

PUBLIC NOTICE

Wheaton Park District Board of Commissioners SUBCOMITTEE MEETING Wednesday September 1, 2021 5:00 p.m. DuPage County Historical Museum 102 E. Wesley Street, Wheaton, IL 60187

Public Notice Date August 27, 2021

Public notice is hereby given that the Board of Park Commissioners of the Wheaton Park District, DuPage County, Illinois (the "Park Board") will hold a Subcommittee Meeting at 5 pm on Wednesday September 1, 2021 at DuPage County Historical Museum 102 E. Wesley Street, Wheaton, IL 60187

Please contact Michael J. Benard, Board Secretary, for further information.

mbenard@wheatonparks.org

Michael J. Benard Secretary

The Agenda for the September 1, 2021 Subcommittee Meeting is as Follows:

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact the park district's ADA Compliance Officer, Michael Benard, at the park district's Administrative Office, 102 E. Wesley Street, Wheaton, IL Monday through Friday from 8:30 am until 4:30 pm at least 48 hours prior to the meeting. Requests for a qualified ASL interpreter require five (5) working days advance notice. Telephone number 630.945-7726; fax number 630.665.5880; email dsiciliano@wheatonparks.org



<u>Subcommittee Meeting of the Wheaton Park District Board of Commissioners</u> <u>September 1, 2021 5:00 pm</u>

No Action Will Be Taken at This Meeting – Review & Discussion Only

CALL TO ORDER

DISCUSSION ITEMS

Finance and Administration

- 1. Review of Investment Advisor
- 2. Review of 2022 Budget Development and Approval Calendar
- 3. Resolution 2021-08 Amendment to the Wheaton Park District Cafeteria Plan with Health Flexible Spending Arrangement
- 4. Ordinance 2020-03 Approving the Disposal and Sale of Personal Property Owned by the Wheaton Park District
- 5. Renewal of Agreement for Payroll Processing and Human Resources Information Services with Paylocity through November 2024
- 6. Purchase of Basketball Uniforms from All Pro Team Sports \$11,150
- 7. Purchase of Jox Box Systems for Softball and Baseball Fields from On Deck Sports \$16,480
- 8. Funding and Reimbursement Agreement for Equipment Purchase for the Sensory Garden Playground Between the Wheaton Park District and the Play For All Playground and Garden Foundation

Buildings and Grounds

- 1. Community Center Interior Renovation Agreement with Williams Architects for Design Services \$24,300
- 2. Lincoln Marsh Office and Garage Renovation Bid Results Recommendation to Accept the Base Bid and Alternate from WallFill Exteriors for \$60,879
- 3. Parking Lot Sealcoating Services Hoffman Park Graf Park and Central Athletic Complex Review of Quotes
- 4. Prairie Office Building HVAC Unit Purchase and Installation Review of Quotes

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CLOSED SESSION

- a. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees, 5ILCS 120/2 (c)(1)
- b. Purchase or Lease of Real Property, 5ILCS 120/2 (c)(5)
- c. Setting of Price for Sale or Lease of Property Owned by the Public Body, 5ILCS 120/2 (c) (6)
- d. Pending, probable or imminent litigation, 5ILCS 120/2 (c)(11)
- e. Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes, 5 ILCS 120/2(c)(21)
- f. The selection of a person to fill a vacancy in public office, 5 ILCS 120/2(c)(3).

ADJOURNMENT

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact the park district's ADA Compliance Officer, Michael Benard, at the park district's Administrative Office, 102 E. Wesley Street, Wheaton, IL Monday through Friday from 8:30 am until 4:30 pm at least 48 hours prior to the meeting. Requests for a qualified ASL interpreter require five (5) working days advance notice. Telephone number 630.945-7726; fax number 630.665.5880; email dsiciliano@wheatonparks.org

TO:

Wheaton Park District Board of Park Commissioners

FROM:

Sandra D. Simpson

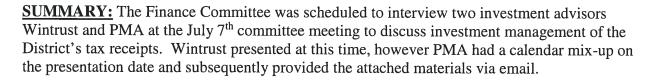
THROUGH: Mike Benard

RE:

Investment Advisor Recommendation

DATE:

September 1, 2021



PREVIOUS COMMITTEE/BOARD ACTION: The Board approved PMA as the investment advisor to the District in February 2016 and reviewed in 2019.

