

**Glen Ellyn Park District  
Board of Commissioners  
Regular Meeting  
May 19, 2020  
185 Spring Avenue  
7:00 p.m.  
Agenda**

*Due to the shutdown of all Park District facilities in response to COVID-19, meetings of the Park Board of Commissioners will be held by Zoom conference until further notice as permitted by the Gubernatorial Disaster Proclamation in Response to COVID-19 (COVID-19 Executive Order 5) exempting the requirement of the Open Meetings Act for the physical presence of the Commissioners at the meeting and permitting Commissioner attendance by video, audio, or telephone access.*

*The public is invited to join the conference. Please email Dave Harris at [dharris@gepark.org](mailto:dharris@gepark.org) for the Meeting ID and password by 6:30pm on the Tuesday of the meeting. Plan to join the meeting 5-10 minutes before the start of the meeting at 7pm.*

**Public participation instructions:**

*Members of the public will be automatically muted, therefore, please email any public comment to Dave Harris at [dharris@gepark.org](mailto:dharris@gepark.org) by 6:30pm on the Tuesday of the meeting. Emailed comments will be read into the official record during this meeting.*

- I. Call to Order**
- II. Roll Call of Commissioners**
- III. Pledge of Allegiance**
- IV. Changes to the Agenda**
- V. Public Participation**
- VI. Consent Agenda:** All items in Section VII are included in the Consent Agenda by the Board and will be enacted in one motion. There will be no separate discussion of these items unless a Board Member so requests. In which event the item will be Removed from the Agenda.
  - A. Voucher list of bills totaling \$ 91,265.89
  - B. Minutes from the April 21, Regular meeting, and the May 5, 2020 Workshop meeting
- VII. Unfinished Business**
  - A. Ackerman Payout Request #11
  - B. Coronavirus (COVID-19) District update including reopening plan(s)

**VIII. New Business**

- A. Maryknoll Parking Lot Payout Request
- B. Ackerman Indoor Turf Payout Request
- C. Resolution # 20-01 Authorizing Benefit Protection Leave Service for COVID-19 Related Furlough Time

**IX. Staff Reports**

- A. Finance Report (For Information Only)

**X. Commissioners' Reports**

**XI. Adjourn**

# Accounts Payable

## Voucher Approval Document

Warrant Request Date: 5/19/2020



### Glen Ellyn Park District

Voucher List Presented to the Board of Commissioners

#### To the Executive Director:

The payment of the attached list of bills has been approved by the Park District Board of Commissioners and as of the date signed below, you are hereby authorized to pay them from the appropriate funds.

Treasurer: \_\_\_\_\_

Date: \_\_\_\_\_

10	Corporate Fund	\$	43,101.61
20	Recreation Fund		47,744.75
55	Special Recreation Fund		419.53
			<hr/>
<b>Report Total:</b>		\$	91,265.89

# Accounts Payable

## Computer Check Proof List by Vendor

User: cyocum  
 Printed: 05/14/2020 - 8:38AM  
 Batch: 00006.05.2020



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 101047 58221	Advantage Trailers & Hitches Trailer Repairs	191.77	05/20/2020	10-10-000-530210-0000	ACH Enabled: False
	Check Total:	191.77			
Vendor: 103965 75703	Ancel Glink, P.C. April 2020 Attorney Fees	2,833.75	05/20/2020	10-00-000-521100-0000	ACH Enabled: False
	Check Total:	2,833.75			
Vendor: 103977 5593834 5593834 5593834 5593834 5593834 5593834 5593834 5593834 5593834	Anderson Pest Control 5/2020 Pest Control 5/2020 Pest Control 5/2020 Pest Control 5/2020 Pest Control 5/2020 Pest Control 5/2020 Pest Control 5/2020 Pest Control 5/2020 Pest Control 5/2020 Pest Control	32.68 26.08 75.01 27.74 59.36 34.86 109.18 38.81 15.36	05/20/2020 05/20/2020 05/20/2020 05/20/2020 05/20/2020 05/20/2020 05/20/2020 05/20/2020 05/20/2020 05/20/2020	10-10-000-521600-0000 20-30-150-521600-0000 20-30-200-521600-0000 20-00-000-521600-0000 20-30-100-521600-0000 20-30-500-521600-0000 20-30-450-521600-0000 20-30-300-521600-0000 20-21-000-525500-1236	ACH Enabled: False
	Check Total:	419.08			
Vendor: 108315 P26171162	Batteries Plus Emergency Light Repairs	144.78	05/20/2020	20-30-450-530102-0000	ACH Enabled: False
	Check Total:	144.78			
Vendor: 200600 284	EMG Consultants, LLC Consulting Services	594.00	05/20/2020	20-26-000-525500-6845	ACH Enabled: False
	Check Total:	594.00			
Vendor: 125150	Esscoe, LLC				ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
41333	Station Monitoring	90.00	05/20/2020	20-30-100-521600-0000	
	Check Total:	90.00			
Vendor: 198979	Ferguson Enterprises LLC #1550			Check Sequence: 7	ACH Enabled: False
5541887	Faucet Replacement	223.00	05/20/2020	20-30-100-530300-0000	
	Check Total:	223.00			
Vendor: 199573	First Bankcard			Check Sequence: 8	ACH Enabled: False
Babicz	Logitech-Refund	-13.40	05/20/2020	20-21-000-535500-1232	
Babicz	Amazon-Program Supplies	72.11	05/20/2020	20-21-000-535500-1232	
Babicz	Adobe-Creative Cloud	28.15	05/20/2020	20-21-000-535500-1232	
Babicz	Adobe-Creative Cloud	28.15	05/20/2020	20-21-000-535500-1161	
Babicz	Amazon-Office Supplies	55.49	05/20/2020	20-00-000-530100-0000	
Babicz	MPEX-Zoom Subscription	93.33	05/20/2020	20-21-000-535500-1232	
Babicz	MPEX-Zoom Subscription	93.33	05/20/2020	20-21-000-535500-1111	
Babicz	MPEX-Zoom Subscription	93.33	05/20/2020	20-21-000-535500-1161	
Cinquegrani	Amazon-Battery	34.09	05/20/2020	20-00-000-540550-0000	
Cinquegrani	WOW-Internet	96.95	05/20/2020	20-30-500-570300-0000	
Cinquegrani	Microsoft-Office 365	99.75	05/20/2020	10-00-000-521600-0000	
Cinquegrani	Microsoft-Office 365	8.00	05/20/2020	10-10-000-521600-0000	
Cinquegrani	Microsoft-Office 365	98.75	05/20/2020	20-00-000-521600-0000	
Cinquegrani	Microsoft-Office 365	45.00	05/20/2020	20-30-100-521600-0000	
Cinquegrani	Microsoft-Office 365	2.00	05/20/2020	20-26-000-525500-6845	
Cinquegrani	Microsoft-Office 365	2.00	05/20/2020	20-23-000-525500-3510	
Cinquegrani	Crash Plan-Off-Site Backup	9.99	05/20/2020	10-00-000-521700-0000	
Cinquegrani	Comcast-Internet	127.16	05/20/2020	10-00-000-570300-0000	
Cinquegrani	Comcast-Internet	127.16	05/20/2020	20-00-000-570300-0000	
Cinquegrani	Verizon-Cell Phones 3/21-4/20/2020	32.17	05/20/2020	10-00-000-570300-0000	
Cinquegrani	Verizon-Cell Phones 3/21-4/20/2020	39.97	05/20/2020	10-10-000-570300-0000	
Cinquegrani	Verizon-Cell Phones 3/21-4/20/2020	32.17	05/20/2020	20-00-000-570300-0000	
Cinquegrani	Verizon-Cell Phones 3/21-4/20/2020	38.01	05/20/2020	20-00-000-570300-0000	
Cinquegrani	Verizon-Cell Phones 3/21-4/20/2020	88.81	05/20/2020	20-24-000-535500-4631	
Cinquegrani	Verizon-Cell Phones 3/21-4/20/2020	29.94	05/20/2020	20-24-000-535500-4643	
Cinquegrani	Verizon-Cell Phones 3/21-4/20/2020	30.08	05/20/2020	20-24-000-535500-4625	
Cinquegrani	Comcast-Internet	90.67	05/20/2020	20-30-350-570300-0000	
Cinquegrani	Comcast-Internet	146.64	05/20/2020	20-30-300-570300-0000	
Cinquegrani	IPRA-Job Posting	165.00	05/20/2020	10-00-000-521150-0000	
Cinquegrani	PAX8-Data Archiving	65.33	05/20/2020	10-00-000-521600-0000	
Cinquegrani	PAX8-Data Archiving	5.24	05/20/2020	10-10-000-521600-0000	
Cinquegrani	PAX8-Data Archiving	65.33	05/20/2020	20-00-000-521600-0000	
Cinquegrani	PAX8-Data Archiving	29.47	05/20/2020	20-30-100-521600-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Cinquegrani	PAX8-Data Archiving	1.31	05/20/2020	20-26-000-525500-6845	
Cinquegrani	PAX8-Data Archiving	1.31	05/20/2020	20-23-000-525500-3510	
Cinquegrani	Comcast-Internet	156.64	05/20/2020	20-00-000-570300-0000	
Cinquegrani	Comcast-Internet/Cable	875.06	05/20/2020	20-30-100-570300-0000	
Cinquegrani	Comcast-Internet	131.55	05/20/2020	10-10-000-570300-0000	
Cinquegrani	Comcast-Internet	234.61	05/20/2020	20-30-150-570300-0000	
Defiglia	Customonline-Face Masks	132.81	05/20/2020	10-00-000-585850-0000	
Defiglia	Better Banner-Sneeze Guards	596.00	05/20/2020	10-00-000-585850-0000	
Defiglia	Direct TV-Cable	152.99	05/20/2020	20-30-350-521600-0000	
Defiglia	Case Lots-Masks	640.00	05/20/2020	10-00-000-585850-0000	
Friego	Staples-Supplies	68.97	05/20/2020	10-10-000-530100-0000	
Harris	Jimmy Johns-Staff Lunch	23.86	05/20/2020	20-00-000-585250-0000	
Harris	USPS-PO Box Renewal	92.00	05/20/2020	10-00-000-521800-0000	
Hartnett	Athletic Equipment-Program Supplies	150.00	05/20/2020	20-21-000-535500-1170	
Hartnett	Adrenaline Lacrosse-Patches	308.75	05/20/2020	20-21-000-535500-1173	
Hartnett	Adrenaline Lacrosse-Jackets	3,607.27	05/20/2020	20-21-000-535500-1173	
Hartnett	Amazon-Supplies	119.00	05/20/2020	20-21-000-535500-1172	
Miller	Amazon-Supplies	19.58	05/20/2020	20-30-100-530100-0000	
Norman	Case Lots-Cleaning Supplies	653.20	05/20/2020	10-00-000-585850-0000	
Norman	Case Lots-Sanitizer	522.00	05/20/2020	10-00-000-585850-0000	
Norman	Case Lots-Face Masks	128.00	05/20/2020	10-00-000-585850-0000	
Okray	Yelp-Advertising	90.00	05/20/2020	20-30-100-521650-0000	
Okray	N2-Advertising	250.00	05/20/2020	20-30-100-521650-0000	
Okray	Textedly-SMS Marketing	910.00	05/20/2020	20-00-000-521650-0000	
Okray	Vimeo-Marketing	84.00	05/20/2020	20-00-000-521650-0000	
Okray	Barone's-Contest Prizes	75.00	05/20/2020	20-00-000-521650-0000	
Okray	iStock-Stock Videos	60.00	05/20/2020	20-00-000-521650-0000	
Okray	iStock-Stock Photos	24.50	05/20/2020	10-00-000-530450-0000	
Okray	iStock-Stock Photos	24.50	05/20/2020	20-00-000-530450-0000	
Okray	Mailchimp-Email Marketing	101.65	05/20/2020	20-00-000-521650-0000	
Okray	Mailchimp-Email Marketing	25.00	05/20/2020	20-30-100-521650-0000	
Okray	AMI-Banners	261.96	05/20/2020	20-00-000-521650-0000	
Okray	Amazon-Kindness Rocks	165.92	05/20/2020	20-00-000-521650-0000	
Okray	Best Version-Print Ad	156.80	05/20/2020	20-00-000-521650-0000	
Okray	Vimeo-Subscription	240.00	05/20/2020	20-30-100-521650-0000	
Okray	Amazon-Photo Booth	197.92	05/20/2020	20-00-000-521650-0000	
Shingler	Easy Ice-Concessions	85.00	05/20/2020	20-30-500-530095-0000	
Shingler	Les Mills-BodyPump	248.00	05/20/2020	20-30-100-521600-0000	
Shingler	Amazon-Supplies	12.99	05/20/2020	20-30-100-535500-0000	
Shingler	Amazon-Supplies	12.99	05/20/2020	20-30-500-530401-0000	
Stirmell	IPRA-Symposium	60.00	05/20/2020	20-00-000-585201-0000	
Troia	V of GE-Permit Fees	65.00	05/20/2020	10-10-000-550200-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	13,726.31			
Vendor: 132271	Grainger, Inc.			Check Sequence: 9	ACH Enabled: False
9525452877	Eye Wash Station Repair	92.34	05/20/2020	20-30-500-530300-0000	
	Check Total:	92.34			
Vendor: 100553	Granicus, Inc.			Check Sequence: 10	ACH Enabled: False
126200	Online Streaming	244.63	05/20/2020	10-00-000-585100-0000	
126200	Online Streaming	244.62	05/20/2020	20-00-000-585100-0000	
	Check Total:	489.25			
Vendor: 200720	Heartline Fitness Systems			Check Sequence: 11	ACH Enabled: False
116300	Timing Belt	33.44	05/20/2020	20-30-100-530210-0000	
	Check Total:	33.44			
Vendor: 151470	Landscape Material			Check Sequence: 12	ACH Enabled: False
38574	Mulch	1,260.00	05/20/2020	10-10-000-550600-0000	
	Check Total:	1,260.00			
Vendor: 152045	Len's Ace Hardware			Check Sequence: 13	ACH Enabled: False
	Rope	8.99	05/20/2020	10-10-000-530300-0000	
	Building Repairs	24.78	05/20/2020	10-10-000-550300-0000	
	Fountain Repairs	36.68	05/20/2020	20-30-500-530300-0000	
	Check Total:	70.45			
Vendor: 156599	Menard's, Inc.			Check Sequence: 14	ACH Enabled: False
41144	PVC/Landscape Blocks	50.24	05/20/2020	20-30-300-541300-0000	
41721	LED Lights	74.91	05/20/2020	20-30-500-530300-0000	
41884	Cover	13.36	05/20/2020	10-10-000-550300-0000	
42205	Wood Plexiglass Guard	9.94	05/20/2020	10-00-000-585850-0000	
42477	Irrigation Repairs	63.05	05/20/2020	10-10-000-521315-0000	
	Check Total:	211.50			
Vendor: 157018	Midwest Groundcovers LLC.			Check Sequence: 15	ACH Enabled: False
668902	District Plantings	606.43	05/20/2020	10-10-000-550600-0000	
	Check Total:	606.43			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 163300	Office Depot			Check Sequence: 16	ACH Enabled: False
	Office Supplies	21.40	05/20/2020	10-00-000-530100-0000	
	Check Total:	21.40			
Vendor: 101134	PDRMA			Check Sequence: 17	ACH Enabled: False
	4/2020 Health Insurance	4,830.71	05/20/2020	10-00-000-565100-0000	
	4/2020 Health Insurance	11,792.45	05/20/2020	10-10-000-565100-0000	
	4/2020 Health Insurance	10,776.27	05/20/2020	20-00-000-565100-0000	
	4/2020 Health Insurance	3,775.24	05/20/2020	20-30-100-565100-0000	
	4/2020 Health Insurance	219.90	05/20/2020	20-30-150-565100-0000	
	4/2020 Health Insurance	213.56	05/20/2020	20-30-200-565100-0000	
	4/2020 Health Insurance	53.55	05/20/2020	20-30-300-565100-0000	
	4/2020 Health Insurance	76.41	05/20/2020	20-30-350-565100-0000	
	4/2020 Health Insurance	53.55	05/20/2020	20-30-400-565100-0000	
	4/2020 Health Insurance	1,112.63	05/20/2020	20-30-450-565100-0000	
	4/2020 Property Insurance	5,649.19	05/20/2020	10-00-000-560600-0000	
	4/2020 Liability Insurance	2,721.26	05/20/2020	10-00-000-560600-0000	
	4/2020 Workers Compensation	4,121.91	05/20/2020	10-00-000-560200-0000	
	4/2020 Workers Compensation	170.01	05/20/2020	10-00-000-560600-0000	
	4/2020 Employment Practice	1,302.82	05/20/2020	10-00-000-560600-0000	
	4/2020 Health Insurance	419.53	05/20/2020	55-00-000-565100-0000	
	Check Total:	47,288.99			
Vendor: 173350	Randall Pressure Systems Inc.			Check Sequence: 18	ACH Enabled: False
	Auger Repairs	308.01	05/20/2020	10-10-000-530210-0000	
	Check Total:	308.01			
Vendor: 199058	Rotary Club of Glen Ellyn			Check Sequence: 19	ACH Enabled: False
7436	Monthly Dues	73.50	05/20/2020	20-00-000-585250-0000	
7436	Monthly Dues	73.50	05/20/2020	10-00-000-585250-0000	
	Check Total:	147.00			
Vendor: 176093	Russo Power Equipment			Check Sequence: 20	ACH Enabled: False
10198588	Blower Repairs	49.43	05/20/2020	10-10-000-530210-0000	
	Check Total:	49.43			
Vendor: 200491	Safe Haven IT, Inc.			Check Sequence: 21	ACH Enabled: False
2020-062	IT Maintenance-May 2020	1,800.00	05/20/2020	10-00-000-521400-0000	
2020-062	IT Maintenance-May 2020	1,800.00	05/20/2020	20-00-000-521400-0000	



