | \$5,547.08   | \$1,066.36      | \$4,735.90      | (\$3,669.54)        | -77%            |
| Total     | \$657,951.10 | \$631,398.11 | \$788,372.38    | \$663,228.77    | \$125,143.61        | 24%             |

# Revenues - User Fees Detail YTD

January 2022

|                   |                              |
|-------------------|------------------------------|
| Overall User Fees | • \$113,259 above YTD budget |
| Athletic Fields   | • \$6,487 above YTD budget   |
| Sailing           | • \$0 above YTD budget       |
| Beaches           | • \$44 below YTD budget      |
| Boat Launch       | • \$0 above YTD budget       |
| Platform Tennis   | • \$4,012 above YTD budget   |
| Golf              | • \$7,852 above YTD budget   |
| Tennis            | • \$70,410 above YTD budget  |
| Ice               | • \$52,834 above YTD budget  |

# Operating Expenses - Detail YTD

All Funds Combined - Unaudited

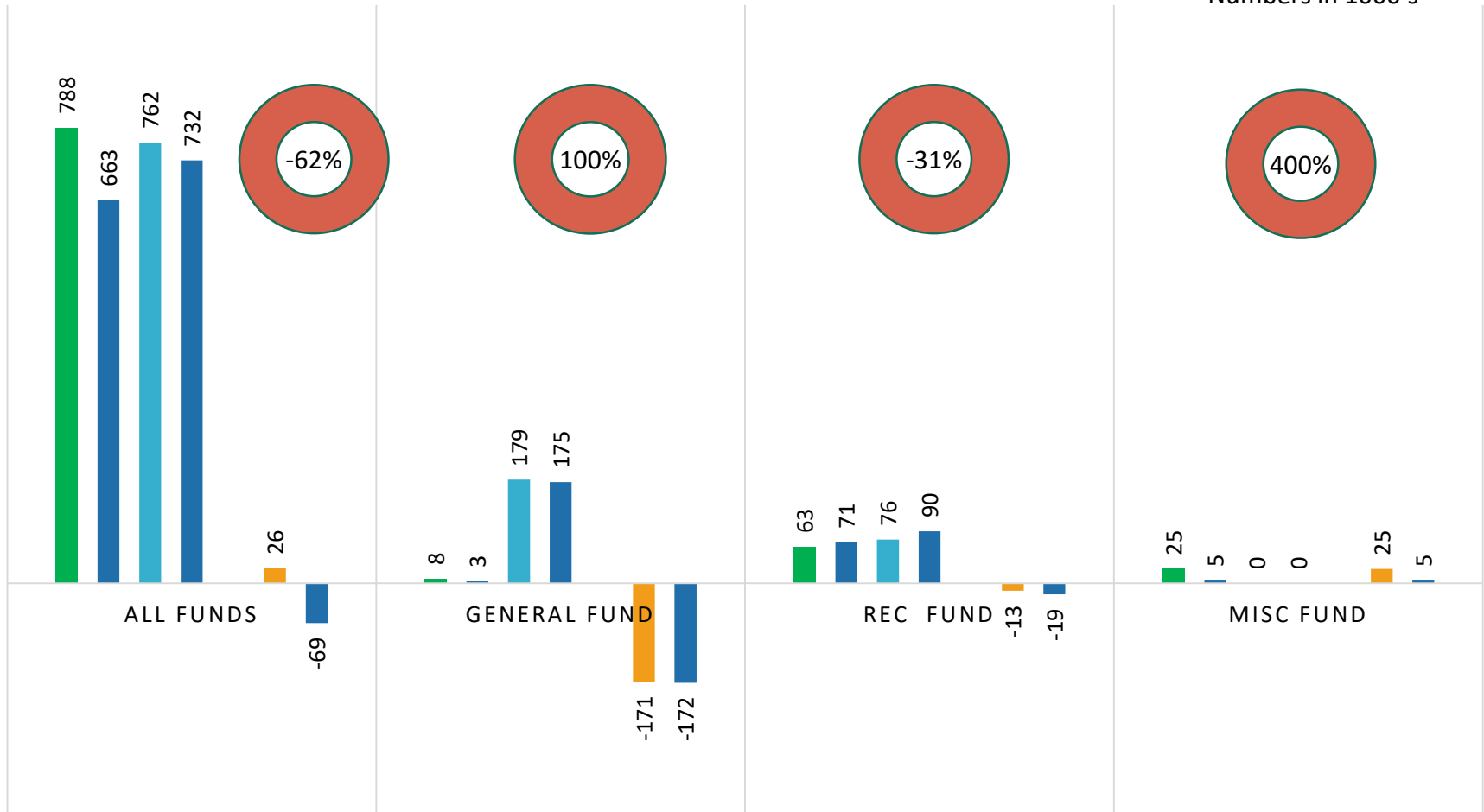
January 2022

|                         | 2020 YTD     | 2021 YTD     | 2022 YTD Actual | 2022 YTD Budget | 2022 YTD Bud vs Act | % of YTD Budget          |
|-------------------------|--------------|--------------|-----------------|-----------------|---------------------|--------------------------|
| Salaries & Wages        | 269,280.53   | \$246,629.38 | \$270,178.73    | \$289,604.97    | (\$19,426.24)       | <b>94%</b>               |
| Other Personnel         | \$161,930.88 | \$179,602.16 | \$209,623.38    | \$183,635.83    | <b>\$25,987.55</b>  | <b>114%</b>              |
| Supplies                | 23,318.99    | \$18,291.17  | \$26,716.10     | \$39,171.57     | (\$12,455.47)       | <b>68%</b>               |
| Repair & Maintenance    | 16,725.38    | \$13,964.14  | \$24,527.27     | \$21,991.22     | <b>\$2,535.05</b>   | <b>111%</b>              |
| Program & Main Services | \$41,292.37  | \$45,798.55  | \$50,756.86     | \$46,827.14     | <b>\$3,929.72</b>   | <b>108%</b>              |
| Corporate Services      | \$39,673.06  | \$44,002.53  | \$123,898.13    | \$75,659.51     | <b>\$48,238.41</b>  | <b>163%</b>              |
| Utilities               | 43,433.35    | \$48,953.87  | \$55,782.77     | \$49,329.72     | <b>\$6,451.05</b>   | <b>113%</b>              |
| Pro Shop                | \$864.11     | \$993.41     | \$698.71        | \$348.00        | <b>\$350.71</b>     | <b>200%</b>              |
| Total                   | \$596,518.67 | \$598,235.04 | \$762,182.05    | \$731,550.49    | <b>\$30,632.41</b>  | <b>104%</b> <sub>7</sub> |

# Individual Fund Net Operating Income vs Budget YTD January 2022

■ Rev YTD Actual   
 ■ Rev YTD Budget   
 ■ Exp YTD Actual   
 ■ Exp YTD Budget   
 ■ Net Op Inc YTD Act   
 ■ Net Op Inc YTD Bdg't

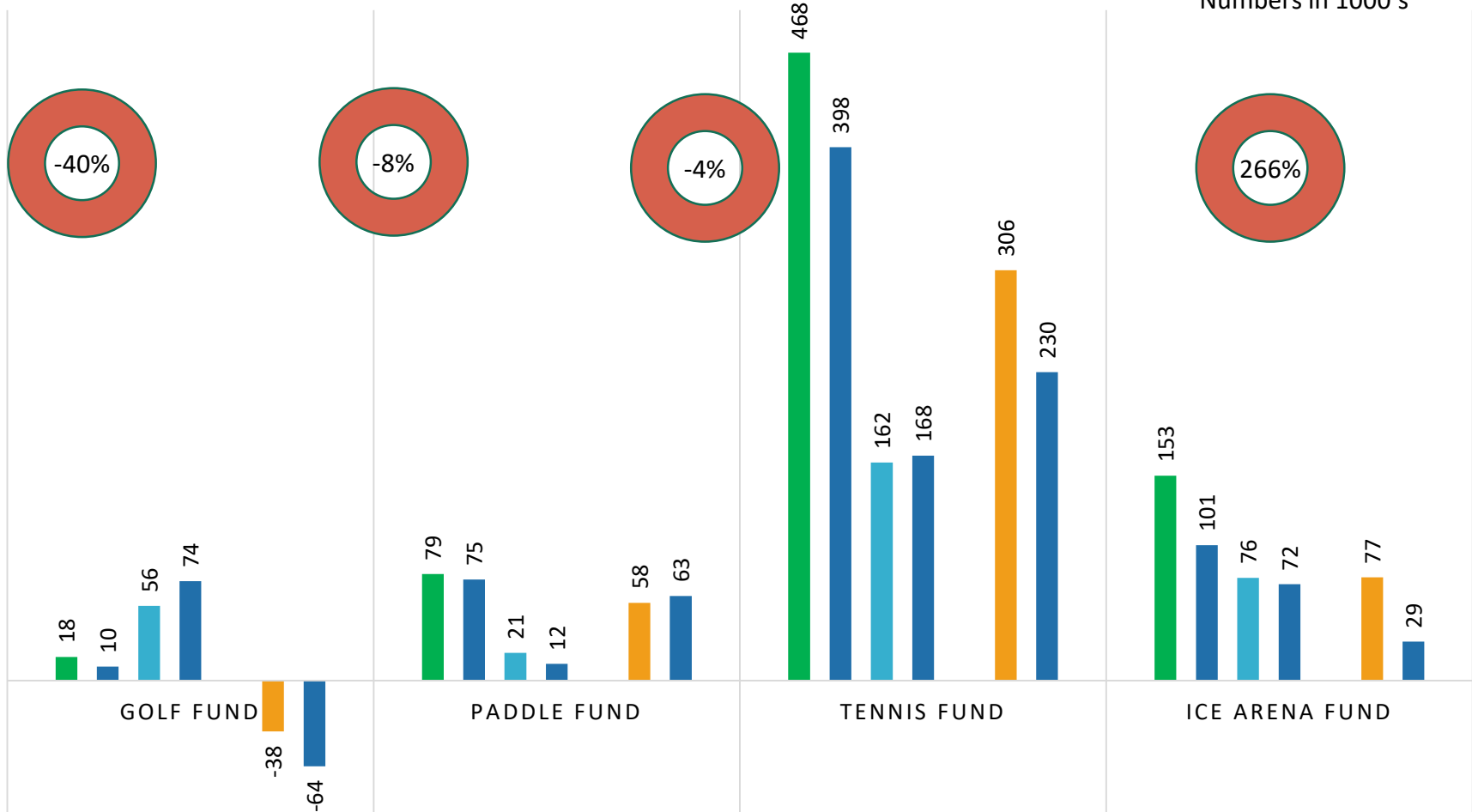
\*Numbers in 1000's\*



# Individual Fund Net Operating Income vs Budget YTD January 2022

■ Rev YTD Actual 
 ■ Rev YTD Budget 
 ■ Exp YTD Actual 
 ■ Exp YTD Budget 
 ■ Net Op Inc YTD Act 
 ■ Net Op Inc YTD Bdg

\*Numbers in 1000's\*



# Capitals/Contracts - Detail YTD

All Funds Combined - Unaudited

January 2022

|                   | 2020 YTD    | 2021 YTD    | 2022 YTD Actual | 2022 YTD Budget | 2022 YTD Bud vs Act | % of YTD Budget |
|-------------------|-------------|-------------|-----------------|-----------------|---------------------|-----------------|
| Capitals          | \$11,165.97 | \$10,339.08 | 17,409.02       | \$1,249.50      | \$16,159.52         | 1293%           |
| Contracts Payable | \$50,000.00 | \$50,000.00 | \$57,160.00     | \$57,160.00     | \$0                 | 100%            |
| Other Sources     | 0           | 0           | 0               | 0               | 0                   | -               |
| Total             | \$61,165.97 | \$60,339.08 | \$74,569.02     | \$58,409.50     | \$16,159.52         | 28%             |



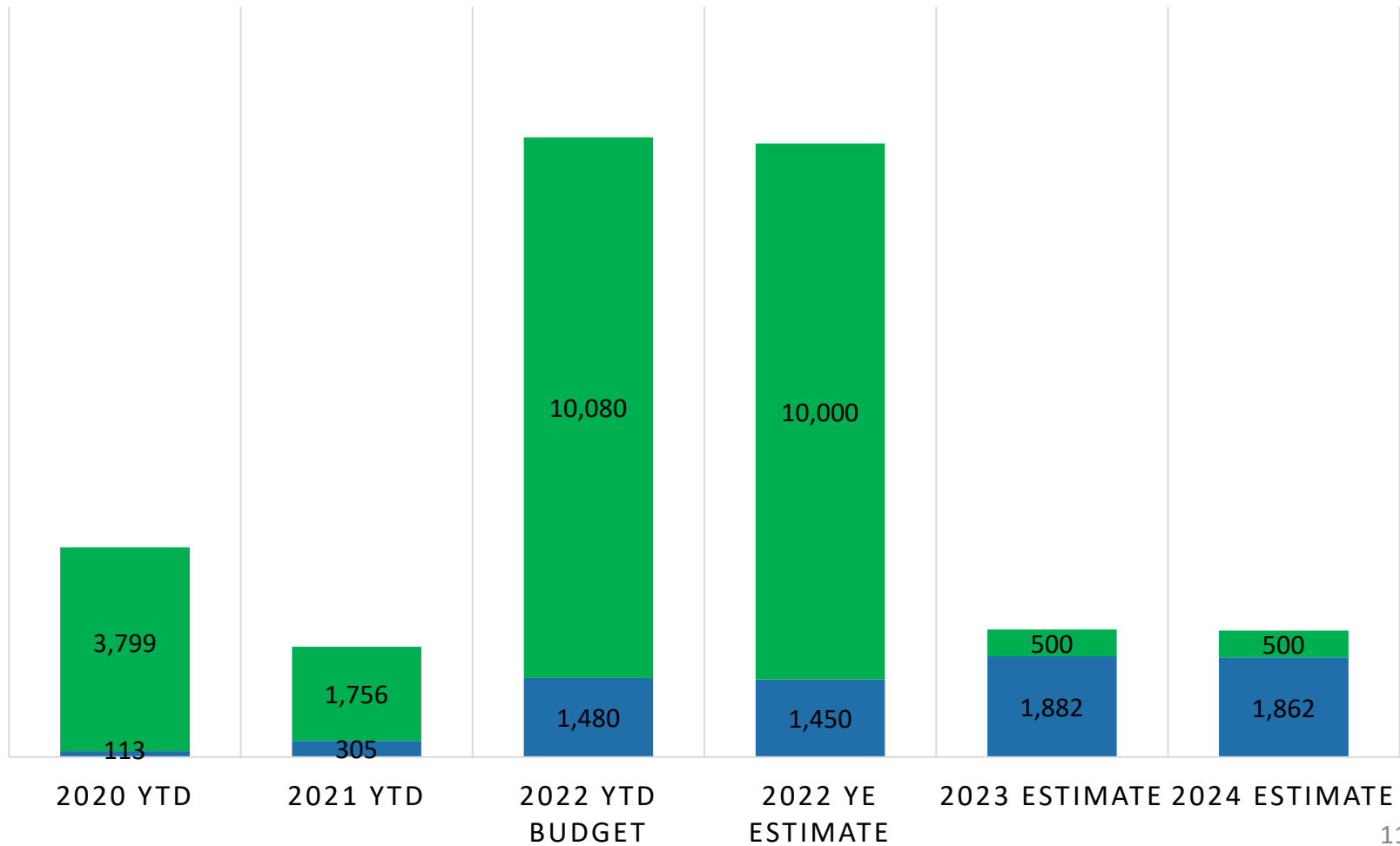
# Capitals - Operating and Major

All Funds Combined - Unaudited

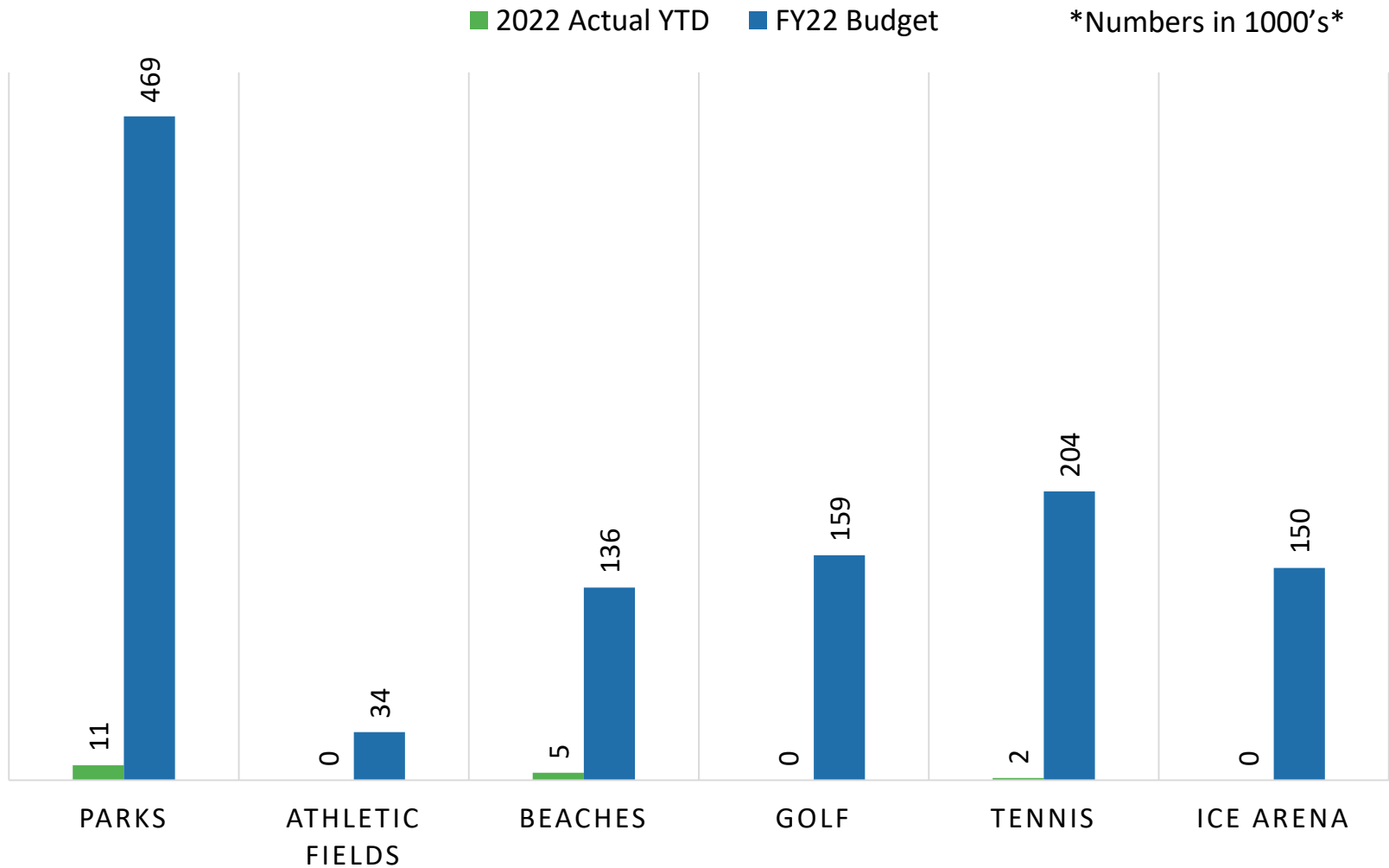
## January 2022

■ Operating ■ Major

\*Numbers in 1000's\*



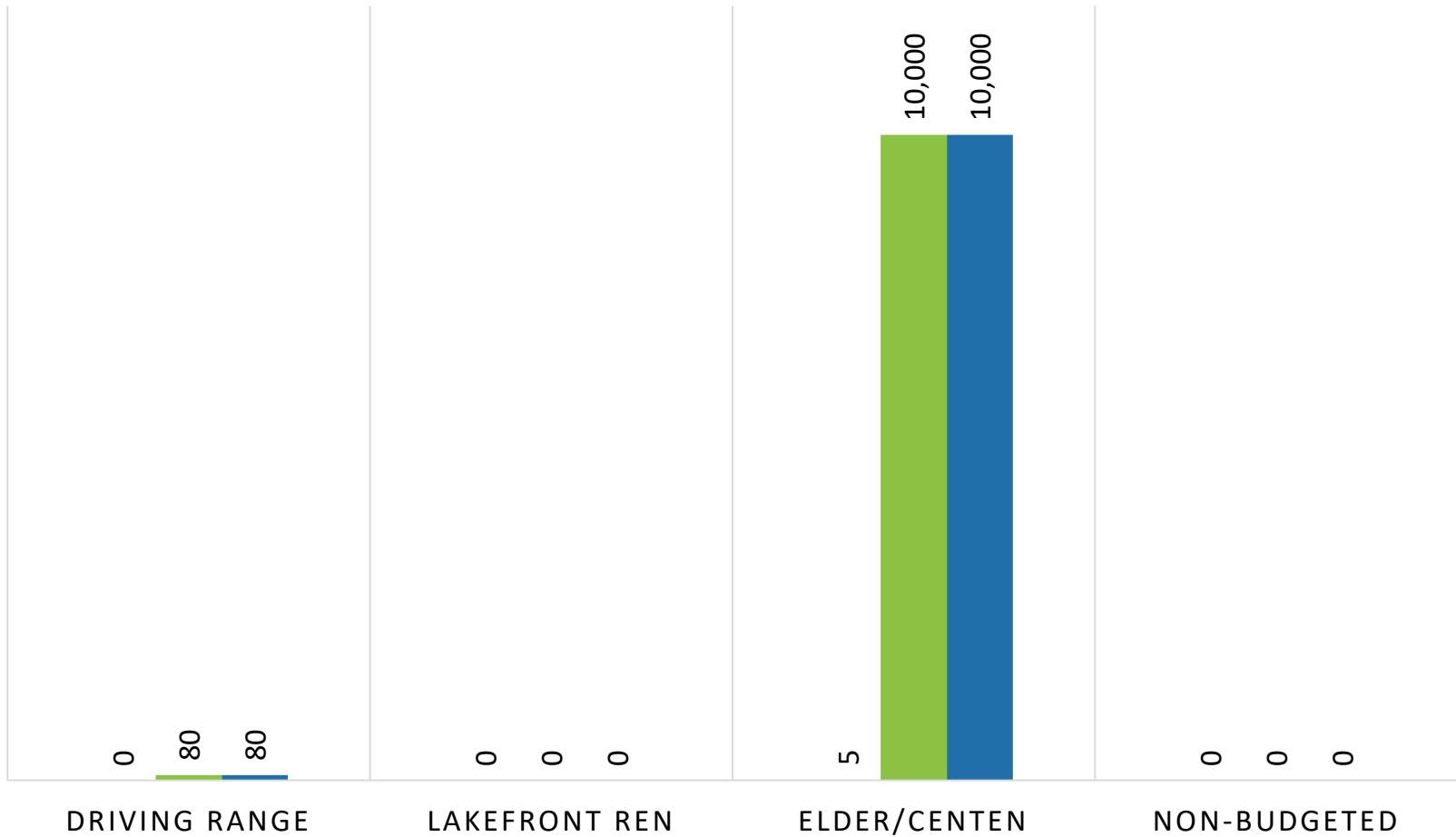
# Capitals – Operating January 2022



# Capitals – Major January 2022

■ 2022 Actual YTD   
 ■ Current FY22 Projection   
 ■ FY22 Budget

\*Numbers in 1000's\*



# Statement of Cash and Investments

January 2022

|                                |  |  |                 |
|--------------------------------|--|--|-----------------|
| Cash                           |  |  |                 |
| •Petty Cash                    |  |  | \$1,700.57      |
| •Harris bank – Holiday Savings |  |  | \$1,001.88      |
| •Illinois Funds                |  |  | \$78,776.04     |
| •N Corwin Fund                 |  |  | \$38,162.61     |
| •Harris Bank – Operating       |  |  | \$153,444.99    |
| •Harris bank – Money Market    |  |  | \$2,441,569.06  |
| •Harris Bank – Payroll         |  |  | \$48,435.15     |
| Total Cash                     |  |  | \$2,763,090.30  |
| Investments                    |  |  |                 |
| •Harris Bank – CD's            |  |  | \$0.00          |
| •IPDLAF – 2020 Bond Proceeds   |  |  | \$5,625,378.36  |
| •IPDLAF – Money Market         |  |  | \$3,532,425.13  |
| •Northshore Community Bank CD  |  |  | \$5,067,125.07  |
| Total Investments              |  |  | \$14,224,928.56 |
|                                |  |  |                 |
| Total Cash and Investments     |  |  | \$16,988,018.86 |

**BOARD SUMMARY**  
**WINNETKA PARK DISTRICT**

**Date:** Thursday, February 24, 2022  
**To:** Board of Commissioners  
**Subject:** January Vouchers  
**From:** James Crocker, Superintendent of Finance  
**Summary:** Please find below a breakdown by Fund and Category of the January 2022 vouchers

| <b>BY FUND</b> |                    |               |
|----------------|--------------------|---------------|
| FUND           | DESCRIPTION        | AMOUNT        |
| 01             | General / Payroll  | \$ 179,162.19 |
| 10             | Recreation         | \$ 75,607.37  |
| 20             | Golf Operations    | \$ 55,586.04  |
| 23             | Platform Tennis    | \$ 20,537.11  |
| 25             | Tennis             | \$ 162,496.60 |
| 27             | Indoor Ice Arena   | \$ 76,480.41  |
| 31             | Special Recreation | \$ 85,157.48  |
| 32             | Worker's Comp      | \$ 35,896.08  |
| 33             | IMRF Pension& FICA | \$ 42,619.95  |
| 35             | Liability          | \$ 23,413.96  |
| 36             | Bond Debt Service  | \$ -          |
| 37             | Capital Projects   | \$ 5,225.00   |
| Grand Total    |                    | \$ 762,182.19 |

| <b>BY CATEGORY</b> |                                  |               |
|--------------------|----------------------------------|---------------|
| CATEGORY           | DESCRIPTION                      | AMOUNT        |
| 52                 | Supplies                         | \$ 26,716.10  |
| 54                 | Other Personnel Costs            | \$ 208,595.30 |
| 54                 | Program and Maintenance Services | \$ 50,756.86  |
| 54                 | Corporate Services               | \$ 49,327.11  |
| 56                 | Repair and Maintenance           | \$ 26,258.30  |
| 565                | Utilities                        | \$ 55,780.77  |
| 60                 | Capital Projects                 | \$ 17,409.02  |
| 62                 | Contracts Payable                | \$ 57,160.00  |
| 21                 | Employee Payroll Contributions   | \$ 270,178.73 |
| Grand Total        |                                  | \$ 762,182.19 |

The payment of the above listed accounts has been accepted by the Park District Board of Commissioners at their meeting held on February 24, 2022.