REVENUE OR FUNDING IMPLICATIONS: It is not anticipated that there will be any notable change in return as the District's investment policy and risk profile significantly and appropriately limit the investment options available. We currently utilize a CD ladder approach to meet cash flow needs. In addition, we have collateralized money market funds at WB&T and PMA.

STAKEHOLDER PROCESS: N/A

LEGAL REVIEW: N/A

ATTACHMENTS: Materials provided by both firms, account statements and collateralization reports.

ALTERNATIVES: N/A

RECOMMENDATION: At this time, it is recommended to leave funds in existing money market accounts at Wintrust and PMA until such time that CDs rates become more favorable. Both money market funds are collateralized fully. Once rates are at an acceptable level, we will engage the park board concerning a direction on resuming CD investments with either Wintrust, PMA or both.



Sandra Simpson

From:

Tim W. Matthew < TMatthew@pmanetwork.com >

Sent:

Friday, July 16, 2021 8:40 AM

To:

Sandra Simpson

Subject:

PMA services and performance

Attachments:

Wheaton PD - PMA Performance Report 6-30-21.pdf; Wheaton PD TPR 6-30-21.pdf; Wheaton PD Investment Strategy.pdf

Sandra,

For over 35 years, PMA Financial Network, Inc. and PMA Securities, Inc. (jointly referred to as "PMA") have been working exclusively with school districts, park districts and municipalities. PMA Financial Network, Inc. provides certificate of deposit placement. PMA Securities, Inc. provides brokerage services for US Government, agency securities and commercial paper. PMA provides these investment services to over 800 public entities in Illinois, Wisconsin, Minnesota, and Michigan for whom we administer approximately \$15.1 billion of investment assets. Our business growth has been fueled by offering very competitive investment rates coupled with bringing value-added services to our clients.

We are proud to say that PMA has been working with the Wheaton Park District as an investment provider since 1999 and we feel that it has been a very successful and rewarding partnership.

Benefits of our Investment Program:

PMA offers public entities a complete range of statute allowable investments in order to maximize interest earnings. We have created a comprehensive bidding platform that provides for competitive execution of our investment products. PMA has relationships with over 1000 financial institutions and therefore has the ability to "shop the market" in order to provide attractive interest rates for our clients. PMA works diligently to obtain the maximum rate for your investments while continuing to maintain safety and liquidity. Our process involves competitively bidding each investment with the expectation that a broad market assessment will increase the likelihood of achieving best execution on the dollars invested. The process gives the Park District access to the inventory of over 25 securities dealers and our network of more than 1000 banks, which can be inclusive of local banks that the Park District uses. PMA does not maintain an inventory of securities; rather, we look to our extensive dealer network to execute a competitive fixed rate investment bid on your behalf.

We understand and appreciate your fiduciary responsibility to optimize the resources of the Park District. We would hope that you would also consider some of the following benefits that the Park District has received over the years:

- Competitive Bid Process PMA's competitive pricing structure has consistently enabled the Park District to maximize its earned interest income. The process gives the Park District access to the inventory of over 25 securities dealers and to our network of more than 700 banks
- Bond Proceeds Management Program We believe that our involvement in the Park District's investment process has resulted in a portfolio that has been fully and diligently invested. Our coordination has extended the duration of the portfolio and prevented situations in which excess funds sit idle. We continue to provide monthly bond management updates that include detailed arbitrage tracking.
- Service We believe that the proactive customer service provided to the Park District has been excellent. As an Illinois based firm that is exclusively focused on the public sector, PMA has always been able to serve the Park District quickly and effectively.

Per you request, attached is a Performance Report of the fixed rate portfolio for the previous 12 months. Also attached is an example of the investment strategy that we would consider, based on the information that we currently have.