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	3,600.00			
Vendor: 178570 8575-3	Sherwin Williams Co. Paint	104.62	05/20/2020	Check Sequence: 22 20-30-100-530300-0000	ACH Enabled: False
	Check Total:	104.62			
Vendor: 199567 99316749-001	Site One Landscape Supply, LLC Memorial Trees	890.00	05/20/2020	Check Sequence: 23 20-00-000-530213-0000	ACH Enabled: False
	Check Total:	890.00			
Vendor: 200487 177116	SOS Technologies AED Cabinets	4,123.95	05/20/2020	Check Sequence: 24 20-00-000-541250-0000	ACH Enabled: False
	Check Total:	4,123.95			
Vendor: 183781 1011144/43	Terrace Supply Company CO2	45.00	05/20/2020	Check Sequence: 25 20-30-500-530600-0000	ACH Enabled: True
	Check Total:	45.00			
Vendor: 200495	Village of Glen Ellyn-Fuel 4/2020 Fuel	1,293.46	05/20/2020	Check Sequence: 26 10-10-000-530500-0000	ACH Enabled: False
	Check Total:	1,293.46			
Vendor: 190330	Village of Glen Ellyn-Water			Check Sequence: 27	ACH Enabled: False
	2/15-3/16/2020 Water	107.37	05/20/2020	20-30-200-570400-0000	
	2/15-3/16/2020 Water	23.15	05/20/2020	20-00-000-570400-0000	
	2/15-3/16/2020 Water	42.72	05/20/2020	20-00-000-570400-0000	
	2/15-3/16/2020 Water	71.44	05/20/2020	10-00-000-570400-0000	
	2/15-3/16/2020 Water	27.17	05/20/2020	20-30-150-570400-0000	
	2/15-3/16/2020 Water	42.72	05/20/2020	20-30-500-570400-0000	
	2/15-3/16/2020 Water	42.50	05/20/2020	20-30-350-570400-0000	
	2/15-3/16/2020 Water	584.74	05/20/2020	20-30-450-570400-0000	
	2/15-3/16/2020 Water	471.81	05/20/2020	20-30-100-570400-0000	
	2/15-3/16/2020 Water	42.76	05/20/2020	20-30-300-570400-0000	
	2/15-3/16/2020 Water	48.30	05/20/2020	20-00-000-570400-0000	
	2/15-3/16/2020 Water	53.49	05/20/2020	20-00-000-570400-0000	
	2/15-3/16/2020 Water	42.76	05/20/2020	20-30-400-570400-0000	
	Check Total:	1,600.93			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 197710	Young Rembrandts			Check Sequence: 28	ACH Enabled: False
	Winter Classes	140.00	05/20/2020	20-22-000-525500-2315	
	Check Total:	<u>140.00</u>			
	Total for Check Run:	<u>80,598.89</u>			
	Total of Number of Checks:	<u>28</u>			

# Accounts Payable

## Computer Check Proof List by Vendor

User: cyocum  
Printed: 05/06/2020 - 8:38AM  
Batch: 00003.05.2020



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 200200 14103/02	SportaFlex, LLC Fencing System/Anchors/Sleeves	10,667.00	05/06/2020	Check Sequence: 1 20-21-000-535500-1111	ACH Enabled: False
	Check Total:	10,667.00			
	Total for Check Run:	10,667.00			
	Total of Number of Checks:	1			

**Glen Ellyn Park District  
Board of Commissioners  
Regular Meeting  
April 21, 2020  
185 Spring Avenue**

**I. Call to Order**

President Ward called the remote Zoom meeting to order at 7:02 p.m. President Ward stated that Commissioners and staff were participating remotely via Zoom.

**II. Roll Call of Commissioners**

Upon roll call, those answering present were Commissioners Stortz, Nephew, Durham, Weber, Bischoff and President Ward. Commissioner Cornell connected via Zoom at 7:20 p.m.

Staff members attending via Zoom were Executive Director Harris, Superintendent of Finance & Personnel Cinquegrani, Parks Project Manager Troia, and Superintendent of Recreation Esposito, Executive Assistant Dikker, Assistant Superintendent of Athletics Babicz, Manager Miller and Assistant Manager Shingler.

Guests in attendance were CFC Member St. Clair and League of Women Voter representative Bernstein

**III. Changes to the Agenda**

None.

**IV. Public Participation**

None.

**V. Consent Agenda**

Commissioner Nephew moved, seconded by Commissioner Weber, to approve the Consent Agenda including the Voucher List of Bills totaling \$133,774.35, the March 19, Regular meeting minutes and the April 7, 2020 Workshop meeting minutes.

*Roll Call: Aye: Commissioners Nephew, Stortz, Durham, Weber, Bischoff and President Ward*

*Nay: None*

*Motion Carried.*

**VI. Unfinished Business**

**A. Ackerman Payout Request #10**

Executive Director Harris presented the Ackerman Park Phase IV Improvement Project Payout Request #10 from Wight Construction and discussed the status of the project stating the hope is to have the project completed by the third week in May. Following a brief discussion,

Commissioner Weber moved, seconded by Commissioner Stortz, to approve Wight Construction payout request #10 for the Ackerman Park Phase IV Improvements-Construction Management Services in the amount of \$6,065.33.

*Roll Call: Aye: Commissioners Stortz, Durham, Nephew, Weber, Bischoff, and President Ward*  
*Nay: None*

*Motion Carried.*

#### B. Coronavirus (COVID-19) District Update

Executive Director Harris reminded the Park Board of the current status of the Park District including the closures of facilities, suspension of programs and cancellation of events and activities. Harris discussed the financial status of the District stating that unlike School Districts or Libraries who collect almost all their revenues through property taxes, the Park District generates nearly 55% of its revenue from user fees. As many of the programs are not running and status of upcoming programs is unknown revenue is not being collected as well as refunded. The District did defer \$800,000 in budgeted expenses for 2020. Presently, events, athletics, programs, and seasonal facility openings are all being evaluated and will certainly be influenced by upcoming mandates from the Governor and the CDC. Despite those challenges, the District remains productive, motivated, and resourceful during this time and sited the many examples of recreational and community outreach activities the District has provided.

Superintendent of Recreation Esposito provided a summary and status of recreation department activities to the Park Board. Esposito first provided a list of the many marketing efforts that have been extended to our patrons including virtual recreation, fitness videos, upcoming virtual earth week and virtual seasonal events. Esposito then mentioned that the Spring season for Lacrosse has been cancelled and the many other spring/summer athletic programs are in a holding status at this time as are summer events and activities. Esposito stated that Preschool has now been cancelled and end of season packets will be safely delivered to students. Lastly, Esposito reviewed that staff is preparing opening and operational procedures for the facilities should they be allowed to reopen.

#### C. Sunset Pool Discussion

Harris stated per the direction of the Park District Commissioners at the April 7, 2020 Workshop meeting, staff is compiled a detailed report with financial projections regarding the Sunset Pool facility. Superintendent of Recreation Esposito along with Superintendent of Finance and Personnel Cinquegrani discussed the report. The report was divided into four sections: financial, training and maintenance scenarios, consideration factors, surrounding communities' information and staff recommendation.

The report provided information regarding Sunset Pool budget with projections of budget based on three (3) potential opening dates and a final scenario of the facility not opening at all. The Park Board reviewed projections and financials based off possible opening dates including May 23<sup>rd</sup>, June 13<sup>th</sup>, July 4<sup>th</sup>, and remaining closed for the season. The Park Board had a lengthy

discussion of the financial factors and impacts. Esposito then discussed the many other factors that need to be considered as well including potential extensions to the stay at home order, recommendations from the CDC for social gatherings, social distancing within a pool setting, unemployment and workmen compensation exposure, and Personal Protection Equipment (PPE) for staff to name a few. Additionally, some potential options to reduce expense and simplify operations were offered. Staff has also reached out to surrounding communities and stated others are also currently researching and evaluating similar options Director Harris stated that a regional coalition of communities with aquatic centers will be meeting this week to discuss various ideas, plans and timelines.

Staff recommended to the Park Board that based on the assumption that the stay-at-home order will not be lifted and with a possibility of an extension of the order, that the pool opening should be delayed until at least June 13<sup>th</sup> with a final decision on opening of the pool for the season to take place at the May 5<sup>th</sup> Workshop meeting. Commissioners expressed their concern with the complications involved from an operational standpoint of the pool, the safety of the public and employees and adhering and implementing the many guidelines that have yet to be established. All agreed to delay the opening of Sunset Pool to June 13<sup>th</sup> and to reevaluate and make a final decision at the May 5<sup>th</sup> Workshop meeting when hopefully more information and guidance will be provided from the Governor and CDC.

## **VII. New Business**

### **A. Families First Coronavirus Response Act (FFCRA) Policy**

Superintendent of Finance and Personnel Cinquegrani stated that the Families First Coronavirus Response Act (FFCRA) was signed into law on March 18, 2020 which requires employers to provide employees with paid sick leave and expand family and medical leave for specified reasons related to COVID-19. These provisions will apply from April 1, 202 through December 31, 2020. Cinquegrani provided the details of this Act and stated per the direction of Park District legal counsel a policy should be established approving this Act. Commissioner Stortz moved, seconded by Commissioner Bischoff to approve the Families First Coronavirus Response Act (FFCRA) Policy as presented.

*Roll Call: Aye: Commissioners Stortz, Bischoff, Cornell, Nephew, Durham, Weber and President Ward  
Nay: None*

*Motion Carried.*

## **VIII. Staff Reports**

### **A. Finance Report – (for information only)**

### **B. Staff Reports**

Director Harris stated his appreciation for staff's dedication, resilience and tremendous effort over the last few weeks in providing many programs, outreach efforts and comfort to the community during this time.

**IX. Commissioners' Reports**

All of the Commissioners thanked staff for their efforts in providing services to the community from online videos to outreach programs. Commissioner Cornell again relayed that her place of employment, Covenant Living at Windsor Park Senior Living Community, is continuing to seek employees for hire.

**X. Adjourn**

There being no further business, Commissioner Bischoff moved, seconded by Commissioner Cornell to adjourn the Regular Meeting at 8:27 p.m.

*Roll Call: Aye: Commissioners Stortz, Bischoff, Cornell, Nephew, Durham, Weber and President Ward*

*Nay: None*

*Motion Carried.*

Respectfully submitted,

Kimberly Dikker  
Board Secretary

**Glen Ellyn Park District  
Board of Commissioners  
Workshop Meeting  
May 5, 2020  
185 Spring Avenue**

**I. Call to Order**

President Ward called the remote Zoom meeting to order at 7:00 p.m. President Ward stated that Commissioners and staff were participating remotely via Zoom.