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(Treasurer)

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(Secretary)



Winnetka Park District

# Expense Approval Report

## By Vendor Name

Post Dates 01/17/2022 - 02/18/2022

| Vendor Name   | Payable Number | Post Date  | Item Description              | Account Number     | Amount          |
|---|----------------|------------|-------------------------------|--------------------|-----------------|
| <b>Vendor: 4 SURE ENTERTAINMENT, INC</b>            |                |            |                               |                    |                 |
| 4 SURE ENTERTAINMENT, INC                           | INV0012647     | 02/17/2022 | DJ FOR DATE NIGHT             | 10-1100-7845-54305 | 600.00          |
| <b>Vendor 4 SURE ENTERTAINMENT, INC Total:</b>      |                |            |                               |                    | <b>600.00</b>   |
| <b>Vendor: 4FX SPIRIT APPAREL</b>                   |                |            |                               |                    |                 |
| 4FX SPIRIT APPAREL                                  | 06-1957        | 02/17/2022 | EMBROIDERY                    | 27-2700-0000-52901 | 93.00           |
| <b>Vendor 4FX SPIRIT APPAREL Total:</b>             |                |            |                               |                    | <b>93.00</b>    |
| <b>Vendor: A-1 PEST CONTROL, INC.</b>               |                |            |                               |                    |                 |
| A-1 PEST CONTROL, INC.                              | 21191          | 01/27/2022 | PEST CONTROL                  | 23-2300-0000-54250 | 40.00           |
| A-1 PEST CONTROL, INC.                              | 21192          | 01/27/2022 | PEST CONTROL                  | 27-2700-0000-54250 | 40.00           |
| A-1 PEST CONTROL, INC.                              | 21193          | 01/20/2022 | PEST CONTROL                  | 25-2500-0000-54250 | 70.00           |
| A-1 PEST CONTROL, INC.                              | 21194          | 01/20/2022 | PEST CONTROL FOR ADMIN OFFICE | 01-0100-0000-54250 | 30.00           |
| A-1 PEST CONTROL, INC.                              | 21194          | 01/20/2022 | PEST CONTROL FOR ADMIN OFFICE | 10-1000-0000-54250 | 30.00           |
| A-1 PEST CONTROL, INC.                              | 21515          | 02/17/2022 | PEST CONTROL                  | 23-2300-0000-54250 | 40.00           |
| A-1 PEST CONTROL, INC.                              | 21516          | 02/17/2022 | PEST CONTROL                  | 27-2700-0000-54250 | 40.00           |
| A-1 PEST CONTROL, INC.                              | 21518          | 02/17/2022 | ADMIN OFFICE                  | 01-0100-0000-54250 | 30.00           |
| A-1 PEST CONTROL, INC.                              | 21518          | 02/17/2022 | ADMIN OFFICE                  | 10-1000-0000-54250 | 30.00           |
| <b>Vendor A-1 PEST CONTROL, INC. Total:</b>         |                |            |                               |                    | <b>350.00</b>   |
| <b>Vendor: ACCESS ONE</b>                           |                |            |                               |                    |                 |
| ACCESS ONE  | 5206966        | 01/20/2022 | PHONE SERVICE - DEC21         | 10-1500-0000-56501 | 25.48           |
| ACCESS ONE  | 5206966        | 01/20/2022 | PHONE SERVICE - DEC21         | 01-0200-0000-56501 | 93.43           |
| ACCESS ONE  | 5206966        | 01/20/2022 | PHONE SERVICE - DEC21         | 01-0100-0000-56501 | 118.93          |
| ACCESS ONE  | 5206966        | 01/20/2022 | PHONE SERVICE - DEC21         | 10-1000-0000-56501 | 93.43           |
| ACCESS ONE  | 5206966        | 01/20/2022 | PHONE SERVICE - DEC21         | 27-2700-0000-56501 | 67.95           |
| ACCESS ONE  | 5206966        | 01/20/2022 | PHONE SERVICE - DEC21         | 01-0400-0000-56501 | 93.43           |
| ACCESS ONE  | 5206966        | 01/20/2022 | PHONE SERVICE - DEC21         | 25-2500-0000-56501 | 110.42          |
| ACCESS ONE  | 5206966        | 01/20/2022 | PHONE SERVICE - DEC21         | 20-2000-0000-56501 | 110.42          |
| ACCESS ONE  | 5206966        | 01/20/2022 | PHONE SERVICE - DEC21         | 10-1600-0000-56501 | 25.48           |
| ACCESS ONE  | 5206966        | 01/20/2022 | PHONE SERVICE - DEC21         | 20-2100-0000-56501 | 110.42          |
| <b>Vendor ACCESS ONE Total:</b>                     |                |            |                               |                    | <b>849.39</b>   |
| <b>Vendor: AFLAC</b>                                |                |            |                               |                    |                 |
| AFLAC   | 074820         | 02/03/2022 | CANCER/INTENSIVE CARE JAN22   | 01-0100-0000-54051 | 692.78          |
| AFLAC   | 074820         | 02/03/2022 | CANCER/INTENSIVE CARE JAN22   | 01-21260           | 281.46          |
| AFLAC   | 074820         | 02/03/2022 | CANCER/INTENSIVE CARE JAN22   | 01-21240           | 450.32          |
| <b>Vendor AFLAC Total:</b>                          |                |            |                               |                    | <b>1,424.56</b> |
| <b>Vendor: ALAN GRAHAM &amp; ASSOCIATES</b>         |                |            |                               |                    |                 |
| ALAN GRAHAM & ASSOCIATES                            | INV0012640     | 02/10/2022 | GROUP LESSON SUPPLIES         | 23-2300-0000-52002 | 12.70           |
| <b>Vendor ALAN GRAHAM &amp; ASSOCIATES Total:</b>   |                |            |                               |                    | <b>12.70</b>    |
| <b>Vendor: AMERICAN WELDING &amp; GAS INC</b>       |                |            |                               |                    |                 |
| AMERICAN WELDING & GAS INC                          | 08256763       | 01/27/2022 | WELDING GAS                   | 01-0300-0000-54250 | 161.51          |
| <b>Vendor AMERICAN WELDING &amp; GAS INC Total:</b> |                |            |                               |                    | <b>161.51</b>   |
| <b>Vendor: ANIA CRAMER</b>                          |                |            |                               |                    |                 |
| ANIA CRAMER   | INV0012586     | 01/27/2022 | Dog Park Travel Expense       | 01-0100-0000-54005 | 310.79          |
| <b>Vendor ANIA CRAMER Total:</b>                    |                |            |                               |                    | <b>310.79</b>   |

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| Vendor Name  | Payable Number | Post Date  | Item Description                               | Account Number     | Amount           |
|--|----------------|------------|--|--------------------|------------------|
| <b>Vendor: ARCO MECHANICAL EQUIPMENT SALES</b>               |                |            |  |                    |                  |
| ARCO MECHANICAL EQUIPMENT SALES                              | 19815          | 02/17/2022 | GAS DETECTION CALIBRATION                      | 01-0300-0000-54250 | 830.00           |
| <b>Vendor ARCO MECHANICAL EQUIPMENT SALES Total:</b>         |                |            |  |                    | <b>830.00</b>    |
| <b>Vendor: ARLINGTON POWER EQUIPMENT INC</b>                 |                |            |  |                    |                  |
| ARLINGTON POWER EQUIPMENT INC                                | 106436         | 02/17/2022 | REPLACEMENT POLE SAW                           | 01-0400-0000-52801 | 563.36           |
| <b>Vendor ARLINGTON POWER EQUIPMENT INC Total:</b>           |                |            |  |                    | <b>563.36</b>    |
| <b>Vendor: ASSETWORKS</b>                                    |                |            |  |                    |                  |
| ASSETWORKS   | AMP 491        | 02/17/2022 | annual fee for asset management                | 01-0200-0000-54250 | 1,500.00         |
| <b>Vendor ASSETWORKS Total:</b>                              |                |            |  |                    | <b>1,500.00</b>  |
| <b>Vendor: BESS HARDWARE &amp; SPORTS</b>                    |                |            |  |                    |                  |
| BESS HARDWARE & SPORTS                                       | A134553        | 01/20/2022 | HOLIDAY SUPPLIES                               | 27-2700-0000-52002 | 142.10           |
| BESS HARDWARE & SPORTS                                       | INV0012556     | 01/20/2022 | BESS CC DEC21                                  | 01-0200-0000-56001 | 35.45            |
| BESS HARDWARE & SPORTS                                       | INV0012556     | 01/20/2022 | BESS CC DEC21                                  | 01-0200-0000-56001 | 2.18             |
| BESS HARDWARE & SPORTS                                       | INV0012556     | 01/20/2022 | BESS CC DEC21                                  | 20-2100-0000-52002 | 18.88            |
| <b>Vendor BESS HARDWARE &amp; SPORTS Total:</b>              |                |            |  |                    | <b>198.61</b>    |
| <b>Vendor: BLUE CROSS AND BLUES SHIELD OF ILLINOIS</b>       |                |            |  |                    |                  |
| BLUE CROSS AND BLUES SHIELD OF ILLINOIS                      | INV0012602     | 02/03/2022 | HEALTH INSURANCE - FEB 22                      | 01-0100-0000-54051 | 60,079.16        |
| <b>Vendor BLUE CROSS AND BLUES SHIELD OF ILLINOIS Total:</b> |                |            |  |                    | <b>60,079.16</b> |
| <b>Vendor: BRENDA LORENA MENDOZA</b>                         |                |            |  |                    |                  |
| BRENDA LORENA MENDOZA  | INV0012584     | 01/27/2022 | REF PAYMENT - JAN 22                           | 10-1100-7027-54301 | 70.00            |
| BRENDA LORENA MENDOZA  | INV0012596     | 02/03/2022 | REFEREE PAYMETN FOR JANUARY 29, 2022           | 10-1100-7027-54301 | 70.00            |
| BRENDA LORENA MENDOZA  | INV0012596     | 02/03/2022 | REFEREE PAYMETN FOR JANUARY 29, 2022           | 10-1100-7022-54301 | 35.00            |
| BRENDA LORENA MENDOZA  | INV0012629     | 02/10/2022 | HOSUE LEAGUE BASKETBALL REFFS PAYMENT 2/5/2022 | 10-1100-7027-54301 | 105.00           |
| BRENDA LORENA MENDOZA  | INV0012651     | 02/17/2022 | HOUSE LEAGUE BASKETBALL                        | 10-1100-7027-54301 | 70.00            |
| <b>Vendor BRENDA LORENA MENDOZA Total:</b>                   |                |            |  |                    | <b>350.00</b>    |
| <b>Vendor: BROADVOICE</b>                                    |                |            |  |                    |                  |
| BROADVOICE   | 209428         | 02/03/2022 | Phone Service- Boardvoice Feb 2022             | 20-2000-0000-56501 | 55.81            |
| BROADVOICE   | 209428         | 02/03/2022 | Phone Service- Boardvoice Feb 2022             | 01-0400-0000-56501 | 47.22            |
| BROADVOICE   | 209428         | 02/03/2022 | Phone Service- Boardvoice Feb 2022             | 25-2500-0000-56501 | 55.81            |
| BROADVOICE   | 209428         | 02/03/2022 | Phone Service- Boardvoice Feb 2022             | 10-1600-0000-56501 | 12.88            |
| BROADVOICE   | 209428         | 02/03/2022 | Phone Service- Boardvoice Feb 2022             | 10-1000-0000-56501 | 47.22            |
| BROADVOICE   | 209428         | 02/03/2022 | Phone Service- Boardvoice Feb 2022             | 01-0200-0000-56501 | 47.22            |
| BROADVOICE   | 209428         | 02/03/2022 | Phone Service- Boardvoice Feb 2022             | 01-0100-0000-56501 | 60.10            |
| BROADVOICE   | 209428         | 02/03/2022 | Phone Service- Boardvoice Feb 2022             | 27-2700-0000-56501 | 34.34            |
| BROADVOICE   | 209428         | 02/03/2022 | Phone Service- Boardvoice Feb 2022             | 10-1500-0000-56501 | 12.88            |
| BROADVOICE   | 209428         | 02/03/2022 | Phone Service- Boardvoice Feb 2022             | 20-2100-0000-56501 | 55.81            |
| <b>Vendor BROADVOICE Total:</b>                              |                |            |  |                    | <b>429.29</b>    |
| <b>Vendor: BRUCE CARLSEN</b>                                 |                |            |  |                    |                  |
| BRUCE CARLSEN  | INV0012579     | 01/27/2022 | REFEREE PAYMENT FOR JAN 22 HOUSE LEAGUE        | 10-1100-7022-54301 | 140.00           |
| BRUCE CARLSEN  | INV0012627     | 02/10/2022 | HOUSE LEAGUE BASKETBALL                        | 10-1100-7022-54301 | 70.00            |
| <b>Vendor BRUCE CARLSEN Total:</b>                           |                |            |  |                    | <b>210.00</b>    |

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| Vendor Name                                       | Payable Number | Post Date  | Item Description                               | Account Number     | Amount           |
|---|----------------|------------|--|--------------------|------------------|
| <b>Vendor: BURRIS EQUIPMENT</b>                   |                |            |  |                    |                  |
| BURRIS EQUIPMENT                                  | RC1009583-1    | 01/27/2022 | LIGHT TOWER RENTAL FOR OUTDOOR ICE             | 27-2700-0000-52010 | 872.00           |
| BURRIS EQUIPMENT                                  | RC1010021-1    | 02/03/2022 | TRACK LOADER AND BRUSH CUTTER RENTAL           | 01-0400-0000-54250 | 3,137.50         |
| BURRIS EQUIPMENT                                  | RC1009583-2    | 02/17/2022 | LIGHT TOWER RENTAL FOR OUTDOOR ICE             | 27-2700-0000-52010 | 672.00           |
| <b>Vendor BURRIS EQUIPMENT Total:</b>             |                |            |  |                    | <b>4,681.50</b>  |
| <b>Vendor: CARMICHAEL CONSTRUCTION, INC</b>       |                |            |  |                    |                  |
| CARMICHAEL CONSTRUCTION, INC                      | 6602           | 02/03/2022 | Skokie Playfield Fire Damage Repairs           | 01-0400-0000-54250 | 13,458.18        |
| <b>Vendor CARMICHAEL CONSTRUCTION, INC Total:</b> |                |            |  |                    | <b>13,458.18</b> |
| <b>Vendor: CENTRAL SOD FARMS, INC</b>             |                |            |  |                    |                  |
| CENTRAL SOD FARMS, INC                            | 56066          | 01/20/2022 | SOD  | 01-0400-0000-52540 | 166.00           |
| <b>Vendor CENTRAL SOD FARMS, INC Total:</b>       |                |            |  |                    | <b>166.00</b>    |
| <b>Vendor: CHASE CREDIT CARD</b>                  |                |            |  |                    |                  |
| CHASE CREDIT CARD                                 | 19252          | 01/31/2022 | Professional Development                       | 10-1000-0000-54005 | 250.00           |
| CHASE CREDIT CARD                                 | 65464          | 01/31/2022 | SAFE SITTER INSTRUCTOR FEES                    | 10-1100-7456-52402 | 170.00           |
| CHASE CREDIT CARD                                 | 65464          | 01/31/2022 | SAFE SITTER BABYSITTING CLASS MATERIALS        | 10-1100-7456-52402 | 1,023.80         |
| CHASE CREDIT CARD                                 | 65464          | 01/31/2022 | SAFE@HOME TEST SUPPLIES                        | 10-1100-7456-52402 | 5.00             |
| CHASE CREDIT CARD                                 | 20008          | 02/07/2022 | DINNER WITH POTENTIAL DONOR                    | 01-0200-0000-52091 | 560.00           |
| CHASE CREDIT CARD                                 | INV0012634     | 02/07/2022 | HOTEL - POTENTIAL DONOR MTG.                   | 01-0200-0000-52091 | 224.62           |
| CHASE CREDIT CARD                                 | INV0012637     | 02/08/2022 | TRAVEL   | 01-0400-0000-54005 | 224.62           |
| CHASE CREDIT CARD                                 | 188594         | 01/31/2022 | HOSES FOR SKID LOADER                          | 01-0300-0000-56100 | 254.01           |
| CHASE CREDIT CARD                                 | 157379         | 01/31/2022 | CHAMBER COMMUNITY GUIDE ADS                    | 01-0200-0000-52011 | 720.00           |
| CHASE CREDIT CARD                                 | 157379         | 01/31/2022 | CHAMBER COMMUNITY GUIDE ADS                    | 25-2500-0000-54201 | 180.00           |
| CHASE CREDIT CARD                                 | 157379         | 01/31/2022 | CHAMBER COMMUNITY GUIDE ADS                    | 27-2700-0000-54201 | 180.00           |
| CHASE CREDIT CARD                                 | 157379         | 01/31/2022 | CHAMBER COMMUNITY GUIDE ADS                    | 10-1100-7999-54201 | 180.00           |
| CHASE CREDIT CARD                                 | 157379         | 01/31/2022 | CHAMBER COMMUNITY GUIDE ADS                    | 20-2000-0000-54201 | 180.00           |
| CHASE CREDIT CARD                                 | 5              | 01/31/2022 | MLK STAFF LUNCH                                | 01-0200-0000-54260 | 179.02           |
| CHASE CREDIT CARD                                 | 264601         | 01/31/2022 | CPRP APPLICATION                               | 01-0400-0000-54005 | 270.00           |
| CHASE CREDIT CARD                                 | 887478         | 01/31/2022 | NRPA MEMBERSHIP                                | 01-0400-0000-54005 | 110.00           |
| CHASE CREDIT CARD                                 | 0208214315     | 01/31/2022 | WINTER GEAR FOR FULL TIME                      | 20-2100-0000-52525 | 824.94           |
| CHASE CREDIT CARD                                 | 432586         | 01/31/2022 | Special Event Supplies                         | 20-2000-0000-52320 | 300.00           |
| CHASE CREDIT CARD                                 | INV0012614     | 01/31/2022 | Rotary Membership - Jan. - March 2022          | 10-1000-0000-54001 | 125.00           |
| CHASE CREDIT CARD                                 | INV0012616     | 01/31/2022 | Special Event Supplies-NSJT Travel Team Medals | 20-2000-0000-52320 | 338.00           |
| CHASE CREDIT CARD                                 | 13759575       | 02/01/2022 | PROFESSIONAL DUES PTR- PAT                     | 25-2500-0000-54001 | 197.00           |
| CHASE CREDIT CARD                                 | 100428773      | 01/31/2022 | PAPER FOR MARKETING                            | 27-2700-0000-54201 | 25.39            |
| CHASE CREDIT CARD                                 | 100428773      | 01/31/2022 | PAPER FOR MARKETING                            | 25-2500-0000-54201 | 25.38            |
| CHASE CREDIT CARD                                 | 100428773      | 01/31/2022 | PAPER FOR MARKETING                            | 20-2000-0000-54201 | 25.39            |
| CHASE CREDIT CARD                                 | 100428773      | 01/31/2022 | PAPER FOR MARKETING                            | 10-1100-7999-54201 | 25.39            |
| CHASE CREDIT CARD                                 | 6193039        | 01/31/2022 | INDUCTION COIL HEATER                          | 01-0300-0000-52810 | 233.99           |
| CHASE CREDIT CARD                                 | MCO6925889     | 01/31/2022 | MAILCHIMP MONTHLY                              | 01-0200-0000-52011 | 185.00           |
| CHASE CREDIT CARD                                 | INV0012617     | 01/31/2022 | GOODIE BAGS                                    | 10-1100-7810-52405 | 69.06            |
| CHASE CREDIT CARD                                 | INV0012617     | 01/31/2022 | GOODIE BAGS                                    | 10-1100-7845-52405 | 76.74            |
| CHASE CREDIT CARD                                 | AH17952452     | 01/31/2022 | IPAD FOR PARK AND PLAYGROUND INSPECTIONS       | 01-0400-0000-56003 | 299.00           |
| CHASE CREDIT CARD                                 | INV0012615     | 01/31/2022 | CHASE CC JAN22                                 | 10-1000-0000-54005 | 20.22            |
| CHASE CREDIT CARD                                 | INV0012615     | 01/31/2022 | CHASE CC JAN22                                 | 01-0400-0000-52002 | 3.35             |
| CHASE CREDIT CARD                                 | INV0012615     | 01/31/2022 | CHASE CC JAN22                                 | 10-1000-0000-54999 | 26.04            |



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| Vendor Name       | Payable Number | Post Date  | Item Description                       | Account Number     | Amount  |
|-------------------|----------------|------------|--|--------------------|---------|
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 10-1000-0000-54005 | -255.00 |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0200-0000-52091 | 44.00   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0400-0000-56200 | 84.99   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 10-1100-7843-52405 | 47.25   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0400-0000-56200 | 39.95   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 27-2700-0000-52340 | 17.97   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0200-0000-54005 | -307.50 |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0400-0000-56100 | 75.10   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0200-0000-54260 | 0.80    |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0400-0000-60077 | 89.02   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0200-0000-52091 | 47.00   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 20-2000-0000-52320 | 33.58   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 10-1000-0000-54005 | 16.29   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0200-0000-52091 | 31.15   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0400-0000-52025 | 8.55    |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0200-0000-52091 | 6.00    |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 20-2000-0000-52320 | 0.80    |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0400-0000-56200 | 78.99   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0400-0000-52002 | 9.11    |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0400-0000-52025 | 9.25    |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 25-2500-0000-52002 | 20.00   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 10-1100-7810-52405 | 11.97   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0400-0000-54005 | -94.00  |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 10-1000-0000-54005 | 6.69    |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 20-2100-0000-52002 | 21.59   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0200-0000-52091 | 12.00   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-10699           | -590.00 |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0100-0000-54005 | -307.50 |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0400-0000-52001 | 52.98   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0200-0000-52091 | 35.00   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 10-1000-0000-54005 | 190.45  |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 20-2100-0000-56100 | 97.96   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0200-0000-52090 | 63.27   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0200-0000-52091 | 8.97    |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0200-0000-52091 | 14.70   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0400-0000-52002 | 77.72   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0400-0000-52001 | 31.23   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 10-1100-7027-52401 | 25.09   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 35-3500-0000-52002 | 21.51   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-10699           | -310.00 |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0200-0000-54260 | -13.35  |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0400-0000-52001 | 28.19   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 10-1100-7027-52401 | 24.10   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 10-1000-0000-54005 | 15.00   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 25-2500-0000-52002 | 55.24   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0100-0000-54210 | 375.10  |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0400-0000-56100 | 67.20   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 10-1100-7022-52401 | 24.10   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0200-0000-52091 | 21.49   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 10-1100-7810-52405 | 23.87   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 10-1000-0000-54005 | 6.68    |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 01-0100-0000-54201 | 46.60   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 10-1000-0000-54005 | 34.30   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 10-1100-7022-52401 | 25.09   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 10-1100-7810-52405 | 20.52   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 27-2700-0000-52001 | 14.99   |
| CHASE CREDIT CARD | INV0012615     | 01/31/2022 | CHASE CC JAN22                         | 23-2300-0000-54250 | 55.00   |
| CHASE CREDIT CARD | INV0012620     | 01/31/2022 | SHOP SUPPLIES                          | 01-0400-0000-52002 | 181.89  |
| CHASE CREDIT CARD | 14073          | 02/01/2022 | Nettime Maintenance Contract-<br>1year | 01-0100-0000-54210 | 300.00  |

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| Vendor Name  | Payable Number | Post Date  | Item Description                                   | Account Number     | Amount          |
|--|----------------|------------|--|--------------------|-----------------|
| CHASE CREDIT CARD                                      | INV0012618     | 02/01/2022 | PARKING  | 10-1000-0000-54005 | 78.00           |
| CHASE CREDIT CARD                                      | INV0012619     | 02/01/2022 | HOTEL  | 10-1000-0000-54005 | 174.93          |
| CHASE CREDIT CARD                                      | 130163464      | 02/02/2022 | FEBRUARY 2022 ZOOM MEMBERSHIP                      | 01-0100-0000-54210 | 199.90          |
| <b>Vendor CHASE CREDIT CARD Total:</b>                 |                |            |  |                    | <b>8,736.73</b> |
| <b>Vendor: CHICAGO DISTRICT GOLF ASSOCIATION</b>       |                |            |  |                    |                 |
| CHICAGO DISTRICT GOLF ASSOCIATION                      | 2154-219       | 02/10/2022 | Computer Services-CDGA Handicap Fees for January   | 20-2000-0000-54210 | 140.00          |
| <b>Vendor CHICAGO DISTRICT GOLF ASSOCIATION Total:</b> |                |            |  |                    | <b>140.00</b>   |
| <b>Vendor: CIT TECHNOLOGY</b>                          |                |            |  |                    |                 |
| CIT TECHNOLOGY   | 39154272       | 01/27/2022 | 2022 Copier Lease- January                         | 01-0100-0000-56100 | 1,653.38        |
| <b>Vendor CIT TECHNOLOGY Total:</b>                    |                |            |  |                    | <b>1,653.38</b> |
| <b>Vendor: COMCAST</b>                                 |                |            |  |                    |                 |
| COMCAST  | INV0012562     | 01/20/2022 | TENNIS INTERNET - JAN22                            | 25-2400-0000-54250 | 254.85          |
| COMCAST  | INV0012560     | 01/20/2022 | GOLF TV - JAN22                                    | 20-2000-0000-54250 | 69.53           |
| COMCAST  | INV0012559     | 01/20/2022 | ADMIN INTERNET - JAN22                             | 01-0100-0000-54210 | 177.90          |
| COMCAST  | INV0012574     | 01/20/2022 | ADMIN INTERNET JAN22                               | 01-0100-0000-54210 | 314.85          |
| COMCAST  | INV0012594     | 02/03/2022 | ICE TV FEB22                                       | 23-2300-0000-54250 | 36.91           |
| COMCAST  | INV0012641     | 02/10/2022 | ICE TV - FEB22                                     | 27-2700-0000-54250 | 47.42           |
| COMCAST  | INV0012628     | 02/10/2022 | TOWER ROAD INTERNET FEB22                          | 10-1500-0000-54250 | 169.90          |
| COMCAST  | INV0012642     | 02/10/2022 | ICE INTERNET FEB22                                 | 23-2300-0000-54250 | 249.80          |
| COMCAST  | INV0012644     | 02/17/2022 | TENNIS INTERNET FEB22                              | 25-2400-0000-54250 | 244.85          |
| COMCAST  | INV0012645     | 02/17/2022 | GOLF TV - FEB22                                    | 20-2000-0000-54250 | 69.53           |
| COMCAST  | INV0012643     | 02/17/2022 | ADMIN INTERNET FEB22                               | 01-0100-0000-54210 | 167.90          |
| <b>Vendor COMCAST Total:</b>                           |                |            |  |                    | <b>1,803.44</b> |
| <b>Vendor: COMED</b>                                   |                |            |  |                    |                 |
| COMED  | INV0012580     | 01/27/2022 | ELECTRIC JAN22                                     | 01-0400-0000-56530 | 22.78           |
| <b>Vendor COMED Total:</b>                             |                |            |  |                    | <b>22.78</b>    |
| <b>Vendor: CONSERV FS, INC</b>                         |                |            |  |                    |                 |
| CONSERV FS, INC  | 65130682       | 02/03/2022 | NEW SNOW SHOVELS                                   | 01-0400-0000-52810 | 134.68          |
| <b>Vendor CONSERV FS, INC Total:</b>                   |                |            |  |                    | <b>134.68</b>   |
| <b>Vendor: COSTA KUTULAS</b>                           |                |            |  |                    |                 |
| COSTA KUTULAS  | INV0012581     | 01/27/2022 | TRAVEL FROM AIRPORT TO SHOP                        | 01-0400-0000-54005 | 41.03           |
| <b>Vendor COSTA KUTULAS Total:</b>                     |                |            |  |                    | <b>41.03</b>    |
| <b>Vendor: COVERALL NORTH AMERICA,</b>                 |                |            |  |                    |                 |
| COVERALL NORTH AMERICA,                                | 1010690940     | 02/10/2022 | Admin. Office Cleaning                             | 01-0100-0000-54250 | 349.00          |
| COVERALL NORTH AMERICA,                                | 1010690940     | 02/10/2022 | Admin. Office Cleaning                             | 10-1000-0000-54250 | 349.00          |
| <b>Vendor COVERALL NORTH AMERICA, Total:</b>           |                |            |  |                    | <b>698.00</b>   |
| <b>Vendor: EDWIN CANO ABARCA</b>                       |                |            |  |                    |                 |
| EDWIN CANO ABARCA                                      | INV0012590     | 01/27/2022 | WINTER GEAR REIMBURSEMENT                          | 01-0400-0000-52525 | 52.25           |
| EDWIN CANO ABARCA                                      | 742            | 02/03/2022 | WINTER GEAR REIMBURSEMENT                          | 01-0400-0000-52525 | 115.55          |
| <b>Vendor EDWIN CANO ABARCA Total:</b>                 |                |            |  |                    | <b>167.80</b>   |
| <b>Vendor: EMPIRE COOLER SERVICE, INC</b>              |                |            |  |                    |                 |
| EMPIRE COOLER SERVICE, INC                             | 436386         | 01/27/2022 | Contract Services Clubhouse-Rent for Ice Maker     | 20-2000-0000-54255 | 125.00          |
| EMPIRE COOLER SERVICE, INC                             | INV0012575     | 01/27/2022 | Contract Services Clubhouse-Rent for Ice Maker     | 20-2000-0000-54255 | 125.00          |
| EMPIRE COOLER SERVICE, INC                             | 460126         | 01/27/2022 | Contract Services Clubhouse-Rent for Ice Maker-Jan | 20-2000-0000-54255 | 125.00          |
| EMPIRE COOLER SERVICE, INC                             | 465826         | 02/10/2022 | Contract Services Clubhouse                        | 20-2000-0000-54255 | 125.00          |
| <b>Vendor EMPIRE COOLER SERVICE, INC Total:</b>        |                |            |  |                    | <b>500.00</b>   |
| <b>Vendor: EUCLID MANAGERS</b>                         |                |            |  |                    |                 |
| EUCLID MANAGERS  | INV0012603     | 02/03/2022 | LIEFLOCK PREMIUM FEB22                             | 01-21255           | 44.97           |
| <b>Vendor EUCLID MANAGERS Total:</b>                   |                |            |  |                    | <b>44.97</b>    |

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| Vendor Name                                       | Payable Number | Post Date  | Item Description                                 | Account Number     | Amount            |
|---|----------------|------------|--|--------------------|-------------------|
| <b>Vendor: EXCALTECH</b>                          |                |            |  |                    |                   |
| EXCALTECH   | 119168         | 01/27/2022 | DOMAIN NAME REGISTRATION                         | 01-0100-0000-54210 | 30.00             |
| EXCALTECH   | 119704         | 02/03/2022 | COMPUTER SUPPLIES - HDMI ADAPTER                 | 01-0100-0000-52015 | 69.75             |
| EXCALTECH   | 119953         | 02/10/2022 | 2022 MARCH IT SERVICES                           | 01-0100-0000-54210 | 5,287.85          |
| <b>Vendor EXCALTECH Total:</b>                    |                |            |  |                    | <b>5,387.60</b>   |
| <b>Vendor: FEDERAL WITHHOLDING TAX</b>            |                |            |  |                    |                   |
| FEDERAL WITHHOLDING TAX                           | INV0012570     | 01/21/2022 | Federal Withholding                              | 01-21200           | 12,270.12         |
| FEDERAL WITHHOLDING TAX                           | INV0012572     | 01/21/2022 | FICA Withholding                                 | 33-21220           | 18,009.64         |
| FEDERAL WITHHOLDING TAX                           | INV0012573     | 01/21/2022 | Medicare Withholding                             | 33-21220           | 4,211.96          |
| FEDERAL WITHHOLDING TAX                           | INV0012610     | 02/04/2022 | Federal Withholding                              | 01-21200           | 12,580.56         |
| FEDERAL WITHHOLDING TAX                           | INV0012612     | 02/04/2022 | FICA Withholding                                 | 33-21220           | 18,558.06         |
| FEDERAL WITHHOLDING TAX                           | INV0012613     | 02/04/2022 | Medicare Withholding                             | 33-21220           | 4,340.24          |
| FEDERAL WITHHOLDING TAX                           | INV0012623     | 02/07/2022 | FICA Withholding                                 | 33-21220           | 22.56             |
| FEDERAL WITHHOLDING TAX                           | INV0012624     | 02/07/2022 | Medicare Withholding                             | 33-21220           | 5.28              |
| FEDERAL WITHHOLDING TAX                           | INV0012657     | 02/18/2022 | Federal Withholding                              | 01-21200           | 12,294.45         |
| FEDERAL WITHHOLDING TAX                           | INV0012659     | 02/18/2022 | FICA Withholding                                 | 33-21220           | 18,170.02         |
| FEDERAL WITHHOLDING TAX                           | INV0012660     | 02/18/2022 | Medicare Withholding                             | 33-21220           | 4,249.44          |
| <b>Vendor FEDERAL WITHHOLDING TAX Total:</b>      |                |            |  |                    | <b>104,712.33</b> |
| <b>Vendor: FIELDS JEEP, INC.</b>                  |                |            |  |                    |                   |
| FIELDS JEEP, INC.                                 | 107882         | 02/10/2022 | OIL  | 01-0300-0000-52505 | 124.44            |
| <b>Vendor FIELDS JEEP, INC. Total:</b>            |                |            |  |                    | <b>124.44</b>     |
| <b>Vendor: FOX VALLEY FIRE &amp; SAFETY</b>       |                |            |  |                    |                   |
| FOX VALLEY FIRE & SAFETY                          | IN00490356     | 01/27/2022 | ANNUAL FIRE SPRINKLER INSPECTION - HUBBARD WOODS | 01-0400-0000-54250 | 235.00            |
| <b>Vendor FOX VALLEY FIRE &amp; SAFETY Total:</b> |                |            |  |                    | <b>235.00</b>     |
| <b>Vendor: GAMMA SPORTS</b>                       |                |            |  |                    |                   |
| GAMMA SPORTS                                      | INV273886      | 01/27/2022 | TENNIS NETS (6)                                  | 25-2500-0000-56100 | 1,044.52          |
| <b>Vendor GAMMA SPORTS Total:</b>                 |                |            |  |                    | <b>1,044.52</b>   |
| <b>Vendor: GARVEY'S OFFICE PRODUCTS</b>           |                |            |  |                    |                   |
| GARVEY'S OFFICE PRODUCTS                          | PINV2190014    | 01/20/2022 | LAMINATE FILM                                    | 01-0100-0000-52001 | 459.44            |
| <b>Vendor GARVEY'S OFFICE PRODUCTS Total:</b>     |                |            |  |                    | <b>459.44</b>     |
| <b>Vendor: GEORGES WINNETKA TOWING INC.</b>       |                |            |  |                    |                   |
| GEORGES WINNETKA TOWING INC.                      | 5788           | 01/20/2022 | TOW FOR #15                                      | 01-0400-0000-56200 | 155.00            |
| GEORGES WINNETKA TOWING INC.                      | 5789           | 02/03/2022 | TOW FOR TRUCK 11                                 | 01-0400-0000-54250 | 95.00             |
| <b>Vendor GEORGES WINNETKA TOWING INC. Total:</b> |                |            |  |                    | <b>250.00</b>     |
| <b>Vendor: GRAINGER</b>                           |                |            |  |                    |                   |
| GRAINGER  | 9168540202     | 01/27/2022 | BATTERY  | 25-2500-0000-56001 | 95.36             |
| GRAINGER  | 9174421397     | 02/03/2022 | BATTERY  | 25-2500-0000-56001 | 96.05             |
| <b>Vendor GRAINGER Total:</b>                     |                |            |  |                    | <b>191.41</b>     |
| <b>Vendor: GRAINGER</b>                           |                |            |  |                    |                   |
| GRAINGER  | 9183779660     | 02/17/2022 | GLOVES   | 01-0400-0000-52002 | 103.95            |
| <b>Vendor GRAINGER Total:</b>                     |                |            |  |                    | <b>103.95</b>     |
| <b>Vendor: GRAND FOOD CENTER</b>                  |                |            |  |                    |                   |
| GRAND FOOD CENTER                                 | 0105958        | 01/20/2022 | BIRTHDAY CAKE ORDER                              | 10-1100-7810-52405 | 134.97            |
| GRAND FOOD CENTER                                 | INV0012557     | 01/20/2022 | GRAND CC DEC21                                   | 25-2500-0000-52001 | 3.98              |
| GRAND FOOD CENTER                                 | INV0012557     | 01/20/2022 | GRAND CC DEC21                                   | 10-1100-7810-52405 | 44.99             |
| <b>Vendor GRAND FOOD CENTER Total:</b>            |                |            |  |                    | <b>183.94</b>     |
| <b>Vendor: HOME DEPOT CREDIT SERVICES</b>         |                |            |  |                    |                   |
| HOME DEPOT CREDIT SERVICES                        | 6015140        | 01/20/2022 | HOLIDAY LIGHTS                                   | 10-1000-0000-56001 | 79.84             |
| HOME DEPOT CREDIT SERVICES                        | 6015140        | 01/20/2022 | HOLIDAY LIGHTS                                   | 10-1000-0000-56001 | 56.16             |