We believe that you will find that the portfolio is not only managed in a cost effective manner, but also provides an excellent return on investment. The accessibility of the PMA staff should underscore our commitment to serving the Park District. Again, we are very proud of the fact that we have served the Wheaton Park District since 1999 and look forward to continuing our relationship for years to come. We feel confident that our value added products and services are satisfying the Park District's needs.

If you should happen to have any further questions, please do not hesitate to contact me by telephone at (630) 657-6427 or by email at tmatthew@pmanetwork.com.

Sincerely,

Tim Matthew Sr. Portfolio Advisor

MSRB Rule G-42 requires municipal advisors to provide disclosures regarding all material conflicts of interest and any legal or disciplinary events material to a client's evaluation of the firm or the integrity of the firm's management or advisory personnel. A link to the PMA Securities, LLC Municipal Advisor Disclosure Statement can be found here.

Timothy W. Matthew Associate Vice President, Sr. Portfolio Advisor

PMA Financial Network, LLC 2135 City Gate Lane, 7th Floor Naperville, IL 60563 d 630-657-6427 f 630-718-8701 e tmatthew@pmanetwork.com w www.pmanetwork.com

Financial Strategies for Stronger Communities.

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Wheaton PD

Investment Strategy - July 14, 2021

Create a laddered portfolio where investments mature in 6 month intervals out to 3 years.

The 6 month intervals will provide opportunity for liquidation and will allow you to take advantage of re-investments in a rising interest rate environment, when that occurs. Once the ladder is established and while we wait for the yield curve to steepen, the 3 year rolling maturities will provide yield to the portfolio in a time of extremely low returns. The investments will be thoughtfully made to create a diversified portfolio as well as provide safety, liquidity and yield.

Liquidity \$14,369,060.97 SDA Liquid Account - .01%

\$9,000,000.00

- \$1,500,000 investments every 6 months out to 3 years. Then, when each 6 month maturity comes due we can then roll it 3 years, to the end of the portfolio. This strategy will provide maturities every 6 months, while getting to benefit from the 3 year yield on reinvestments (after the initial ladder has been established). \$6.3MM would be liquid and readily accessible.

Maturities/Investments to be placed @ current market yield:

6 mo FEB 2022 \$1,500,000.00

1 yr AUG 2022 \$1,500,000.00

18 mo FEB 2023 \$1,500,000.00

2 yr AUG 2023 \$1,500,000.00

2 1/2 yr FEB 2024 \$1,500,000.00

3 yr AUG 2024 \$1,500,000.00

Risk Factors

IL Municipalities and Government entities have investment policies that follow 30 ILCS 235/5 (IL Public Funds Investment Act). This act limits the types of investments that can be placed in your portfolio, weeding out the higher risk investment options. The investments that PMA offers to our clients follows state statute as well as our own credit evaluation for risk. We strive to maintain investment options that are low risk, high quality investments. That being said, the investments that we do offer would still fall onto different levels of a risk scale with Government Treasury being considered to be at the bottom of the risk scale (very low risk investment). For municipal securities, we stick to the AA rated or better, General Obligation securities only for our clients. Municipal securities would fall higher on the risk scale than Treasuries, but with the limitations we place on purchases, these securities are a nice investment alternative for increasing yield while maintaining low risk.



WHEATON PARK DISTRICT

COLLATERAL REPORT

ProvCode

Statement Period

As of Jul 31, 2021

TM

LOCs: 100%

Full Faith: 110%

Total Collateral Value:

Agcy: 110%

Munis: 110%

Morts: 110%

29950 SANTANDER BANK, NA

Collateralized Investment Summary

Purch Date

Invested. + Int to

Invested + Total

Report Date

Interest

2995016 07/31/21 07/31/21 С \$14,369,183,11

\$14,369,183.11

\$14,369,183.11

Provider Totals:

Trans #

\$14,369,183.11

Investment

Investment in excess of the FDIC insurance:

Maturity

\$14,119,183.11

Provider Collateralized Summary

Collateral Held At:

Description	Collateral Required	Rate	Maturity	CUSIP	Units	Price	Factor	Market Value	Collateral Value	Acceptable Form of Collateral
FEDERAL HOME LOAN MORTGAGE CO	110%	3.000	05/01/40	3133KYTE9	15,826,000	105.19048	0.595	\$9,903,903,81	\$9,926,657,24	Yes
FEDERAL HOME LOAN MORTGAGE CO	110%	3.500	04/01/45	3132QPE91	12,914,000	109.06498	0.403	\$5,670,535.25	\$5,685,194.18	Yes
w	eighted Av	/erage:	110%			To	tal Colla	ateral Value	\$15.611.851.41	

110% Need for combined collateral types \$15,611,851,41



PMA utilizes the services of IDC, to independently price the collateral above. PMA believes the pricing to be reliable. However, PMA is not affiliated with IDC, and cannot guarantee the accuracy of such pricing. In instances where IDC is unable to quote a price for a security pledged as collateral, PMA seeks other sources to independently price the collateral. Prices provided are checked for reasonableness. The market values of the deposits are listed at their original cost. The market value of securities pledged as collateral is listed at the current market value as of the date of this statement. Listed values should not be interpreted as an offer to buy or sell at a specific price. The collateral calculation % is based on the known investment net of FDIC insurance, and does not take into account other FDIC investments with this financial institution, not facilitated by PMA. The collateral pledged is subject to change pursuant to the collateral agreement. The securities pledged as collateral shown could have been substituted after the date of this statement. Financial institution contact information is available upon request to obtain a current list of securities pledged as collateral. The value of the collateral is subject to change.



Wheaton Bank & Trust Company, N.A. Collateralized Deposit Confirmation

ISSUE DATE: 07/30/2021

100 N. Wheaton Ave, Wheaton, IL 60187
All pledged collateral for the accounts listed are held at Bank of America in account #650186.48.

Wheaton Park District Sandra Simpson 855 W Prairie Wheaton, IL 60187

Email: ssimpson@wheatonparks.org

Demand	Deposit	Accounts
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Account Type	Account Number	Account Name	Interest Rate	Balance
Noninterest-bearing	xx06803	Wheaton Park District	0.0000%	
Noninterest-bearing	xx06853	Wheaton Park District	Transmission of the State of th	\$532,556.32
Noninterest-bearing	xx06837	Wheaton Park District	0.0000%	\$31,781.59
Noninterest-bearing	xx06829		0.0000%	\$0.00
the section of the time to control and an employment product and an employment	design of the speciment and the factor is any adversariable by the properties of the contract	Wheaton Park District	0.0000%	\$0.00
Noninterest-bearing	xx06845	Wheaton Park District	0.0000%	\$0.00
			Total:	\$564,337.91
			Less FDIC Insured Amount:	\$250,000.00
			Balance to be Collateralized/Protected:	\$314.337.91

MaxSafe Time and Savings Accounts

THE PERSON NAMED IN COLUMN TWO IS NOT THE PERSON OF THE PE	The state of the s			
Account Type	Account Number	Account Name	Interest Rate	Balance
MaxSafe MMA	xxxx02919	Wheaton Park District		The state of the s
and in the control of the destroy and the control of the control o	tool belandsteen a gray way, if the order is a recommended and the paper popular plants above suprious propriets, to beland the subsequence of the paper popular than the paper popular than the paper paper plants above the paper paper paper.		0.0700%	\$9,608,742.46
			Total:	\$9,608,742.46
			Less FDIC Insured Amount:	\$0.00
			Less MaxSafe FDIC Insured Amount:	\$3,500,000.00
			Balance to be Collateralized/Protected:	\$6,108,742.46

Relationship Summary

Balance To Be Colfateralized/Protected:	\$6,423,080.37
MaxSafe Time and Savings Account Balances to be Collateralized:	\$6,108,742.46
Demand Deposit Account Balances to be Collateralized:	\$314,337.91
Time and Savings Account Balances to be Collateralized:	\$0.00

Securities Pledged

Issuer	CUSIP Number	Maturity Date	Coupon Rate	Current Par Value	Market Value	Fractional Interest %	Balance Covered	Collateral Percentage	Fair Market Value of Collateral
Freddie Mac	3133N3XH2	11/01/2050	1.5000%	\$23,353,052.00	\$22,951,683.09	30.78398489413718%	\$6,423,080.37	110.00%	\$7,065,442.66
					TOTOTOTOTOTOTOTOTOTOTOTOTOTOTOTOTOTOTO	Total:	\$6,423,080.37		\$7,065,442.66

COLLATERALIZED BALANCE NOT FDIC INSURED. MAY LOSE VALUE.