**II. Roll Call of Commissioners**

Upon roll call, those answering present were Commissioners Stortz, Nephew, Durham, Weber, Bischoff and President Ward. Commissioner Cornell connected via Zoom at 7:25 p.m.

Staff members attending via Zoom were Executive Director Harris, Superintendent of Finance & Personnel Cinquegrani, Parks Project Manager Troia and Superintendent of Recreation Esposito.

Guests in attendance were CFC Member St. Clair and League of Women Voter representative Gail Bernstein.

**III. Changes to the Agenda**

None.

**IV. Public Participation**

None.

**V. Consent Agenda**

Commissioner Nephew moved, seconded by Commissioner Weber, to approve the Consent Agenda including the Voucher List of Bills totaling \$59, 414.67.

*Roll Call: Aye: Commissioners Nephew, Stortz, Durham, Weber, Bischoff and President Ward  
Nay: None*

*Motion Carried.*

**VI. Election of Officers**

Per discussion at the April 7, 2020 Workshop meeting, the Park Board of Commissioners discussed the Election of Officers and Appointment of Chair/Liaison positions to the advisory committees. It was decided that due to the extenuating circumstances and challenges currently within our environment that current positions would remain as they are. Per the direction of counsel, all elected and appointed positions can be approved in one motion as presented and do not need to be individually nominated or appointed. The current positions that will remain through May of 2021 are as follows:



Board positions:

- President (Michael Ward)
- Vice-President (Alex Durham)
- Treasurer (Julia Nephew)
- Executive Director (Dave Harris)
- Board Secretary (Kimberly Dikker)
- WDSRA (Dave Harris)
- Legal Firm (Ancel Glink)

The Advisory positions:

- Glen Ellyn Park District Citizens Finance Committee Liaison (1-2) / (Durham/Nephew)
- Ackerman Sports and Fitness Center Advisory Committee Co-Chair (1-2) / (Stortz/Weber)
- Glen Ellyn Park District Citizen’s Environmental Advisory Committee Co-Chair (1-2) / (Cornell/Nephew)
- Friends of Glen Ellyn Park District Foundation Liaison (1-2) / (Cornell/Bischoff)
- Youth Sports Advisory Committee Liaison (1-3) (Stortz/Weber/Bischoff)

Commissioner Stortz moves, seconded by Commissioner Durham to approve the Board positions and Advisory positions as presented

*Roll Call: Aye: Commissioners Stortz, Durham, Nephew, Weber, Bischoff, and President Ward*  
*Nay: None*

*Motion Carried.*

**VII. 2019 Annual Audit Presentation**

Jennifer Martinson of Lauterbach & Amen presented the 2019 Comprehensive Annual Financial Report (CAFR). Ms. Martinson explained the report in detail and provided general information to the Board of the yearly audit process. Ms. Martinson stated the audit received an unmodified opinion, or a clean audit, and the District received the Certification of Achievement for Excellence Award for the previous fiscal year. The Park Board had a brief discussion of the report, posed general questions to Ms. Martinson and thanked Superintendent Cinquegrani and staff for their time working on the Audit and success in achieving the Certification of Achievement Award for 2018. Ms. Martinson stated the 2019 fiscal year audit will be submitted again for the Certificate of Achievement Award for 2019, which is typically awarded during the following fiscal year.

**VIII. Coronavirus (COVID-19) District Update**

Executive Director Harris reminded the Park Board of the current status of the Park District including the closures of facilities, suspension of programs and cancellation of events and activities. Harris briefly highlighted the District’s ongoing effort regarding communication/marketing, programs, athletics, community outreach and compliance efforts.

Harris then discussed recommendations to reopen some outdoor facilities that have been closed since the stay at home order was first initiated. This past weekend, Naperville Park District had opened their outdoor tennis and pickle ball courts, additionally Hinsdale Parks and Recreation Department opened their tennis, pickle ball and platform tennis courts while Wheaton Park District tennis and pickle ball courts have remained open throughout. After research and discussion with legal counsel, the staff created a reopening plan for outdoor tennis, pickle ball and platform tennis. It included the requirement to wear masks when playing doubles, social distancing when waiting for courts, opening limited courts to minimize attendance and distribute play, restrict hours, post rules and expectations as well as assumption of risk. District would not staff the site(s) but monitor periodically with staff and compliance ambassadors. Depending on usage and compliance, hours of operation could be expanded. The reopening will occur on Saturday, May 9<sup>th</sup> with an announcement likely on Thursday, May 7<sup>th</sup>.

#### **IX. Sunset Pool Discussion**

Following the Board action to tentatively delay the pool opening to at least June 13 at the previous Board meeting, the pool opening topic was to be discussed further at the May 5<sup>th</sup> meeting with the thought there could be additional information from the State and/or elsewhere providing additional guidance and direction. Unfortunately, there has not been any further direction provided by the State. More Park Districts have decided to not open their aquatic centers for the 2020 season. They include Barrington, Hoffman Estates, Carol Stream. Wood Dale, Rockford, Moline. Additionally, the West Suburban Swim Conference in which the Glen Ellyn Gators are a member of, has canceled their season.

Commissioners again expressed their concern with the complications involved from an operational standpoint of the pool, the safety of the public and employees and adhering and implementing the many guidelines that have yet to be established. While all Commissioners were not confident that Sunset Pool could open and operate safely and practically based on the available information as well as what the guidelines could potentially be in the coming months as presented in the "Restore Illinois" plan released by the Governor the afternoon of May 5<sup>th</sup>, some wanted to defer the decision until the next meeting on May 19<sup>th</sup>. The Board agreed to giving Executive Director Harris authority to determine the status of the pool between May 5<sup>th</sup> and May 19<sup>th</sup> should additional information become available.

Commissioner Nephew moved, seconded by Commissioner Weber to approve .....Given the unlikely event that the pool will open this season, the Board gives the Executive Director, Dave Harris, authority to close the pool for the 2020 season before May 19<sup>th</sup> if he feels the decision is appropriate."

*Roll Call: Aye: Commissioners Nephew, Weber, Cornell, Stortz, Durham, Bischoff, and President Ward*  
*Nay: None*

*Motion Carried.*

**X. Staff Reports**

No staff reports

**IX. Commissioners' Reports**

All the Commissioners expressed their appreciation for the continued efforts by the District and staff to provide creative programming, outstanding communication and community outreach.

**X. Adjourn**

There being no further business, Commissioner Weber moved, seconded by Commissioner Bischoff to adjourn the Regular Meeting at 8:35 p.m.

*Roll Call: Aye: Commissioners Weber, Bischoff, Cornell, Stortz, Nephew, Durham, Weber and President Ward*

*Nay: None*

*Motion Carried.*

Respectfully submitted,

Dave Harris  
Acting Board Secretary



# MEMO

May 19, 2020

**TO:** Park District Board of Commissioners  
**FROM:** Dave Harris, Executive Director  
**RE:** Ackerman Park Phase IV Improvements – Construction Management Payout Request #11

Attached is payout request #11 for Ackerman Park Phase IV improvement project- Construction Management Services in the amount of \$130, 562.15. This is the eleventh payout request from Wight Construction, who is overseeing construction for Ackerman Park improvements. Wight's services include bidding services, quality control, project scheduling, purchasing oversight, identifying cost savings (value engineering), provides checks and balances between owner and architect, and acts as an extension Park District staff. The eleventh payout request is for work related to the earthwork, fencing, landscape, and irrigation. Remaining work includes east side entrance to softball hub, infield mis installation non field #1, final grading of hub infields, outfield restoration.

**Recommendations:** As the services identified within the payout request have been performed, staff recommends Board approval for the payout request.

**Motion:** Motion to approve Wight Construction payout request #11 for the Ackerman Park Phase IV Improvements - Construction Management Services in the amount of \$130, 562.15

# APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER: Glen Ellyn Park District  
185 Spring Avenue  
Glen Ellyn, IL 60137

PROJECT: Glen Ellyn Park District-Ackermann Park  
800 St. Charles Road  
Glen Ellyn, IL 60137

APPLICATION NO.: 11  
APP. DATE: May 15, 2020  
PERIOD TO : May 15, 2020  
PROJECT NO: 180002

Distribution to:  
 OWNER  
 ARCHITECT  
 CONTRACTOR

FROM CONTRACTOR: Wight Construction Services, Inc.  
2500 North Frontage Road  
Darien, IL 60561

VIA ARCHITECT:

CONTRACT DATE : Jun 19, 2019

CONTRACT FOR: Glen Ellyn Park District-Ackermann Park

## APPLICATION AND CERTIFICATE FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation sheet is attached.

<b>1. ORIGINAL CONTRACT SUM</b> .....	\$	3,456,919.00
<b>2. Net change by change orders</b> .....	\$	-35,341.11
<b>3. CONTRACT SUM TO DATE ( Line1 +/- 2 )</b> .....	\$	3,421,577.89
<b>4. TOTAL COMPLETED &amp; STORED TO DATE</b> ....	\$	3,360,755.39
(Column G on G703)		
<b>5. RETAINAGE:</b>		
(Total retainage Column I of G703) .....	\$	187,358.16
<b>6. TOTAL EARNED LESS RETAINAGE</b> .....	\$	3,173,397.23
(Line 4 less Line 5 Total )		
<b>7. LESS PREVIOUS CERTIFICATES FOR PAYMENT</b>		
(Line 6 from prior Certificate) .....	\$	3,042,835.08
<b>8. CURRENT PAYMENT DUE</b> .....	\$	130,562.15
<b>9. BALANCE TO FINISH, INCLUDING RETAINAGE</b>		
(Line 3 less Line 6 )	\$	248,180.66

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Change Order approved in previous months by Owner		418,486.89	-453,828.00
APPROVED THIS MONTH			
Number	Date Approved		
<b>Current Total:</b>		0.00	0.00
<b>Net Change by Change Orders</b>			-35,341.11

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Contractor: Wight Construction Services, Inc.

By: Carol Rugh CFO Date: May 12, 2020

State of: Illinois

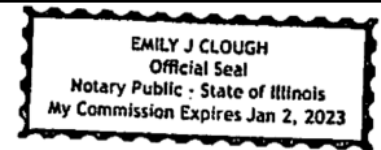
County of: Will

Subscribed and sworn to before

me this 12th day of May, 2020

Notary Public: Emily J. Clough

My Commission expires: January 2, 2023



## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of Work is in accordance with the Contract Documents, and the Contractor is entitled to the payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED.....\$ \_\_\_\_\_

(Attach explanation If amount certified differs from the amount applied for. Initial figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: \_\_\_\_\_ Date: \_\_\_\_\_

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Wight Construction Services, Inc.

CONTINUATION SHEET

Page: 2

Project: Glen Ellyn Park District-Ackermann Park  
800 St. Charles Road  
Glen Ellyn, IL 60137

APPLICATION NUMBER: 11  
APPLICATION DATE: May 15, 2020  
PERIOD TO: May 15, 2020  
PROJECT NO: 180002

A ITEM NO.	B DESCRIPTION OF WORK		C SCHEDULED VALUE			D WORK COMPLETED (D+E)		F MATERIAL PRESENTLY STORED	G TOTAL COMPLETED AND STORED TO DATE	PERCENT COMPLETED	H BALANCE TO FINISH	I RETAINAGE	J NET AMOUNT DUE
			ORIGINAL	CHANGE ORDERS	CURRENT	FROM PREVIOUS APPLICATION	THIS PERIOD						
010200	CM Fee & General Conditions	Wight Construction Services, Inc.	355,753.61	9,430.39	365,184.00	353,123.76	3,644.35	0.00	356,768.11	97.70	8,415.89	0.00	3,644.35
023200	Geotechnical Investigations	Testing Service Corporation	0.00	2,486.00	2,486.00	2,486.00	0.00	0.00	2,486.00	100.00	0.00	0.00	0.00
030000	Site Concrete	Lindblad Construction Company of Joliet, Inc.	399,900.00	34,500.00	434,400.00	421,349.39	0.00	0.00	421,349.39	97.00	13,050.61	42,134.94	0.00
260000	Electrical	Richmond Electric Co., Inc.	0.00	32,965.00	32,965.00	32,965.00	0.00	0.00	32,965.00	100.00	0.00	0.00	0.00
265600	Exterior Lighting	Musco Sports Lighting, LLC	0.00	4,150.00	4,150.00	4,150.00	0.00	0.00	4,150.00	100.00	0.00	0.00	0.00
310000	Earthwork	Elgin Augering, Inc.	1,250.00	0.00	1,250.00	1,250.00	0.00	0.00	1,250.00	100.00	0.00	0.00	0.00
310000-01	Earthwork	S&J Construction Co., Inc.	5,680.39	0.00	5,680.39	5,680.39	0.00	0.00	5,680.39	100.00	0.00	0.00	0.00
310000-02	Earthwork	A.R.S. Contracting, Inc.	2,500.00	0.00	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00	0.00	0.00	0.00
312000	Excavation and Site Utilities	Hoppy's Landscaping, Inc.	941,441.00	120,275.00	1,061,716.00	1,061,716.00	0.00	0.00	1,061,716.00	100.00	0.00	53,085.80	53,085.80
320000	New Pathways	CPMH Construction	0.00	141,532.50	141,532.50	141,532.50	0.00	0.00	141,532.50	100.00	0.00	7,076.62	0.00
321800	Synthetic Turf	.	453,828.00	-453,828.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
323100	Fencing	Action Fence Contractors, Inc.	546,780.00	50,700.00	597,480.00	583,750.00	13,730.00	0.00	597,480.00	100.00	0.00	29,874.00	42,231.00
328000	Irrigation	Aqua Designs, Inc.	356,386.00	6,063.00	362,449.00	362,020.00	0.00	0.00	362,020.00	99.88	429.00	18,101.00	18,101.00
329000	Landscaping	Breezy Hill Nursery, Inc.	393,400.00	11,385.00	404,785.00	355,858.00	15,000.00	0.00	370,858.00	91.62	33,927.00	37,085.80	13,500.00
992000	Unlet Subcontracts	.	5,000.00	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	5,000.00	0.00	0.00
<b>Project Total:</b>			<b>3,461,919.00</b>	<b>-40,341.11</b>	<b>3,421,577.89</b>	<b>3,328,381.04</b>	<b>32,374.35</b>	<b>0.00</b>	<b>3,360,755.39</b>	<b>98.22</b>	<b>60,822.50</b>	<b>187,358.16</b>	<b>130,562.15</b>

# WAIVER OF LIEN

STATE OF ILLINOIS } SS  
COUNTY OF WILL

Whereas, the undersigned has been employed by **Glen Ellyn Park District** to provide Design Build Services for the premises known as **Ackermann Park** of which **Glen Ellyn Park District** is Owner. The undersigned, for and in consideration of **\$130,562.15** for good and valuable considerations, the receipt whereof is hereby acknowledged, do(es) hereby waive and release any and all lien or claim of, or right to, lien, under the the status of the State of Illinois, relating to mechanics liens, with respect to and on said above described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the moneys, funds or other considerations due from the owner, on account of labor, services, material, fixtures, apparatus or machinery furnished to this date by the undersigned for the above described premises.