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| Vendor Name                                     | Payable Number | Post Date  | Item Description                    | Account Number     | Amount           |
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| HOME DEPOT CREDIT SERVICES                      | 7021081        | 01/20/2022 | LIGHTS FOR ADMIN                    | 01-0200-0000-56001 | 374.49           |
| HOME DEPOT CREDIT SERVICES                      | 2900233        | 01/20/2022 | SOD CUTTER RENTAL                   | 01-0400-0000-54250 | 473.80           |
| HOME DEPOT CREDIT SERVICES                      | 7021183        | 02/03/2022 | GOLF SIMULATOR PIPE                 | 20-2000-0000-52320 | 215.76           |
| HOME DEPOT CREDIT SERVICES                      | INV0012600     | 02/03/2022 | HOME DEPOT CARD JAN22               | 01-0400-0000-52810 | 40.00            |
| HOME DEPOT CREDIT SERVICES                      | INV0012600     | 02/03/2022 | HOME DEPOT CARD JAN22               | 25-2500-0000-52002 | 16.36            |
| HOME DEPOT CREDIT SERVICES                      | INV0012600     | 02/03/2022 | HOME DEPOT CARD JAN22               | 27-2700-0000-56001 | 20.92            |
| HOME DEPOT CREDIT SERVICES                      | INV0012600     | 02/03/2022 | HOME DEPOT CARD JAN22               | 27-2700-0000-56001 | 18.88            |
| HOME DEPOT CREDIT SERVICES                      | INV0012600     | 02/03/2022 | HOME DEPOT CARD JAN22               | 01-0400-0000-52810 | 49.00            |
| <b>Vendor HOME DEPOT CREDIT SERVICES Total:</b> |                |            |                                     |                    | <b>1,345.21</b>  |
| <b>Vendor: HOT SHOTS SPORTS</b>                 |                |            |                                     |                    |                  |
| HOT SHOTS SPORTS                                | INV0012564     | 01/20/2022 | HOUSE LEAGUE BASKETBALL EVALUATIONS | 10-1100-7022-54301 | 225.00           |
| HOT SHOTS SPORTS                                | INV0012564     | 01/20/2022 | HOUSE LEAGUE BASKETBALL EVALUATIONS | 10-1100-7027-54301 | 225.00           |
| HOT SHOTS SPORTS                                | INV0012565     | 01/20/2022 | HOT SHOTS FALL 2 ATHLETIC INVOICE   | 10-1100-7380-54303 | 2,846.90         |
| HOT SHOTS SPORTS                                | INV0012565     | 01/20/2022 | HOT SHOTS FALL 2 ATHLETIC INVOICE   | 10-1100-7478-54303 | 5,622.40         |
| HOT SHOTS SPORTS                                | INV0012565     | 01/20/2022 | HOT SHOTS FALL 2 ATHLETIC INVOICE   | 10-1100-7214-54302 | 3,561.60         |
| <b>Vendor HOT SHOTS SPORTS Total:</b>           |                |            |                                     |                    | <b>12,480.90</b> |
| <b>Vendor: IAPD</b>                             |                |            |                                     |                    |                  |
| IAPD  | DUES2022       | 01/20/2022 | 2022 AGENCY MEMBERSHIP DUES         | 01-0200-0000-54001 | 6,944.17         |
| <b>Vendor IAPD Total:</b>                       |                |            |                                     |                    | <b>6,944.17</b>  |
| <b>Vendor: ICMA RETIREMENT TRUST-457</b>        |                |            |                                     |                    |                  |
| ICMA RETIREMENT TRUST-457                       | INV0012566     | 01/21/2022 | 457K Contribution                   | 01-21235           | 1,889.41         |
| ICMA RETIREMENT TRUST-457                       | INV0012606     | 02/04/2022 | 457K Contribution                   | 01-21235           | 1,889.41         |
| ICMA RETIREMENT TRUST-457                       | INV0012653     | 02/18/2022 | 457K Contribution                   | 01-21235           | 1,889.41         |
| <b>Vendor ICMA RETIREMENT TRUST-457 Total:</b>  |                |            |                                     |                    | <b>5,668.23</b>  |
| <b>Vendor: IL DEPT OF REVENUE</b>               |                |            |                                     |                    |                  |
| IL DEPT OF REVENUE                              | INV0012558     | 01/20/2022 | SALES TAX - DEC21                   | 25-2500-0000-54990 | 154.00           |
| IL DEPT OF REVENUE                              | INV0012558     | 01/20/2022 | SALES TAX - DEC21                   | 20-2000-0000-54990 | 76.00            |
| IL DEPT OF REVENUE                              | INV0012558     | 01/20/2022 | SALES TAX - DEC21                   | 23-2300-0000-54990 | 11.00            |
| IL DEPT OF REVENUE                              | INV0012569     | 01/21/2022 | State Withholding                   | 01-21210           | 5,929.71         |
| IL DEPT OF REVENUE                              | INV0012609     | 02/04/2022 | State Withholding                   | 01-21210           | 6,117.08         |
| IL DEPT OF REVENUE                              | INV0012622     | 02/07/2022 | State Withholding                   | 01-21210           | 9.01             |
| IL DEPT OF REVENUE                              | 984            | 02/10/2022 | SALES TAX - JAN22                   | 20-2000-0000-54990 | 34.00            |
| IL DEPT OF REVENUE                              | 984            | 02/10/2022 | SALES TAX - JAN22                   | 25-2500-0000-54990 | 133.00           |
| IL DEPT OF REVENUE                              | 984            | 02/10/2022 | SALES TAX - JAN22                   | 23-2300-0000-54990 | 9.00             |
| IL DEPT OF REVENUE                              | INV0012656     | 02/18/2022 | State Withholding                   | 01-21210           | 6,000.52         |
| <b>Vendor IL DEPT OF REVENUE Total:</b>         |                |            |                                     |                    | <b>18,473.32</b> |
| <b>Vendor: IMAGES ALIVE, LTD.</b>               |                |            |                                     |                    |                  |
| IMAGES ALIVE, LTD.                              | 15122-2        | 01/20/2022 | STAFF POLOS                         | 10-1100-7844-52405 | 273.40           |
| <b>Vendor IMAGES ALIVE, LTD. Total:</b>         |                |            |                                     |                    | <b>273.40</b>    |
| <b>Vendor: IMPACT NETWORKING, LLC</b>           |                |            |                                     |                    |                  |
| IMPACT NETWORKING, LLC                          | 2413460        | 02/03/2022 | COPIER - PRINTER OVERAGES           | 01-0100-0000-52999 | 5.42             |
| <b>Vendor IMPACT NETWORKING, LLC Total:</b>     |                |            |                                     |                    | <b>5.42</b>      |
| <b>Vendor: IMRF</b>                             |                |            |                                     |                    |                  |
| IMRF  | 81223          | 02/10/2022 | IMRF PAYMENT - JAN22                | 33-21215           | 34,488.47        |
| <b>Vendor IMRF Total:</b>                       |                |            |                                     |                    | <b>34,488.47</b> |

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| Vendor Name   | Payable Number | Post Date  | Item Description                              | Account Number     | Amount           |
|---|----------------|------------|---|--------------------|------------------|
| <b>Vendor: INTEGRA CLEANING &amp; MTC</b>             |                |            |   |                    |                  |
| INTEGRA CLEANING & MTC                                | WPDPCJAN2022   | 01/27/2022 | PADDLE HUT CLEANING JAN 2022                  | 23-2300-0000-54250 | 1,339.50         |
| <b>Vendor INTEGRA CLEANING &amp; MTC Total:</b>       |                |            |   |                    | <b>1,339.50</b>  |
| <b>Vendor: JACOBSON GOLF COURSE DESIGN, INC</b>       |                |            |   |                    |                  |
| JACOBSON GOLF COURSE DESIGN, INC                      | INV0126        | 02/03/2022 | GOLF COURSE DESIGN/CONSTRUCTION PROJECT       | 20-2100-0000-60286 | 71,040.40        |
| <b>Vendor JACOBSON GOLF COURSE DESIGN, INC Total:</b> |                |            |   |                    | <b>71,040.40</b> |
| <b>Vendor: JAMES JANESKU</b>                          |                |            |   |                    |                  |
| JAMES JANESKU   | INV0012646     | 02/17/2022 | SUPPLIES FOR BIRTHDAY PARTIES                 | 10-1100-7022-52401 | 13.99            |
| JAMES JANESKU   | INV0012646     | 02/17/2022 | SUPPLIES FOR BIRTHDAY PARTIES                 | 10-1100-7810-52405 | 5.99             |
| <b>Vendor JAMES JANESKU Total:</b>                    |                |            |   |                    | <b>19.98</b>     |
| <b>Vendor: JAY BACH</b>                               |                |            |   |                    |                  |
| JAY BACH  | INV0012583     | 01/27/2022 | REF PAYMENT - JAN 22                          | 10-1100-7027-54301 | 70.00            |
| <b>Vendor JAY BACH Total:</b>                         |                |            |   |                    | <b>70.00</b>     |
| <b>Vendor: JAY ZIMMERMAN</b>                          |                |            |   |                    |                  |
| JAY ZIMMERMAN   | INV0012578     | 01/27/2022 | REFEREE PAYMENT FOR JAN 22 HOUSE LEAGUE       | 10-1100-7027-54301 | 70.00            |
| JAY ZIMMERMAN   | INV0012578     | 01/27/2022 | REFEREE PAYMENT FOR JAN 22 HOUSE LEAGUE       | 10-1100-7022-54301 | 70.00            |
| JAY ZIMMERMAN   | INV0012597     | 02/03/2022 | REFEREE PAYMENT FOR JAN. 29, 2022             | 10-1100-7027-54301 | 105.00           |
| JAY ZIMMERMAN   | INV0012597     | 02/03/2022 | REFEREE PAYMENT FOR JAN. 29, 2022             | 10-1100-7022-54301 | 70.00            |
| JAY ZIMMERMAN   | INV0012631     | 02/10/2022 | HOUSE LEAGUE BASKETBALL REFF PAYMENT 2/5/2022 | 10-1100-7022-54301 | 70.00            |
| JAY ZIMMERMAN   | INV0012631     | 02/10/2022 | HOUSE LEAGUE BASKETBALL REFF PAYMENT 2/5/2022 | 10-1100-7027-54301 | 105.00           |
| JAY ZIMMERMAN   | INV0012649     | 02/17/2022 | HOUSE LEAGUE BASKETBALL REF FEES              | 10-1100-7027-54301 | 70.00            |
| JAY ZIMMERMAN   | INV0012649     | 02/17/2022 | HOUSE LEAGUE BASKETBALL REF FEES              | 10-1100-7022-54301 | 70.00            |
| <b>Vendor JAY ZIMMERMAN Total:</b>                    |                |            |   |                    | <b>630.00</b>    |
| <b>Vendor: JC LICHT, LLC</b>                          |                |            |   |                    |                  |
| JC LICHT, LLC   | 19161311       | 01/20/2022 | CAN   | 01-0400-0000-56001 | 5.16             |
| JC LICHT, LLC   | 19161379       | 01/20/2022 | PAINT   | 01-0400-0000-56001 | 33.06            |
| JC LICHT, LLC   | 19161548       | 01/20/2022 | PAINT   | 01-0300-0000-52002 | 62.05            |
| JC LICHT, LLC   | 19161950       | 01/27/2022 | PAINT FOR FACILITIES                          | 20-2000-0000-56001 | 115.10           |
| JC LICHT, LLC   | 19161950       | 01/27/2022 | PAINT FOR FACILITIES                          | 01-0400-0000-56001 | 102.90           |
| JC LICHT, LLC   | 19162870       | 02/17/2022 | PAINT FOR LIFEGUARD CHAIRS                    | 10-1500-0000-56001 | 113.04           |
| <b>Vendor JC LICHT, LLC Total:</b>                    |                |            |   |                    | <b>431.31</b>    |
| <b>Vendor: JOHN PETERSON</b>                          |                |            |   |                    |                  |
| JOHN PETERSON   | INV0012587     | 01/27/2022 | Dog Park Travel Expenses - JP                 | 01-0100-0000-54005 | 439.77           |
| <b>Vendor JOHN PETERSON Total:</b>                    |                |            |   |                    | <b>439.77</b>    |
| <b>Vendor: JORSON &amp; CARLSON CO., INC</b>          |                |            |   |                    |                  |
| JORSON & CARLSON CO., INC                             | 0660955        | 01/27/2022 | BLADE SHARPENING                              | 27-2700-0000-56200 | 41.92            |
| JORSON & CARLSON CO., INC                             | 0661480        | 01/27/2022 | BLADE SHARPENING                              | 27-2700-0000-56200 | 77.34            |
| JORSON & CARLSON CO., INC                             | 0662066        | 01/27/2022 | BLADE SHARPENING                              | 27-2700-0000-56200 | 41.92            |
| JORSON & CARLSON CO., INC                             | 0662699        | 02/03/2022 | BLADE SHARPENING                              | 27-2700-0000-56200 | 77.34            |
| JORSON & CARLSON CO., INC                             | 0663181        | 02/17/2022 | BLADE SHARPENING                              | 27-2700-0000-56200 | 41.92            |
| JORSON & CARLSON CO., INC                             | 0663818        | 02/17/2022 | BLADE SHARPENING                              | 27-2700-0000-56200 | 80.84            |
| <b>Vendor JORSON &amp; CARLSON CO., INC Total:</b>    |                |            |   |                    | <b>361.28</b>    |
| <b>Vendor: KELLY ANN ALI</b>                          |                |            |   |                    |                  |
| KELLY ANN ALI   | 1227895        | 01/20/2022 | PLATFORM TENNIS REFUND                        | 27-2700-0000-41550 | 704.00           |
| <b>Vendor KELLY ANN ALI Total:</b>                    |                |            |   |                    | <b>704.00</b>    |

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| Vendor Name                                      | Payable Number | Post Date  | Item Description                              | Account Number     | Amount          |
|--|----------------|------------|---|--------------------|-----------------|
| <b>Vendor: LAKESHORE RECYCLING SYSTEMS</b>       |                |            |   |                    |                 |
| LAKESHORE RECYCLING SYSTEMS                      | 0004852892     | 02/03/2022 | PARKS SHOP DUMPSTER                           | 01-0400-0000-54250 | 314.74          |
| <b>Vendor LAKESHORE RECYCLING SYSTEMS Total:</b> |                |            |   |                    | <b>314.74</b>   |
| <b>Vendor: LOWE'S BUSINESS ACCOUNT</b>           |                |            |   |                    |                 |
| LOWE'S BUSINESS ACCOUNT                          | 01974          | 01/20/2022 | SHOP SUPPLIES AND CLEANERS                    | 01-0300-0000-52515 | 39.49           |
| LOWE'S BUSINESS ACCOUNT                          | 01974          | 01/20/2022 | SHOP SUPPLIES AND CLEANERS                    | 01-0300-0000-52002 | 118.99          |
| LOWE'S BUSINESS ACCOUNT                          | INV0012555     | 01/20/2022 | LOWES CC DEC21                                | 01-0300-0000-52002 | 40.88           |
| LOWE'S BUSINESS ACCOUNT                          | INV0012555     | 01/20/2022 | LOWES CC DEC21                                | 27-2700-0000-56001 | 22.73           |
| LOWE'S BUSINESS ACCOUNT                          | INV0012555     | 01/20/2022 | LOWES CC DEC21                                | 01-0400-0000-52002 | 12.32           |
| LOWE'S BUSINESS ACCOUNT                          | INV0012555     | 01/20/2022 | LOWES CC DEC21                                | 01-0400-0000-52002 | 25.38           |
| LOWE'S BUSINESS ACCOUNT                          | 01757          | 02/17/2022 | PADDLE RAILING                                | 23-2300-0000-56001 | 181.43          |
| LOWE'S BUSINESS ACCOUNT                          | 01946          | 02/17/2022 | PADDLE COURT DOOR REPAIR & CLUBHOUSE PAINTING | 23-2300-0000-56100 | 63.86           |
| LOWE'S BUSINESS ACCOUNT                          | 01946          | 02/17/2022 | PADDLE COURT DOOR REPAIR & CLUBHOUSE PAINTING | 20-2000-0000-56001 | 71.69           |
| LOWE'S BUSINESS ACCOUNT                          | 02931          | 02/17/2022 | PAINTING SUPPLIES PARK SIGNS                  | 01-0400-0000-52002 | 401.27          |
| LOWE'S BUSINESS ACCOUNT                          | INV0012648     | 02/17/2022 | LOWE'S CC JAN22                               | 01-0400-0000-52002 | 58.86           |
| LOWE'S BUSINESS ACCOUNT                          | INV0012648     | 02/17/2022 | LOWE'S CC JAN22                               | 01-0400-0000-52810 | 19.94           |
| <b>Vendor LOWE'S BUSINESS ACCOUNT Total:</b>     |                |            |   |                    | <b>1,056.84</b> |
| <b>Vendor: MAGIC OF GARY KANTOR</b>              |                |            |   |                    |                 |
| MAGIC OF GARY KANTOR                             | INV0012599     | 02/03/2022 | MAGIC CLASS INVOICE (1/20)                    | 10-1100-7533-54303 | 262.50          |
| <b>Vendor MAGIC OF GARY KANTOR Total:</b>        |                |            |   |                    | <b>262.50</b>   |
| <b>Vendor: MCMASTER-CARR SUPPLY CO.</b>          |                |            |   |                    |                 |
| MCMASTER-CARR SUPPLY CO.                         | 71436077       | 01/27/2022 | BITS  | 01-0400-0000-52002 | 16.06           |
| MCMASTER-CARR SUPPLY CO.                         | 71919321       | 02/03/2022 | SCREWS  | 23-2300-0000-56001 | 26.52           |
| MCMASTER-CARR SUPPLY CO.                         | 72136342       | 02/03/2022 | WIRE CUTTER                                   | 01-0300-0000-52002 | 34.75           |
| MCMASTER-CARR SUPPLY CO.                         | 72220080       | 02/17/2022 | REPLACEMENT CHAIN FOR ZAMBONI                 | 27-2700-0000-56200 | 122.71          |
| <b>Vendor MCMASTER-CARR SUPPLY CO. Total:</b>    |                |            |   |                    | <b>200.04</b>   |
| <b>Vendor: MICHAEL BACULIK</b>                   |                |            |   |                    |                 |
| MICHAEL BACULIK                                  | 54163          | 02/17/2022 | BOOT ALLOWANCE                                | 01-0400-0000-52525 | 99.99           |
| <b>Vendor MICHAEL BACULIK Total:</b>             |                |            |   |                    | <b>99.99</b>    |
| <b>Vendor: MICHAEL FRAGIAS</b>                   |                |            |   |                    |                 |
| MICHAEL FRAGIAS                                  | INV0012585     | 01/27/2022 | REF PAYMENT - JAN 22                          | 10-1100-7022-54301 | 70.00           |
| MICHAEL FRAGIAS                                  | INV0012625     | 02/10/2022 | HOUSE LEAGUE BASKETBALL                       | 10-1100-7027-54301 | 70.00           |
| MICHAEL FRAGIAS                                  | INV0012652     | 02/17/2022 | BASKETBALL REF FEE                            | 10-1100-7022-54301 | 70.00           |
| <b>Vendor MICHAEL FRAGIAS Total:</b>             |                |            |   |                    | <b>210.00</b>   |
| <b>Vendor: MIPE</b>                              |                |            |   |                    |                 |
| MIPE   | INV0012635     | 02/10/2022 | MEMBERSHIP DUES                               | 01-0400-0000-54001 | 25.00           |
| <b>Vendor MIPE Total:</b>                        |                |            |   |                    | <b>25.00</b>    |
| <b>Vendor: NANCY CRANN</b>                       |                |            |   |                    |                 |
| NANCY CRANN                                      | INV0012626     | 02/10/2022 | HOUSE LEAGUE BASKETBALL                       | 10-1100-7027-54301 | 70.00           |
| <b>Vendor NANCY CRANN Total:</b>                 |                |            |   |                    | <b>70.00</b>    |
| <b>Vendor: NAPA AUTO PARTS</b>                   |                |            |   |                    |                 |
| NAPA AUTO PARTS                                  | 373585         | 01/27/2022 | BATTERIES                                     | 20-2100-0000-56100 | 145.81          |
| NAPA AUTO PARTS                                  | 373585         | 01/27/2022 | GLOVES  | 20-2100-0000-52525 | 48.43           |
| NAPA AUTO PARTS                                  | 373586         | 01/27/2022 | VEHICLE R&M                                   | 20-2100-0000-56200 | 30.94           |
| NAPA AUTO PARTS                                  | 373661         | 01/27/2022 | VEHICLE R&M                                   | 20-2100-0000-56200 | 74.16           |
| NAPA AUTO PARTS                                  | 374666         | 02/03/2022 | BACK HOE                                      | 01-0400-0000-56100 | 66.06           |
| NAPA AUTO PARTS                                  | 376438         | 02/03/2022 | CAPSULES                                      | 01-0400-0000-56200 | 25.20           |
| NAPA AUTO PARTS                                  | 376441         | 02/03/2022 | MINATURES                                     | 01-0400-0000-56200 | 15.68           |
| NAPA AUTO PARTS                                  | 376471         | 02/03/2022 | FRONT END PARTS #11                           | 01-0400-0000-56200 | 609.66          |
| NAPA AUTO PARTS                                  | 376473         | 02/03/2022 | SEAL  | 01-0400-0000-56200 | 9.48            |
| NAPA AUTO PARTS                                  | 376474         | 02/03/2022 | BAR LINK                                      | 01-0400-0000-56200 | 59.42           |

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|---|----------------|------------|---|--------------------|-------------------|
| NAPA AUTO PARTS   | 376548         | 02/03/2022 | JOINT   | 01-0400-0000-56200 | 60.42             |
| <b>Vendor NAPA AUTO PARTS Total:</b>                            |                |            |   |                    | <b>1,145.26</b>   |
| <b>Vendor: NORTH SHORE GAS</b>                                  |                |            |   |                    |                   |
| NORTH SHORE GAS   | INV0012563     | 01/20/2022 | CROW ISLAND GAS - DEC21                           | 01-0400-0000-56550 | 49.09             |
| NORTH SHORE GAS   | INV0012561     | 01/20/2022 | GOLF GAS - DEC21                                  | 23-2300-0000-56550 | 911.82            |
| NORTH SHORE GAS   | 3999874102     | 01/27/2022 | GAS JAN22   | 01-0100-0000-56550 | 314.29            |
| NORTH SHORE GAS   | 3999874102     | 01/27/2022 | GAS JAN22   | 20-2100-0000-56550 | 251.30            |
| NORTH SHORE GAS   | 3999874102     | 01/27/2022 | GAS JAN22   | 20-2000-0000-56550 | 417.36            |
| NORTH SHORE GAS   | 3999874102     | 01/27/2022 | GAS JAN22   | 25-2500-0000-56550 | 1,043.30          |
| NORTH SHORE GAS   | 3999874102     | 01/27/2022 | GAS JAN22   | 27-2700-0000-56550 | 1,514.70          |
| NORTH SHORE GAS   | 4007339523     | 02/03/2022 | INDIAN HILL GAS - JAN22                           | 10-1300-0000-56550 | 272.04            |
| NORTH SHORE GAS   | 4007566741     | 02/03/2022 | GOLF GAS - JAN22                                  | 20-2000-0000-56550 | 101.55            |
| NORTH SHORE GAS   | 4008191698     | 02/03/2022 | SERVICE CENTER GAS - JAN22                        | 23-2300-0000-56550 | 821.58            |
| NORTH SHORE GAS   | 4021315684     | 02/17/2022 | GOLF GAS FEB22                                    | 23-2300-0000-56550 | 1,444.17          |
| <b>Vendor NORTH SHORE GAS Total:</b>                            |                |            |   |                    | <b>7,141.20</b>   |
| <b>Vendor: NSSRA</b>  |                |            |   |                    |                   |
| NSSRA   | 578            | 01/27/2022 | NSSRA 2022 1st installment                        | 31-3100-0000-54250 | 85,157.48         |
| <b>Vendor NSSRA Total:</b>                                      |                |            |   |                    | <b>85,157.48</b>  |
| <b>Vendor: NUTOYS LEISURE PRODUCTS</b>                          |                |            |   |                    |                   |
| NUTOYS LEISURE PRODUCTS   | 52510          | 02/10/2022 | LOG BENCH FOR CROW ISLAND (DONATION)              | 01-0400-0000-56003 | 3,667.00          |
| <b>Vendor NUTOYS LEISURE PRODUCTS Total:</b>                    |                |            |   |                    | <b>3,667.00</b>   |
| <b>Vendor: PACT ADMINISTRATIVE</b>                              |                |            |   |                    |                   |
| PACT ADMINISTRATIVE   | INV0012591     | 01/27/2022 | HRA MEDICAL FUNDED AND FSA                        | 01-0100-0000-54051 | 1,270.04          |
| PACT ADMINISTRATIVE   | INV0012605     | 02/03/2022 | HRA MEDICAL FUNDED AND FSA                        | 01-0100-0000-54051 | 1,100.16          |
| PACT ADMINISTRATIVE   | INV0012636     | 02/10/2022 | HRA MEDICAL AND FSA REIMBURSEMENT                 | 0121285            | 607.60            |
| PACT ADMINISTRATIVE   | INV0012636     | 02/10/2022 | HRA MEDICAL AND FSA REIMBURSEMENT                 | 01-0100-0000-54051 | 1,961.93          |
| <b>Vendor PACT ADMINISTRATIVE Total:</b>                        |                |            |   |                    | <b>4,939.73</b>   |
| <b>Vendor: PAUL SCHWARTZ</b>                                    |                |            |   |                    |                   |
| PAUL SCHWARTZ   | 2237023        | 01/27/2022 | DOUBLE SNAP HOOKS FOR NETS                        | 23-2300-0000-52002 | 43.92             |
| <b>Vendor PAUL SCHWARTZ Total:</b>                              |                |            |   |                    | <b>43.92</b>      |
| <b>Vendor: PDRMA</b>  |                |            |   |                    |                   |
| PDRMA   | SH21044        | 01/27/2022 | pdrma 2022 1st installment                        | 35-3500-0000-54080 | 19,579.50         |
| PDRMA   | SH21044        | 01/27/2022 | pdrma 2022 1st installment                        | 35-3500-0000-54080 | 1,190.52          |
| PDRMA   | SH21044        | 01/27/2022 | pdrma 2022 1st installment                        | 32-3200-0000-54065 | 35,896.08         |
| PDRMA   | SH21044        | 01/27/2022 | pdrma 2022 1st installment                        | 01-0100-0000-54075 | 40,129.32         |
| PDRMA   | SH21044        | 01/27/2022 | pdrma 2022 1st installment                        | 01-0100-0000-54075 | 6,575.28          |
| <b>Vendor PDRMA Total:</b>                                      |                |            |   |                    | <b>103,370.70</b> |
| <b>Vendor: PEBSCO</b>   |                |            |   |                    |                   |
| PEBSCO  | INV0012567     | 01/21/2022 | 457K Contribution                                 | 01-21235           | 25.00             |
| PEBSCO  | INV0012607     | 02/04/2022 | 457K Contribution                                 | 01-21235           | 25.00             |
| PEBSCO  | INV0012654     | 02/18/2022 | 457K Contribution                                 | 01-21235           | 25.00             |
| <b>Vendor PEBSCO Total:</b>                                     |                |            |   |                    | <b>75.00</b>      |
| <b>Vendor: PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC</b>       |                |            |   |                    |                   |
| PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC                      | 3105293174     | 02/10/2022 | 4th Qtr. 2021 Postage Machine Lease               | 01-0100-0000-56100 | 447.24            |
| <b>Vendor PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC Total:</b> |                |            |   |                    | <b>447.24</b>     |
| <b>Vendor: PRESTO-X</b>   |                |            |   |                    |                   |
| PRESTO-X  | 13227990       | 02/10/2022 | Contract Services Clubhouse-January Pest Control  | 20-2000-0000-54255 | 157.50            |
| PRESTO-X  | 13617552       | 02/10/2022 | Contract Services Clubhouse-February Pest Control | 20-2000-0000-54255 | 157.50            |
| <b>Vendor PRESTO-X Total:</b>                                   |                |            |   |                    | <b>315.00</b>     |