Given under my hand and my seal on this **12-May-20**

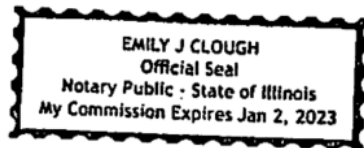
Subscribed and sworn before me on

**May 12, 2020**

**Wight Construction Services, Inc.**

  
\_\_\_\_\_  
NOTARY PUBLIC 1/2/2023

 CFO  
\_\_\_\_\_  
Carol Roglin, Chief Financial Officer



# APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER: Glen Ellyn Park District  
185 Spring Avenue  
Glen Ellyn, IL 60137

PROJECT:  
Ackerman Park  
800 St. Charles Road  
Glen Ellyn, IL 60137

APPLICATION NO: 7

PERIOD FROM: 4/5/2020  
TO: 5/15/2020

Distribution to:  
 OWNER  
 ARCHITECT  
 CONTRACTOR

FROM CONTRACTOR: Hoppy's Landscaping, Inc.  
15041 New Ave.  
Lockport, IL 60441

VIA ARCHITECT: Wight & Company  
2500 North frontage Road  
Dairen, IL 60561

PROJECT NO: 180002

CONTRACT FOR: Ackerman Park - Excavation / Site Utilities

CONTRACT DATE: 2/26/2019

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

ORIGINAL CONTRACT SUM .....	\$941,441.00
Net change by Change Orders .....	\$120,275.00
CONTRACT SUM TO DATE .....	\$1,061,716.00
TOTAL COMPLETED & STORED TO DATE .....	\$1,061,716.00
(Column G on G703)	
RETAINAGE <u>5</u> % .....	\$53,085.80
or total in Column 1 on G703	
<u>0</u> % of Stored Material (Column F)	\$0.00
TOTAL EARNED LESS RETAINAGE .....	\$1,008,630.20
LESS PREVIOUS CERTIFICATES FOR PAYMENT .....	\$955,544.40
<b>CURRENT PAYMENT DUE</b> .....	<b>\$53,085.80</b>
Balance to Finish, Including Retainage	\$53,085.80
(Contract to date less Total Earned less Retainage)	

CHANGE ORDER SUMMARY		
	ADDITIONS	DEDUCTIONS
Change Orders approved in previous months by Owner	115,400.00	0.00
Total approved this Month	4,875.00	0.00
Number	Date Approved	
<b>TOTALS</b>	120,275.00	0.00
Net change by Change Orders	120,275.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Hoppy's Landscaping, Inc.

BY: [Signature] Date: 05/04/20

State of: Illinois

County of: Will

Subscribed and sworn to before me this 4th day of May, 2020

Notary Public: [Signature]  
My Commission expires: March 28, 2024



## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on the Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: \_\_\_\_\_ Date: \_\_\_\_\_

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



**CONTINUATION SHEET**

**AIA DOCUMENT G703**

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

APPLICATION NUMBER: 7

In tabulations below, amounts are stated to the nearest dollar.

APPLICATION DATE: 05/04/20

Use Column I on Contracts where variable retainage for line items may apply.

PERIOD FROM: 04/15/20

TO: 04/15/20

ARCHITECT'S PROJECT NO: 180002

**Hoppy's Landscaping, Inc.**

Ackerman Park - Excavation / Site Utilities

A ITEM No.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED			G TOTAL COMPLETED AND STORED		H BALANCE TO FINISH (C-G)	I RETAINAGE
			Previous Applications	This Application		TO DATE (D + E + F)	% (G ÷ C)		
				Work in Place	Stored Materials (NOT IN D OR E)				
	Bond	14750.00	14750.00	0.00		14750.00	100%	0.00	737.50
	Mobilization	14350.00	14350.00	0.00		14350.00	100%	0.00	717.50
	Excavation	250141.00	250141.00	0.00		250141.00	100%	0.00	12,507.05
	CA-7 Aggregate	124650.00	124650.00	0.00		124650.00	100%	0.00	6,232.50
	McCook P210 Aggregate	151550.00	151550.00	0.00		151550.00	100%	0.00	7,577.50
	Allowance	100000.00	100000.00	0.00		100000.00	100%	0.00	5,000.00
	Erosion Control	13500.00	13500.00	0.00		13500.00	100%	0.00	675.00
	Tree Removal	6500.00	6500.00	0.00		6500.00	100%	0.00	325.00
	RE-Spread	30500.00	30500.00	0.00		30500.00	100%	0.00	1,525.00
	Site Utilities	235500.00	235500.00	0.00		235500.00	100%	0.00	11,775.00
	Change order #001	115400.00	115400.00	0.00		115400.00	100%	0.00	5,770.00
	Change Order #002	4875.00	4875.00	0.00		4875.00	100%	0.00	243.75
		1061716.00	1061716.00	0.00	0.00	1061716.00	100%	0.00	53,085.80

**APPLICATION AND CERTIFICATE FOR PAYMENT**  
**AIA DOCUMENT G702**

TO OWNER: Glen Ellyn Park District  
 185 Spring Ave.  
 Glen Ellyn, IL 60137

Ackerman Park  
 800 St. Charles Road  
 Glen Ellyn, IL 60137

APPLICATION NO: 7 Revised Distribution to:  
 PERIOD TO: 5/15/2020  
 PROJECT NO:

<input checked="" type="checkbox"/>	OWNER
<input type="checkbox"/>	CONSTRUCTION
<input type="checkbox"/>	MANAGER
<input type="checkbox"/>	ARCHITECT
<input type="checkbox"/>	CONTRACTOR

FROM CONTRACTOR:  
 Action Fence Contractors, Inc  
 945 Tower Rd. Mundelein, IL 60060

CONTRACT DATE:

CONTRACT FOR: Fencing  
 VIA CONSTRUCTION MANAGER: Wight Construction Services, Inc.  
 VIA ARCHITECT:

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract.  
 Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM	546,780.00
2. Net change by Change Orders	50,700.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	597,480.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G702)	597,480.00
5. RETAINAGE:	
a. 5% of Completed Work	\$29,874.00
b. 10% of Stored Material (Column F on G703)	\$0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	29,874.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	567,606.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	525,375.00
8. CURRENT PAYMENT DUE	42,231.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	29,874.00

CONTRACTOR Action Fence Contractors, Inc.

By: *[Signature]* Date: 5/11/2020

State of: Illinois County of: Lake  
 Subscribed and sworn to before me this 11<sup>th</sup> day of May, 2020  
 Notary Public:  
 My Commission expires: *[Signature]*



This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance or payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	50,700.00	\$0.00
Total approved this Month	\$0.00	\$0.00
TOTALS	50,700.00	\$0.00
NET CHANGES by Change Order	50,700.00	\$0.00

## SCHEDULE OF VALUES

CONTINUATION SHEET

PAGES 2 OF 2 PAGES

<u>Glen Ellyn Park District</u> <u>185 Spring Ave.</u> <u>Glen Ellyn, IL 60137</u>	<u>Ackerman Park</u> <u>800 St. Charles Road</u> <u>Glen Ellyn, IL 60137</u>	Application Number: <u>7 Revised</u> Application Date: <u>5/11/20</u> Period to: <u>5/15/2020</u> Architect's Project No: _____
Application and Certificate for Payment, containing contractor's signed certificate (attached). In tabulation below, amounts are stated to the nearest dollar. Use Column I on contracts where variable retainage for line items may apply.		Contractor: <u>Action Fence Contractors, Inc.</u> <u>945 Tower Road</u> <u>Mundelein, IL 60060</u>

Item No.	Description of Work	Scheduled Value	WORK COMPLETED		Materials Presently Stored (Not in D or E)	Total Completed and Stored To Date (D+E+F)	% (G / C)	Balance to Finish (C-G)	Retainage
			Previous Applications	This Application					
A	B	C	D	E	F	G	H		I
1	Arched backstops	\$134,660.00	\$134,660.00	\$0.00	\$0.00	\$134,660.00	100%	\$0.00	\$6,733.00
2	Chain link fencing	\$89,770.00	\$89,770.00	\$0.00	\$0.00	\$89,770.00	100%	\$0.00	\$4,488.50
3	Flag pole	\$7,760.00	\$7,760.00	\$0.00	\$0.00	\$7,760.00	100%	\$0.00	\$388.00
4	Dugout structure	\$161,600.00	\$161,600.00	\$0.00	\$0.00	\$161,600.00	100%	\$0.00	\$8,080.00
5	Shade structure	\$120,960.00	\$120,960.00	\$0.00	\$0.00	\$120,960.00	100%	\$0.00	\$6,048.00
6	12' Helmet combo rack	\$9,200.00	\$9,200.00	\$0.00	\$0.00	\$9,200.00	100%	\$0.00	\$460.00
7	6' Screen fence at maintenance building	\$13,730.00	\$0.00	\$13,730.00	\$0.00	\$13,730.00	100%	\$0.00	\$686.50
8	Performance & payment bond	\$4,100.00	\$4,100.00	\$0.00	\$0.00	\$4,100.00	100%	\$0.00	\$205.00
9	Allowance	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100%	\$0.00	\$250.00
10	CO#1 Home run	\$42,000.00	\$42,000.00	\$0.00	\$0.00	\$42,000.00	100%	\$0.00	\$2,100.00
11	CO#2 Backstop tie in	\$13,700.00	\$13,700.00	\$0.00	\$0.00	\$13,700.00	100%	\$0.00	\$685.00
12	CO#3 Allowance	-\$5,000.00	\$0.00	-\$5,000.00	\$0.00	-\$5,000.00	100%	\$0.00	-\$250.00
13		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
14		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
15		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
	<b>Total This Page 2</b>	<b>\$597,480.00</b>	<b>\$583,750.00</b>	<b>\$13,730.00</b>	<b>\$0.00</b>	<b>\$597,480.00</b>	<b>100%</b>	<b>\$0.00</b>	<b>\$29,874.00</b>

\_\_\_\_\_ CONTRACTOR  
 \_\_\_\_\_ SUBCONTRACTOR

**APPLICATION AND CERTIFICATE FOR PAYMENT**  
**AIA DOCUMENT G702**

PAGE ONE OF TWO PAGES

**TO:** Wight Construction  
 2500 North Frontage Rd  
 Darien IL 60561

**PROJECT:** Ackerman Park  
 800 St Charles Rd  
 Glen Ellyn IL 60137

**APPLICATION NO:** 6  
**APPLICATION DATE:** 05/07/20  
**PERIOD TO:** 05/15/20  
**PROJECT NO:** 180002

**FROM CONTRACTOR:**

Aqua Designs Inc  
 2133 Gould Ct  
 Rockdale IL 60436

**CONTRACT DATE:** 03/04/19

**CONTRACT FOR:**

irrigation

**OWNER:** Glen Ellyn Park Dist

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM		<u>\$356,386.00</u>
2. Net change by Change Orders		<u>\$6,063.00</u>
3. CONTRACT SUM TO DATE (Line 1 +/- 2)		<u>\$362,449.00</u>
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)		<u>\$ 362,020.00</u>
5. RETAINAGE:		
a. 10% of Completed Work (Column D + E on G703)	\$ 18,101.00	
b. 10% of Stored Material (Column F on G703)		
<b>TOTAL RETAINAGE</b>		<u>\$18,101.00</u>
(Lines 5a + 5b or Total in Column I of G703)		
6. TOTAL EARNED LESS RETAINAGE		<u>\$ 343,919.00</u>
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)		<u>\$325,818.00</u>
8. CURRENT PAYMENT DUE		<u>\$18,101.00</u>
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)		<u>\$18,530.00</u>

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	\$6,063.00	
Total approved this Month		
<b>TOTALS:</b>	<b>\$6,063.00</b>	
<b>NET CHANGES by Change Order:</b>	<b>\$6,063.00</b>	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now

**CONTRACTOR: Aqua Designs Inc**

By: Bruce P. McClain

Date: 5-7-2020

State of: IL County of: Will  
 day of 20  
 Subscribed and sworn to before me this 5-7  
 Notary Public: Christine M Ackerson



**GENERAL CONTRACTOR'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

**AMOUNT CERTIFIED**

(Attach explanation if amount certified differs from amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.)