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| <b>Vendor: PRINCIPLE LIFE INSURANCE COMPANY</b>             |                |            |                                |                    |                  |
| PRINCIPLE LIFE INSURANCE COMPANY                            | INV0012604     | 02/03/2022 | LIFE, AD&D, LTD/DENTAL FEB22   | 01-0100-0000-54051 | 5,841.16         |
| <b>Vendor PRINCIPLE LIFE INSURANCE COMPANY Total:</b>       |                |            |                                |                    | <b>5,841.16</b>  |
| <b>Vendor: QUICKSCORES</b>                                  |                |            |                                |                    |                  |
| QUICKSCORES   | 220218         | 02/03/2022 | ONLINE SCHEDULING SOFTWARE     | 10-1100-7022-54301 | 28.00            |
| QUICKSCORES   | 220218         | 02/03/2022 | ONLINE SCHEDULING SOFTWARE     | 10-1100-7027-54301 | 35.00            |
| <b>Vendor QUICKSCORES Total:</b>                            |                |            |                                |                    | <b>63.00</b>     |
| <b>Vendor: R &amp; R SPECIALTIES OF WISCONSIN INC</b>       |                |            |                                |                    |                  |
| R & R SPECIALTIES OF WISCONSIN INC                          | 0074844-IN     | 02/03/2022 | AMP                            | 27-2700-0000-56200 | 60.45            |
| R & R SPECIALTIES OF WISCONSIN INC                          | 0075014-IN     | 02/17/2022 | AUGER CHAIN                    | 27-2700-0000-56200 | 116.90           |
| <b>Vendor R &amp; R SPECIALTIES OF WISCONSIN INC Total:</b> |                |            |                                |                    | <b>177.35</b>    |
| <b>Vendor: R JONES TRUCKING &amp; GRADING, INC</b>          |                |            |                                |                    |                  |
| R JONES TRUCKING & GRADING, INC                             | 20102          | 01/27/2022 | COMPOST YARD HAUL OUT          | 20-2100-0000-54250 | 2,125.00         |
| R JONES TRUCKING & GRADING, INC                             | 20102          | 01/27/2022 | COMPOST YARD HAUL OUT          | 01-0400-0000-54250 | 2,125.00         |
| <b>Vendor R JONES TRUCKING &amp; GRADING, INC Total:</b>    |                |            |                                |                    | <b>4,250.00</b>  |
| <b>Vendor: READY REFRESH BY NESTLE</b>                      |                |            |                                |                    |                  |
| READY REFRESH BY NESTLE                                     | INV0012589     | 01/27/2022 | WATER                          | 27-2700-0000-54250 | 77.94            |
| <b>Vendor READY REFRESH BY NESTLE Total:</b>                |                |            |                                |                    | <b>77.94</b>     |
| <b>Vendor: RINK SYSTEMS, INC</b>                            |                |            |                                |                    |                  |
| RINK SYSTEMS, INC   | 077011         | 01/27/2022 | GOAL NET PACKAGE               | 27-2700-0000-52002 | 1,057.06         |
| <b>Vendor RINK SYSTEMS, INC Total:</b>                      |                |            |                                |                    | <b>1,057.06</b>  |
| <b>Vendor: RMC, INC.</b>                                    |                |            |                                |                    |                  |
| RMC, INC.   | S12132139      | 01/27/2022 | ARENA BOILER REPAIR            | 27-2700-0000-56100 | 2,248.43         |
| RMC, INC.   | S12137599      | 01/27/2022 | LOCKER ROOM FURNACE INSPECTION | 27-2700-0000-56100 | 414.51           |
| RMC, INC.   | S12139164      | 01/27/2022 | JAN INSPECTIONS                | 27-2700-0000-54250 | 792.00           |
| RMC, INC.   | S12141146      | 01/27/2022 | FILTER CHANGES                 | 27-2700-0000-54250 | 117.00           |
| RMC, INC.   | S1214277       | 01/27/2022 | DEC INSPECTION                 | 27-2700-0000-54250 | 792.00           |
| RMC, INC.   | S12143560      | 01/27/2022 | BOILER REPAIRS                 | 27-2700-0000-56100 | 273.00           |
| RMC, INC.   | S12144373      | 01/27/2022 | BOILER REPAIRS                 | 27-2700-0000-56100 | 813.00           |
| RMC, INC.   | S12148620      | 01/27/2022 | OUTDOOR CHILLER REPAIRS        | 27-2700-0000-56100 | 5,983.70         |
| RMC, INC.   | S12150171      | 02/03/2022 | FEB SERVICE INSPECTIONS        | 27-2700-0000-54250 | 792.00           |
| <b>Vendor RMC, INC. Total:</b>                              |                |            |                                |                    | <b>12,225.64</b> |
| <b>Vendor: ROBBINS SCHWARTZ</b>                             |                |            |                                |                    |                  |
| ROBBINS SCHWARTZ  | INV0012592     | 01/27/2022 | OCTOBER 2021 LEGAL FEES        | 01-0200-0000-54220 | 11,362.00        |
| ROBBINS SCHWARTZ  | INV0012593     | 01/27/2022 | NOVEMBER 2021 LEGAL FEES       | 01-0200-0000-54220 | 9,025.00         |
| ROBBINS SCHWARTZ  | INV0012638     | 02/10/2022 | DECEMBER 2021 LEGAL FEES       | 01-0200-0000-54220 | 4,560.00         |
| <b>Vendor ROBBINS SCHWARTZ Total:</b>                       |                |            |                                |                    | <b>24,947.00</b> |
| <b>Vendor: SARA MEY HAAG</b>                                |                |            |                                |                    |                  |
| SARA MEY HAAG   | 1231629        | 02/03/2022 | RECTRAC REFUND                 | 25-2500-0000-41550 | 842.00           |
| <b>Vendor SARA MEY HAAG Total:</b>                          |                |            |                                |                    | <b>842.00</b>    |
| <b>Vendor: SECURITY BNFT GROUP OF CO</b>                    |                |            |                                |                    |                  |
| SECURITY BNFT GROUP OF CO                                   | INV0012568     | 01/21/2022 | 457K Retirement Plan           | 01-21235           | 700.00           |
| SECURITY BNFT GROUP OF CO                                   | INV0012608     | 02/04/2022 | 457K Retirement Plan           | 01-21235           | 700.00           |
| SECURITY BNFT GROUP OF CO                                   | INV0012655     | 02/18/2022 | 457K Retirement Plan           | 01-21235           | 700.00           |
| <b>Vendor SECURITY BNFT GROUP OF CO Total:</b>              |                |            |                                |                    | <b>2,100.00</b>  |
| <b>Vendor: SPECTROTEL</b>                                   |                |            |                                |                    |                  |
| SPECTROTEL  | 10699468       | 02/10/2022 | PHONE SERVICES - POT LINES     | 01-0100-0000-56501 | 24.48            |
| SPECTROTEL  | 10699468       | 02/10/2022 | PHONE SERVICES - POT LINES     | 10-1600-0000-56501 | 84.12            |
| SPECTROTEL  | 10699468       | 02/10/2022 | PHONE SERVICES - POT LINES     | 20-2000-0000-56501 | 168.24           |
| SPECTROTEL  | 10699468       | 02/10/2022 | PHONE SERVICES - POT LINES     | 01-0100-0000-56501 | 492.32           |



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| Vendor Name                                    | Payable Number | Post Date  | Item Description                              | Account Number     | Amount          |
|--|----------------|------------|---|--------------------|-----------------|
| SPECTROTEL                                     | 10699468       | 02/10/2022 | PHONE SERVICES - POT LINES                    | 25-2500-0000-56501 | 84.12           |
| SPECTROTEL                                     | 10699468       | 02/10/2022 | PHONE SERVICES - POT LINES                    | 27-2700-0000-56501 | 252.36          |
| <b>Vendor SPECTROTEL Total:</b>                |                |            |   |                    | <b>1,105.64</b> |
| <b>Vendor: STEFANOS GIANNOURIS</b>             |                |            |   |                    |                 |
| STEFANOS GIANNOURIS                            | INV0012595     | 02/03/2022 | REF PAYMENT - JAN 29                          | 10-1100-7022-54301 | 70.00           |
| <b>Vendor STEFANOS GIANNOURIS Total:</b>       |                |            |   |                    | <b>70.00</b>    |
| <b>Vendor: STEVE FRANKLIN</b>                  |                |            |   |                    |                 |
| STEVE FRANKLIN                                 | INV0012582     | 01/27/2022 | REF PAYMENT - JAN 22                          | 10-1100-7027-54301 | 70.00           |
| STEVE FRANKLIN                                 | INV0012598     | 02/03/2022 | REFEREE PAYMENT FOR JAN. 29, 2022             | 10-1100-7022-54301 | 140.00          |
| STEVE FRANKLIN                                 | INV0012630     | 02/10/2022 | HOUSE LEAGUE BASKETBALL REFF PAYMENT 2/5/2022 | 10-1100-7022-54301 | 70.00           |
| STEVE FRANKLIN                                 | INV0012630     | 02/10/2022 | HOUSE LEAGUE BASKETBALL REFF PAYMENT 2/5/2022 | 10-1100-7027-54301 | 70.00           |
| STEVE FRANKLIN                                 | INV0012650     | 02/17/2022 | HOUSE LEAGUE BASKETBALL REFF FEES             | 10-1100-7022-54301 | 140.00          |
| <b>Vendor STEVE FRANKLIN Total:</b>            |                |            |   |                    | <b>490.00</b>   |
| <b>Vendor: STITCH MINE</b>                     |                |            |   |                    |                 |
| STITCH MINE                                    | E15948         | 02/03/2022 | WINTER GEAR FOR STAFF                         | 01-0400-0000-52525 | 440.04          |
| <b>Vendor STITCH MINE Total:</b>               |                |            |   |                    | <b>440.04</b>   |
| <b>Vendor: STONECUTTERS, INC</b>               |                |            |   |                    |                 |
| STONECUTTERS, INC                              | 114992         | 02/03/2022 | BOAT LAUNCH PLAQUE STEPAN                     | 10-1600-0000-52002 | 1,350.00        |
| <b>Vendor STONECUTTERS, INC Total:</b>         |                |            |   |                    | <b>1,350.00</b> |
| <b>Vendor: SUNSET FOODS</b>                    |                |            |   |                    |                 |
| SUNSET FOODS                                   | 180289         | 02/17/2022 | SUNSET FOODS STATEMENT JAN22                  | 10-1100-7810-52405 | 86.19           |
| SUNSET FOODS                                   | 180289         | 02/17/2022 | SUNSET FOODS STATEMENT JAN22                  | 10-1100-7810-52405 | 46.00           |
| SUNSET FOODS                                   | 180289         | 02/17/2022 | SUNSET FOODS STATEMENT JAN22                  | 10-1100-7810-52405 | 53.49           |
| <b>Vendor SUNSET FOODS Total:</b>              |                |            |   |                    | <b>185.68</b>   |
| <b>Vendor: TODD SELTZER</b>                    |                |            |   |                    |                 |
| TODD SELTZER                                   | 21570          | 01/27/2022 | USPTA PROFESSIONAL DUES - TODD SELTZER        | 25-2500-0000-54001 | 315.00          |
| <b>Vendor TODD SELTZER Total:</b>              |                |            |   |                    | <b>315.00</b>   |
| <b>Vendor: TOTAL PLATFORM TENNIS LLC</b>       |                |            |   |                    |                 |
| TOTAL PLATFORM TENNIS LLC                      | 22007          | 01/27/2022 | WINDSCREENS                                   | 23-2300-0000-56001 | 2,980.00        |
| <b>Vendor TOTAL PLATFORM TENNIS LLC Total:</b> |                |            |   |                    | <b>2,980.00</b> |
| <b>Vendor: TRACY GARDEN</b>                    |                |            |   |                    |                 |
| TRACY GARDEN                                   | INV0012633     | 02/10/2022 | PROFESSIONAL DUES USPTA-TRACY GARDEN          | 25-2500-0000-54001 | 315.00          |
| <b>Vendor TRACY GARDEN Total:</b>              |                |            |   |                    | <b>315.00</b>   |
| <b>Vendor: ULINE, INC</b>                      |                |            |   |                    |                 |
| ULINE, INC                                     | 143339016      | 02/03/2022 | GENERAL SUPPLIES                              | 01-0400-0000-52002 | 375.30          |
| <b>Vendor ULINE, INC Total:</b>                |                |            |   |                    | <b>375.30</b>   |
| <b>Vendor: VANGUARD ENERGY SERVICES</b>        |                |            |   |                    |                 |
| VANGUARD ENERGY SERVICES                       | G400621011822  | 01/27/2022 | NATURAL GAS SERVICE - JAN22                   | 20-2100-0000-56550 | 163.87          |
| VANGUARD ENERGY SERVICES                       | G400621011822  | 01/27/2022 | NATURAL GAS SERVICE - JAN22                   | 27-2700-0000-56550 | 1,383.22        |
| VANGUARD ENERGY SERVICES                       | G400621011822  | 01/27/2022 | NATURAL GAS SERVICE - JAN22                   | 20-2000-0000-56550 | 231.45          |
| VANGUARD ENERGY SERVICES                       | G400621011822  | 01/27/2022 | NATURAL GAS SERVICE - JAN22                   | 25-2500-0000-56550 | 227.12          |
| VANGUARD ENERGY SERVICES                       | G400621011822  | 01/27/2022 | NATURAL GAS SERVICE - JAN22                   | 23-2300-0000-56550 | 890.45          |

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Post Dates: 01/17/2022 - 02/18/2022

| Vendor Name                                   | Payable Number | Post Date  | Item Description                   | Account Number     | Amount           |
|---|----------------|------------|------------------------------------|--------------------|------------------|
| VANGUARD ENERGY SERVICES                      | G400621011822  | 01/27/2022 | NATURAL GAS SERVICE - JAN22        | 25-2500-0000-56550 | 745.38           |
| <b>Vendor VANGUARD ENERGY SERVICES Total:</b> |                |            |                                    |                    | <b>3,641.49</b>  |
| <b>Vendor: VERIZON WIRELESS</b>               |                |            |                                    |                    |                  |
| VERIZON WIRELESS                              | 9897484958     | 01/27/2022 | PHONE JAN22                        | 01-0100-0000-56502 | 2,387.11         |
| <b>Vendor VERIZON WIRELESS Total:</b>         |                |            |                                    |                    | <b>2,387.11</b>  |
| <b>Vendor: VILLAGE OF WINNETKA</b>            |                |            |                                    |                    |                  |
| VILLAGE OF WINNETKA                           | INV0012621     | 01/31/2022 | WATER & ELECTRIC JAN22             | 25-2500-0000-56525 | 115.85           |
| VILLAGE OF WINNETKA                           | INV0012621     | 01/31/2022 | WATER & ELECTRIC JAN22             | 20-2100-0000-56530 | 1,821.53         |
| VILLAGE OF WINNETKA                           | INV0012621     | 01/31/2022 | WATER & ELECTRIC JAN22             | 10-1200-0000-56525 | 24.60            |
| VILLAGE OF WINNETKA                           | INV0012621     | 01/31/2022 | WATER & ELECTRIC JAN22             | 01-0300-0000-56530 | 622.80           |
| VILLAGE OF WINNETKA                           | INV0012621     | 01/31/2022 | WATER & ELECTRIC JAN22             | 01-0300-0000-56525 | 24.42            |
| VILLAGE OF WINNETKA                           | INV0012621     | 01/31/2022 | WATER & ELECTRIC JAN22             | 10-1500-0000-56530 | 937.09           |
| VILLAGE OF WINNETKA                           | INV0012621     | 01/31/2022 | WATER & ELECTRIC JAN22             | 20-2000-0000-56525 | 24.60            |
| VILLAGE OF WINNETKA                           | INV0012621     | 01/31/2022 | WATER & ELECTRIC JAN22             | 23-2300-0000-56530 | 961.10           |
| VILLAGE OF WINNETKA                           | INV0012621     | 01/31/2022 | WATER & ELECTRIC JAN22             | 01-0400-0000-56525 | 198.39           |
| VILLAGE OF WINNETKA                           | INV0012621     | 01/31/2022 | WATER & ELECTRIC JAN22             | 01-0400-0000-56530 | 2,072.25         |
| VILLAGE OF WINNETKA                           | INV0012621     | 01/31/2022 | WATER & ELECTRIC JAN22             | 10-1600-0000-56525 | 17.90            |
| VILLAGE OF WINNETKA                           | INV0012621     | 01/31/2022 | WATER & ELECTRIC JAN22             | 25-2400-0000-56530 | 152.23           |
| VILLAGE OF WINNETKA                           | INV0012621     | 01/31/2022 | WATER & ELECTRIC JAN22             | 25-2500-0000-56530 | 5,092.65         |
| VILLAGE OF WINNETKA                           | INV0012621     | 01/31/2022 | WATER & ELECTRIC JAN22             | 01-0200-0000-56525 | 2,696.01         |
| VILLAGE OF WINNETKA                           | INV0012621     | 01/31/2022 | WATER & ELECTRIC JAN22             | 01-0100-0000-56525 | 39.07            |
| VILLAGE OF WINNETKA                           | INV0012621     | 01/31/2022 | WATER & ELECTRIC JAN22             | 10-1500-0000-56525 | 55.50            |
| VILLAGE OF WINNETKA                           | INV0012621     | 01/31/2022 | WATER & ELECTRIC JAN22             | 27-2700-0000-56525 | 1,595.70         |
| VILLAGE OF WINNETKA                           | INV0012621     | 01/31/2022 | WATER & ELECTRIC JAN22             | 20-2000-0000-56525 | 665.82           |
| VILLAGE OF WINNETKA                           | INV0012621     | 01/31/2022 | WATER & ELECTRIC JAN22             | 10-1600-0000-56530 | 256.63           |
| VILLAGE OF WINNETKA                           | INV0012621     | 01/31/2022 | WATER & ELECTRIC JAN22             | 23-2300-0000-56525 | 5,701.97         |
| VILLAGE OF WINNETKA                           | INV0012621     | 01/31/2022 | WATER & ELECTRIC JAN22             | 27-2700-0000-56530 | 16,886.78        |
| VILLAGE OF WINNETKA                           | INV0012621     | 01/31/2022 | WATER & ELECTRIC JAN22             | 20-2100-0000-56525 | 270.72           |
| VILLAGE OF WINNETKA                           | INV0012621     | 01/31/2022 | WATER & ELECTRIC JAN22             | 25-2400-0000-56525 | 13.00            |
| VILLAGE OF WINNETKA                           | INV0012621     | 01/31/2022 | WATER & ELECTRIC JAN22             | 20-2000-0000-56530 | 1,804.15         |
| <b>Vendor VILLAGE OF WINNETKA Total:</b>      |                |            |                                    |                    | <b>42,050.76</b> |
| <b>Vendor: VISION SERVICE PLAN (IL)</b>       |                |            |                                    |                    |                  |
| VISION SERVICE PLAN (IL)                      | 814164570      | 02/03/2022 | VISION INSURANCE FEB22             | 01-0100-0000-54051 | 615.47           |
| <b>Vendor VISION SERVICE PLAN (IL) Total:</b> |                |            |                                    |                    | <b>615.47</b>    |
| <b>Vendor: WAREHOUSE DIRECT</b>               |                |            |                                    |                    |                  |
| WAREHOUSE DIRECT                              | 5142576-0      | 01/20/2022 | COPY PAPER                         | 01-0100-0000-52005 | 83.32            |
| WAREHOUSE DIRECT                              | 5146525-0      | 01/27/2022 | CLEANING SUPPLIES                  | 27-2700-0000-52002 | 815.38           |
| WAREHOUSE DIRECT                              | 5147837-0      | 01/20/2022 | GENERAL OFFICE SUPPLIES            | 01-0100-0000-52001 | 48.46            |
| WAREHOUSE DIRECT                              | 5144414-0      | 01/27/2022 | MASKS                              | 27-2700-0000-52002 | 81.84            |
| WAREHOUSE DIRECT                              | 5149768-0      | 01/27/2022 | OFFICE CALENDARS - SUPPLIES        | 01-0100-0000-52001 | 38.22            |
| WAREHOUSE DIRECT                              | 5151676-0      | 01/27/2022 | WATER                              | 01-0400-0000-52002 | 95.22            |
| WAREHOUSE DIRECT                              | 5151685-0      | 01/27/2022 | PAPER                              | 01-0400-0000-52002 | 39.65            |
| WAREHOUSE DIRECT                              | 5151685-0      | 01/27/2022 | PAPER                              | 01-0300-0000-52001 | 56.77            |
| WAREHOUSE DIRECT                              | 5152142-0      | 01/27/2022 | GENERAL OFFICE SUPPLIES            | 01-0100-0000-52001 | 46.89            |
| WAREHOUSE DIRECT                              | 5157052-0      | 02/03/2022 | COMPUTER SUPPLIES                  | 01-0100-0000-52015 | 72.55            |
| <b>Vendor WAREHOUSE DIRECT Total:</b>         |                |            |                                    |                    | <b>1,378.30</b>  |
| <b>Vendor: WEST SIDE TRACTOR SALES</b>        |                |            |                                    |                    |                  |
| WEST SIDE TRACTOR SALES                       | W97232         | 02/17/2022 | WATER PUMP AND FILTER FOR BACKHOE  | 01-0400-0000-56100 | 488.45           |
| <b>Vendor WEST SIDE TRACTOR SALES Total:</b>  |                |            |                                    |                    | <b>488.45</b>    |
| <b>Vendor: WESTERN GOLF ASSOCIATION</b>       |                |            |                                    |                    |                  |
| WESTERN GOLF ASSOCIATION                      | INV0012601     | 02/03/2022 | WINNETKA GOLF CLUB MEMBERSHIP 2022 | 20-2000-0000-54250 | 50.00            |
| <b>Vendor WESTERN GOLF ASSOCIATION Total:</b> |                |            |                                    |                    | <b>50.00</b>     |
| <b>Vendor: WILSON SPORTING GOODS</b>          |                |            |                                    |                    |                  |
| WILSON SPORTING GOODS                         | 4536710952     | 01/27/2022 | PICKLEBALL PADDLE                  | 25-10700           | 194.00           |

**Expense Approval Report**

**Post Dates: 01/17/2022 - 02/18/2022**

| <b>Vendor Name</b>   | <b>Payable Number</b> | <b>Post Date</b> | <b>Item Description</b>                           | <b>Account Number</b> | <b>Amount</b>   |
|--|-----------------------|------------------|---|-----------------------|-----------------|
| WILSON SPORTING GOODS  | 4536710952            | 01/27/2022       | FREIGHT   | 25-2500-0000-57325    | 13.39           |
| WILSON SPORTING GOODS  | 4536714479            | 01/27/2022       | RACQUETS AND GRIPS                                | 25-10700              | 418.92          |
| WILSON SPORTING GOODS  | 4536714479            | 01/27/2022       | FREIGHT   | 25-2500-0000-57325    | 26.77           |
| <b>Vendor WILSON SPORTING GOODS Total:</b>                   |                       |                  |   |                       | <b>653.08</b>   |
| <b>Vendor: WINNETKA POSTMASTER</b>                           |                       |                  |   |                       |                 |
| WINNETKA POSTMASTER  | INV0012588            | 01/27/2022       | SPRING BROCHURE POSTCARD<br>POSTAGE CHECK REQUEST | 23-2300-0000-52025    | 92.31           |
| WINNETKA POSTMASTER  | INV0012588            | 01/27/2022       | SPRING BROCHURE POSTCARD<br>POSTAGE CHECK REQUEST | 27-2700-0000-52025    | 207.69          |
| WINNETKA POSTMASTER  | INV0012588            | 01/27/2022       | SPRING BROCHURE POSTCARD<br>POSTAGE CHECK REQUEST | 10-1400-0000-52025    | 46.15           |
| WINNETKA POSTMASTER  | INV0012588            | 01/27/2022       | SPRING BROCHURE POSTCARD<br>POSTAGE CHECK REQUEST | 20-2000-0000-52025    | 253.85          |
| WINNETKA POSTMASTER  | INV0012588            | 01/27/2022       | SPRING BROCHURE POSTCARD<br>POSTAGE CHECK REQUEST | 10-1600-0000-52025    | 46.15           |
| WINNETKA POSTMASTER  | INV0012588            | 01/27/2022       | SPRING BROCHURE POSTCARD<br>POSTAGE CHECK REQUEST | 10-1100-7999-52025    | 553.85          |
| WINNETKA POSTMASTER  | INV0012588            | 01/27/2022       | SPRING BROCHURE POSTCARD<br>POSTAGE CHECK REQUEST | 25-2500-0000-52025    | 253.85          |
| <b>Vendor WINNETKA POSTMASTER Total:</b>                     |                       |                  |   |                       | <b>1,453.85</b> |
| <b>Vendor: WINNETKA-NORTHFIELD CHAMBER OF COMMERCE</b>       |                       |                  |   |                       |                 |
| WINNETKA-NORTHFIELD<br>CHAMBER OF COMMERCE                   | 45403                 | 02/17/2022       | RECOGNITION LUNCHEON                              | 01-0100-0000-54005    | 1,100.00        |
| <b>Vendor WINNETKA-NORTHFIELD CHAMBER OF COMMERCE Total:</b> |                       |                  |   |                       | <b>1,100.00</b> |
| <b>Vendor: WISCONSIN DEPARTMENT OF REVENUE</b>               |                       |                  |   |                       |                 |
| WISCONSIN DEPARTMENT OF<br>REVENUE                           | INV0012571            | 01/21/2022       | State Withholding                                 | 01-21210              | 305.16          |
| WISCONSIN DEPARTMENT OF<br>REVENUE                           | INV0012611            | 02/04/2022       | State Withholding                                 | 01-21210              | 309.82          |
| WISCONSIN DEPARTMENT OF<br>REVENUE                           | INV0012658            | 02/18/2022       | State Withholding                                 | 01-21210              | 305.16          |
| <b>Vendor WISCONSIN DEPARTMENT OF REVENUE Total:</b>         |                       |                  |   |                       | <b>920.14</b>   |
| <b>Vendor: YONEX CORPORATION</b>                             |                       |                  |   |                       |                 |
| YONEX CORPORATION  | 587493-00             | 02/10/2022       | RACQUET FREIGHT                                   | 25-2500-0000-57325    | 12.22           |
| YONEX CORPORATION  | 587493-00             | 02/10/2022       | RACQUET ORDER                                     | 25-10700              | 178.10          |
| <b>Vendor YONEX CORPORATION Total:</b>                       |                       |                  |   |                       | <b>190.32</b>   |
| <b>Vendor: YOUR ADVANTAGE TENNIS</b>                         |                       |                  |   |                       |                 |
| YOUR ADVANTAGE TENNIS  | INV0012632            | 02/10/2022       | TENNIS STRINGING JANUARY                          | 25-2500-0000-57650    | 461.00          |
| <b>Vendor YOUR ADVANTAGE TENNIS Total:</b>                   |                       |                  |   |                       | <b>461.00</b>   |

**Winnetka Park District  
Board Summary**

**Date:** February 18, 2022  
**To:** Board of Commissioners  
**Subject:** Revised December 16, 2021 Minutes  
**From:** Libby Baker, Office Associate  
**Through:** John Peterson, Executive Director

**Summary:**

During the January 20, 2022 board meeting several comments were received regarding the December 16, 2021 minutes. The board agreed to table approval of the minutes so they could be reviewed and amended as needed.

Comment #1 – During “Remarks from Visitors”, Connie Henry from The League of Women Voters referenced her comments in the minutes noting she never received the updated budget, so the last sentence should be crossed out (page 2 of 6). The December 16, 2021 minutes presented for approval at the January 20, 2022 meeting state “Commissioner Archambault asked for the updated budget to be sent to Ms. Henry”. The original minutes as presented are accurate therefore no change has been made. Ms. Henry’s comments about the December 16 minutes have been included in the January 20, 2022 minutes.

Comment #2 – Commissioner Root referenced a roll call vote with no explanation on page 1. No roll vote was taken at that point in the meeting therefore the roll call results have been removed from the minutes.

Comment #3 – Commissioner Root suggested the word “efforts” be added to her comments on page 3 of 6. “Efforts” has been added.

Executive Director Peterson also suggested some edits to the minutes. These can be found on pages 3 and 4.

**Recommendations:**

Staff recommends the amended December 16, 2021 minutes be approved as part of the Consent Agenda.

**END**

**MINUTES OF THE 2,391<sup>st</sup>  
REGULARLY SCHEDULED BOARD  
MEETING OF THE COMMISSIONERS AND OFFICERS  
OF THE WINNETKA PARK DISTRICT, WINNETKA, IL  
THURSDAY, DECEMBER 16, 2021**

President James called the meeting to order at 6:00 p.m.

**Commissioners Present:** Mickey Archambault, Christina Codo, Warren James, Eric Lussen, Cynthia Rapp, Colleen Root, David Seaman

**Commissioners Absent:** None

**Staff Present:** John Peterson, Executive Director; Costa Kutulas, Director of Parks and Maintenance; Jim Crocker, Superintendent of Finance; Kyle Berg, Superintendent of Recreation; Molly Krohe, Marketing/Brand Manager; Libby Baker, Office Associate; Ania Cramer, Community Outreach/Business Development;

**Audience Present:** Christine Berman, former Superintendent of Finance, Connie Henry-League of Women Voters

**CHANGES TO THE AGENDA**

Commissioner James noted he would comment later on a resolution commemorating John Thomas.

**APPROVAL OF FINANCIALS**

Commissioner Archambault made a motion to approve the November 2021 Financials. Commissioner Rapp seconded the motion. Former Superintendent Berman reported the highlights of the November financials. She noted tennis started receiving revenue for winter programs which will be transferred to 2022. Commissioner Archambault added the Village has increase their water usage rates which will affect future budgets. Following discussion, a roll call vote was taken.

**Ayes:** Archambault, Codo, James, Rapp, Root, Seaman

**Nays:** None

**Motion carried**

**APPROVAL OF VOUCHERS**

Commissioner Archambault made a motion to approve the vouchers for December 16, 2021 for \$1,213,405.58. Commissioner Rapp seconded the motion. At the request of

Commissioner Seaman, Executive Director Peterson provided an explanation about the purchase of the golf simulator. A roll call vote was taken.

**Ayes:** Archambault, Codo, James, Rapp, Root, Seaman

**Nays:** None

**Motion carried**

### **REMARKS FROM VISITORS**

Connie Henry from The League of Women's Voters commented on an error she discovered in the proposed budget. Commissioner Archambault asked for the updated budget to be sent to Ms. Henry.

Commissioner Lussen arrived at 6:10 p.m.

### **APPROVAL OF MINUTES**

Consent agenda to approve:

- Committee of the Whole Meeting Minutes of November 4, 2021
- Closed Session Meeting Minutes of November 4, 2021
- Regular Board Meeting Minutes of November 18, 2021
- Closed Session Meeting Minutes of November 18, 2021

Commissioner Root made a motion to approve the Consent Agenda as presented.

Commissioner Archambault seconded the motion. A roll call vote was taken.

**Ayes:** Archambault, Codo, James, Lussen, Rapp, Root, Seaman

**Nays:** None

**Motion carried**

### **COMMUNICATIONS**

Executive Director Peterson commented about a recent article about the Stepan Family Boat Launch published in the Winnetka-Kenilworth Living magazine. He added Manager Krohe has created a positive relationship with the editor.

### **STAFF UPDATES**

**Kyle Berg, Superintendent of Recreation** – reported the wrap up of winter holiday events; 130 kids are registered for holiday camps; house league basketball begins in January; an IGA with District 36 is in final review and will be presented to the board for approval when completed; and staff met with AYSO to discuss improvement to Corwin fields.

**Jim Crocker, Superintendent of Finance** – reported during his first week he has been familiarizing himself with the Park District's systems and learning the operations.

**Molly Krohe, Marketing/Brand Manager** – reported the new website will launch next week; she is working collaboratively with Pat Fragassi and the Chamber to promote the blood drive.

**Ania Cramer, Community Outreach/Business Development** – reported the annual appeal letter is still at the post office; social media posts and emails have been promoting the appeal; some donations have already been received; and a LinkedIn profile was created for the Foundation.

**Costa Kutulas, Director of Parks & Maintenance** – reported paver work was completed at Merrill, Happ Road and Arbor Vitae parks; the LED project walkthrough took place with IEMA to close out the grant and receive the \$25,000 reimbursement; 70% stormwater design plans were distributed for review; Metra is 90% through their plan design for the renovation of the Hubbard Woods train station; staff is working with Metra as their plan effects the Green Bay Trail; work continues on the lakefront permit process; the holiday tree lighting was a success; and the truck ordered early in the year was recently delivered. Commissioner Archambault informed the board the park district owns some parking spaces by the train station.

Director Kutulas also reported two open houses will take place ~~in January or February~~ to inform the public of the Elder + Centennial project. **The exact dates will be finalized based upon the filing of the Elder + Centennial breakwater project with the IDNR and the U.S. Army Corps of Engineers.**

Commissioner Root recognized and thanked staff for their efforts towards the holiday events, adding she has received many positive comments.

## **UNFINISHED BUSINESS**

### **Phase 1 Paddle Court Expansion**

Staff continues to work diligently with Winnetka Platform Tennis Club regarding the design. Construction will be phased in during the summer months for a fall 2022 opening.

### **Dog Beach/Dog Park Advisory Committee**

Commissioner Root reported the initial kick off meeting was held and all members attended. Location options were reviewed and members were encouraged to visit the Tower location to familiarize themselves with the area. Future meetings will be scheduled as needed with the next meeting scheduled for January 12, 2022.

## **NEW BUSINESS**

### **Appointment of Board Treasurer**

Commissioner Archambault made a motion to appoint James Crocker as Board Treasurer. Commissioner Rapp seconded the motion. A roll call vote was taken.

**Ayes:** Archambault, Codo, James, Lussen, Rapp, Root, Seaman

**Nays:** None

**Motion carried**

#### **BMO Resolution**

Commissioner Archambault made a motion to approve the BMO Resolution #21-12-16 as presented. Commissioner Rapp seconded the motion. A roll call vote was taken.

**Ayes:** Archambault, Codo, James, Lussen, Rapp, Root, Seaman

**Nays:** None

**Motion carried**

#### **Tax Levy Ordinance #585**

Commissioner Archambault made a motion to approve the Tax Levy Ordinance #585 as presented. Commissioner Seaman seconded the motion. Former Superintendent Berman reported in excess of \$5.9M will be generated by the levy. Also, as a result of a new law, certain taxing districts, including the Winnetka Park District, will be able to collect money previously lost due to property tax assessment appeals. A roll call vote was taken.

**Ayes:** Archambault, Codo, James, Lussen, Rapp, Root, Seaman

**Nays:** None

**Motion carried**

#### **Supplemental Tax Levy Ordinance #586**

Commissioner Archambault made a motion to approve the Supplemental Tax Levy Ordinance #586 as presented. Commissioner Rapp seconded the motion. Former Superintendent Berman reported this is the third year the District has passed such a levy which allows for an increase to the debt service levy. A roll call vote was taken.

**Ayes:** Archambault, Codo, James, Lussen, Rapp, Root, Seaman

**Nays:** None

**Motion carried**

#### **Installment Purchase Agreement Ordinance #587**

Commissioner Codo made a motion to approve the Installment Purchase Agreement Ordinance #587 as presented. Commissioner Archambault seconded the motion. Commissioner Codo explained the ordinance authorizes two facilities to use if needed to complete the joining of Elder + Centennial, noting interest is only paid on monies drawn from the facilities. **Executive Director Peterson thanked Commissioner Codo for her excellent leadership to secure the Wintrust facilities.** A roll call vote was taken.

**Ayes:** Archambault, Codo, James, Rapp, Root, Seaman

**Nays:** None



**Abstentions:** Lussen

**Motion carried**

### **2022 Park Board Meeting Schedule**

Commissioner Archambault made a motion to approve the 2022 Park Board meeting schedule as presented. Commissioner Codo seconded the motion. Following discussion, the June, July and August meeting dates were amended as follows: June 16, July 21 and August 18. A roll call vote was taken. The schedule was approved as amended.

**Ayes:** Archambault, Codo, James, Lussen, Rapp, Root, Seaman

**Nays:** None

**Motion carried**

Commissioner James read a draft resolution commemorating John Thomas and suggested a special meeting be held January 6, 2022 to adopt the resolution.

### **MATTERS OF THE DIRECTOR**

None

### **BOARD LIAISON REPORTS**

#### **New Trier High School**

Commissioner Codo reported the demolition costs of the gym increased 53% when the low bidder backed out of the process.

#### **School District 36**

Commissioner Rapp reported the board is working through their plans for a referendum. COVID numbers continue to increase. Commissioner Rapp expressed her gratitude to the Park District for the support provided to the schools.

#### **Village of Winnetka**

Commissioner James reported the Village recently passed an ordinance authorizing expenditures for pre-cast underground storage vaults indicating the stormwater project will proceed.

### **REMARKS FROM VISITORS**

None

### **CLOSED SESSION**

Commissioner Archambault made a motion to go into closed session at 6:59 p.m., pursuant to Sections 2(c) (5), (6) and (21) of the Open Meetings Act to discuss the purchase or lease of real property for the use of the public body, the setting of a price for sale or lease of

property owned by the public body, and the semi-annual review of closed session minutes. Commissioner Lussen seconded the motion. A roll call vote was taken.

**Ayes:** Archambault, Codo, James, Lussen, Rapp, Root, Seaman

**Nays:** None

**Motion carried**

### **RETURN TO OPEN SESSION**

Commissioner Archambault made a motion to dispose of the closed session audio recordings from 1/9/20, 1/16/20, 2/6/20, 2/20/20, 2/27/20, 3/12/20, 4/2/20, 4/23/20, 5/14/20, 5/21/20, and 5/28/20. Commissioner Rapp seconded the motion. A roll call vote was taken.

**Ayes:** Archambault, Codo, James, Lussen, Rapp, Root, Seaman

**Nays:** None

**Motion carried**

### **ADJOURNMENT**

Commissioner Archambault made a motion to adjourn the meeting at 7:20 p.m. Commissioner Seaman seconded the motion. A roll call vote was taken.

**Ayes:** Archambault, Codo, James, Lussen, Rapp, Root, Seaman

**Nays:** None

**Motion carried**

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John Peterson, Board Secretary

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Date Approved

**WINNETKA PARK DISTRICT  
COMMITTEE OF THE WHOLE  
MEETING MINUTES  
THURSDAY, JANUARY 6, 2022 | 6:00 P.M.**

President James called the meeting to order at 6:00 p.m.

**Commissioners Present:** Mickey Archambault, Christina Codo, Warren James, Eric Lussen, Cynthia Rapp, Colleen Root, David Seaman

**Commissioners Absent:** None

**Staff Present:** John Peterson, Executive Director; Kyle Berg, Superintendent of Recreation; Costa Kutulas, Director of Parks and Maintenance; Libby Baker, Office Associate; Jim Crocker, Superintendent of Finance

**Audience Present:** Bob Claybrook, Jake Claybrook, Steven Jambor, Don Smith

Commissioner Root made a motion to allow remote participation by Commissioners Codo and Lussen. Commissioner Archambault seconded the motion. A roll call vote was taken.

**Ayes:** Archambault, James, Rapp, Root, Seaman

**Nays:** None

**Motion carried**

#### **CHANGES TO THE AGENDA**

Executive Director Peterson noted an item will be added to the closed session.

#### **COMMUNICATIONS**

None

#### **STAFF REPORTS**

**Jim Crocker, Superintendent of Finance** – reported the Budget & Appropriation Ordinance has been available online for thirty days for public review. No comments or objections have been received. He recommended approval of the ordinance by the board at the January 20, 2022 regular meeting.

**Kyle Berg, Superintendent of Recreation** – reported winter programs have started and enrollment numbers are strong. Staff is waiting for feedback from District 36 about the IGA. The recreation staff is reviewing and evaluating the annual special event calendar to determine the viability of current events and explore new events.

**Costa Kutulas, Director of Parks and Maintenance** – reported staff will meet next week to review the golf stormwater plans. Elder + Centennial plans are progressing and the permit should be submitted in the next few weeks. Contractors will be completing soil borings to advance the paddle project. Staff are busy with snow removal and other winter projects.

## **UNFINISHED BUSINESS**

### **2022 Budget Review**

Superintendent Crocker reported Christine Berman will continue to provide support through the finalization of the budget process, then on an as needed basis.

## **NEW BUSINESS**

### **Troop 18 Eagle Scout Project Presentation**

Jake Claybrook made a presentation to the board about his proposed Eagle Scout Project; obtaining used playground equipment to build a playground for the children of Ghana. Following the presentation, Jake asked the board for their consideration of a donation of the Nick Corwin playground equipment, noting the proposed spring 2022 replacement schedule. He explained he would be responsible for the deconstruction and shipment of the playground to Ghana. Jake also mentioned the Kids Around the World organization are willing to donate a playground for his Eagle Scout Project in exchange for the Nick Corwin equipment, when available, if the replacement schedule does not coincide with the scheduled trip to Ghana.

Director Kutulas noted removal of the playground equipment to coincide with the Eagle Scout Project schedule might leave the community without one of its playgrounds until the new equipment is received and installed.

Commissioner James asked Director Kutulas to review the playground design plans and replacement schedule to determine if the donation would be possible.

Commissioner James expressed his support of the Eagle Scout Project and the donation request and asked for it to be considered at the January board meeting.

## **MATTERS OF THE DIRECTOR**

Executive Director Peterson congratulated and thanked the board for their efforts with Northshore Community Bank, Wintrust to secure the Series A and Series B funding. Two accounts have been opened and \$25,000 drawn down from each. The Green Bay Trail conceptual master plan and action strategy study is in the early stages. Staff is collaborating with the Village on the plan process. Executive Director Peterson and Director Kutulas will travel to Phoenix January 13-14 to view a dog park that is of interest to a Winnetka resident considering a naming rights donation for a dog park in Winnetka. Sixty-one units of blood

were collected during the December blood drive. The event was held at the Nielsen Tennis Center in conjunction with the Winnetka-Northfield-Glencoe Chamber of Commerce. Another blood drive is planned for August 2022. Executive Director Peterson reported the launch of the new website is delayed. He has communicated with the website developer's top staff to ensure the work is completed.

## **BOARD LIAISON REPORTS**

**District 36** – Commissioner Rapp reported the schools are open for in-person learning. COVID case counts are being closely monitored by school administrators.

**New Trier** – Commissioner Codo reported in-person finals were cancelled in an abundance of caution.

**Winnetka Parks Foundation** – Executive Director Peterson stated a meeting is scheduled for January 18. Positive feedback was received from the annual appeal letter. Superintendent Berg continues to work on plans for the new summer camp. Manager Krohe created a logo for the camp.

**Dog Beach/Dog Park** – Commissioner Root reported the committee will meet virtually January 12. She thanked staff for providing a rendering of the boundary of a beach dog park. She received a request today from a committee member to explore the tract of land immediately south of Tower as an alternate sight. The board discussed the location and identified potential conflicts; ownership, riparian rights, proximity to boats, and shared use.

Commissioner Archambault thanked Superintendent Berg for the Christmas Eve sing at the Village Green. He commented on the park district parking spaces near Hubbard Woods Park, questioning their purpose. Executive Director Peterson explained the Village has streetscape plans for the area and asked Director Kutulas to contact the Village to make them aware of the district's interest in collaborating on improvements.

**Stormwater** – Commissioner Archambault reported 75% complete drawings were received by the park district. From a prior request of Commissioner Archambault, Director Kutulas contacted the Village and received assurance the project is still on schedule.

Executive Director Peterson commented on a golf discussion from the December meeting. Financial information and data will be gathered for discussion at the next meeting.

Executive Director Peterson reported the strategic plan process is underway. A draft will be presented to the board before anything is finalized.

### **CLOSED SESSION**

Commissioner Archambault made a motion to go into closed session at 6:39 p.m., pursuant to Sections 2(c)(5), (6) and (11) of the Open Meetings Act to discuss the purchase or lease of real property for the use of the public body, the setting of a price for sale or lease of property owned by the public body, and litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent. Commissioner Lussen seconded the motion. A roll call vote was taken.

**Ayes:** Archambault, Codo, James, Lussen, Rapp, Root, Seaman

**Nays:** None

**Motion carried**

### **RETURN TO OPEN SESSION**

Commissioner Archambault made a motion at 6:58 p.m. to return to open session. Commissioner Rapp seconded the motion. A roll call vote was taken.

**Ayes:** Archambault, Codo, James, Lussen, Rapp, Root, Seaman

**Nays:** None

**Motion carried**

### **ADJOURNMENT**

Commissioner Archambault made a motion at 6:58 p.m. to adjourn the meeting. Commissioner Rapp seconded the motion. A roll call vote was taken.

**Ayes:** Archambault, Codo, James, Lussen, Rapp, Root, Seaman

**Nays:** None

**Motion carried**

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John Peterson, Board Secretary

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Date Approved

**WINNETKA PARK DISTRICT  
SPECIAL BOARD  
MEETING MINUTES  
THURSDAY, JANUARY 6, 2022**

President James called the special meeting to order at 5:45 p.m.

**Commissioners Present:** Mickey Archambault, Christina Codo, Warren James, Eric Lussen, Cynthia Rapp, Colleen Root, David Seaman

**Commissioners Absent:** None

**Staff Present:** John Peterson, Executive Director; Kyle Berg, Superintendent of Recreation; Costa Kutulas, Director of Parks and Maintenance; Libby Baker, Office Associate; Jim Crocker, Superintendent of Finance

**Audience Present:** Richard Pierce, Suzanne Pierce, Don Smith, Jake Claybrook, Bob Claybrook, and Steven Jambor

Commissioner Root made a motion to allow remote participation by Commissioners Codo and Lussen. Commissioner Archambault seconded the motion. A roll call vote was taken.

**Ayes:** Archambault, Codo, James, Lussen, Rapp, Root, Seaman

**Nays:** None

**Motion carried**

**CHANGES TO THE AGENDA**

None

**REMARKS FROM VISITORS**

None

**NEW BUSINESS**

Commissioner Archambault made a motion to approve a Resolution Memorializing the Significant Contributions of John Thieme Thomas, as presented. Commissioner Rapp seconded the motion. A voice vote was taken.

**Motion carried**

**Resolution Memorializing the Significant Contributions of  
John Thieme Thomas**

**BE IT RESOLVED** by the Board of Park Commissioners of the Winnetka Park District and all its citizens, who wish to express to the family of **JOHN T. THOMAS** their sincere condolences on the passing of **JOHN T. THOMAS**, and further extend a message of gratitude and appreciation for his twelve years of invaluable service as Commissioner.

**WHEREAS, JOHN T. THOMAS** faithfully served three full terms on the Board of Park Commissioners of the Winnetka Park District and during his tenure made significant contributions toward many park projects and initiatives, including the 2011-2016 Strategic Plan, the 2017-2022 Strategic Plan, Executive Leadership Transitions, the Parks Service Center, the Skokie Playfield Master Plan and Development, the Hubbard Woods Master Plan and Development, the Northfield Park Renovation, the Indian Hill Park Renovation, the Outdoor Refrigerated Ice, the Winnetka Waterfront 2030 Lakefront Master Plan, and the Dwyer Park Master Plan and Development, and

**WHEREAS, JOHN T. THOMAS** honorably represented the Winnetka Park District, serving as a Park District liaison and chairing several committees including, Revenue Facilities, Finance, Audit, Recreation, Parks and Beaches, Lakefront Parks and Beaches Master Planning Committee, Executive Steering, Winnetka Caucus Council, Winnetka Planning Commission, and

**WHEREAS, JOHN T. THOMAS** was responsive to the citizens of Winnetka with regard to their desires and concerns pertaining to Park District projects, and selflessly served to provide excellent Park District facilities and programs for the community, and

**WHEREAS, JOHN T. THOMAS** in addition to his service as Park Board Commissioner, made notable contributions to his community serving the Girl Scouts, United Way, Winnetka Youth Organization (WYO), Rotary and New Trier Township and volunteered for and served many other committees, and for his extraordinary service, **JOHN T. THOMAS** was named the Winnetka Man of the Year in 2016 by the Winnetka-Northfield Chamber of Commerce, and

**WHEREAS, JOHN T. THOMAS'** integrity, diplomacy, professionalism, financial discipline, enduring commitment and love of community distinguished his life and career,

**NOW THEREFORE, BE IT RESOLVED** by the Winnetka Park District Board of Commissioners that **JOHN T. THOMAS** be remembered for his extraordinary commitment to public service, that his good work and many deeds for the benefit of his community shall serve as an inspiration to future leaders of the Winnetka Park District, Village of Winnetka and New Trier Township.



**ADJOURNMENT**

Commissioner Archambault made a motion at 5:52 p.m. to adjourn the special meeting. Commissioner Rapp seconded the motion. A roll call vote was taken.

**Ayes:** Archambault, Codo, James, Lussen, Rapp, Root, Seaman

**Nays:** None

**Motion carried**

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John Peterson, Board Secretary

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Date Approved

UNOFFICIAL

**MINUTES OF THE 2,392<sup>nd</sup>  
REGULARLY SCHEDULED BOARD  
MEETING OF THE COMMISSIONERS AND OFFICERS  
OF THE WINNETKA PARK DISTRICT, WINNETKA, IL  
THURSDAY, THURSDAY, JANUARY 20, 2022**

Vice-President Codo stated the meeting is being conducted in person, as well as by video conference, due to the continued spread of COVID-19, in accordance with Public Act 101-0640.

The meeting was called to order at 6:01 p.m.

**Commissioner Present:** Christina Codo

**Commissioners Present via Zoom:** Mickey Archambault, Warren James, Eric Lussen, Cynthia Rapp, Colleen Root, David Seaman

**Commissioners Absent:** None

**Staff Present:** John Peterson, Executive Director; Jim Crocker, Superintendent of Finance; Libby Baker, Office Associate

**Staff Present via Zoom:** Costa Kutulas, Director of Parks and Maintenance; Kyle Berg, Superintendent of Recreation; Molly Krohe, Marketing/Brand Manager; Ania Cramer, Community Outreach/Business Development

**Audience Present:** Don Smith

**Audience Present via Zoom:** Connie Henry, League of Women Voters

**Public Hearing**

Vice-President Codo called to order the public hearing on the fiscal year 2022 budget and appropriation at 6:03 p.m. Vice-President Codo stated the Budget & Appropriation Ordinance was prepared in tentative form and made available at the Winnetka Park District Administrative Offices and on the Park District website for the last 30 days. A notice was published in the Winnetka Talk newspaper January 13, 2022 regarding the hearing today. The total appropriation for all funds is \$27,296,160. Superintendent Crocker stated there have been two additions to the tentative budget since it was posted; a \$2,000 line item for computer services and \$11,268 for pro shop sales tax. He noted the tax levy is

not affected by these changes. Vice-President Codo opened the floor for public comment. No comments were received.

Commissioner Archambault made a motion to adjourn the hearing. Commissioner Rapp seconded the motion. A roll call vote was taken.

**Ayes:** Archambault, Codo, James, Rapp, Root, Seaman

**Nays:** None

**Motion carried**

The hearing adjourned at 6:06 p.m. and the regular meeting resumed.

### **CHANGES TO THE AGENDA**

Commissioner Archambault requested two items be added under Unfinished Business; a well at the golf course and coastal engineering and architectural proposals for advancement of the Tower Road dog beach.

### **FINANCIAL UPDATE**

Superintendent Crocker reported the 2021 year end reconciliation is not yet complete. Revenues are projected to be higher than original projections and expenses are less than budgeted. Preliminary fieldwork for the annual audit begins next week.

### **APPROVAL OF VOUCHERS**

Commissioner Archambault made a motion to approve the vouchers for January 20, 2022 for \$804,616.69. Commissioner James seconded the motion. Commissioner Seaman commented on annual legal expenses and asked staff to be prudent in their use of legal services in 2022. Executive Director Peterson acknowledged Commissioner Seaman's comments and highlighted the significant work completed in 2021. Following discussion, a roll call vote was taken.

**Ayes:** Archambault, Codo, James, Rapp, Root, Seaman

**Nays:** None

**Motion carried**

### **REMARKS FROM VISITORS**

Ms. Henry commented on the December 16, 2021 meeting minutes, stating she never received the revised budget, therefore the minutes should be changed.

### **APPROVAL OF MINUTES**

Consent agenda to approve:

- Committee of the Whole Meeting Minutes of December 2, 2021
- Closed Session Meeting Minutes of December 2, 2021
- Regular Board Meeting Minutes of December 16, 2021
- Closed Session Meeting Minutes of December 16, 2021

Commissioner Archambault made a motion to approve the Consent Agenda as presented. Commissioner Rapp seconded the motion. Commissioner Root stated there were two errors in the December 16, 2021 minutes; an undescribed roll call on page 1 and an incomplete sentence on page 3. Following discussion the Regular Board Meeting Minutes of December 16, 2021 were removed from the Consent Agenda to be revised and presented for approval at the next meeting.

Commissioner Archambault made a motion to approve the Committee of the Whole Meeting Minutes of December 2, 2021, the Closed Session Meeting Minutes of December 2, 2021, and the Closed Session Meeting Minutes of December 16, 2021. Commissioner Rapp seconded the motion. A roll call vote was taken.

**Ayes:** Archambault, Codo, James, Rapp, Root, Seaman

**Nays:** None

**Motion carried**

## **COMMUNICATIONS**

Executive Director Peterson thanked the board for their approval of the resolution for John Thomas. He reported the resolution for was delivered to Mrs. Thomas and displayed during the funeral services. Executive Director Peterson recognized Commissioner Archambault for the thoughtful words he shared at the memorial service.

## **STAFF UPDATES**

**Kyle Berg, Superintendent of Recreation** – reported many winter programs are at maximum capacity. A few programs were cancelled due to low enrollment. Gullen's Pond is open for outdoor skating and Indian Hill Park will be opening soon. The first in-person meeting with the student athletes was held this week to discuss One Camp. Work is underway on an agreement with Northshore Trevian Youth Football. They have offered an equipment donation to improve field lighting at Skokie Playfield. The proposed intergovernmental agreement is still under review by District 36. A team has already committed to the Winnetka Parks Foundation 2022 Charity Kickball event. Lottery ticket sales began February 1 for one, three-year fenced-in motorized boat storage space.

**Libby Baker, Office Associate** – reported on the email sent to the including a spreadsheet outlining the year to date legal fees; following a meeting with Manager Krohe it was decided Dog Advisory Committee information would be posted with the Board meeting information until the new website is launched. The new website will include an update Dog Park/Beach page with links to committee meeting information.

**Molly Krohe, Marketing/Brand Manager** – offered to present a preview of the new website at the February committee meeting; reported additional changes need to be made to the new website for it to be ADA compliant. The new launch date is set for February 11 in

conjunction with the release of the spring brochure.

**Ania Cramer, Community Outreach/Business Development** – reported the Winnetka Parks Foundation met January 18; quarterly fundraising and recruitment events were discussed; two members have committed to officer positions; despite a delay in the mailing of the annual appeal letter, there has been a positive response; a new service provider will be used next year; she is working with Director Kutulas on a naming rights opportunity for the Tower Road Beach pavilion.

Commissioner Seaman commented on the professional appearance of the letter.

**Costa Kutulas, Director of Parks & Maintenance** – reported the Nick Corwin playground plan and Eagle Scout request are still in progress; platform tennis plans are moving forward and soil borings should be completed soon; staff submitted their comments on the golf course stormwater plans and meetings are scheduled with Jacobsen and the Village; the Elder + Centennial permit process is still underway; comments from the Village are being reviewed for the Elder stormwater discharge project.

## **UNFINISHED BUSINESS**

### **Golf Course Well**

Commissioner Archambault reminded the board of the Village's plan to significantly increase water rates annually through 2025. He recommended a well be installed while the course is under renovation. He suggested the board analyze the return on investment and discuss the pros and con. Commissioner James stated the Park District will receive a reduced water rate as a result of the stormwater intergovernmental agreements, but will still be affected by this increase. He concurred with the suggestion of a financial analysis to understand all the costs. In response to a question from Commissioner Codo about the use of potable water, Director Kutulas explained the district uses potable water versus gray water due to the volume needed, noting draining all the ponds would lead to other issues. He said the payback is likely less than ten years. Director Kutulas added it would be optimal to have a system in place when the course reopens after the renovation. Commissioner Archambault commented the expense would likely occur in the second or third quarter of 2023.

Director Kutulas will begin requesting quotes and exploring options. The topic will be addressed next month.

### **Coastal Engineering and Architectural Proposals**

Commissioner Archambault explained the need for information on creating a space for dogs to swim at Tower Road Beach, and to have some renderings created to share with the community.

In response to a question from Commissioner Seaman, Commissioner Root expressed the desire to keep Tower Road Beach friendly for people. She explained engineering may be necessary to plan for distinct dog and people swim areas. Commissioner Root added she and Commissioner Archambault contacted John Shabica who in turn suggested a steel groin at the north end of Tower Road Beach to separate the swim areas. He shared photos from another dog beach area, along with his preliminary comments.

Commissioner James expressed his support for engaging the services of Shabica & Associates, noting the Lakefront Advisory Committee recognized a safety issue at the south end of Tower Road Beach. As a result the Lakefront Master Plan includes safety improvements. He suggested the proposed improvements could be shifted north and would still mitigate the wave energy, as well as create separate dog and people swim areas, while addressing the Village's long term plan to repair their damaged pier. Commissioner Archambault reported the Village has plans for this repair to take place during 2022. Following discussion, Executive Director Peterson offered to email the full board the photos and comments from John Shabica.

## **NEW BUSINESS**

### **Budget & Appropriation Ordinance #588**

Commissioner Archambault made a motion to approve the FY 2022 Budget & Appropriation Ordinance #588 as presented. Commissioner James seconded the motion. Superintendent Crocker read the ordinance and recognized former Superintendent Berman for her work on the budget and ordinance. A roll call vote was taken.

**Ayes:** Archambault, Codo, James, Rapp, Root, Seaman

**Nays:** None

**Motion carried**

## **MATTERS OF THE DIRECTOR**

Executive Director Peterson reported the Northern Suburban Special Recreation Association will make a presentation to the board in February to explain their operations and express the value NSSRA offers its partner agencies; at the February committee meeting Scott Myers will present plans for the 2022 musical festival and request a financial contributions from the Park District; in the next 3-6 six months a formal agreement with the Village will be forthcoming for collaboration on the Green Bay Trail study; Station Park will host the 2022 Winnetka Farmers' Market; the Village is working with the railroad on renovations of the Hubbard Woods train station area, the Village suggested the Park District keep ideas for programming at Gage Street, Tower Court, and Hubbard Woods in a holding pattern until Village and Metra renovations are complete; in consideration of current health conditions, several staff have elected not to attend the IAPD/IPRA conference.

## **BOARD LIAISON REPORTS**

### **School District 36**

Commissioner Rapp reported the school board held a special session and has agreed to start talking about the proposed referendum to gauge community interest; this initiative is being led by the school board; they are willing to speak to the park board to share information and answer questions.

### **Parks Caucus**

Commissioner Seaman reported Kristin Kalter will remain the Parks Committee Chair for 2022; he will be meeting with her in the next few weeks. Commissioner Seaman will contact each board member individually to discuss Caucus topics.

### **Dog Beach/Dog Park Advisory Committee**

Commissioner Root reported on the committee meeting held January 12; she thanked the board for their support to receive proposals for coastal engineering services; Village President, Chris Rintz participated and expressed support of a dog beach at Tower Road noting it would require a new lease agreement between the Park District and Village; Mr. Rintz noted the projected cost of the pier improvement is \$750k; Superintendent Berg is contacting neighboring park districts to facilitate reciprocity while the dog beach is closed; a sub-committee is identifying potential concerns the community may have and is crafting responses; the next meeting will be February 2.

Commissioner Seaman stated asked if anyone has discussed the rising costs of projects, Archambault he has not mentioned it specifically, but he is aware. We need to be aware of potential increases.

Commissioner Lussen joined the meeting via Zoom at 7:10 p.m.

### **New Trier High School**

Commissioner Codo reported the school cancelled final exam; gymnasium demolition costs increased 40% from the initial quote.

Commissioner James reported he received correspondence from the library seeking a joint meeting with the Village, Park District and library.