**GENERAL CONTRACTOR:**

By: \_\_\_\_\_

Date: \_\_\_\_\_

This Certificate is not negotiable. the AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

**Owner: (if applicable)**

By: \_\_\_\_\_

Date: \_\_\_\_\_

AIA DOCUMENT G702 APPLICATION AND CERTIFICATE FOR PAYMENT CONSTRUCTION MANAGER ADVISER 1992 EDITION AIA

THE AMERICAN INSTITUTE OF ARCHITECTS, 1745 NEW YORK AVE. N.W. WASHINGTON, DC 20006-5292

Users may obtain validation of this document by requesting of the license a completed AIA Document D401- Certification of Document's Authenticity

AIA DOCUMENT G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.  
 In tabulations below, amounts are stated to the nearest dollar.  
 Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 6  
 APPLICATION DATE: 05/07/20  
 PERIOD TO: 05/15/20  
 PROJECT NO: 180002

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (Not in D or E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)		H BALANCE TO FINISH (C - G)	I RETAINAGE
			FROM PREVIOUS APPLICATION	THIS PERIOD		% (G / C)			
	irrigation	\$ 352,242.00	\$ 352,242.00			\$ 352,242.00	100%	\$ -	\$ 17,612.10
	allowance	\$ 4,144.00	\$ 3,715.00			\$ 3,715.00	90%	\$ 429.00	\$ 185.75
	Change Order #1	\$ 6,063.00	\$ 6,063.00			\$ 6,063.00	100%	\$ -	\$ 303.15
	Change Order #2		\$ -			\$ -	#DIV/0!	\$ -	\$ -
	Change Order #3		\$ -			\$ -	#DIV/0!	\$ -	\$ -
6		\$ -	\$ -	\$ -		\$ -	#DIV/0!	\$ -	\$ -
7		\$ -	\$ -	\$ -		\$ -	#DIV/0!	\$ -	\$ -
8		\$ -	\$ -	\$ -		\$ -	#DIV/0!	\$ -	\$ -
9		\$ -	\$ -	\$ -		\$ -	#DIV/0!	\$ -	\$ -
10		\$ -	\$ -	\$ -		\$ -	#DIV/0!	\$ -	\$ -
11		\$ -	\$ -	\$ -		\$ -	#DIV/0!	\$ -	\$ -
12		\$ -	\$ -	\$ -		\$ -	#DIV/0!	\$ -	\$ -
13		\$ -	\$ -	\$ -		\$ -	#DIV/0!	\$ -	\$ -
14		\$ -	\$ -	\$ -		\$ -	#DIV/0!	\$ -	\$ -
15		\$ -	\$ -	\$ -		\$ -	#DIV/0!	\$ -	\$ -
16		\$ -	\$ -	\$ -		\$ -	#DIV/0!	\$ -	\$ -
17		\$ -	\$ -	\$ -		\$ -	#DIV/0!	\$ -	\$ -
18		\$ -	\$ -	\$ -		\$ -	#DIV/0!	\$ -	\$ -
19		\$ -	\$ -	\$ -		\$ -	#DIV/0!	\$ -	\$ -
20		\$ -	\$ -	\$ -		\$ -	#DIV/0!	\$ -	\$ -
	<b>Grand Total</b>	<b>\$ 362,449.00</b>	<b>\$ 362,020.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 362,020.00</b>	<b>100%</b>	<b>\$ 429.00</b>	<b>\$ 18,101.00</b>

Pending Change Orders - Do not add to schedule of values above until properly executed change order is issued.

1	Description of PCO	\$ -
2	Description of PCO	\$ -
3	Description of PCO	\$ -
4	Description of PCO	\$ -
5	Description of PCO	\$ -
6	Description of PCO	\$ -
7	Description of PCO	\$ -
8	Description of PCO	\$ -
	<b>TOTAL PCO'S</b>	<b>\$ -</b>

# PAYMENT APPLICATION

<b>TO:</b> Wight Construction Company 2500 N Frontage Rd Darien IL 60561 Attn: Accounts Payable	<b>PROJECT NAME AND LOCATION:</b> Ackerman Park Landscaping 800 ST Charles Rd Glen Ellyn IL 60137	<b>APPLICATION #</b> 5 <b>PERIOD THRU:</b> 05/15/2020 <b>PROJECT #s:</b> 180002 <b>DATE OF CONTRACT:</b> 02/26/2019	Distribution to: <input checked="" type="checkbox"/> OWNER <input type="checkbox"/> ARCHITECT <input checked="" type="checkbox"/> CONTRACTOR <input type="checkbox"/> <input type="checkbox"/>
<b>FROM:</b> Breezy Hill Nursery Inc 7530 288th Ave Salem, WI 53168	<b>ARCHITECT:</b>		
<b>FOR:</b> Landscaping			

## CONTRACTOR'S SUMMARY OF WORK

Application is made for payment as shown below.  
Continuation Page is attached.

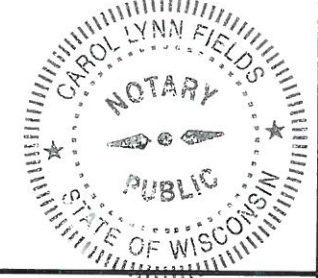
1. CONTRACT AMOUNT	\$393,400.00
2. SUM OF ALL CHANGE ORDERS	\$11,385.00
3. CURRENT CONTRACT AMOUNT (Line 1 +/- 2)	\$404,785.00
4. TOTAL COMPLETED AND STORED (Column G on Continuation Page)	\$370,858.00
5. RETAINAGE:	
a. 10.00% of Completed Work (Columns D + E on Continuation Page)	\$37,085.80
b. 0.00% of Material Stored (Column F on Continuation Page)	\$0.00
Total Retainage (Line 5a + 5b or Column I on Continuation Page)	\$37,085.80
6. TOTAL COMPLETED AND STORED LESS RETAINAGE (Line 4 minus Line 5 Total)	\$333,772.20
7. LESS PREVIOUS PAYMENT APPLICATIONS	\$320,272.20
8. PAYMENT DUE	\$13,500.00
9. BALANCE TO COMPLETION (Line 3 minus Line 6)	\$71,012.80

SUMMARY OF CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	\$11,385.00	\$0.00
Total approved this month	\$0.00	\$0.00
<b>TOTALS</b>	<b>\$11,385.00</b>	<b>\$0.00</b>
<b>NET CHANGES</b>	<b>\$11,385.00</b>	

Contractor's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) the Work has been performed as required in the Contract Documents, (2) all sums previously paid to Contractor under the Contract have been used to pay Contractor's costs for labor, materials and other obligations under the Contract for Work previously paid for, and (3) Contractor is legally entitled to this payment.

CONTRACTOR: Breezy Hill Nursery Inc  
 By: Donald J. Trumbly Date: 04/29/20

State of: Wisconsin  
 County of: Kenosha  
 Subscribed and sworn to before me this 29th day of April 2020  
 Notary Public: Carol Lynn Fields  
 My Commission Expires: 7/8/2022



## ARCHITECT'S CERTIFICATION

Architect's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) Architect has inspected the Work represented by this Application, (2) such Work has been completed to the extent indicated in this Application, and the quality of workmanship and materials conforms with the Contract Documents, (3) this Application for Payment accurately states the amount of Work completed and payment due therefor, and (4) Architect knows of no reason why payment should not be made.

CERTIFIED AMOUNT.....  
 (If the certified amount is different from the payment due, you should attach an explanation. Initial all the figures that are changed to match the certified amount.)

ARCHITECT:  
 By: \_\_\_\_\_ Date: \_\_\_\_\_

Neither this Application nor payment applied for herein is assignable or negotiable. Payment shall be made only to Contractor, and is without prejudice to any rights of Owner or Contractor under the Contract Documents or otherwise.

CONTINUATION PAGE

PROJECT: Ackerman Park  
Landscaping

APPLICATION #: 5  
DATE OF APPLICATION: 04/29/2020  
PERIOD THRU: 05/15/2020  
PROJECT #s: 180002

Payment Application containing Contractor's signature is attached.

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT	D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G		H BALANCE TO COMPLETION (C-G)	I RETAINAGE (If Variable)
			D AMOUNT PREVIOUS PERIODS	E AMOUNT THIS PERIOD		G TOTAL COMPLETED AND STORED (D + E + F)	G % COMP. (G / C)		
1	Planting Development	\$66,000.00	\$59,400.00	\$4,000.00	\$0.00	\$63,400.00	96%	\$2,600.00	\$6,340.00
2	Mulch, Amendments & Soils	\$43,000.00	\$36,800.00	\$4,000.00	\$0.00	\$40,800.00	95%	\$2,200.00	\$4,080.00
3	Seed Development	\$48,000.00	\$45,665.00	\$2,000.00	\$0.00	\$47,665.00	99%	\$335.00	\$4,766.50
4	Walls & Outcropping	\$32,000.00	\$28,513.00	\$0.00	\$0.00	\$28,513.00	89%	\$3,487.00	\$2,851.30
5	Pavers	\$113,000.00	\$113,000.00	\$0.00	\$0.00	\$113,000.00	100%	\$0.00	\$11,300.00
6	Site Furnishings	\$66,400.00	\$57,800.00	\$5,000.00	\$0.00	\$62,800.00	95%	\$3,600.00	\$6,280.00
7	Payment & Performance Bond	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	100%	\$0.00	\$500.00
8	Allowance	\$20,000.00	\$9,680.00	\$0.00	\$0.00	\$9,680.00	48%	\$10,320.00	\$968.00
9	CO #1 Hub Fields Additional Work	\$11,385.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$11,385.00	\$0.00
TOTALS		\$404,785.00	\$355,858.00	\$15,000.00	\$0.00	\$370,858.00	92%	\$33,927.00	\$37,085.80



# **MEMO**

**May 19<sup>th</sup> , 2020**

**TO: Park District Board of Commissioners**  
**FROM: Dave Harris, Executive Director**  
**RE: Coronavirus Update – Park District related**

An update regarding Park District related items to the ongoing Coronavirus situation will be presented. Discussion will include:

- A. Reopening Plan while adhering to Restore Illinois Guidelines (supporting material will be distributed by the evening of Monday, May 18<sup>th</sup>)
- B. Communication and marketing
- C. Community outreach
- D. Compliance Efforts
- E. Other

Questions and comments are encouraged throughout the discussion.





# MEMO

May 14, 2020

**TO:** Park District Board of Commissioners  
**FROM:** Nathan Troia, PLA, Parks Project Manager  
**CC:** Dave Harris, Executive Director  
**RE:** Maryknoll Parking Lot Improvements – Payout Request #1

Attached is payout request #1 for the Maryknoll Parking Lot Project in the amount of \$115,563.00. This is the first payout from ALamp Concrete Contractors, Inc., who is the general contractor for this project.

This project consisted of milling and overlaying the existing parking lot and restriping. Additionally, perforated underdrains were added to help extend the longevity of the surface. To date, all work is complete, and the parking lot is ready for use. As a reminder, the project was budgeted and approved due to a competitive and a very favorable bid outcome. The project initially scheduled for the fall was advanced to an earlier spring installation due to Maryknoll Park and park amenities being closed.

**Recommendations:** As the services identified within the payout request have been performed, staff recommends Board approval for the payout request.

**Motion:** Motion to approve ALamp Concrete Contractors, Inc. payout request #1 for the Maryknoll Parking Lot Improvements in the amount of \$115,563.00

Tuesday, May 12, 2020

**Glen Ellyn Park District**

185 Spring Ave.  
Glen Ellyn, IL 60137  
Attn: Nate Troia

A Lamp Job #: 20021  
Job Name: Glen Ellyn Park District – Maryknoll Park Parking Lot Improvements  
Pay Estimate #: 1 ~ Partial

Dear Mr. Troia,

*A Lamp Concrete Contractors, Inc.* is submitting Pay Estimate #1 for work completed on the above referenced project. We respectfully request that this pay estimate be approved for payment as follows:

Work Completed To Date:	\$	121,740.00
Less Retention (5%):	-	6,087.00
Amount Previously Billed:	-	0.00
Amount Due Current Pay Estimate:	\$	<b>115,653.00</b>

Please find enclosed the original documentation corresponding to this pay estimate as follows:

- Invoice #16520
- Pay Application (Previous Quantity – Current Quantity – To Date Quantity)
- Waiver of Lien (Partial)
- G702 – Application and Certificate For Payment (AIA Document)
- G703 – Continuation Sheet (AIA Document)
- Certified Payroll Reports – *Please note A Lamp’s Payroll Department will be submitting the certified payroll reports pertaining to this project in a separate packet.*

Based upon the enclosed information, we are requesting payment to *A Lamp Concrete Contractors, Inc.* in the amount itemized above to be released upon board approval at the meeting scheduled on Thursday, June 16<sup>th</sup>, 2020. Please verify receipt of this documentation via email to [kz Zagoudis@alampconcrete.com](mailto:kz Zagoudis@alampconcrete.com).

*In addition to verifying receipt of this documentation, please notify me with the date when this pay estimate will be submitted to your Finance Department for payment and when the check will be mailed.*

Thank you for your assistance and prompt attention to this matter. We look forward to continuing a successful partnership in the future. If you have any questions or need further information, please do not hesitate to contact the Accounts Receivable Department at 847-891-6000.

Respectfully Yours,  
*A Lamp Concrete Contractors, Inc.*



Kristin Zagoudis  
Office Manager

# APPLICATION AND CERTIFICATE FOR PAYMENT / AIA DOCUMENT G702

TO (OWNER): GLEN ELLYN PARK DISTRICT 185 SPRING AVE. GLEN ELLYN, IL 60137	PROJECT: MARYKNOLL PARK PARKING LOT IMPROVEMENTS 845 PERSHING AVENUE GLEN ELLYN, IL 60137	APPLICATION NO: <u>1</u> PERIOD FROM: <u>04/23/20</u> PERIOD TO: <u>05/11/20</u> ARCHITECT'S PROJECT NO: <u>N/A</u> CONTRACT DATE: <u>03/19/20</u>
CONTRACTOR: A LAMP CONCRETE CONTRACTORS INC 1900 WRIGHT BOULEVARD SCHAUMBURG, IL 60193	VIA (ARCHITECT): GLEN ELLYN PARK DISTRICT 185 SPRING AVE. GLEN ELLYN, IL 60137	DISTRIBUTION TO: <input type="checkbox"/> OWNER <input type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR
CONTRACT FOR: GLEN ELLYN PARK DISTRICT		

## CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Change Orders approved in previous months by Owner			
Approved this Month			
Number	Date Approved		\$4,660.00
8999			
TOTALS		\$0.00	\$4,660.00
Net change by Change Orders		(\$4,660.00)	

- Application is made for Payment, as shown below, in connection with the Contract. Continuation Sheet, Schedule of Values, is attached.
1. ORIGINAL CONTRACT SUM..... \$ **126,400.00**
  2. Net change by Change Orders..... \$ **(4,660.00)**
  3. CONTRACT SUM TO DATE (Line 1 +/- 2)..... \$ **121,740.00**
  4. TOTAL COMPLETED & STORED TO DATE..... \$ **121,740.00**  
(Column G on Schedule of Values)
  5. RETAINAGE:  
 a. 5.00 % of Completed Work..... \$ **6,087.00**  
(Column D + E on Schedule of Values)  
 b. % of Stored Material..... \$ **0.00**  
(Column F on Schedule of Values)  
 Total Retainage (Line 5a + 5b or.....
  6. TOTAL EARNED LESS RETAINAGE..... \$ **6,087.00**  
(Line 4 less Line 5 Total)
  7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)..... \$ **0.00**
  8. CURRENT PAYMENT DUE..... \$ **115,653.00**
  9. BALANCE TO FINISH, PLUS RETAINAGE..... \$ **6,087.00**  
(Line 3 less Line 6)

State of: Illinois County of Cook  
 Subscribed and sworn to before me this 12th day of May 2020  
 Notary Public: ENGELKING  
 My Commission Expires: 31 2020  
 (Attach explanation if amount certified differs from the amount applied for.)

CONTRACTOR:  
 By: Tracy Lampignano - Comptroller Date: 05/12/20  
 ARCHITECT:  
 By: \_\_\_\_\_ Date: \_\_\_\_\_

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

AIA Document G703, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached. In tabulations below, amounts are stated to the nearest dollar. Use Column I on Contracts where variable retainage for line items may apply

APPLICATION NO: 1  
 APPLICATION DATE: 04/23/20  
 PERIOD TO: 05/11/20

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED	G TOTAL COMPLETED	H BALANCE TO COMPLETE	I RETENTION
			FROM PREV. APPLICATION	THIS PERIOD					
1	MARYKNOLL PARKING LOT IMPROVEMENTS	\$ 126,400.00	-	\$ 121,740.00			\$121,740.00	\$4,660.00	5.00
<b>TOTAL - BASE BID</b>		<b>\$ 126,400.00</b>	<b>-</b>	<b>\$ 121,740.00</b>	<b>\$</b>	<b>-</b>	<b>\$ 121,740.00</b>	<b>\$ 4,660.00</b>	<b>\$ 6,087.00</b>

**UNIT PRICING EXTRA TO BASE BID**

0	FINAL BALANCING CHANGE ORDER	\$ (4,660.00)					\$0.00	0%	\$0.00
0		0 \$					\$0.00	0%	\$0.00
0		0 \$					\$0.00	0%	\$0.00
<b>TOTAL</b>		<b>\$ 121,740.00</b>	<b>\$0.00</b>	<b>\$ 121,740.00</b>	<b>\$</b>	<b>-</b>	<b>\$ 121,740.00</b>	<b>100%</b>	<b>\$ 6,087.00</b>

**A LAMP CONCRETE CONTRACTORS, INC.**  
 1900 WRIGHT BOULEVARD  
 SCHAUMBURG, IL 60193  
 PHONE (847) 891-6000 FAX (847) 891-6100

**CUSTOMER NUMBER 8605**

GLEN ELLYN PARK DISTRICT  
 185 SPRING AVE.  
 GLEN ELLYN, IL 60137  
 PHONE (630) 858-2462

**INVOICE # 16520**

Pay Application #	Date	Terms	Contract Date	Contract #
1	05/12/20	UPON RECEIPT	03/19/20	N/A

**JOB #: 20021**  
**PROJECT NAME:** Glen Elynn Park District - Maryknoll Park Parking Lot Improvements  
 845 Pershing Avenue, Glen Elynn, IL 60137  
**CONTRACT AMOUNT: \$ 121,740.00**  
**CURRENT PAYMENT: \$ 115,653.00**

**PERIOD FROM:** 04/23/20 **PERIOD TO:** 05/11/20

PH CODE	BID ITEM	ITEM DESCRIPTION	UOM	PLAN QTY	UNIT COST	TOTAL	PREVIOUS QUANTITY	PREVIOUS AMOUNT	CURRENT QUANTITY	CURRENT AMOUNT	TO DATE QUANTITY	TO DATE AMOUNT
9001	1	MARYKNOLL PARKING LOT IMPROVEMENTS	LS	1	\$126,400.00	\$126,400.00	0	\$	0.9631329	\$ 121,740.00	0.9631329	\$ 121,740.00
<b>TOTAL - BASE BID \$ 126,400.00</b>												

UNIT PRICING EXTRA TO BASE BID												
FINAL BALANCING CHANGE ORDER												
8899	CO	FINAL BALANCING CHANGE ORDER	LS	1.00	(\$4,660.00)	(\$4,660.00)	0	\$	0	\$	0	\$
						\$0.00						
						\$0.00						
						\$0.00						
<b>TOTAL - EXTRAS \$ (4,660.00)</b>												

**TOTAL CONTRACT (BASE BID + EXTRAS) \$ 121,740.00**

**BILLING SUMMARY FOR JOB**

	CURRENT	TO DATE
Complete to Date	\$ 121,740.00	\$ 121,740.00
Less Other Deduction	\$	\$
<b>Less Current Retainage @ 5%</b>	<b>(\$ 6,087.00)</b>	<b>(\$ 6,087.00)</b>
Balance	\$ 115,653.00	\$ 115,653.00
Less Previous Payments	\$	\$
<b>Total Amount Due</b>	<b>\$ 115,653.00</b>	<b>\$ 115,653.00</b>

PLEASE NOTE THE QUANTITIES LISTED IN THIS PAY ESTIMATE REFLECT ESTIMATED NUMBERS AND ARE NOT FINAL, THUS WE RESERVE THE RIGHT TO ADJUST PAST BILLINGS IN ANY FUTURE PAY ESTIMATES.

# A Lamp Concrete Contractors, Inc.

1900 Wright Boulevard  
Schaumburg, IL 60193

Phone (847)891-6000 Fax (847)891-6100

Customer ID 8605

GLEN ELLYN PARK DISTRICT  
185 SPRING AVE.  
GLEN ELLYN, IL 60137

Phone (630)858-2462 Fax (630) -  
PAY EST #1 ~ from 04/23/20 to 05/11/20

**Invoice # 16520**

Date 05/12/2020 Page # 1

Job ID 20021

GLEN ELLYN PD-MARYKNOLL PARK  
PARKING LOT  
845 PERSHING AVE  
GLEN ELLYN, IL 60137

Phase ID	Description	Job to Date Quantity	U/M	Price	Job to Date Total
8999	FINAL BALANCING ADJUSTMENT				
9001	MARYKNOLL PK PARKING LOT	0.9631	LS	\$126,404.32	\$121,740.00
Original Contract		126,400.00			121,740.00
Approved Change Orders		-4,660.00			6,087.00
Current Contract		121,740.00			115,653.00
					0.00
Balance to Complete		6,087.00			<b>115,653.00</b>
				<b>Net Due This Invoice</b>	<b>115,653.00</b>



# MEMO

May 14, 2020

**TO:** Park District Board of Commissioners  
**FROM:** Nathan Troia, PLA, Parks Project Manager  
**CC:** Dave Harris, Executive Director  
**RE:** Indoor Turf Ackerman Sports and Fitness Center – Payout Request #1

Attached is payout request #1 for the Indoor Turf Replacement Project in the amount of \$109,407.59. This is the first payout from Fieldturf USA Inc., who is the general contractor for this project.

While the Ackerman Sports and Fitness Center was closed to the public, the indoor turf field was renovated. The existing turf was removed, and the stone base was leveled before installing the new turf. Infill material from the previous was reused. All playing lines were aligned to the existing mounted goals, resulting in a now symmetrical field with some additional sideline space. As a reminder, this replaces the original turf from the building opening and was budgeted and committed to prior to the pandemic .

**Recommendations:** As the services identified within the payout request have been performed, staff recommends Board approval for the payout request.

**Motion:** Motion to approve Fieldturf USA Inc. payout request #1 for the Indoor Turf Replacement Project in the amount of \$109,407.59

# APPLICATION AND CERTIFICATE FOR PAYMENT

<b>GLEN ELLYN PARK DISTRICT (22033)</b> 185 SPRING AVENUE USA 60137	<b>PROJECT:</b> Ackerman Sports Complex Indoor 800 St Charles Road Glen Ellyn, IL 60137	<b>APPLICATION NO:</b> 001 <b>PERIOD TO:</b> 2020-04-30 <b>PROJECT NOS:</b> 4155 <b>INVOICE NO:</b> 664771
<b>FROM CONTRACTOR:</b> Fieldturf USA Inc. 175 North Industrial Blvd. Calhoun, GA	<b>PLEASE REMIT PAYMENTS TO:</b> 7445 Côte-de-Liesse Road, Suite 200 Montreal, Quebec, H4T 1G2 or 175 North Industrial Blvd NE Calhoun GA 30701 USA	
<b>CONTRACT FOR:</b>	<b>WIRE INFORMATION</b> <b>Bank:</b> Bank of America <b>Account Name:</b> Fieldturf USA Inc. <b>Account Number:</b> 4427657126 <b>Transfer routing (ABA):</b> 026009593 <b>ACH routing (ABA):</b> 111000012	
	<b>CONTRACT DATE:</b> 2/3/2020	

## CONTRACTORS APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the contract

1. ORIGINAL CONTRACT SUM \$ 131,374.54
2. Net change by change orders \$ 0.00
3. CONTRACT SUM TO DATE (Line 1 & 2) \$ 131,374.54
4. TOTAL COMPLETED & STORED TO DATE (Column g on Continuation Sheet) \$ 121,563.99

5. RETAINAGE:
  - a. 10.00% of Complete Work (Columns D & E) \$ 12,156.40
  - b. % of Stored Material \$

6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 109,407.59

7. LESS PREVIOUS CERTIFICATE FOR PAYMENT (Line 6 from prior certificate) \$ 0.00

8. CURRENT PAYMENT DUE \$ 109,407.59

9. BALANCE TO FINISH, INCLUDING RETAINAGE ... (Line 3 less Line 6) \$ 21,966.95

The undersigned Contractor certifies that to the best of the Contractors knowledge, information and belief the work covered by this application for payment has been completed in accordance with the contract documents, that all amounts have been paid by the Contractor for work for which previous Certificates for Payment where issued and payments received from the owner, and that current payment shown hereis is now due.

CONTRACTOR:

BY: Michelle Robillard Date: 2020-04-27

State of: Quebec, Canada  
 County of Montreal  
 Subscribed and sworn to before me this 27 day of April 2020  
 Notary Public: Melanie Gauthier  
 My Commission expires: 2023-3-3

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the owner that to the best of the Architects knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

**AMOUNT CERTIFIED**

(attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform in the amount certified.)

BY: \_\_\_\_\_ Date: \_\_\_\_\_  
 This certificate is not negotiable. THE AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by owner		
Total approved this month		
<b>TOTALS</b>		
NET CHANGES by change order		



CONTINUATION SHEET

APPLICATION AND CERTIFICATE FOR PAYMENT containing Contractor's signed Certification, is attached. In tabulations below, amounts are stated to the nearest dollar. Use column i on contracts where variable retainage for the line items apply

APPLICATION NO: 001  
 APPLICATION DATE: 2020-04-27  
 PERIOD TO: 2020-04-30

Ackerman Sports Complex Indoor

Job: 88007283

PROJECT NUMBER : 4155

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C-G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D&E)	THIS PERIOD			TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)		
1	Turf Material	76,304.22	0.00	76,304.22	0.00	0.00	76,304.22	100.00	0.00	7,630.42
2	Turf Install	32,701.81	0.00	22,891.26	0.00	0.00	22,891.26	70.00	9,810.55	2,289.13
3	Base	28,259.58	0.00	28,259.58	0.00	0.00	28,259.58	100.00	0.00	2,825.96
4	Bonds	1,507.53	0.00	1,507.53	0.00	0.00	1,507.53	100.00	0.00	150.75
5	Discount Reuse Infill in lieu of standard infill	-7,398.60	0.00	-7,398.60	0.00	0.00	-7,398.60	100.00	0.00	-739.86
		131,374.54	0.00	121,563.99	0.00	0.00	121,563.99	92.53	9,810.55	12,156.40



## WAIVER OF LIEN TO DATE

STATE OF Quebec  
 COUNTY OF Montreal

Gty# \_\_\_\_\_  
 Loan # \_\_\_\_\_

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Glen Ellyn Park District

to furnish Supply & installation of synthetic grass surface

for the premises known as Ackerman Sports Complex Indoor

of which Glen Ellyn Park District is the owner.

THE undersigned, for and in consideration of ONE HUNDRED AND NINE THOUSAND FOUR HUNDRED SEVEN DOLLARS AND FIFTY-NINE CENTS (\$ 109,407.59 ) Dollars, and other good and valuable considerations, the receipt whereof is hereby acknowledged, do(es) hereby waive and release any and all lien or claim of, or right to, lien under the statutes of the State of Illinois, relating to mechanics' liens, with respect to and on said above-described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the moneys, funds or other considerations due or to become due from the owner, on account of labor services, material, fixtures, apparatus or machinery heretofore furnished to this date by the undersigned for the above described premises.

Given under MY hand S and seal ED this  
27 day of Apr-20

Signature and Seal:  Michelle Robillard  
 Fieldturf USA Inc.

## CONTRACTOR'S AFFIDAVIT

STATE OF Quebec  
 COUNTY OF Montreal

TO WHOM IT MAY CONCERN:

THE undersigned being duly sworn, deposes and says that he(she) is Michelle Robillard / Senior credit officer  
 of Fieldturf USA Inc.  
 who is the contractor for the Supply & installation of synthetic grass surface work on the building  
 located at Ackerman Sports Complex Indoor  
 owned by Glen Ellyn Park District

That the total amount of the contract including extras is \$131,374.54 on which he(she) has received payment of  
 \$ 0.00 prior to this payment. That all waivers are true, correct and genuine and delivered unconditionally and that there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names of all parties who have furnished material or labor, or both, for said work and all parties having contracts or sub contracts for specific portions of said work or for material entering into the construction thereof and the amount due or to become due to each, and that the items mentioned include all labor and material required to complete said work according to plans and specifications.

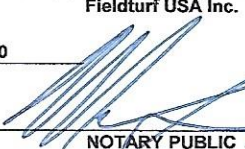
NAMES	WHAT FOR	CONTRACT PRICE	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
M-C Sports System	Base	\$22,350.00	\$0.00	\$22,350.00	\$0.00
ISS	Installation	\$10,445.75		\$10,445.75	\$0.00
Fieldturf USA Inc.	Synthetic turf	\$98,578.79	\$0.00	\$76,611.84	\$21,966.95
<b>TOTAL LABOR AND MATERIAL TO COMPLETE</b>		<b>\$131,374.54</b>	<b>\$0.00</b>	<b>\$109,407.59</b>	<b>\$21,966.95</b>

That there are no other contracts for said work outstanding, and that there is nothing due or to become due to any person for material, labor or other work of any kind done or to be done upon or in connection with said work other than above stated.