## **REMARKS FROM VISITORS**

None

## **CLOSED SESSION**

Commissioner Archambault made a motion to go into closed session at 7:13 p.m., pursuant to Sections 2(c) (5) and (6) of the Open Meetings Act to discuss the purchase or lease of real property for the use of the public body and the setting of a price for sale or lease of

property owned by the public body. Commissioner James seconded the motion. A roll call vote was taken.

**Ayes:** Archambault, Codo, James, Lussen, Rapp, Root, Seaman

**Nays:** None

**Motion carried**

### **RETURN TO OPEN SESSION**

Commissioner Archambault made a motion to return to open session at 7:39 p.m.

Commissioner James seconded the motion. A roll call vote was taken.

**Ayes:** Archambault, Codo, James, Lussen, Rapp, Root, Seaman

**Nays:** None

**Motion carried**

### **ADJOURNMENT**

Commissioner Archambault made a motion to adjourn the meeting at 7:40 p.m.

Commissioner Rapp seconded the motion. A roll call vote was taken.

**Ayes:** Archambault, Codo, James, Lussen, Rapp, Root, Seaman

**Nays:** None

**Motion carried**

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John Peterson, Board Secretary

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Date Approved



**Winnetka Park District  
Board Summary**

**Date:** February 22, 2022  
**To:** Board of Commissioners  
**Subject:** Policy Manual Review – Chapters 1-4  
**From:** Libby Baker, Office Associate  
**Through:** John Peterson, Executive Director

**Summary:**

Staff has completed the first review of chapters 1-4. Recommended changes, additions and deletions are noted in red. The redlined chapters are being presented for your review and commentary.

The initial recommended changes will be incorporated and presented to the Board at the March 10 COW meeting. As discussed at the February 10 Committee of the Whole meeting, this is an initial review. Additional changes may be made to these chapters during the review of future chapters. A tentative review schedule is outlined below:

**Chapters 1-4**

1<sup>st</sup> reading – February 24 Regular Board meeting  
2<sup>nd</sup> reading – March 10 Committee of the Whole meeting

**Chapters 5-7**

1<sup>st</sup> reading – March 24 Regular Board meeting  
2<sup>nd</sup> reading – May 12 Committee of the Whole meeting

**Chapters 8-13**

1<sup>st</sup> reading – May 26 Regular Board meeting  
2<sup>nd</sup> reading – August 18 Committee & Regular Board meeting

**Chapters 14-18**

1<sup>st</sup> reading - September 8 Committee of the Whole meeting  
2<sup>nd</sup> reading – September 22 Regular Board meeting

**Full Policy Manual**

Final review – October 13 Committee of the Whole meeting  
Board approval – October 27 Regular Board meeting

**END**

**WINNETKA PARK DISTRICT  
POLICY MANUAL  
CHAPTER 1**

**HISTORICAL SIGNIFICANCE**

- 1.01 History
- 1.02 Name of District
- 1.03 Statutory Authority
- 1.04 Names and Locations of Parks
- 1.05 Commissioners of the Winnetka Park District

## **1.00 HISTORICAL SIGNIFICANCE**

### **1.01 HISTORY**

#### **Winnetka – The Land of Beautiful Parks**

February 4, 1904 marked the first meeting of the Park District Board of Commissioners (“Park Board”). Attendees included Rev. Haarth, President; George Baker, Commissioner; Charles Thorne, Commissioner; C.W. Coman, Commissioner; H.A. DeWindt, Commissioner; Max Meyer, Treasurer; and Mary Busscher, Secretary. Tax funds were not available, so the commissioners formed a syndicate, which collected \$8,548.30 to purchase what is now Winnetka Station Park, and loaned the Park District \$300 for expenses. In June, 1904, the Winnetka Park District (“Park District”) acquired the park land through a referendum, and by August repaid the commissioners with interest.

Today, the Winnetka Park District manages 27 park sites totaling ~~236~~ 245 acres of park land within its boundaries. One of the most interesting and extensive land acquisitions is a 142-acre tract at Hibbard Road and Elm Street. Presently, it is one of the most valuable pieces of land in Cook County and the idea to acquire this tract developed when F.W. Burlingham donated it to the Winnetka Park District. There, a baseball diamond was laid out and the Park Board later acquired the adjoining 40 acres.

Winnetka Park District’s parks and facilities are well maintained and have inviting appearances. ~~They~~ The Winnetka Park District’s parks, facilities, programs, and services attract newcomers to the community. This vitality supports home sales and increases the value of Winnetka property. The Park District’s substantial land holdings, ~~the~~ broad distribution of park land, and ~~the~~ wide range and quality of ~~its~~ program offerings help to make ~~the~~ Winnetka Park District a top district for its size.

#### **OVERVIEW OF OPERATIONS(?)**

##### **Recreation**

The Park Board initiated a master plan study of the Skokie Playfields in 2007 with consulting support from The Lakota Group. Information gathered through Park District- and Lakota Group-led studies resulted in an initial plan to improve the Skokie Playfields outdoor athletic facilities. Once the Park Board agreed to the proposed improvements, the Winnetka community was engaged to help finalize the plan. Final details were adopted to form the Skokie Playfields Master Plan, which was approved by the Park Board in 2010.

Construction of playfield improvements began in 2012. This included installing a sizeable water management system to provide underground storage for nearly four (4) million gallons of rain water runoff, a retention capacity eight (8) times greater than regulatory standards established by the Metropolitan Water Sanitary Reclamation District. The vault system stores and filters the runoff water which, in turn, is used to fill the golf course ponds and irrigate the four ball fields and the reconfigured golf driving range (to be discussed later). Bio-swales were designed throughout the athletic field complex to assist with the water management program.

Two synthetic turf athletic fields also were installed to provide year-round extended play and recreation programs. Prior to the two turf fields, play typically took place May through November, subject to acceptable playing conditions. The turf fields allows for year-round play. Cold water drinking fountains, restrooms, a playground for youth, and a patio picnic area were installed to enhance the facilities.

Also in 2012, the Skokie Playfield Service Center received cosmetic improvements and necessary upgrades to the parking area and outdoor façade. A new fence line also was built.

### **Lake Front Acquisitions and Beaches**

Early settlers gradually bought the desirable and expensive lakefront properties for homes. They acquired riparian rights and reserved the adjoining beach areas for their own private use. This left very few public beaches, and the only truly accessible public beach was ~~from~~ Tower Road Beach.

In 1905, the Park Board identified the need to acquire more beach front property. They sought to purchase more beaches along Sheridan Road at the north end of Maple Street to what is now Maple Street Beach. A referendum was passed to purchase the entire piece of property. Through the ingenious efforts of W.C. Boyden, the commissioners were able to pay \$28,250 at the rate of \$120 per foot of frontage to purchase the property. His unique idea was to sell subscriptions for the purchase of this park, similar to the method used in buying the Station Park, therefore lowering the cost by about \$4,000. Although “Lake Front Park” (now called Maple Street Park) was bought in 1905, most improvements to the park were delayed until 1910.

In 1910, a beach house was built and Maple Street Beach was officially opened for swimming.

In 1958, a small beach at the end of Elder Lane was officially opened for public use.

In 1961, the Park Board acquired 720 feet of lakefront, south of the Tower Road Power Plant, as well as ~~10~~ **ten** acres of wooded land now known as Lloyd Park. A bond referendum was passed to finance the purchase. The property was developed for \$475,000; \$345,000 for the acreage with the remaining \$130,000 for a beach house, maintenance, park attendants, boat-launching facilities, boat racks, life guards, and park and picnic grounds. Lloyd Park officially opened July 15, 1963.

In 1969, the Park Board purchased ~~for \$550,000~~, its fifth lakefront property between Sheridan Road and Fuller Lane, named Centennial Park. The park is comprised of five acres. ~~The property was purchased for \$550,000.~~

~~In 2016, the Commissioners of the Park Board adopted a master plan process for all five lakefront parks. This master plan process was led by a citizens committee which engaged the community, developed comprehensive and multifaceted site plans and made recommendations to the Park Board on priorities of the implementation plan. The resulting Lakefront Master plan titled Winnetka Waterfront 2030 will be the principal guide for lakefront improvements into the future. In 2016, the Park Board unanimously approved the Winnetka Waterfront 2030: Lakefront Master Plan, a process to improve and enhance the parks and beaches at each of the five lakefront properties.~~

## **Golf**

In 1915, ~~forty~~ **40** acres known as Skokie Playfield was purchased. The Park Board decided to set aside ~~thirty~~ **30** acres of this tract for a nine-hole golf course. Construction of the course began in early 1916, and opened for play in July of the same year.

An immediate success, the Park Board recognized the need for a larger course. In 1916, ~~forty~~ **40** additional acres were acquired through a generous donation by Mr. and Mrs. Ayers Boal Sr. and an additional nine holes was created. In 1919, a full ~~eighteen~~ **18**-hole golf course opened to the public.

In 1932, the need for a new golf clubhouse was identified. Architects were hired and the clubhouse opened in June, 1934. Improvements to the course were made throughout the next ~~thirty~~ **30** years ~~that to~~ included paths, water fountains, drainage, irrigation, etc.

In 1959, the ~~Winnetka~~ **Winnetka** Park District and ~~the~~ **the** Village of Winnetka signed a lease for the west half of a ~~forty~~ **40** acre tract located north of Willow Road and west of Hibbard Road for the construction of a Par 3, ~~9~~ **nine**-hole golf course.

In 1982, the ~~Winnetka~~ Park District created a long range master plan for its golf operations. The plan called for a complete renovation of the 18-hole ~~championship~~ and Par 3 golf courses over a 10 - 15 year period. ~~Since~~ ~~After~~ the master plan was adopted, the ~~leased~~ Par 3 land, ~~which had been leased~~, was purchased from the Village of Winnetka in 1985.

In 1985, a 30-station driving range was built. ~~and~~ ~~Lights~~ were added ~~to the range~~ in 1997. ~~A major renovation of the driving range was undertaken in 2014 which consisted of new target greens, tee boxes and accommodations related to better stormwater flood control.~~

In 1991, the current clubhouse was constructed.

In 1993, the ~~Winnetka~~ Park District purchased the “Morrow Property”, a residential home ~~that was~~ nestled amongst the ~~5<sup>th</sup>~~ ~~fifth~~ hole on the Par 3 Golf Course. The space was later developed to accommodate a winter sled hill in 2013. ~~To complement this amenity, an outdoor refrigerated ice rink was added in 2015 to the south of the indoor ice rink to enhance winter programming of the park district.~~

In 2007, work began on a comprehensive facelift to the 18-hole championship course. Major improvements included a new triple-row irrigation system, ~~a~~ new pump house, eight new tee complexes and ~~a total of~~ 18 new (or renovated) bunkers.

~~A major renovation of the driving range was undertaken in 2013, when the driving range was reconfigured to provide above-ground rain water run-off storage capacity. A year later, improvements were made to the range by reconfiguring a new line of driving range bays, a shelter for lessons, and new target greens. As previously noted, the water storage system allowed the driving range to be irrigated to assist in keeping quality turf on the golf ball landing surfaces.~~

### **Golf Service Center**

In 2015, with enhanced golfing facilities and amenities, the Park Board unanimously voted to improve the golf maintenance facility and replace aging vehicles/equipment pieces. Fairway rotary mowers, sand pro vehicles for trap maintenance and care, utility vehicles used to transport staff and haul equipment and supplies, and other items have been, and continue to be, replaced on an as-needed basis. ~~Work to the facility included elevating the foundation to address flood risks, installing bays to allow staff to complete vehicle maintenance, including the ability to wash the vehicles, and adding storage space to ensure dry storage of golf course seed and fertilizer.~~

## Indoor Tennis

In 1962, one of the first indoor tennis facilities in the Chicago area was built in Winnetka. It contained two clay courts, dressing rooms and spectator seats. The funds for construction were provided by Mr. and Mrs. Arthur C. Nielsen Sr., "as a means of expressing their appreciation of the privilege of living in Winnetka since 1922."

In anticipation of high demand, the structure was designed to facilitate more indoor courts. In 1964, two more courts were added.

The courts were overwhelmingly popular and the Winnetka facility was unable to meet the demand ~~with four courts~~. The solution was to double the existing number of courts. Construction funds were again provided by Mr. and Mrs. Arthur C. Nielsen, Sr., and the ~~expansion construction~~ of four additional courts and support facilities was completed in 1975. ~~In 1975, the opening of~~ The new tennis facility was named in honor of Mr. and Mrs. Arthur C. Nielsen, Sr., thanking them for their ~~significant,~~ generous support.

The parking lot serving the tennis courts and administration facilities was redesigned in 2012 to improve traffic flow and add parking.

In need of a major renovation to update the existing facilities, the Park Board implemented a \$2.0M buildout ~~in 2013~~, adding ~~a~~ lobby area and a player lounge, installing men's and women's locker rooms, and adding staff offices. Cash balances (\$800,000) paid a portion of these improvements. Another \$1.4 million was borrowed from a local bank. Loan payments have been made using the revenues generated from tennis operations. ~~in 2013~~.

## Outdoor Tennis

Outdoor tennis courts adjoining the indoor complex were constructed ~~in 1960. described above in 1960~~. The total number of exterior courts grew to ~~12~~ twelve ~~which and~~ has served as center stage ~~of for~~ the annual USTA Nielsen Pro Tennis Championship Tournament since 1984.

In 2016-2017 outdoor tennis courts 8-12 were completely renovated through a generous donation from the Theodore Eckert Foundation.

## Ice

~~In 1939,~~ A regulation-size ice hockey rink was constructed ~~in 1939~~ at ~~the~~ Indian Hill Park. It was moved to the Skokie Playfield in 1950 and lighted.

~~In 1941, A small ice rink was built in 1941, east of the current tennis courts at Skokie Playfield, and was later enlarged to the size of a tennis court. It was then moved from Skokie Playfield and placed inside the north bank of the outdoor tennis courts~~ When additional outdoor tennis courts were built in 1960, the rink was moved inside the north bank of the outdoor courts.

~~In 1969, a survey was conducted by~~ The Winnetka Skating Association conducted a community survey in 1969. The findings revealed ice skating was ranked third in popularity, just behind swimming and golf. 76 percent of the residents interviewed had a favorable opinion toward the building of an indoor skating facility.

In 1970 and 1971, the Winnetka Caucus platform recommended ~~that~~ the Park Board consider building an indoor ice rink financed through the sale of ~~R~~revenue ~~B~~bonds. The Park Board moved forward with the sale of \$500,000 of revenue bonds to finance such a facility. The Winnetka Ice Arena was completed in the summer of 1972.

The first year of operation proved highly successful. ~~There was A~~ sufficient surplus ~~was~~ generated, and the Park Board approved the sale of an additional \$120,000 of ~~R~~revenue ~~B~~bonds in 1973 to finance improvements in the facility consisting of Plexiglas enclosures above dasher boards, construction of bleachers, remodeling of the locker room, refreshment booth, etc. ~~During the years 1974 and 1975, Operations during 1974 and 1975 of the ice arena~~ did not produce sufficient profit to meet ~~its~~ interest payments and scheduled bond principal retirement.

Between 1975 and 1979 the ~~Ice Arena's~~ demand for more ice time for ~~both~~ hockey and figure skating increased significantly. During the same period time, the rise of utility rates increased so fast ~~that~~ the revenue from usage ~~did could~~ not keep up with the increase in operating expenses. The ~~ice arena fees program and user fees~~ were not able to cover the operating costs and bond retirement. The ice arena was barely meeting operating costs and was falling behind in the reserves needed to retire the revenue bonds.

In 1979, 1981 and 1983, the ~~Winnetka~~ Park Board and ~~the a~~ Citizen Committee sent letters to revenue bond holders asking them to donate their bonds as a community service to help relieve the financial problem. ~~at the Ice Arena:~~ The community answered the call for financial help by donating ~~over more than~~ \$250,000 in revenue bonds. An additional \$150,000 was generated by golf tournaments, skate-a-thons and cash contributions.



By 1990, the ice arena's financial condition had improved and operating costs as well as capital improvements were able to be funded by ice revenues, with a sufficient surplus and reserves to be set aside.

~~In 2000,~~ The ice arena underwent a substantial renovation in 2000. Major elements of this upgrade included replacement of the ice surface floor and replacement of the refrigeration system.

With community demand for a reliable outdoor ice skating opportunity, a fundraising effort was undertaken to finance the an adjoined artificial ice rink located to on the south side of the indoor ice facility. This rink was opened to the public for the first time in the winter of 2014.

### **Platform Tennis**

In 1974, members of the Winnetka Tennis Association asked the Winnetka Park Board to consider construction of two outdoor paddle tennis courts. A feasibility study was conducted in 1975.

In 1976, the Winnetka Paddle Tennis Committee of the Winnetka Tennis Association presented to the Winnetka Park Board \$20,873. as a result of the group's fund raising efforts. The funds were raised through the sale of advance season membership, permanent court times and gifts, and were used for the construction of courts one and two.

~~In 1977 and 1978,~~ A third and fourth court were constructed in 1977 and 1978 respectively. This expansion was repeated in 2007 when the fifth and sixth courts were added to the facility. Two more courts were added in 2007, bringing the total number of courts to six.

In need of replacement, the original paddle facility was replaced in 2004. The "Hut" construction work cost \$400,000. in 2004. This major initiative was partially funded by the Winnetka Paddle Tennis Club, which boasts the largest membership of its type in the country.

With significant financial support from, and collaboration with, the Winnetka Platform Tennis Club, the Park District completed the following enhancements to the platform tennis facilities:

- 2012: all court surfaces were reconditioned and repainted
- 2013: a new lighting system was installed for all six courts
- 2014-15: a new court heating system was installed, court screening was replaced, new wind screens were added, court superstructures

were repainted, all courts were resurfaced, and the hut was remodeled with new counters, furnishings, carpeting, and painting.

### **Parks Maintenance and Golf Maintenance**

In 2006, plans were initiated to create a new service center for the Parks Maintenance Department. After significant Park Board discussion and community involvement, a new parks maintenance building was erected behind the Village of Winnetka's Public Works facilities. Construction of the new structure began in 2009 and was completed in 2010 at a cost of \$4 million.

The building received an Leadership in Energy and Environmental Design (LEED) certification, a set of rating systems for the design, construction, operation, and maintenance of a structure and the application of processes that are environmentally responsible and resource-efficient throughout a building's life-cycle: from planning to design, construction, operation, maintenance, renovation, and demolition.

At the time of its completion, the LEED certification for the Parks Maintenance facility represented one of only a small handful of such buildings in the community and adjacent communities.

### **1.02 NAME OF DISTRICT**

The official name and address of this Park District shall be:

**THE WINNETKA PARK DISTRICT  
540 HIBBARD ROAD  
WINNETKA, ILLINOIS 60093**

### **1.03 STATUTORY AUTHORITY**

Illinois park districts, which abound throughout the state, are units of local government. Under Illinois law, residents of any territory having a population of less than 500,000 residents are authorized to form a park district, which thereafter have the ability to create and maintain park programs and facilities and levy taxes.

Park districts are formed for the primary purpose of providing recreation services and acquiring and developing land necessary to meet that legislative authority. Park districts are not responsible to provide other municipal services, such as streets, sanitation, sewage, police and fire protection, etc.

Illinois park districts do not have to be coterminous with the boundaries of a city or village. Territory outside of the Village of Winnetka may be included in the park district, permitting better community service and increasing real estate tax revenue potential. ~~Also, P~~ark districts can remain removed from the politics of other units of local government as they are independent entities, separate and distinct from the village, county, libraries and schools. By establishing a separate park district, Winnetka’s resident founders established a level of protection for the Village’s park land, programs, and facilities not available to communities operating with only a village-controlled parks and recreation department.

A park district is an agency through which, in part, the people of the state/district carry on government, but it is not purely local in function. ~~The A~~ park district’s property is held in trust for the use of the people of the state at large and not for the exclusive use of the people of the district. *Quinn v. Irving Park District*, 207 Ill. App. 449 (1st Dist. 1917).

A park district is a creation of the legislature and has no inherent powers, but only such powers as have been granted it by the legislature, or as are necessarily implied to affect the powers specifically granted.

The Winnetka Park District is a unit of local government, duly organized on September 22, 1903, under an act of the General Assembly of the State of Illinois, entitled "An Act to Provide for the Organization of Park Districts, and the Transfer of Submerged Lands to Those Bordering on Navigable Bodies of Water," approved June 24, 1895, and acts amendatory thereof. Park districts formed under this Act were known as "Submerged Land Park Districts."

In 1947, the legislature enacted "The General Park District Code" This was the first step ~~in codification of to codify~~ laws pertaining to park districts of less than 500,000 residents and it incorporated all the basic laws for the three different types of park districts existing at that time. The 1895 Act, under which the Winnetka Park District was organized, was repealed, and the Winnetka Park District became a "General Park District."

**1.04 NAMES AND LOCATIONS OF PARKS (owned & leased)**

| <u>NAME OR PARK</u>                       | <u>ACRES</u> | <u>LOCATION</u>                     |
|---|--------------|-------------------------------------|
| 1. Arborvitae                             | .09          | N.W. Corner Elm St. and Arbor Vitae |
| 2. Bell Woods                             | 3.57         | Bell Lane and Tower Road            |
| 3. Robert E. Burke<br>— Memorial Park (V) | .23          | Green Bay Road and Church Street    |

|                                |        |   |
|--------------------------------|--------|---|
| 4. Centennial Park             | 5.22   | 225 Sheridan Road                       |
| 5. Village Green               | 3.3    | Elm to Oak, Maple to Cedar Street       |
| 6. Crow Island Park            | 17.91  | Willow to Sunset, Euclid to Glendale    |
| 7. Franklin Dunbaugh<br>— Park | 1.42   | Northside of Hubbard Place              |
| 8. Dwyer Park                  | 1.23   | Elm to Oak, Birch to Dwyer Court        |
| 9. Nick Corwin Park            | 6.05   | West of Grove at Edgewood Lane          |
| 10. Elder Lane Park            | 4.56   | East of Sheridan at Elder Lane          |
| 11. Glencoe Park               | .39    | Woodlawn and Glenwood                   |
| 12. Happ Road Park             | .38    | Happ Road & Holder Lane, Northfield     |
| 13. Hill Road Park             | .30    | Green Bay Road to Railroad at Hill Road |
| 14. Hubbard Woods Park         | 1.38   | Merrill to Gage, Linden to Railroad     |
| 15. Indian Hill Park           | 3.36   | Hill to Winnetka Ave., east of Railroad |
| 16. Maple Street Park          | 3.00   | East of Sheridan at Maple Street        |
| 17. Library Park               | .26    | Oak to Green Bay, east of Library       |
| 18. Lloyd Park                 | 9.53   | East of Sheridan at Lloyd Place         |
| 19. Merrill Park               | .13    | Merrill Street and Gordon Terrace       |
| 20. Northfield Park            | 1.99   | Eden's Pkwy. to Lockwood at Sunset      |
| 21. Sheridan Park (V)          | 1.20   | Park Lane to Maple at Sheridan Road     |
| 22. Skokie Playfield           | 162.01 | West of Hibbard, Pine to Oak            |
| 23. Tower Road Park            | 3.75   | East of Sheridan at Tower Road          |
| 24. West Elm Street Park       | 3.74   | Spruce to Elm, Berkeley to Glendale     |
| 25. Station Park               | .83    | Elm to Oak at Green Bay Road            |
| 26. Green Bay Trail(V)         | 9.38   | Wilson Ave. and Maple St.               |

| <u>PARKS/FACILITIES</u>    | <u>ADDRESS</u>               | <u>ACRES</u> |
|----------------------------|------------------------------|--------------|
| 1. Arborvitae Park         | 713 Elm Street               | .09          |
| 2. Bell Woods              | 1380 Tower Road              | 2.57         |
| 3. Centennial Park/Beach   | 225 Sheridan Road            | 5.22         |
| 4. Crow Island Woods       | 1140 Willow Road             | 17.01        |
| 5. Dwyer Park              | 521 Birch Street             | 1.24         |
| 6. Elder Lane Park/Beach   | 299 Sheridan Road            | 4.56         |
| 7. Franklin Dunbaugh Park  | 1035 Hubbard Place           | 1.42         |
| 8. Glencoe Park            | 156 Glenwood Ave., Glencoe   | .39          |
| 9. Green Bay Trail (V)     | 400 Maple Street             | 9.38         |
| 10. Happ Road Park         | 1722 Holder Lane, Northfield | .38          |
| 11. Hill Road Park         | 240 Green Bay Road           | .30          |
| 12. Hubbard Woods Park     | 939 Green Bay Road           | 1.38         |
| 13. Indian Hill Park       | 131 Wilson Street            | 3.36         |
| 14. Library Park           | 768 Oak Street               | .26          |
| 15. Lloyd Park/Boat Launch | 799 Sheridan Road            | 9.47         |

|  |                               |        |
|--|-------------------------------|--------|
| 16. Maple Street Park/Beach              | 725 Sheridan Road             | 3.00   |
| 17. Merrill Park                         | 1101 Merrill Street           | .14    |
| 18. Nick Corwin Park                     | 1550 Edgewood Lane            | 6.05   |
| 19. Northfield Park                      | 240 Lockwood Ave., Northfield | 1.98   |
| 20. Parks Service Center                 | 1380 Willow Road              | 1.24   |
| 21. Robert E. Burke<br>Memorial Park (V) | 265 Church Road               | .33    |
| 22. Sheridan Park (V)                    | 720 Sheridan Road             | 1.20   |
| 23. Skokie Playfield                     | 540 Hibbard Road              | 162.01 |
| 24. Station Park                         | 754 Elm Street                | .83    |
| 25. Tower Road Park/Beach                | 899 Sheridan Road             | 3.75   |
| 26. Village Green                        | 525 Maple Street              | 3.36   |
| 27. West Elm Street Park                 | 1155 Elm Street               | 3.74   |

(V) Denotes properties owned by the Village of Winnetka but which are governed, managed, maintained and programmed by in collaboration with the Winnetka Park District.

#### 1.05 COMMISSIONERS OF THE WINNETKA PARK DISTRICT

|                    |           |
|--------------------|-----------|
| F. J. Haarth       | 1904-1919 |
| George Baker       | 1904-1906 |
| C.W. Coman         | 1904-1908 |
| Charles S. Thorne  | 1904-1912 |
| H. A. DeWindt      | 1904-1909 |
| Horace M. Capron   | 1906-1911 |
| Gustaf Nelson      | 1908-1912 |
| John L. Hamilton   | 1909-1914 |
| Morris L. Greeley  | 1910-1916 |
| 2nd Term           | 1918-1923 |
| J. Willard Bolte   | 1911-1916 |
| James F. Porter    | 1911-1915 |
| George W. Gordon   | 1912-1917 |
| John R. Leonard    | 1914-1918 |
| Edward B. DeGroot  | 1914-1914 |
| Louis Kuppenheimer | 1914-1917 |
| Edward S. Rogers   | 1916-1921 |
| William S. Elliot  | 1916-1920 |
| Arlan W. Converst  | 1917-1929 |
| Archibald A. Beebe | 1917-1918 |
| Lawrence Howe      | 1917-1918 |

COMMISSIONERS OF THE WINNETKA PARK DISTRICT (Cont'd.)

|                        |           |
|------------------------|-----------|
| John Stuart            | 1918-1923 |
| Wallace D. Rumsey      | 1920-1925 |
| James A. White         | 1921-1927 |
| Carl H. Zeiss          | 1923-1929 |
| George B. Massey       | 1923-1931 |
| Sidney Wellbeloved     | 1925-1937 |
| John Edgar Freeman     | 1927-1933 |
| L.H. Bouscaren         | 1928-1929 |
| Hobart P. Youngs       | 1929-1935 |
| Harry J. Dunbaugh      | 1929-1935 |
| 2nd Term               | 1938-1939 |
| John C. Nevins         | 1931-1939 |
| Edwin H. Clark         | 1933-1938 |
| Dr. Davies Lazear      | 1935-1941 |
| W. O. Kurtz            | 1935-1941 |
| Arthur S. Lytton       | 1937-1941 |
| Denison B. Hull        | 1939-1945 |
| Ralph K. Rockwood      | 1939-1944 |
| Rollin D. Wood         | 1941-1947 |
| J. Roy West            | 1941-1942 |
| Louis H. Northrop      | 1941-1947 |
| William H. Rothermel   | 1942-1949 |
| Bob W. Anderson        | 1944-1946 |
| Beatrice F. Williams   | 1945-1951 |
| Joseph C. Houston, Jr. | 1946-1953 |
| C.M. Biddle, Jr.       | 1947-1953 |
| Ralph D. Huszagh       | 1947-1947 |
| Richard C. Lewis       | 1947-1955 |
| Guilford R. Windes     | 1949-1955 |
| Helen F. Anderson      | 1951-1957 |
| Kenneth A. Rouse       | 1953-1956 |
| Henry W. Persons       | 1955-1955 |
| Calvin F. Selfridge    | 1953-1959 |
| Robert N. Bayless      | 1953-1959 |
| Raman W. Stultz        | 1955-1961 |
| Morris K. Wilson       | 1956-1961 |
| Roger K. Ballard       | 1957-1963 |
| John A. Beierwaltes    | 1959-1965 |
| Robert J. Urban        | 1960-1965 |
| Walter L. Cherry       | 1961-1967 |

COMMISSIONERS OF THE WINNETKA PARK DISTRICT (Cont'd.)

|                        |           |
|------------------------|-----------|
| Barbara Robertson      | 1961-1967 |
| Donald Erickson        | 1963-1969 |
| James Bateman, Jr.     | 1965-1971 |
| Joseph R. Varley       | 1965-1971 |
| Frank R. Belmont       | 1967-1973 |
| Harold I. Orwig        | 1967-1973 |
| Kenneth L. Fox, Jr.    | 1969-1975 |
| John D. Ingram         | 1971-1977 |
| Paul H. Lee, Jr.       | 1971-1977 |
| George F. Greve        | 1973-1979 |
| Eugene T. Detmer       | 1973-1974 |
| Virginia O. Schoder    | 1974-1975 |
| Edith M. McKee         | 1975-1979 |
| Walter V. Holt         | 1975-1981 |
| W. Barker French       | 1977-1978 |
| Margot H. Tukey        | 1977-1980 |
| William W. Graham      | 1978-1980 |
| Ike Oberman            | 1979-1983 |
| Raymond A. Zanarini    | 1979-1983 |
| Carolyn A. Nelson      | 1979-1983 |
| James Kruempelstaedter | 1979-1983 |
| Peter Dickinson        | 1980-1985 |
| Charles Rammelt        | 1980-1985 |
| Jean B. Schreiber      | 1981-1993 |
| Earle Metzger          | 1983-1987 |
| Rocky Barber           | 1983-1987 |
| Kenneth Chalmers, Jr.  | 1983-1987 |
| Denison B. Hull        | 1983-1987 |
| Vernon Funk            | 1983-1987 |
| Peter McNerney         | 1985-1989 |
| Bruce Stevens          | 1985-1989 |
| Elizabeth Ramsdell     | 1987-1991 |
| Thomas Russell, Jr.    | 1987-1991 |
| Robert Linn            | 1987-1991 |
| Mariangela Dahl        | 1987-1995 |
| Ron Bess               | 1989-1993 |
| Dick Golden            | 1989-1993 |
| Peter Butler           | 1991-1992 |
| Mary Garrison          | 1991-2007 |
| Charlie Baby           | 1991-1995 |

COMMISSIONERS OF THE WINNETKA PARK DISTRICT (Cont'd.)

|                             |           |
|-----------------------------|-----------|
| Robert Linn                 | 1992-1993 |
| Houstoun Clinch             | 1993-2001 |
| Joseph Dooley               | 1993-2003 |
| Peter Wemple                | 1993-2001 |
| Barbara Williams            | 1993-1997 |
| Leonard Wood                | 1995-1997 |
| Bill Kanzer                 | 1995-1998 |
| Ken Roffe                   | 1997-2001 |
| James Egan                  | 1999-2000 |
| Leslie Maguire              | 1997-1998 |
| Bill Murphy                 | 1997-2007 |
| Mariangela Dahl             | 2000-2001 |
| Zane Smith                  | 2001-2007 |
| Carolyn Kurtz               | 2001-2009 |
| Julia Hanna Goodman         | 2001-2005 |
| Ian Sherman                 | 2001-2009 |
| Susan Snyder                | 2003-2011 |
| John Thomas                 | 2005-2009 |
| Julie Hanna Goodman         | 2007-2008 |
| Bob Vanden Bosch            | 2007-2011 |
| Richard Pierce              | 2007-2015 |
| John DiCola                 | 2009-2013 |
| Brad McLane                 | 2009-2017 |
| Ed Harney                   | 2009-2015 |
| Geri Kahnweiler             | 2009-2017 |
| John Thomas                 | 2011-2019 |
| Ian Larkin                  | 2011-2019 |
| Teresa Claybrook            | 2013-2021 |
| Arthur "Mickey" Archambault | 2015-     |
| John Peterson               | 2015-2020 |
| Warren James                | 2017-     |
| Eric Lussen                 | 2017-     |
| Christina Codo              | 2019-     |
| Colleen Knupp               | 2019-2021 |
| David Seaman                | 2020-     |
| Cynthia Rapp                | 2021      |
| Colleen Root                | 2021      |



**END**

2019 Tracking

Review and Update

January 10, 2019

Board First Reading:

February 28, 2019

Board Second Reading & Adoption:

March 21, 2019

Review Due:

January 2022

Notes:

**WINNETKA PARK DISTRICT  
POLICY MANUAL  
CHAPTER 2**

**PURPOSE, OBJECTIVES, AND PHILOSOPHY**

- 2.01 Introduction
- 2.02 Philosophy of the District
- 2.03 Mission Statement
- 2.04 Purpose and Objectives
- 2.05 Responsibilities
- 2.06 Safety **Policy** Statement

## **2.00 PURPOSE, OBJECTIVES, AND PHILOSOPHY**

### **2.01 INTRODUCTION**

Since the **Winnetka** Park District was formed in 1904, the delivery of recreational activities has become an increasingly complex undertaking. Laws and regulations governing Illinois units of local government, and the scope and cost of maintaining recreational property and facilities and delivering recreational programming have grown **continuously significantly** since the **Park** District's formation. As a result, continuity of administration is essential. For this purpose, specific policies of the **Winnetka** Park District have been codified **herein** to serve as a guide to the Park Board and the **Park** District's administrators.

From time to time, federal, state, local laws and regulations impacting park district operations are added, modified and repealed. As changes occur, **they changes** need to be studied, incorporated and applied by **the** Park **District's B**oard, staff and professionals to ensure the Park District's compliance by those involved in conducting the affairs of the **Winnetka** Park District.

### **2.02 PHILOSOPHY OF **THE** DISTRICT**

Leisure experiences, whether enjoyed through programmed activities or individually experienced, promote creative human growth through fulfillment of fundamental needs, acceptance, recognition, sense of belonging, feeling of human adequacy, security, creative expression, and other profound and universal elements of personal development. The provision of opportunities for the healthy and constructive use of leisure time is essential to a democratic society. The nature of a democratic society suggests that of paramount importance are: first, the personal worth and human dignity of the individual; second, a faith in the intelligence of human beings and the need to encourage people to make a personal contribution to the society in which they live; third, individuals must have opportunities to develop their potential to the highest degree; and fourth, the welfare of the people is determined by their acceptance of the common good as their aim.

The provision of recreation services creates positive opportunities for: (i) people to share with each other; (ii) development of leadership capacities; (iii) people to learn new skills for present and future enjoyment; and (iv) people to meet responsibilities to each other and to society.

### **2.03 ~~WINNETKA PARK DISTRICT~~ MISSION STATEMENT**

The ~~Winnetka~~ Park District's mission is to provide a balance of quality recreational and leisure opportunities, while protecting assets, natural resources, and open space for the benefit of present and future generations.

### **2.04 ~~PURPOSE, AND OBJECTIVES, AND PHILOSOPHY~~**

It shall be the purpose and objective of the ~~Winnetka~~ Park District to provide wholesome and meaningful facilities and recreation programs for family and individual benefit without regard to race, color, religion, sex, sexual orientation, national origin, ancestry, age, marital status, physical or mental disability, military status, unfavorable discharge from military service, pregnancy, personal beliefs, or economic status.

Consistent with the above statement, the ~~Winnetka~~ Park District shall endeavor, within its financial resources, to plan, procure, develop and maintain park and recreational resources and to provide the public with opportunity for using its leisure time.

When it is determined by the Park Board to be in the interest of the residents of the Park District, the Park District may build and maintain facilities using in whole or in part, such revenues derived from the operations of a special facility.

The ~~Winnetka~~ Park District will provide said services at such costs ~~as are~~ consistent with the policies set forth regarding the establishment of fees and charges.

It shall be the ~~Winnetka~~ Park District's goal to establish opportunities that are personally satisfying. Such opportunities will be directed toward self-fulfillment, ~~and~~ physical fitness, ~~and the~~ intellectual and cultural development of the individual.

Recognizing ~~that~~ a harmonious relationship between ~~man~~ ~~an individual~~ and nature is crucial to human life, the ~~Winnetka~~ Park District is committed to helping people enjoy, understand, appreciate, protect, and strengthen their ties with the natural environment.

Opportunities for social, physical and cultural development, including sports, outdoor activity, the performing and visual arts, and all significant leisure interests will be encouraged and promoted.

The ~~Winnetka~~ Park District also recognizes ~~that~~ its services do not stand alone; ~~that~~ they are closely related to social planning, housing, health and welfare, the business, political, cultural, and spiritual community, all functions of government, and to education in all of its settings.

Consequently, it shall be the continuing policy of the ~~Park~~ Board to seek the cooperation, support and assistance of all such interests, and to make the public a partner in its work.

## **2.05 RESPONSIBILITIES**

Through the laws of the State of Illinois and the oath of office ~~that~~ each ~~Park~~ Board member must take, ~~Winnetka Park District's Board of Commissioners~~ are committed to the betterment of the ~~Winnetka~~ Park District's residents and stakeholders.

The ~~Board of~~ ~~Park Board Commissioners~~ has the legal responsibility for the acquisition and development of its public parks, facilities and programs, and for the regulated conduct of its users. Social responsibility is necessary to all people who look to the leisure activities and facilities as an opportunity for growth and development for young and old alike.

Economic responsibility is evident, since there is a direct relationship between good parks and the community's standard of living, plus the maintenance of high property values that accompany a well-respected community. The ~~Park Board~~ is committed to discharging its functions completely and impartially in the interests of the greatest good to the greatest number at all times.

The ~~Park Board~~ shall be committed to contributing in a positive way toward the aesthetics of the community and adding its contribution to the urban form, that is, the shaping of a suburban environment. The ~~Park District~~ believes ~~that~~ the development of a community with strategically placed green belts, open space buffer strips, and park land for passive and active use ~~will~~ add to the quality of neighborhoods and contribute to the total composition of a community.

## **2.06 SAFETY POLICY STATEMENT**

The ~~Winnetka~~ Park District wishes to provide a safe work place to its employees and safe recreation to the public. It is the ~~intention~~ of the ~~Winnetka~~ Park District to develop, implement and administer a safety and comprehensive loss control program. In all of our assignments, the health and safety of all should be of paramount consideration.

The Park District's goal is for the agency's ~~that~~ personnel at all levels ~~shall~~ to make safety a matter of continuing and mutual concern, equal in importance with all other operational considerations, and that Supervisors will endeavor to have work performed in a safe manner, inspections conducted on a regular basis, hazards and dangers confronted, and accidents investigated. The Park District has adopted a Safety Policy in furtherance of the goals and objectives stated in this Section.

**END**

2019 Tracking

|                                  |                   |
|----------------------------------|-------------------|
| Review and Update                | January 10, 2019  |
| Board First Reading:             | February 28, 2019 |
| Board Second Reading & Adoption: | March 21, 2019    |

|             |              |
|-------------|--------------|
| Review Due: | January 2022 |
|-------------|--------------|

Notes:

**WINNETKA PARK DISTRICT  
POLICY MANUAL  
CHAPTER 3**

**DESIGNATION, APPLICATION, AND LEGAL STATUS**

- 3.01 Designation
- 3.02 Scope **and Jurisdiction**
- 3.03 Declaration of Controls
- 3.04 Defining Policies and Procedures**
- 3.05 Provision for Changes in Policy
- 3.06 Legal Status of the **Park District and** Park Board

### **3.00 DESIGNATION, APPLICATION, AND LEGAL STATUS**

#### **3.01 DESIGNATION**

This manual shall be known as "The Winnetka Park District Policy Manual, Cook County, Illinois." and the same may be so cited and referred to for purposes of identification.

#### **3.02 SCOPE AND JURISDICTION**

This manual shall apply to and be enforced in all of the territory within the boundaries of the Winnetka Park District, including in all parks, boulevards, public places, and other facilities currently or in the future controlled or used by the **Park** District, whether within or outside the boundaries of said **Park** District.

#### **3.03 DECLARATION OF CONTROLS**

The premises laid out as Arborvitae Park, Bell Woods, **Centennial Park/Beach, Crow Island Woods, Dwyer Park, Elder Lane Park/Beach, Franklin Dunbaugh Park, Glencoe Park, Green Bay Trail (V), Happ Road Park, Hill Road Park, Hubbard Woods Park, Indian Hill Park, Library Park, Lloyd Park/Boat Launch, Maple Street Park/Beach, Merrill Park, Nick Corwin Park, Northfield Park, Parks Service Center, Robert E. Burke Memorial Park (V), Sheridan Parkn(V), Skokie Playfield, Station Park. Tower Road Park/Beach, Village Green, West Elm Street Park** ~~Robert E. Burke Memorial Park (V), Franklin Dunbaugh Park, Dwyer Park, Nick Corwin Park, Elder Lane Park, Glencoe Park, Happ Road Park, Hill Road Park, Hubbard Woods Park, Indian Hill Park, Maple Street Park, Library Park, Lloyd Park, Merrill Park, Northfield Park, Sheridan Park (V), Skokie Playfield, Tower Road Park, West Elm Street Park, Station Park, Centennial Park, Village Green (V), Crow Island Park, Green Bay Trail (V)~~ and public places as may hereafter be acquired, leased, laid out, used or appropriated by the appropriate action of the **Park** District are hereby declared to be in the possession and control of the Winnetka Park District for park district purposes.

Whenever in this manual the parks, boulevards or public places of the **Park** District are referred to, such words shall be held to refer to include all such areas, including buildings and other structures in the possession and control of the Winnetka Park District.

Whenever in this document the word "District" is used, without qualifying language, such word shall apply to and be deemed to mean the Winnetka Park District, Cook County, Illinois.



Whenever in this document or any ordinance hereafter adopted, the words “Board of Park Commissioners,” “Commissioners,” “Park Board,” or “Board,” shall appear without qualifying language, such works shall mean and will be held to mean the Board of Park Commissioners of the Winnetka Park District.

### **3.04 PROVISION FOR CHANGES IN POLICY**

Any of these policies may be changed or additions made thereto by a majority vote of the ~~Board of~~ Park ~~Board Commissioners~~ at any regular or special Board meeting properly held and in compliance with the Open Meetings Act.

### **3.05 LEGAL STATUS OF PARK DISTRICT AND PARK BOARD**

The United States Constitution, federal statutes and court decisions, the Illinois Constitution, Illinois statutes, and Illinois court decisions pertaining in various ways to public parks, park boards and park districts constitute the foundation of the legal status of the Park Board.

Park ~~d~~istricts are empowered to make contracts, employ persons, sue or be sued, make rules and regulations governing their own procedures and those of parks under their jurisdiction and, in most instances, purchase and hold title to property in the name of the Park District as well as sell and give title to property all in accordance with applicable law.

Members of the Park Board are elected by the registered voters residing within the territory of the Park District to represent and act for all Park District residents in performing their functions.

Park ~~d~~istricts are corporate bodies, or "artificial persons," and may act officially only on duly authorized and legally held meetings of the Board of Park Commissioners or as the ~~Park~~ Board may otherwise delegate or direct.

**END**

#### 2019 Tracking

|                                  |                   |
|----------------------------------|-------------------|
| Review and Update                | January 10, 2019  |
| Board First Reading:             | February 28, 2019 |
| Board Second Reading & Adoption: | March 21, 2019    |
| Review Due:                      | January 2022      |
| Notes:                           |                   |

**WINNETKA PARK DISTRICT  
POLICY MANUAL  
CHAPTER 4**

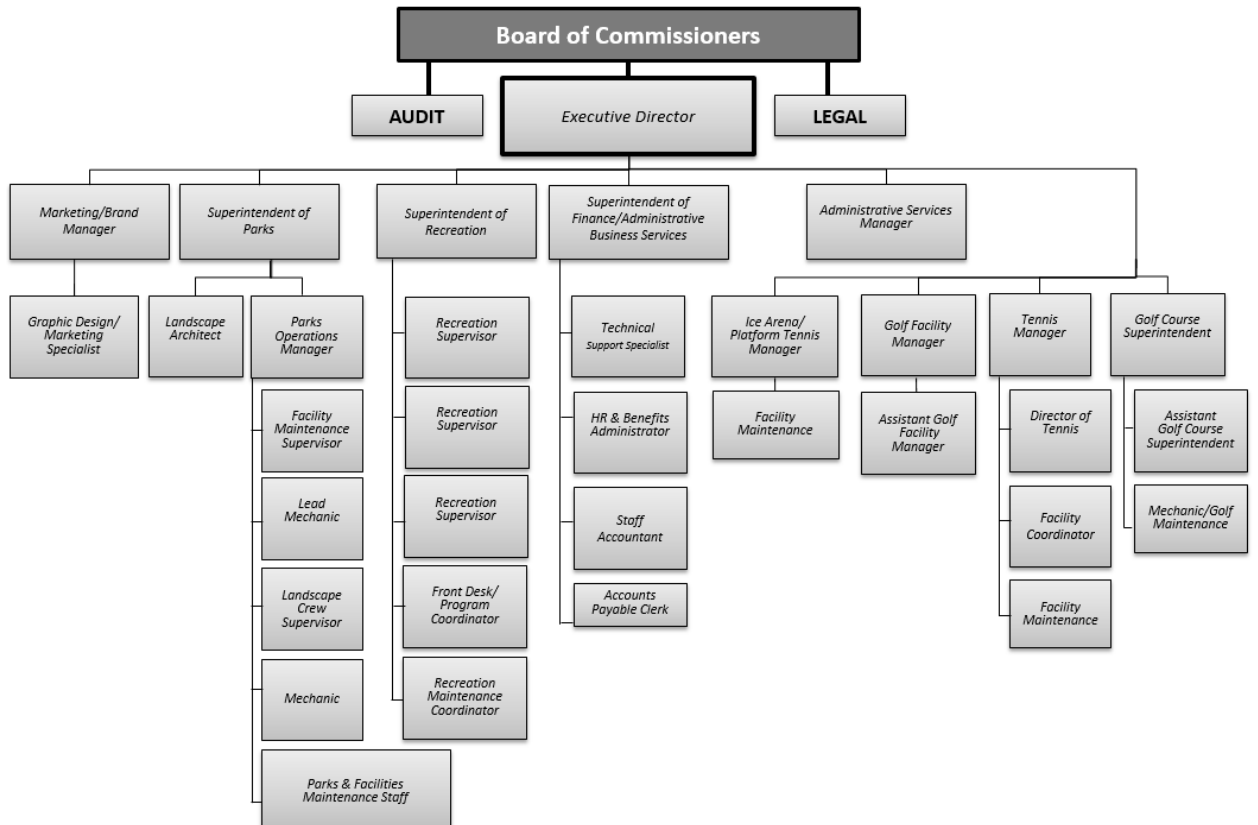
**ORGANIZATIONAL AND PROCEDURAL FUNCTIONS OF THE BOARD**

- 4.01 Organizational **Chart-Template**
- 4.02 Government
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- 4.04 Election and Appointment of Officers
- 4.05 President
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## 4.00 ORGANIZATIONAL AND PROCEDURAL FUNCTIONS OF THE BOARD

### 4.01 ORGANIZATIONAL CHART TEMPLATE



### 4.02 GOVERNMENT

The government of the Winnetka Park District shall be vested in the Board of Park Commissioners, duly elected or appointed as provided by law.

The Park District is governed by seven elected Commissioners. The Park Board formulates and approves policies to guide the operations of the Park District's parks and recreation programs, facilities and services.

### 4.03 OFFICERS

The officers shall be the President and Vice President and shall be elected from the duly elected or appointed Commissioners of the Winnetka Park District. Additional

officers shall be the Secretary and Treasurer. These additional officers may or may not be elected members of the ~~Winnetka~~ Park Board.

The Executive Director of the Park District, as well as the Attorney, shall be appointed by the Board of Park Commissioners, neither of whom shall be a member of the Park Board.

#### **4.04 ELECTION AND APPOINTMENT OF OFFICERS**

The President and Vice President of the Park Board shall be elected, and additional officers of the ~~Winnetka~~ Park District shall be appointed by the Commissioners at the annual meeting set forth in this Chapter 4, and at such other times as a vacancy occurs. Each of said officers shall hold office until the next annual meeting and until a successor shall be **elected or** chosen. In case of temporary absence or inability of any officer to carry out the responsibilities of **her/his** position the Park Board may fill the office pro tempore.

#### **4.05 PRESIDENT**

The President shall be the chief executive officer of the Park Board. It shall be the President's duty to preside at all meetings when present, and to sign contracts and other papers authorized by the Park Board.

#### **4.06 VICE PRESIDENT**

The Vice President shall be vested with the power to perform the duties of the President in the absence of the President or in the event of the President's refusal or inability to act.

#### **4.07 SECRETARY**

The Secretary shall keep the corporate seal and all books and records pertaining to **her/his** office, shall attest and affix the corporate seal to all instruments requiring such action when authorized by ordinance or vote of the Park Board, and shall cause all ordinances, resolutions, and other actions of the Park Board requiring publication to be duly published. The Secretary shall give notice of and attend all meetings of the Park Board and keep a full and true record of its proceedings, including all ordinances passed.

#### **4.08 TREASURER**

The Treasurer shall be the principal advisor to the **Park** Board in all financial matters and shall publish a Treasurer's Report.

The Treasurer shall receive and deposit in a bank or banks or other financial institutions authorized by Illinois law and the policies of the Park District, designated by the **Park** Board, all funds of the **Park** District and other funds under control of the **Park** Board and shall keep true and accurate books of account recording receipts and disbursements, assets, liabilities, and fund balances of the **Park** District.

The Treasurer shall pay out funds as authorized by the **Park** Board. In the case of the Revolving Fund, payouts can be made upon signature of the Executive Director or in ~~his~~/her/his absence by designated staff or **Park** Board members.

The Treasurer shall submit to the **Park** Board a monthly report of the receipts, disbursements, and financial condition of the **Park** District. The Treasurer shall serve as an advisor to the **Park** Board in all financial matters and shall perform such other duties as the **Park** Board may from time to time prescribe.

#### **4.09 EXECUTIVE DIRECTOR**

The Executive Director of the Park District is responsible to the Winnetka Park District Board of Park Commissioners. The primary function of the Executive Director shall be to administer for the **Park** Board on matters pertaining to all functions for which the **Park** District is responsible. The Executive Director shall be the executive officer of all departments of the **Park** District in regard to recreational programming, personnel management, facility development, land acquisition, and business management. The Executive Director shall be the official medium of communication between the employees of the **Park** District and the Board of Park Commissioners. The Executive Director shall have charge of the employment of such employees as are required to operate the Park District and its facilities, subject employment policies and salary schedules as established by the **Park** Board and embodied in the Personnel Policies of the **Winnetka** Park District.

#### **4.10 ATTORNEY**

Subject to the direction of the Board of Park Commissioners, the Attorney shall advise the Park Board and staff concerning all legal matters and direct prosecution and defense of all litigation involving the **Park** District. ~~He/she~~ She/he shall draft ordinances, resolutions, contracts and other instruments required by the **Park** Board or any committee thereof and shall give opinions on all questions referred to the

Attorney by the **Park** Board or any committee or the President of the Board, and shall attend meetings at the request of the **Park** Board.

#### **4.11 ADDITIONAL DUTIES OF OFFICERS**

In addition to the duties heretofore specified, each officer shall perform such other duties as may be required of **her/him** by law or direction of the **Park** Board.

#### **4.12 VACANCIES DECLARED**

Whenever any member of the Board of Park Commissioners dies, resigns, becomes under legal disability, ceases to be a legal voter in the **Winnetka** Park District, is convicted of any infamous crime, refuses or neglects to take the oath of office after becoming elected to the Board of Park Commissioners of the Winnetka Park District, neglects to attend **to** the duties of office, neglects to attend regular and special meetings of the **Park** Board for a period of two (2) consecutive calendar months, or neglects to attend a minimum of eight (8) regular and special meetings in any 12-month period, said office may be declared vacant by the **Park** Board, and may be filled by appointment by a majority of the remaining **Park** Board members. (See Ordinance #505).

#### **4.13 COMPENSATION OF COMMISSIONERS, OFFICERS AND EMPLOYEES**

Commissioners may not receive compensation for their services to the Park District, including no compensation for their services as an officer on the **Park** Board. In the event ~~that~~ the **Park** Board appoints individuals who are not members of the **Park** Board as Secretary and/or Treasurer, then these officers may receive compensation, as determined by the **Park** Board, for their services. All employees shall receive such compensation for their services, as the **Park** Board shall from time to time determine.

#### **4.14 PRIMARY FUNCTIONS OF THE **PARK** BOARD**

The Park Board's major function is to establish policy through the majority vote at duly called and authorized Park Board meetings. Through its policy-making functions, the **Park** Board determines fiscal procedures, personnel matters, operational procedures, fees and charges, land dispositions, and facility development. Specifically included in the above items are the following:

- A. ~~To~~ Provide for the levy of taxes pursuant to the authority granted by Illinois Statute. Such levies shall provide for the various operational concerns by fund so ~~that~~ sufficient revenue is generated to provide for quality park and recreational activities.

- B. Decide upon the proper use of funds generated by revenue-producing facilities after operational needs are satisfied and enact periodic adjustments in the operational policies of said revenue-producing facilities to ensure proper and meaningful controls for the benefit of the entire Park District and not just the revenue-producing facility itself.
- C. ~~The Board should~~ Employ an ~~E~~executive ~~D~~irector of the Park District as the Park District's chief executive officer, upon whom the Park Board places its reliance and authority for the judicious administration of the day-to-day operation, of the Park District. The Executive Director of the Park District shall be charged with executing the Park Board's policy, enforcing its rules and regulations, and acting as an advisor to the Park Board by preparing or causing to be prepared written reports for the Park Board, which recommends a course of action.
- D. ~~The Board shall~~ Adopt and periodically review a set of rules and regulations affecting all full-time, part-time and seasonal personnel in a document known as "Personnel Policies of the Winnetka Park District."
- E. ~~The Board shall~~ Continually monitor the operational procedures of the Park District and make additions or alterations to said procedures at duly called and authorized Park Board meetings. The individual Park Board members shall keep themselves informed of the activities and functions of the Park District by observation, comments from its citizenry, and reports presented by the staff of the Park District. The Park Board shall act decisively on issues brought before it, in the best interest of the Park District as a whole.

Park Board members should make decisions involving the welfare of the community as a whole based on study and evidence rather than on feelings, prejudices, personal opinions, or other similar subjective factors. Such judgment requires mutual considerations of varying points of view before final action is taken.

Park Board members should accept the principle of board unity and the subordination of personal interests by accepting and supporting majority decisions of the Park Board and identifying themselves with Park Board policies and actions.

- F. ~~The Board shall~~ Be responsible for establishing the operational philosophy of recreational programming for the Park District and setting fees and charges, to be approved at a duly authorized and attended Park Board meeting.



- G. ~~The Board shall~~ Recognize that land acquisition is of primary importance to the provision of leisure services and the proposition that open space, judiciously placed, produces benefits for active and passive use. Accordingly, the Park Board may prepare and periodically update a land acquisition plan, supported by a set of land acquisition criteria which will assist in evaluating various parcels.

Cooperative ventures with local, county, state, regional, and national levels of government should be recognized as important and integral processes toward the orderly acquisition of parcels which otherwise may be too costly for one agency to purchase. Various state and federal land grant programs should be viewed as a vehicle for financial assistance. Such grants must be reviewed carefully for terms and conditions, which may be considered unreasonable or unduly restrictive.

- H. ~~The Board shall~~ Direct itself to the establishment and continual care of a well-rounded and broadly based park system, recognizing the diverse needs and interests of the Park District's constituency.

I. Park Board Member Code of Ethics

As a member of the Board Team, I will:

1. Listen carefully to my Park Board colleagues.
2. Respect the opinion of fellow board members.
3. Respect and support majority decisions of the Park Board.
4. Recognize that all authority is vested in the full Park Board only when it meets in compliance with all laws.
5. Keep well-informed about developments relevant to issues that may come before the Board.
6. Participate in Board meetings and actions.
7. Bring to the attention of the Park Board any issues I believe will have an adverse effect on the agency or those we serve.
8. Attempt to interpret the needs or those we serve to the agency, and interpret the actions of the agency to those we serve.
9. Refer complaints to the proper level on the chain of command.

10. Recognize that my role is to ensure that the agency is well-managed, not to manage the agency.
11. Represent all those whom this agency serves, not just a particular geographic area or interest group.
12. Consider myself a "trustee" of the agency and do my best to ensure that it is well-maintained, financially secure, growing and always operating in the best interested of those we serve.
13. Always work to learn how to do my job better,
14. Declare conflicts of interest between my personal life and my position on the **Park** Board, and abstain from voting or discussion when appropriate.

As a member of the **Park** Board, I will not:

1. Criticize fellow Board members in or out of the Board room.
2. Use the agency for my personal or business advantage or for the advantage of my friends or relatives.
3. Discuss the confidential proceedings of the Board outside the Board room.
4. Promise before a meeting how I will vote on any issue.
5. Interfere with the duties of the Executive Director or staff or undermine the administrator's authority with staff members.

#### **4.15 EXECUTIVE DIRECTOR/BOARD/RELATIONSHIP**

An **E**ffective Executive Director/Board relationship is a delicate balance of mutual trust that should be built upon a sound base of high ethical and technical competency, which is expected of the Executive Director. In turn, the **Park** Board must consistently adhere to its responsibilities of policy setting and allow the Executive Director to administer the day-to-day affairs of the Park District while operating within the policies and guidelines established by the **Park** Board.

The Executive Director:

- A. Shall be the chief administrative officer of and professional advisor of the **Park** District. The **Park** Board shall delegate to the Executive Director sufficient authority and responsibility to execute the **Park** Board's policies and establish standard operating procedures based on those policies, enforce established rules and regulations, and administer the daily operations of the parks, recreation

programs, facilities, and services of the Park District for the benefit of the public. The Executive Director may delegate her/his authority but she/he/she shall nevertheless be responsible to the Park Board. The Park Board shall perform a written evaluation of the Executive Director annually or more often as the Park Board may deem necessary.

- B. Provide guidance and leadership based on high ethics and, sound philosophical and logical assumptions. The Park Board should require of the Executive Director the technical training necessary to perform stipulated job functions, work experience, and academic preparation in leisure services curriculum.
- C. Fully and continually keep the Park Board members informed of the important issues of the day-to-day operations of the Park District in a straightforward manner.
- D. Prepare all information necessary for the Park Board to be fully informed on matters requiring its attention. The Executive Director should set forth a clear statement of the situation or problem, provide unbiased information on various alternatives and financial impact of same if necessary. This information should be accompanied by a recommendation and the Executive Director must be prepared to justify the recommendation and explain the attendant rationale. Once a policy is set by the Park Board, the Executive Director should recognize ~~that~~ the decision is then the Park District's decision regardless of her/his personal point of view.
- E. Respect the judgment and thoughts of each Park Board member and realize ~~that~~ the Park Board is the community's representative.
- F. Enter into the day-to-day operations of the Park District with the spirit that administrative decision-making must be exercised within the policies agreed upon by the Park Board. The Park Board should realize ~~that~~ countless situations will arise that are not explicitly covered by adopted policies and, therefore, will require an administrative decision.

#### **4.16 BONDS**

Before entering upon their respective duties, the appointed officers of Executive Director and Treasurer shall be required to be bonded in a penal sum of no less ~~the~~ ~~than~~ \$1,000,000, and with such conditions and security as may be determined by the Park Board.

#### **4.17 FISCAL YEAR**

Effective January 1, 2010, the fiscal year of the Winnetka Park District shall begin on the first (1<sup>st</sup>) day of January and end on the thirty-first (31<sup>st</sup>) day of December of the succeeding calendar year.

#### **4.18 ANNUAL MEETING**

The annual meeting of the **Park** Board shall be held in May each year following the Regular Park Board meeting. The purpose of said meeting shall be to:

- A. Administer oath of office to newly elected and re-elected Commissioners (odd years only).
- B. Elect President and Vice President for the coming year.
- C. Appoint officers.
- D. Make Committee appointments.
- E. Make Intergovernmental and Community Liaison appointments.