Signed this 27 day of Apr-20

Signature:  Michelle Robillard  
 Fieldturf USA Inc.

Subscribed and sworn to before me this 27 day of Apr-20

  
 NOTARY PUBLIC  
 Melanie Gauthier  
 Commission expires 03/03/23





# MEMO

May 14, 2020

**TO:** Park District Board of Commissioners

**FROM:** Nicholas Cinquegrani, Superintendent of Finance & Personnel  
Lynn Wiltfong, Human Resources Generalist & Safety Coordinator

**CC:** Dave Harris, Executive Director

**RE:** IMRF Resolution - Authorizing Benefit Protection Leave Service for COVID-19 Related Furlough Time

Please find attached Resolution # 20-01 Authorizing Benefit Protection Leave Service for COVID-19 Related Furlough Time. The resolution allows any park district employee who is currently enrolled in the Illinois Municipal Retirement Fund (IMRF), who has been or may be furloughed due to authorized leave related to COVID-19, to purchase missed monthly service credit.

If an eligible employee elects to purchase missed service credit, the employee would be required to pay their monthly member contribution to IMRF. In the event any employee(s) elect to purchase missed service credit, the Park District's future employer contribution would be impacted. It is currently anticipated, given the district's current enrollment numbers, the financial impact in future years would be minimal.

**Motion:**

Motion to approve Resolution # 20-01 Authorizing Benefit Protection Leave Service for COVID-19 Related Furlough Time, as presented.

**RESOLUTION # 20-01**

**RESOLUTION AUTHORIZING BENEFIT PROTECTION LEAVE SERVICE  
FOR COVID-19 RELATED FURLOUGH TIME**

WHEREAS, on March 9, 2020, J.B. Pritzker, Governor of the State of Illinois, issued a disaster proclamation declaring a state of emergency as a result of the spread of the COVID-19 virus; and

WHEREAS, Governor Pritzker has subsequently issued additional Executive Orders encouraging social distancing to fight the spread of COVID-19 and ordering the closure of certain facilities, businesses and operations as part of the effort to fight the spread of COVID-19; and

WHEREAS, the above referenced COVID-19 pandemic and necessary precautions to reduce exposure to the virus have caused the Glen Ellyn Park District (“the Park District”) to suspend all of its programs and temporarily close its worksites, resulting in the furlough of many of its employees for lack of work; and

WHEREAS, employees on furlough are in unpaid status with the Park District but their employment is not severed; and

WHEREAS, the Park District is an Illinois Municipal Retirement Fund (“IMRF”) employer and some of the Park District’s furloughed employees are participating members of IMRF; and

WHEREAS, to help combat the loss of service credit resulting from an unpaid leave, including a furlough, an IMRF employer can offer employees a “Benefit Protection Leave;” and

WHEREAS, Section 6.40(7) of the Rules and Regulations for IMRF state as follows:

Members who take an authorized IMRF Benefit Protection Leave may receive service credit for up to a maximum of 12 months over their entire career, provided they pay the IMRF member contributions plus applicable interest, and the governing body adopts an authorizing resolution. Benefit Protection Leave service is only for periods the member was on unpaid leave.

and

WHEREAS, no immediate payment is required of the Park District when an employee elects an IMRF Benefit Protection Leave as the cost will be reflected in future contribution rates; and

WHEREAS, in order to establish the above referenced service credits, IMRF Form 6.32, attached hereto as **Exhibit 1**, or any successor Form required by IMRF, may be filed before, during or anytime after the leave period, provided the employee is still actively participating in IMRF or a reciprocal system, the Secretary of the Park District Board of Commissioners certifies

that a Resolution authorizing said leave was adopted, and the employee is otherwise eligible for IMRF Benefit Protection Leave as determined by IMRF.

WHEREAS, the Park District desires to adopt an authorizing resolution designating COVID-19 related unpaid furlough time as IMRF Benefit Protection Leave which will allow eligible furloughed employees to purchase up to 12 months of service credit over their career provided that they pay the IMRF member contribution plus applicable interest consistent with the terms and conditions set by IMRF for said purchase.

NOW, THEREFORE, BE IT RESOLVED by the Board of Park Commissioners of the Glen Ellyn Park District as follows:

Section 1: Incorporation of Preambles. The facts and statements contained in the preambles to this resolution are found to be true and correct and are hereby adopted as part of this resolution.

Section 2: Adoption of Authorizing Resolution. The corporate authorities hereby adopt and designate this Resolution as authorizing the COVID-19 related unpaid furlough time of IMRF participating employees of the Park District as IMRF Benefit Protection Leave, allowing those employees the ability to apply for service credit for unpaid furlough time consistent with the terms, conditions and eligibility requirements of IMRF.

Section 3. Delegation of Authority to IMRF Authorized Agent of the Park District. The Park District Board of Commissioners hereby delegates to its IMRF Authorized Agent the authority to certify on any employee's application for IMRF Benefit Protection Leave that this Resolution was adopted.

Section 4. Effective Date. This Resolution shall be in full force and effect upon its passage and approval in accordance with law.

FURTHER RESOLVED, that all associated costs thereof to Glen Ellyn Park District as determined by the Fund are hereby approved.

Passed and Approved this \_\_\_\_ day of \_\_\_\_\_, 2020, pursuant to a roll call vote as follows:

VOTES

AYES:

NAYS:

ABSENT:

Approved:

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary

# Glen Ellyn Park District

## Investment Report

April 30, 2020

	Prior Year April 2019	2nd Quarter June 2019	3rd Quarter September 2019	4th Quarter December 2019	1st Quarter March 2020	Current Year April 2020
<b>Bank Balances</b>						
Glen Ellyn Bank & Trust	\$ 442,704.81	\$ 640,405.03	\$ 267,363.18	\$ 342,858.97	\$ 296,461.22	\$ 384,775.58
Illinois Funds - 9347	4,348,382.00	4,206,810.73	3,857,370.94	3,924,495.97	3,970,319.34	3,808,878.68
Illinois Park District Liquid Asset Fund	207,037.65	207,804.93	208,874.43	209,763.16	210,475.27	210,615.98
Illinois Metropolitan Investment Fund (1)	2,112,459.11	4,410,082.85	4,756,239.28	4,061,816.71	3,224,118.02	2,825,196.70
<b>Total Bank Balance</b>	<b>\$ 7,110,583.57</b>	<b>\$ 9,465,103.54</b>	<b>\$ 9,089,847.83</b>	<b>\$ 8,538,934.81</b>	<b>\$ 7,701,373.85</b>	<b>\$ 7,229,466.94</b>
<b>Interest Rates</b>						
Illinois Funds - 9347	2.45%	2.42%	2.12%	1.72%	1.23%	1.00%
Illinois Park District Liquid Asset Fund	2.26%	2.21%	1.96%	1.59%	1.09%	0.82%
Illinois Metropolitan Investment Fund	2.34%	2.32%	2.24%	1.68%	0.78%	0.43%
<b>Interest (2)</b>						
Illinois Funds - 9347	\$ 8,719.83	\$ 8,357.36	\$ 6,785.43	\$ 5,724.89	\$ 4,138.09	\$ 3,251.99
Illinois Park District Liquid Asset Fund	383.45	375.96	336.64	281.67	193.58	140.71
Illinois Metropolitan Investment Fund	4,016.87	7,716.05	7,623.92	6,598.01	2,211.83	1,078.68
<b>Total Interest</b>	<b>\$ 13,120.15</b>	<b>\$ 16,449.37</b>	<b>\$ 14,745.99</b>	<b>\$ 12,604.57</b>	<b>\$ 6,543.50</b>	<b>\$ 4,471.38</b>

(1) Balance exclusive of the Park District's remaining interest in the 'Liquidating Trust' account of \$128,179.76.

(2) Interest shown is for only the month stated.





General Ledger  
 Consolidated Budget By  
 Account Type



User: ncinquegrani  
 Printed: 5/14/2020 12:23:44 PM  
 Period 04 - 04  
 Fiscal Year 2020

Description	Period Amt	End Bal	Budget
<b>Revenue</b>			
Property Tax Receipts	0.00	269.53	5,341,972.00
Other Taxes	35,307.35	66,141.69	167,600.00
Charges for Services	10,461.23	537,371.60	1,935,500.00
Program Fees	-55,465.29	2,034,596.65	4,116,512.00
Rentals	-37,200.25	262,065.82	718,650.00
Concessions	0.00	525.51	91,325.00
Product Sales	0.00	40.00	0.00
Interest Income	4,139.37	30,600.71	98,250.00
Licenses & Permits	-1,860.00	6,140.00	15,785.00
Grants & Donations	-657.80	-1,541.33	1,323,660.00
Miscellaneous Income	16,758.00	34,561.00	35,000.00
Transfers Received	0.00	0.00	3,624,328.00
Chargeback Revenue	0.00	0.00	544,940.00
<b>Revenue</b>	<b>-28,517.39</b>	<b>2,970,771.18</b>	<b>18,013,522.00</b>

General Ledger  
 Consolidated Budget By  
 Account Type



User: ncinquegrani  
 Printed: 5/14/2020 12:23:44 PM  
 Period 04 - 04  
 Fiscal Year 2020

Description	Period Amt	End Bal	Budget
<b>Expense</b>			
Salaries & Wages	201,729.83	821,790.27	3,549,909.00
Salaries & Wages - Programs	29,214.43	152,608.98	804,964.00
Contractual Labor	0.00	346.95	12,000.00
Contractual Services - Other	57,234.66	124,123.58	681,198.00
Contractual Services- Programs	20,492.04	345,136.81	1,226,836.25
Materials & Supplies	18,899.42	54,064.20	443,810.00
Materials & Supplies -Programs	32,601.52	108,243.53	485,042.00
Computer SoftHardware Equip.	1,852.04	5,316.45	35,500.00
Other Equipment	27.80	6,100.23	192,300.00
Building & Landscaping	9,492.21	12,482.06	122,675.00
Insurance Expenses (PCL)	13,965.19	41,895.57	196,250.00
Employment Expenses	68,498.14	247,081.14	1,195,151.00
Utilities	42,632.31	98,215.46	540,050.00
Capital	102,009.91	201,904.39	3,981,943.00
Debt Service	0.00	0.00	1,232,072.00
Miscellaneous Expenses	7,272.98	84,705.58	406,608.00
Transfers Out	0.00	0.00	3,624,328.00
Chargebacks & Indirect Expense	0.00	0.00	544,939.90
<b>Expense</b>	<b>605,922.48</b>	<b>2,304,015.20</b>	<b>19,275,576.15</b>

General Ledger  
 Consolidated Budget By  
 Account Type



User: ncinquegrani  
 Printed: 5/14/2020 12:23:44 PM  
 Period 04 - 04  
 Fiscal Year 2020

<b>Description</b>	<b>Period Amt</b>	<b>End Bal</b>	<b>Budget</b>
<b>Revenue Total</b>	-28,517.39	2,970,771.18	18,013,522.00
<b>Expense Total</b>	605,922.48	2,304,015.20	19,275,576.15
<b>Grand Total</b>	-634,439.87	666,755.98	-1,262,054.15

General Ledger  
Consolidated Budget By  
Account Type



User: ncinquegrani  
Printed: 5/14/2020 8:01:43 AM  
Period 04 - 04  
Fiscal Year 2019 - 2020

Fund	Description	2019 End Bal	2019 Budget	2020 End Bal	2020 Budget
<b>10</b>	<b>Corporate Fund</b>				
<b>10</b>	<b>Revenue</b>				
10	Property Tax Receipts	<b>0.00</b>	2,093,000.00	<b>269.53</b>	2,033,000.00
10	Other Taxes	<b>28,993.82</b>	63,750.00	<b>33,070.85</b>	83,800.00
10	Interest Income	<b>23,503.35</b>	22,000.00	<b>16,418.59</b>	35,000.00
10	Miscellaneous Income	<b>7,534.96</b>	1,000.00	<b>22,301.00</b>	1,000.00
10	Transfers Received	<b>0.00</b>	<b>83,657.00</b>	<b>0.00</b>	<b>88,595.00</b>
<b>10</b>	<b>Revenue</b>	<b>60,032.13</b>	<b>2,263,407.00</b>	<b>72,059.97</b>	<b>2,241,395.00</b>
<b>10</b>	<b>Expense</b>				
10	Salaries & Wages	<b>316,616.59</b>	1,246,439.00	<b>298,148.37</b>	1,318,880.00
10	Contractual Labor	<b>975.00</b>	10,000.00	<b>346.95</b>	12,000.00
10	Contractual Services - Other	<b>39,821.41</b>	246,215.00	<b>48,837.62</b>	278,540.00
10	Materials & Supplies	<b>31,036.18</b>	180,200.00	<b>22,729.48</b>	192,200.00
10	Computer SoftHardware Equip.	<b>602.01</b>	20,000.00	<b>1,933.96</b>	20,000.00
10	Other Equipment	<b>1,104.91</b>	3,300.00	<b>50.86</b>	3,300.00
10	Building & Landscaping	<b>9,131.58</b>	108,500.00	<b>10,980.64</b>	109,000.00
10	Insurance Expenses (PCL)	<b>39,499.98</b>	193,140.00	<b>41,895.57</b>	196,250.00
10	Employment Expenses	<b>108,021.13</b>	464,000.00	<b>103,727.17</b>	520,714.00
10	Utilities	<b>9,492.11</b>	50,700.00	<b>11,031.65</b>	47,850.00
10	Capital	<b>181.72</b>	2,500.00	<b>0.00</b>	0.00
10	Miscellaneous Expenses	<b>8,993.41</b>	45,850.00	<b>11,015.39</b>	51,978.00
10	Transfers Out	<b>0.00</b>	<b>127,374.00</b>	<b>0.00</b>	<b>2,374.00</b>
<b>10</b>	<b>Expense</b>	<b>565,476.03</b>	<b>2,698,218.00</b>	<b>550,697.66</b>	<b>2,753,086.00</b>
	<b>Revenue Total</b>	<b>60,032.13</b>	<b>2,263,407.00</b>	<b>72,059.97</b>	<b>2,241,395.00</b>
	<b>Expense Total</b>	<b>565,476.03</b>	<b>2,698,218.00</b>	<b>550,697.66</b>	<b>2,753,086.00</b>
	<b>Grand Total</b>	<b>-505,443.90</b>	<b>-434,811.00</b>	<b>-478,637.69</b>	<b>-511,691.00</b>
<b>10</b>	<b>Corporate Fund</b>	<b>-505,443.90</b>	<b>-434,811.00</b>	<b>-478,637.69</b>	<b>-511,691.00</b>

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<b>Fund</b>	<b>Description</b>	<b>2019 End Bal</b>	<b>2019 Budget</b>	<b>2020 End Bal</b>	<b>2020 Budget</b>
<b>20</b>	<b>Recreation Fund</b>				
<b>20</b>	<b>Revenue</b>				
20	Property Tax Receipts	0.00	1,243,500.00	0.00	1,389,900.00
20	Other Taxes	28,993.81	63,750.00	33,070.84	83,800.00
20	Charges for Services	754,952.37	2,065,700.00	537,371.60	1,935,500.00
20	Program Fees	2,443,128.26	4,012,637.00	2,034,596.65	4,116,512.00
20	Rentals	324,919.12	636,100.00	262,065.82	718,650.00
20	Concessions	1,647.45	83,700.00	525.51	91,325.00
20	Product Sales	20.00	0.00	40.00	0.00
20	Interest Income	30,826.29	35,000.00	13,962.18	40,000.00
20	Licenses & Permits	10,505.00	14,745.00	6,140.00	15,785.00
20	Grants & Donations	11,696.00	20,000.00	-1,541.33	44,000.00
20	Miscellaneous Income	2,485.00	11,000.00	7,260.00	8,500.00
20	Chargeback Revenue	0.00	518,733.00	0.00	544,940.00
<b>20</b>	<b>Revenue</b>	<b>3,609,173.30</b>	<b>8,704,865.00</b>	<b>2,893,491.27</b>	<b>8,988,912.00</b>
<b>20</b>	<b>Expense</b>				
20	Salaries & Wages	511,653.25	2,008,291.00	509,451.85	2,179,029.00
20	Salaries & Wages - Programs	153,917.37	799,470.75	152,608.98	804,964.00
20	Contractual Services - Other	89,063.03	382,848.00	75,285.96	402,658.00
20	Contractual Services- Programs	337,541.31	1,312,887.00	345,136.81	1,226,836.25
20	Materials & Supplies	47,301.07	251,053.00	31,334.72	251,610.00
20	Materials & Supplies -Programs	143,641.09	407,952.50	108,243.53	485,042.00
20	Computer SoftHardware Equip.	1,270.57	15,500.00	3,382.49	15,500.00
20	Other Equipment	10,492.22	22,500.00	9,725.12	29,000.00
20	Building & Landscaping	3,391.74	12,675.00	1,501.42	13,675.00
20	Employment Expenses	132,820.20	569,200.00	139,791.43	656,437.00
20	Utilities	58,707.52	548,150.00	87,183.81	492,200.00
20	Miscellaneous Expenses	116,843.90	343,200.00	73,690.19	354,630.00
20	Transfers Out	0.00	1,587,345.00	0.00	1,637,050.00
20	Chargebacks & Indirect Expense	0.00	518,733.40	0.00	544,939.90
<b>20</b>	<b>Expense</b>	<b>1,606,643.27</b>	<b>8,779,805.65</b>	<b>1,537,336.31</b>	<b>9,093,571.15</b>
<b>Revenue Total</b>		<b>3,609,173.30</b>	<b>8,704,865.00</b>	<b>2,893,491.27</b>	<b>8,988,912.00</b>
<b>Expense Total</b>		<b>1,606,643.27</b>	<b>8,779,805.65</b>	<b>1,537,336.31</b>	<b>9,093,571.15</b>
<b>Grand Total</b>		<b>2,002,530.03</b>	<b>-74,940.65</b>	<b>1,356,154.96</b>	<b>-104,659.15</b>
<b>20</b>	<b>Recreation Fund</b>	<b>2,002,530.03</b>	<b>-74,940.65</b>	<b>1,356,154.96</b>	<b>-104,659.15</b>

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<b>Fund</b>	<b>Description</b>	<b>2019 End Bal</b>	<b>2019 Budget</b>	<b>2020 End Bal</b>	<b>2020 Budget</b>
<b>45</b>	<b>Debt Service Fund</b>				
<b>45</b>	<b>Revenue</b>				
45	Property Tax Receipts	<b>0.00</b>	1,153,950.00	<b>0.00</b>	1,229,072.00
45	Interest Income	<b>0.00</b>	2,000.00	<b>0.00</b>	3,000.00
45	Debt Proceeds	<b>0.00</b>	<u>0.00</u>	<b>0.00</b>	<u>0.00</u>
<b>45</b>	<b>Revenue</b>	<b>0.00</b>	<b>1,155,950.00</b>	<b>0.00</b>	<b>1,232,072.00</b>
<b>45</b>	<b>Expense</b>				
45	Debt Service	<b>0.00</b>	1,155,950.00	<b>0.00</b>	1,232,072.00
45	Transfers Out	<b>0.00</b>	<u>2,000.00</u>	<b>0.00</b>	<u>3,000.00</u>
<b>45</b>	<b>Expense</b>	<b>0.00</b>	<b>1,157,950.00</b>	<b>0.00</b>	<b>1,235,072.00</b>
<b>Revenue Total</b>		<b>0.00</b>	<b>1,155,950.00</b>	<b>0.00</b>	<b>1,232,072.00</b>
<b>Expense Total</b>		<b>0.00</b>	<b>1,157,950.00</b>	<b>0.00</b>	<b>1,235,072.00</b>
<b>Grand Total</b>		<b>0.00</b>	<b>-2,000.00</b>	<b>0.00</b>	<b>-3,000.00</b>
<b>45</b>	<b>Debt Service Fund</b>	<b>0.00</b>	<b>-2,000.00</b>	<b>0.00</b>	<b>-3,000.00</b>

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<b>Fund</b>	<b>Description</b>	<b>2019 End Bal</b>	<b>2019 Budget</b>	<b>2020 End Bal</b>	<b>2020 Budget</b>
<b>55</b>	<b>Special Recreation Fund</b>				
<b>55</b>	<b>Revenue</b>				
55	Property Tax Receipts	<b>0.00</b>	663,000.00	<b>0.00</b>	690,000.00
55	Interest Income	<b>0.00</b>	0.00	<b>0.00</b>	0.00
55	Miscellaneous Income	<b>0.00</b>	<u>0.00</u>	<b>0.00</b>	<u>0.00</u>
<b>55</b>	<b>Revenue</b>	<b>0.00</b>	<b>663,000.00</b>	<b>0.00</b>	<b>690,000.00</b>
<b>55</b>	<b>Expense</b>				
55	Salaries & Wages	<b>18,503.01</b>	52,000.00	<b>14,190.05</b>	52,000.00
55	Employment Expenses	<b>4,329.57</b>	17,300.00	<b>3,562.54</b>	18,000.00
55	Capital	<b>3,480.00</b>	<u>945,902.00</u>	<b>2,780.00</b>	<u>622,143.00</u>
<b>55</b>	<b>Expense</b>	<b>26,312.58</b>	<b>1,015,202.00</b>	<b>20,532.59</b>	<b>692,143.00</b>
<b>Revenue Total</b>		<b>0.00</b>	<b>663,000.00</b>	<b>0.00</b>	<b>690,000.00</b>
<b>Expense Total</b>		<b>26,312.58</b>	<b>1,015,202.00</b>	<b>20,532.59</b>	<b>692,143.00</b>
<b>Grand Total</b>		<b>-26,312.58</b>	<b>-352,202.00</b>	<b>-20,532.59</b>	<b>-2,143.00</b>
<b>55</b>	<b>Special Recreation Fund</b>	<b>-26,312.58</b>	<b>-352,202.00</b>	<b>-20,532.59</b>	<b>-2,143.00</b>

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<b>Fund</b>	<b>Description</b>	<b>2019 End Bal</b>	<b>2019 Budget</b>	<b>2020 End Bal</b>	<b>2020 Budget</b>
<b>85</b>	<b>Asset Replacement Fund</b>				
<b>85</b>	<b>Revenue</b>				
85	Interest Income	0.00	0.00	0.00	0.00
85	Grants & Donations	0.00	32,500.00	0.00	32,500.00
85	Miscellaneous Income	0.00	24,300.00	0.00	5,500.00
85	Transfers Received	0.00	1,739,501.00	0.00	1,685,733.00
<b>85</b>	<b>Revenue</b>	<b>0.00</b>	<b>1,796,301.00</b>	<b>0.00</b>	<b>1,723,733.00</b>
<b>85</b>	<b>Expense</b>				
85	Other Equipment	17,114.27	95,000.00	-3,675.75	160,000.00
85	Capital	28,890.50	301,000.00	38,609.00	146,300.00
85	Transfers Out	0.00	1,400,000.00	0.00	1,850,000.00
<b>85</b>	<b>Expense</b>	<b>46,004.77</b>	<b>1,796,000.00</b>	<b>34,933.25</b>	<b>2,156,300.00</b>
<b>Revenue Total</b>		<b>0.00</b>	<b>1,796,301.00</b>	<b>0.00</b>	<b>1,723,733.00</b>
<b>Expense Total</b>		<b>46,004.77</b>	<b>1,796,000.00</b>	<b>34,933.25</b>	<b>2,156,300.00</b>
<b>Grand Total</b>		<b>-46,004.77</b>	<b>301.00</b>	<b>-34,933.25</b>	<b>-432,567.00</b>
<b>85</b>	<b>Asset Replacement Fund</b>	<b>-46,004.77</b>	<b>301.00</b>	<b>-34,933.25</b>	<b>-432,567.00</b>



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<b>Fund</b>	<b>Description</b>	<b>2019 End Bal</b>	<b>2019 Budget</b>	<b>2020 End Bal</b>	<b>2020 Budget</b>
<b>94</b>	<b>Capital Improvements Fund</b>				
<b>94</b>	<b>Revenue</b>				
94	Interest Income	<b>1,184.31</b>	12,000.00	<b>219.94</b>	20,000.00
94	Grants & Donations	<b>0.00</b>	406,160.00	<b>0.00</b>	1,247,160.00
94	Debt Proceeds	<b>0.00</b>	2,623,000.00	<b>0.00</b>	0.00
94	Miscellaneous Income	<b>770.95</b>	0.00	<b>5,000.00</b>	0.00
94	Transfers Received	<b>0.00</b>	<u>1,400,000.00</u>	<b>0.00</b>	<u>1,850,000.00</u>
<b>94</b>	<b>Revenue</b>	<b>1,955.26</b>	<b>4,441,160.00</b>	<b>5,219.94</b>	<b>3,117,160.00</b>
<b>94</b>	<b>Expense</b>				
94	Capital	<b>565,262.92</b>	4,526,530.00	<b>157,337.39</b>	3,073,500.00
94	Debt Service	<b>0.00</b>	30,000.00	<b>0.00</b>	0.00
94	Transfers Out	<b>0.00</b>	<u>106,439.00</u>	<b>0.00</b>	<u>131,904.00</u>
<b>94</b>	<b>Expense</b>	<b>565,262.92</b>	<b>4,662,969.00</b>	<b>157,337.39</b>	<b>3,205,404.00</b>
<b>Revenue Total</b>		<b>1,955.26</b>	<b>4,441,160.00</b>	<b>5,219.94</b>	<b>3,117,160.00</b>
<b>Expense Total</b>		<b>565,262.92</b>	<b>4,662,969.00</b>	<b>157,337.39</b>	<b>3,205,404.00</b>
<b>Grand Total</b>		<b>-563,307.66</b>	<b>-221,809.00</b>	<b>-152,117.45</b>	<b>-88,244.00</b>
<b>94</b>	<b>Capital Improvements Fund</b>	<b>-563,307.66</b>	<b>-221,809.00</b>	<b>-152,117.45</b>	<b>-88,244.00</b>

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<b>Fund</b>	<b>Description</b>	<b>2019 End Bal</b>	<b>2019 Budget</b>	<b>2020 End Bal</b>	<b>2020 Budget</b>
<b>96</b>	<b>Cash In Lieu of Land Fund</b>				
<b>96</b>	<b>Revenue</b>				
96	Interest Income	<b>0.00</b>	500.00	<b>0.00</b>	250.00
96	Miscellaneous Income	<b>12,431.10</b>	<u>20,000.00</u>	<b>0.00</b>	<u>20,000.00</u>
<b>96</b>	<b>Revenue</b>	<b>12,431.10</b>	<b>20,500.00</b>	<b>0.00</b>	<b>20,250.00</b>
<b>96</b>	<b>Expense</b>				
96	Capital	<b>5,000.00</b>	<u>155,000.00</u>	<b>3,178.00</b>	<u>140,000.00</u>
<b>96</b>	<b>Expense</b>	<b>5,000.00</b>	<b>155,000.00</b>	<b>3,178.00</b>	<b>140,000.00</b>
<b>Revenue Total</b>		<b>12,431.10</b>	<b>20,500.00</b>	<b>0.00</b>	<b>20,250.00</b>
<b>Expense Total</b>		<b>5,000.00</b>	<b>155,000.00</b>	<b>3,178.00</b>	<b>140,000.00</b>
<b>Grand Total</b>		<b>7,431.10</b>	<b>-134,500.00</b>	<b>-3,178.00</b>	<b>-119,750.00</b>
<b>96</b>	<b>Cash In Lieu of Land Fund</b>	<b>7,431.10</b>	<b>-134,500.00</b>	<b>-3,178.00</b>	<b>-119,750.00</b>

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<b>Fund</b>	<b>Description</b>	<b>2019 End Bal</b>	<b>2019 Budget</b>	<b>2020 End Bal</b>	<b>2020 Budget</b>
<b>Revenue Total</b>		<b>3,683,591.79</b>	<b>19,045,183.00</b>	<b>2,970,771.18</b>	<b>18,013,522.00</b>
<b>Expense Total</b>		<b>2,814,699.57</b>	<b>20,265,144.65</b>	<b>2,304,015.20</b>	<b>19,275,576.15</b>
<b>Grand Total</b>		<b>868,892.22</b>	<b>-1,219,961.65</b>	<b>666,755.98</b>	<b>-1,262,054.15</b>