#### **4.19 TERM LIMITS OF PRESIDENT AND VICE PRESIDENT**

No member of the **Park** Board elected to the position of President or Vice President shall serve in such capacity for more than two consecutive one-year terms.

This term limit shall not preclude the current Vice President from either being nominated or elected to the position of President. However, the current President who is serving in a first, second or third term shall not be eligible for nomination or election to the position of Vice President. A **Park** Board member who has served as President shall be eligible for nomination and election to either position after a one-year absence from the President position. The Park Board may permit a member of the **Park** Board to serve a third consecutive one-year term as President ~~or~~ Vice President upon a separate motion authorizing an exception to the two-term limit rule. Said motion shall be approved by a majority of the **Park** Board members currently holding office. Once the exception is approved, the election of the President and Vice President shall proceed in accordance with Sections 4.04 and 4.18 of the Board Policy.

Appointments to the office of Secretary, Treasurer and Legal Counsel shall be for the term of no more than one year. but, there shall be no limit to the number of terms a person may serve in said appointed positions.

#### **4.20 VOTING FOR PRESIDENT AND VICE PRESIDENT**

Following a formal verbal motion for nomination of fellow Park Board members for the position of President or Vice President, a vote is taken for each candidate. Each board member may only vote once per position.

#### **4.21 REGULAR MEETINGS AND CONTINUED (ADJOURNED) MEETINGS**

The regular meetings of the Park Board shall be ~~on~~ the fourth Thursday of each month, unless otherwise specified by the Park Board. A regular or special meeting may be adjourned or continued to a later date if it is not beyond the date of the next regular Park Board meeting, provided the Park Board may consider any transaction at the adjourned meeting that it might have considered at the original meeting so adjourned. Park Board meeting information will be distributed to Park Board members on or about the Friday prior to said meeting.

#### **4.22 SPECIAL MEETINGS**

The President shall call special meetings whenever deemed necessary or at the request of two or more of the Park Board members and shall cause a notice to be mailed and/or emailed to all members of the Board not less than two days (48 hours) prior to the scheduled date of said special meeting. Any Commissioner may request a special meeting in writing or in person at the meeting.

Public notice of any special, rescheduled, or reconvened meeting, unless the meeting is a bona fide emergency, shall be given by posting a copy of the notice and the agenda of the meetings on the front office door of the Park District office and on the Park District's website at least 48 hours in advance of such meeting. In the event of a meeting held for a bona fide emergency, notice must be given as soon as practicable. Copies of this public notice shall be supplied to any local newspaper of general circulation or any local radio or television station that has filed an annual request for such notice and shall be given in the same manner as Park Board members are notified of the meeting.

#### **4.23 PUBLIC HEARINGS**

As a part of the planning process of a special project or issue, the Park Board may conduct public hearings. The purpose for these meetings is to provide residents with information on a specific topic and seek input.

#### **4.23 PLACE OF MEETING**

The meetings of the Commissioners shall be held at the Winnetka Park District Administrative Offices, located at 540 Hibbard Road, Winnetka, Illinois. Meetings may

be held in any other place within the Winnetka Park District at the discretion of the Park Board.

#### **4.24 PUBLIC NOTICE FOR REGULAR MEETINGS**

The Park District shall give notice of all regularly scheduled Board and committee meetings at the beginning of each calendar year and shall state the regular dates, times and places of such meetings. The Park District shall post the agenda of each regularly scheduled meeting at the Park District's principal office, at the location of where the meeting is to be held, and on the Park District's website at least 48 hours in advance of said meeting. The Park District shall provide notices of said meetings to news media upon request. Notice for special, rescheduled, or reconvened meetings shall be given to the public and newspapers as specified in Section 4.20 and in compliance with the Open Meetings Act.

#### **4.25 QUORUM**

Except as authorized provided by statute, a majority of the duly elected or appointed and qualified Commissioners shall constitute a quorum for the transaction of business provided, however, that if no quorum is present, the Commissioners attending may adjourn the meeting from time to time until a quorum is obtained. Four (4) members shall constitute a quorum.

#### **4.26 REMOTE ATTENDANCE - MEETINGS**

Subject to the limitations set forth in the section below, a Commissioner may attend any meeting by remote means if the Commissioner is prevented from physically attending the meeting because of a Qualifying Event. A Qualifying Event is restricted to (i) personal illness or disability; (ii) employment purposes or the business of the District; or (iii) a family or other emergency.

##### **Restrictions on Remote Attendance**

No Commissioner may attend any portion of a meeting by remote means unless a quorum of the Park Board is physically present at the meeting. He or she shall provide written notice to the Secretary specifying the Qualifying Event at least one hour prior to the meeting at the principal office of the Park District. The Secretary shall prove that the remote means being utilized is fully functional so as to allow all Commissioners and any member of the audience to hear all communications taking place at the meeting. No Commissioner may attend a meeting by remote means for any reason other than a Qualifying Event as outlined above.

### **Procedure for Remote Attendance**

1. When any Commissioner attends any portion of a meeting by remote means as permitted by this policy, the minutes of the meeting shall so reflect that such Commissioner attended the meeting by remote means. Every Commissioner shall be identified during all Board discussions so that each Commissioner is aware of which Commissioner is speaking at all times.
2. A Commissioner attending a meeting by remote means shall be permitted to fully participate in the meeting as if he or she were physically present, subject to the Board's guidelines and procedures for conducting the meeting. The remote Commissioner shall advise the Secretary and Park Board if he or she leaves or returns from the meeting. In addition, the remote Commissioner shall advise the Secretary and Park Board of all other persons in the same room as such Commissioner attending by remote means and whether and to what extent such other persons are able to hear the discussions at the meeting.

### **Remote Attendance – Disaster Declaration**

An amendment to the Open Meetings Act, Section 7(e) provides that public bodies may conduct open or closed meetings via audio or video conferencing, without the physical presence of a quorum, so long as the following conditions are met:

1. The Governor or the Director of the Illinois Department of Public Health has issued a disaster declaration related to public health concerns because of a disaster as defined in Section 4 of the Illinois Emergency Management Agency Act, and all or part of the jurisdiction of the public body is covered by the disaster area.
2. The head of the public body determines that an in-person meeting or a meeting conducted under the Open Meetings Act is not practical or prudent because of a disaster.
3. All members of the body participating in the meeting, wherever their physical location, shall be verified and can hear one another and can hear all discussion and testimony.
4. For open meetings, members of the public present at the regular meeting location of the body can hear all discussion and testimony and all votes of the members of the body, unless attendance at the regular meeting location is not feasible due to the disaster, including the issued disaster declaration, in which case the public body must make alternative arrangements and provide notice pursuant to this Section of such alternative arrangements in a manner to allow any interested

member of the public access to contemporaneously hear all discussion, testimony, and roll call votes, such as by offering a telephone number or a web-based link.

5. At least one member of the body, chief legal counsel, or chief administrative officer is physically present at the regular meeting location, unless unfeasible due to the disaster, including the issued disaster declaration.
6. All votes are conducted by roll call, so each member's vote on each issue can be identified and recorded.

#### **4.27 ORDER OF BUSINESS**

The order of business at regular and special meetings may consist of any or all of the following:

1. Roll Call
2. Additions to or Changes in the Agenda
3. Approval of Financials
4. Approval of Vouchers
5. Remarks from Visitors
6. Approval of Minutes / Consent Agenda
7. Committee Reports
8. Communications
9. Unfinished Business
10. New Business
11. Matters from the Executive Director
12. Board Liaison Reports
13. Remarks from Visitors
14. Staff Reports
15. Adjournment of Open Meeting
16. Closed Session (if applicable)

#### **4.28 CONSENT AGENDA**

The consent agenda will appear as a designated portion of the regular **Park** Board agenda. All items placed on the consent agenda and not asked by a **Park** Board member to be removed will be approved with a motion, a second and a roll call vote. There will be no discussion of items ~~that are~~ on the final consent agenda.

Before the motion to approve the consent agenda is made, any **Park** Board member can request ~~that~~ an item be removed from the consent agenda and placed under new



or old business. This will enable discussion to take place on the item and a vote will be taken under a separate motion if necessary.

The regular order of business may be suspended or modified as the President shall direct. The Executive Director shall be charged with responsibility for the preparation of the agenda and the subject matter thereof. Any Park Board member may request ~~that~~ a particular item of business be placed on the agenda either before or at a Park Board meeting. Note, however, ~~that~~ the Park Board may discuss but cannot vote on a matter added to the agenda without providing 48 hours' notice to the public in compliance with the Open Meetings Act.

#### **4.29 PETITIONS SUBMITTED BY RESIDENTS**

All petitions concerning the Park District's areas of responsibility shall be brought to the attention of the Park Board at the earliest opportunity.

The petition shall be placed on the agenda of a regular or special meeting and be discussed by the Board of Park Commissioners. The individuals responsible for the petition shall be notified at the earliest possible date that the Board of Park Commissioners has received the petition, as well as any action that the Park Board has approved for the same.

#### **4.30 COMMITTEES**

##### **Purpose**

The Board of Park Commissioners shall, from time to time, establish committees to investigate and review matters that are under consideration by the Park Board.

##### **Establishment of Committees**

The President, with the approval of the Park Board, shall establish certain ad hoc committees as needed.

##### **Composition of Committees**

The President, with Park Board approval, shall appoint to the committee the number of Commissioners deemed appropriate and shall name one Commissioner as committee chair. All Commissioners, the Board officers and the Executive Director shall serve as ex-officio members of all committees.

##### **Responsibilities**

A committee is not authorized to take any action. It is responsible for submitting written reports to the Park Board and shall recommend that action, if required, be

taken by the **Park** Board. No committee member shall be bound by a majority report. Any committee member may submit a separate report to the **Park** Board for consideration.

### **Committee Meetings**

Committee meetings are normally scheduled and held ~~on~~ the second **Tuesday Thursday** of each month. The committee chair shall be responsible for establishing the date, time and location of meetings and staff shall be responsible for giving proper notice to the public. Committee meetings will conform to the same Open Meetings Act requirements as outlined in **Chapter 5 of this manual**. Committee agendas shall contain at a minimum the following: Call to Order; Unfinished Business and/or New Business and Adjournment.

### **COMMUNITY ENTITIES**

The Board of Park Commissioners shall select or recommend the Park District's liaison(s) to, or representatives on the boards of Executive Directors of, the following outside entities:

#### **WINNETKA CAUCUS COUNCIL – PARKS COMMITTEE**

The Park Board shall appoint one of its members to act as the **Park** District's liaison to the ~~agencies of~~ Winnetka Caucus Council – Parks Committee.

#### **WINNETKA ENVIRONMENTAL AND FORESTRY COMMISSION**

The Park Board shall appoint one of its members, and one or more members of the Park District staff, to act as the **Park** District's liaisons to the Environmental and Forestry Commission on an as needed basis.

#### **SCHOOL DISTRICT 36 AND NEW TRIER HIGH SCHOOL**

The Park Board shall appoint one of its members to act as the **Park** District's liaisons to the agencies of School District 36 and New Trier High School.

#### **WINNETKA PARKS FOUNDATION**

The Park Board shall appoint one or more of its members, and one or more members of the Park District staff, to act as the **Park** District's liaisons to the Winnetka Parks Foundation.

#### **NORTHERN SUBURBAN SPECIAL RECREATION ASSOCIATION**

The Park Board shall appoint a staff member or a member of the **Park** Board as the Park District's representatives on the Board of Executive Directors of the Northern Suburban Special Recreation Association.

The President, with the approval of the **Park** Board, shall establish additional standing committees as needed.

#### **4.31 MANNER OF VOTING**

The President shall be empowered to call for questions pertaining to any and all properly presented and seconded motions. A voice vote may be used if deemed appropriate by the President. On all matters that require an ordinance, resolution or proposition creating Park District liability or authorizing the expenditure or appropriation of money, and in all cases at the request of any Commissioner, a roll call vote shall be taken. No secret ballots are permitted on any question.

All voice and roll call votes shall be recorded in the official minutes of the meeting. Unless otherwise provided by statute, the act of a majority of Commissioners present at a meeting for which there is a quorum shall be the act of the **Park** Board. The President is a member of the **Park** Board and has the right to vote upon all questions.

#### **Capital Expenditures**

All capital expenses shall comply with the following:

|               |  |
|---------------|--|
| \$0 -\$25,000 | Approval of the Executive Director.  |
| \$25,001+     | Approval of at least four (4) votes or a majority of a quorum passage by the <b>Park</b> Board. Must comply with statutory requirements. |

#### **4.32 RULES OF ORDER**

Robert's Rules of Order shall govern questions of procedure in all cases not herein provided.

#### **4.33 MOTIONS, RESOLUTIONS, AND ORDINANCES**

The Park Board usually acts by way of a motion, resolution, or ordinance. Motions are an informal method of board action made orally and noted on the minutes. A motion may be auxiliary to the more formal resolution or ordinance, as, for example, a motion that an ordinance be passed.

Resolutions and ordinances are submitted in writing, and, in general, differ in the following ways:

An ordinance usually enacts permanent regulations or the “laws” of the Park District. An ordinance can only be repealed or amended by another ordinance and not by motion or resolution. The Park District Code, in many instances, directs that an action must be carried out by ordinance, and in those cases such matters can be acted upon only by ordinance. A distinguishing feature of an ordinance is the ordaining clause that requires the words: “Be it ordained, by....” The ordinance does need not to have a title.

Resolutions, express policy, grant a special privilege or express the opinion of the **Park** Board, such as expressing sympathy or requesting action by other governmental units, etc.

The law provides that the **Park** Board shall have the power “to pass all necessary ordinances, rules and regulations for the proper management and conduct of the business of the **Park** Board and **Park** District and to establish by ordinance all needful rules and regulations for the government and protection of parks, boulevards and driveways and other property under its jurisdiction and to effect the objects for which such Districts are formed.”

#### **4.34 CORPORATE SEAL**

The Corporate Seal of the Winnetka Park District shall contain the words “Winnetka Park District, Winnetka, Illinois.”

#### **4.35 OFFICIAL MINUTES**

All final action taken by the Board of Park Commissioners shall be taken in an open meeting and recorded by the Secretary. The Secretary is charged with keeping an accurate and true record of all motions, resolutions and ordinances, as well as a summary of the discussion on any matter proposed, deliberated or decided and of any votes taken in an official minute book. Minutes will not be available for public inspection until after they are adopted by the **Park** Board at a subsequent meeting. The Park Board shall approve the minutes at its open meeting within 30 days after the meeting or at its second subsequent regular meeting, whichever is later. The minutes of meetings open to the public shall be available for public inspection, and shall be posted on the Park District’s website, within 10 days after their approval by the Park Board. Any minutes of meetings open to the public and posted on the Park District’s website shall remain posted on the website for at least 60 days after their initial posting.

The official minute book of the Winnetka Park District shall be open for public inspection by interested individuals during regular office hours, but it must not leave the Park District office. Upon request, the Secretary will provide copies of minutes or attachments thereto for a nominal fee as determined by the Secretary.

The Secretary shall be responsible for the taking and preparation of minutes of each meeting. Closed session minutes will be kept in a separate book and not made part of the official minute book of the Park District.

The Park Board shall review the minutes of all prior closed sessions. This review shall take place in closed session at least twice each year; the Park Board must determine whether the need for confidentiality still exists with regard to all or part of the minutes, or whether all or part of the minutes no longer require confidential treatment and therefore should be made available for public inspection.

The audio tape recordings of closed sessions shall be maintained for 18 months after the closed session and shall not be released to the public unless such release is required by court order or specifically authorized for release by a vote of the Board of Commissioners. Members of the Park Board may listen to the closed session recordings in the presence of the Secretary of the Board, or his/her other designee. Copies of such tapes will not be made or provided to anyone unless specifically authorized by vote of the Board of Commissioners.

#### **4.36 OATH OF OFFICE**

All elected and appointed Park Board members, before entering upon the duties of office, shall take and subscribe to an oath to discharge faithfully and competently the duties of said office.

#### **4.37 MANDATORY TRAINING FOR NEW BOARD MEMBERS**

All newly elected members of the Park Board and officially appointed members of staff shall comply with state mandated training related to the Open Meetings Act (OMA) and Freedom of Information Act (FOIA) within 90 days of oath or appointment to the Board.

#### **4.38 GUIDELINES FOR RESIDENTS AT PUBLIC MEETINGS**

~~The Winnetka Park District is governed by seven elected Commissioners. The Board formulates and approves policies to guide the operations of the District's parks and recreation programs, facilities and services.~~

~~The President serves as the Executive Officer of the Park Board. It is the President's duty to preside at all meetings, and sign all documents authorized by the Park Board.~~

### **Meetings**

~~Committee meetings are normally held on the second Thursday of the month at 5:30 p.m. Regular Park Board meetings are normally held fourth Thursday of each month at 6 5:30 p.m. Both meetings are normally held at the Winnetka Park District Community Room, located at 540 Hibbard Rd., unless otherwise posted. It is recommend that you call 847-501-2040 to confirm meeting dates/times, or visit the agency website online at [www.winpark.org](http://www.winpark.org). Meetings are open to the public, and residents are invited to share their comments and/or suggestions during the Remarks from Visitors period.~~

### **Special Meetings**

~~Occasionally, the Park Board may call a special meeting to discuss a topic in greater depth or to consider a matter that requires action prior to the next regularly scheduled meeting. Notices of special meetings, including the meeting's agenda, will be posted on the website listed above and at the Winnetka Park District office at least 48 hours prior to the meeting.~~

### **Public Hearings**

~~As a part of the planning process of a special project or issue, the Park Board may conduct public hearings. The purpose for these meetings is to provide residents with information on a specific topic and seek input.~~

The Park Board has adopted specific guidelines for residents to adhere to at public meetings. The guidelines as referred to as "Remarks from Visitors & Public Comment".

### **Remarks from Visitors & Public Comment**

*At regular Park Board meetings, there is an agenda item called Remarks from Visitors. Remarks may be solicited at special meetings. Public hearings are specifically designed to seek feedback from the community.*

*If you have a question or concern and need to address the Board at any of these meetings, please comply with the following basic guidelines:*

- 1) The Board President will chair the meeting.*

- 2) *Any resident or visitor wishing to address the Board, an individual Board member or a guest presenter, must direct their questions and comments to the President at the appropriate time or at the President's invitation.*
- 3) *The Board will hear a resident's comments only after the President has recognized the resident to speak.*
- 4) *Speakers will be allowed three minutes and may not yield their time to other speakers.*
- 5) *Persons wishing to speak for a second time may do so with the consent of the President, only after all others have had an opportunity to address the Board.*
- 6) *Please refrain from comment or question at a Public Hearing until the presentation has been completed.*

*The President will strive to allow all residents equal opportunity to address the Board. In general the Board will not comment or respond to issues requiring Board consideration until the issue has been reviewed by the Board/staff.*

*The Board often has a full business agenda and must complete the work of the Park District at scheduled meetings. Please do not repeat comments or questions that have already been made by others and please do not interrupt commissioners or other speakers.*

~~Copies of the agenda are posted on our website and at the main office of the Park District located at 540 Hibbard Rd., Winnetka, IL.~~

~~Additional information regarding the agenda may be obtained from our Administrative office, 847-501-2040.~~

#### **4.39 POLICY ON CONFERENCES**

Each year there are numerous conferences and educational workshops that are designed for Commissioners only, or for both staff and Commissioners. These sessions provide Commissioners a tremendous opportunity to become informed on legal matters, trends, legislative issues and programs. As a general rule there are two major conferences each year and numerous workshops. One of the conferences is the annual ~~Illinois Park and Recreation Association (I.P.R.A.) Soaring to New Heights~~ Conference held in the Chicago area. This conference is a joint venture between the Illinois Association of Park Districts and the Illinois Parks and Recreation Association

~~Park~~. The other conference is the National Recreation & Park Association (~~N.R.P.A.~~) (NRPA) conference that is held in various parts of the country.

The ~~I.P.R.A.~~ Soaring to New Heights Conference is recommended for all Commissioners to attend if possible. This conference provides the most information that relates directly to the ~~Winnetka Park District.~~, and ~~This conference~~ is the most economical training based on registration fees and travel costs.

The ~~N.R.P.A.~~ NRPA Conference is recommended, but due to cost and time commitment attendance from the entire ~~Park~~ Board is difficult to justify. As with other park districts, the ~~Winnetka Park~~ District's policy is to allow Commissioners to make a decision, on an individual basis, whether to attend the ~~N.R.P.A.~~ NRPA Conference. In the event a Commissioner decides to attend the ~~N.R.P.A.~~ NRPA Conference, the Commissioner must request the same in order for the ~~Park~~ District to consider this cost in its annual budget.

As a general policy, the ~~Park~~ District expects ~~Board Members~~ Commissioners who attend these conferences commit to educational sessions, and on site institutes. Upon returning from conferences, it is desired that a verbal report on information gathered at the meetings be submitted to the entire ~~Park~~ Board.

During the annual budget process, Commissioners should indicate their interest in what conferences they would like to attend. During the budget review, the ~~Park~~ Board will authorize the appropriate dollars based on the request(s) received.

**END**

2019 Tracking

|                                  |                   |
|----------------------------------|-------------------|
| Review and Update:               | January 10, 2019  |
| Board First Reading:             | February 28, 2019 |
| Board Second Reading & Adoption: | March 21, 2019    |

|             |              |
|-------------|--------------|
| Review Due: | January 2022 |
|-------------|--------------|

Notes: Section 4.19 revised May, 2020



**Winnetka Park District  
Board Summary**

Date: February 8, 2022

To: Board of Commissioners

From: John Peterson, Executive Director

Subject: 2021 Legal Expenses | 2022 Budget for Legal Expenses

Please accept the following information in response to discussions within a number of Winnetka Park District board meetings regarding legal expenses incurred by the Winnetka Park District for calendar year 2021.

The Winnetka Park District budgeted \$60,000 for legal services in 2021. This \$-figure, finalized in late 2020, assumed the Property Exchange Agreement process would continue smoothly with minimal legal services required. The 2021 budget also considered legal expenses incurred in 2019 (\$56,206) and 2020 (\$92,946). [Note: The 2020 expenditures exceeded 2019's expenditures due to the Property Exchange Agreement process.] Believing the lion's share of legal services for the Property Exchange Agreement had been completed in 2020, \$60,000 was considered an appropriate budget for 2021.

In 2021, the Park District incurred \$179,724 for legal expenses as provided by:

- Robbins Schwartz = \$112,316.50
- Figliulo & Silverman = \$46,777.50
- Chapman & Cutler = \$17,500
- Littler Mendelson = \$2,283.50

For calendar year 2021, there were a significant number of projects requiring legal support. Most notably:

- Additional expenses for the Property Exchange Agreement (\$61,240.50)
- Assessing potential legal steps for the Property Exchange Agreement (\$46,777.50)
- Marshalling the process to secure the Wintrust Bank, N.A. debt certificates (\$17,500)

Please find following a spreadsheet detailing the projects requiring legal support in 2021.

The Park District staff is very measured when considering the use of a law firm. Often, Park District staff will contact the Park District Risk Management Agency (PDRMA) for counsel instead of contacting a law firm. At times, staff forgoes using a third party, recognizing the expertise of colleagues can, and does, work well.

We will continue to be mindful of the cost to use a law firm. If the Park District's 2022 legal expenses begin to approach the budgeted figure (\$75,000), I will address the situation with the board of commissioners well in advance of reaching \$75,000 of legal expenses so we can collaboratively develop a go-forward game plan.

Please call or email if you have any questions or require additional information.

Thank you.

| Project   | January        | February       | March           | April           | May             | June           | July            | August          | September       | October         | November       | December        | Project Total    |
|---|----------------|----------------|-----------------|-----------------|-----------------|----------------|-----------------|-----------------|-----------------|-----------------|----------------|-----------------|------------------|
| Elder Centennial Project                              | \$983          | \$2,641        | \$16,397        | \$15,485        | \$29,358        | \$1,501        | \$3,211         | \$25,343        | \$5,022         | \$3,916         | \$3,154        | \$1,007         | \$108,018        |
| Stormwater Project                                    |                |                |                 |                 |                 |                |                 |                 |                 |                 |                |                 | \$0              |
| Jacobson Golf Course Design Agreement                 |                |                |                 |                 |                 |                |                 |                 |                 | \$3,040         | \$969          | \$95            | \$4,104          |
| Winnetka Platform Agreements                          |                |                |                 |                 |                 | \$3,078        | \$3,287         | \$1,558         | \$1,748         |                 | \$114          |                 | \$9,785          |
| Cellular Tower Agreements                             |                |                |                 |                 |                 |                |                 |                 |                 | \$2,356         | \$95           | \$1,045         | \$3,496          |
| Cherry Street Beach / Village agreement               |                |                |                 |                 |                 | \$475          | \$1,685         | \$285           |                 |                 | \$494          | \$665           | \$3,604          |
| Seldin Security beach agreement                       |                |                | \$1,007         |                 |                 | \$190          |                 |                 |                 |                 |                |                 | \$1,197          |
| School District 36 IGA                                |                |                |                 |                 |                 |                |                 |                 |                 |                 | \$2,356        | \$475           | \$2,831          |
| Boat Launch Sealed Bid / Lottery                      | \$2,446        | \$114          |                 |                 |                 |                |                 |                 |                 |                 |                |                 | \$2,560          |
| Services agreement template / consistent terms        |                |                |                 | \$760           |                 |                |                 |                 |                 |                 |                |                 | \$760            |
| North Shore Trevians Football vehicle on field matter |                |                |                 | \$38            |                 |                |                 |                 |                 |                 |                |                 | \$38             |
| COVID-19 / Resume in-person board meetings            |                |                |                 | \$19            |                 |                |                 |                 |                 |                 |                |                 | \$19             |
| Winnetka Parks Foundation By-Laws                     | \$261          | \$133          |                 |                 |                 |                |                 |                 |                 |                 |                |                 | \$394            |
| Winnetka Parks Foundation donation / IRS issue        |                |                |                 |                 |                 |                |                 |                 | \$304           |                 |                |                 | \$304            |
| Winnetka Parks Foundation matter                      |                |                |                 |                 |                 |                |                 |                 |                 |                 | \$1,330        |                 | \$1,330          |
| Winnetka Park District board matter                   |                |                |                 |                 |                 |                |                 |                 | \$2,293         | \$1,594         | \$475          |                 | \$4,362          |
| Winnetka Park District board resignation              |                | \$95           | \$38            |                 |                 |                |                 |                 |                 |                 |                |                 | \$133            |
| Winnetka Dog Park naming rights donation              |                |                |                 |                 |                 | \$38           | \$380           |                 | \$380           |                 | \$38           |                 | \$836            |
| Security camera / recording matter                    |                |                | \$1,957         |                 |                 |                |                 |                 |                 |                 |                |                 | \$1,957          |
| FOIA Officer terms and conditions                     |                |                | \$1,140         |                 |                 |                |                 |                 |                 |                 |                |                 | \$1,140          |
| Offer letter for WPD employee                         |                | \$608          |                 |                 |                 |                |                 |                 |                 |                 |                |                 | \$608            |
| Melrose Pyrotechnics indemnification language         |                |                |                 | \$19            |                 |                |                 |                 |                 |                 |                |                 | \$19             |
| John Thomas Resolution                                |                |                |                 |                 |                 |                |                 |                 |                 |                 |                |                 | \$0              |
| Wintrust Debt Certificates                            |                |                |                 |                 |                 |                |                 |                 |                 |                 |                | \$17,500        | \$17,500         |
| Winnetka Golf Club concessions lease agreement        |                | \$133          |                 |                 |                 |                |                 |                 |                 |                 |                |                 | \$133            |
| Lloyd Beach legal matter                              |                |                |                 |                 |                 |                | \$1,102         |                 |                 |                 |                |                 | \$1,102          |
| Stepan Family Boat Launch                             |                |                | \$95            |                 |                 |                |                 |                 |                 |                 |                |                 | \$95             |
| Lloyd Beach Sand Management                           | \$148          | \$437          |                 |                 |                 |                |                 |                 |                 |                 |                |                 | \$585            |
| Commercial Film / A.C. Nielsen agreement              |                |                | \$399           |                 |                 |                |                 |                 |                 |                 |                |                 | \$399            |
| LED Lighting matter                                   |                | \$76           | \$76            |                 |                 | \$494          |                 |                 |                 |                 |                |                 | \$646            |
| Tower Road Dog Beach                                  |                |                |                 |                 |                 |                |                 |                 |                 |                 |                | \$760           | \$760            |
| Glencoe Park matter                                   | \$57           |                |                 |                 |                 |                |                 |                 |                 |                 |                |                 | \$57             |
| Commissioner compensation matter                      |                |                |                 |                 |                 | \$95           |                 |                 |                 |                 |                |                 | \$95             |
| Commissioner orientation manual                       |                |                |                 |                 |                 | \$76           |                 |                 |                 |                 |                |                 | \$76             |
| Tax rate objections                                   |                |                |                 |                 |                 | \$285          |                 |                 |                 |                 |                |                 | \$285            |
| Audit   |                |                | \$152           |                 |                 |                |                 |                 |                 |                 |                |                 | \$152            |
| 5-9 Levy  |                |                |                 |                 |                 |                |                 |                 |                 | \$456           |                |                 | \$456            |
| General   |                |                |                 |                 |                 |                |                 |                 |                 |                 |                | \$513           | \$513            |
| DICK'S SPORTING GOODS agreement                       |                |                |                 |                 |                 |                |                 | \$456           | \$171           |                 |                |                 | \$627            |
| EMERGE Winnetka                                       |                |                |                 |                 |                 |                | \$2,760         | \$2,869         |                 |                 |                |                 | \$5,629          |
| Sports Made Personal affiliate agreement              |                |                |                 |                 |                 |                |                 |                 | \$836           |                 |                |                 | \$836            |
| Parental Leave policy and personnel matters           | \$140          | \$1,653        | \$490           |                 |                 |                |                 |                 |                 |                 |                |                 | \$2,283          |
| <b>Total for month</b>                                | <b>\$4,035</b> | <b>\$5,890</b> | <b>\$21,751</b> | <b>\$16,321</b> | <b>\$29,358</b> | <b>\$6,232</b> | <b>\$12,425</b> | <b>\$30,511</b> | <b>\$10,754</b> | <b>\$11,362</b> | <b>\$9,025</b> | <b>\$22,060</b> | <b>\$179,724</b> |

Includes Figliulo & Silverman invoices of \$26,565 for May and \$20,212.50 for August.

Legal services provided by Littler Mendelson.