^{*} Assigned Security



Performance Report

Fixed Rate Investment Program
Portfolio Summary & Historical Yields



Wheaton Park District

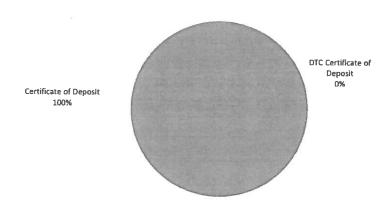
June 30, 2021

Portfolio Summary

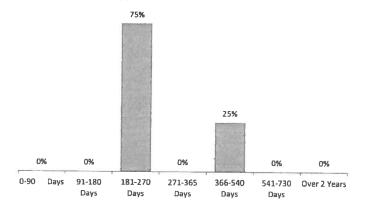
ACCOUNT SUMMARY

Description	Original Cost	Percent	
Certificate of Deposit	\$2,995,500.00	100.00%	
CDARS		0.00%	
DTC Certificate of Deposit		0.00%	
Term Series		0.00%	
U.S. Treasury / Bill	\$0.00	0.00%	
Municipal Bond / Note	\$0.00	0.00%	
Total Fixed Rate Portfolio	\$2,995,500.00	100%	
Liquid Balances			
Other Liquid			
SDA	\$14,369,060.97		
Total Liquid Balances	\$14,369,060.97	-	
Total Portfolio	\$17,364,560.97		

FIXED RATE PORTFOLIO ALLOCATION



MATURITY DISTRIBUTION



PERFORMANCE*	<u>Fixed Rate</u> <u>Portfolio</u>	Benchmark CMT ³
Yield to Maturity (YTM) at Cost ^{1,2}	0.12%	0.06%
Weighted Average Maturity (WAM)	268	180

^{*}Performance is calculated as Yield to Maturity

- 1) Portfolio YTM is net of fees and excludes liquid balances and represents the time and dollar weighted average yield.
- 2) Benchmark YTM is gross of fees
- 3) 6-month Constant Maturity Treasury



Performance Report

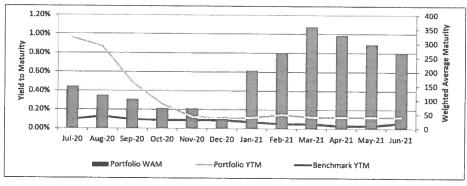
Fixed Rate Investment Program
Portfolio Summary & Historical Yields



WHEATON PARK DISTRICT

June 30, 2021

				Month E	nd Yield to	Maturity							
	Average YTM	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Portfolio WAM¹	183	148	117	103	72	71	40	205	268	359	329	298	268
Portfolio YTM²	0.31%	0.96%	0.87%	0.49%	0.26%	0.12%	0.11%	0.12%	0.15%	0.12%	0.12%	0.12%	0.12%
Benchmark* YTM³	0.08%	0.10%	0.13%	0.10%	0.09%	0.09%	0.09%	0.07%	0.05%	0.05%	0.03%	0.03%	0.06%



Performance is calculated as Yield to Maturity

- 1) Portfolio WAM excludes liquid balances.
- Portfolio YTM is net of fees and excludes liquid balances
 and represents the time and dollar weighted average yield.
- 3) Benchmark YTM is gross of fees.
- * 6-month Constant Maturity Treasury (CMT)

Securities, public finance services and institutional brokerage services are offered through PMA Securities, Inc. PMA Securities, Inc. is a broker-dealer and municipal advisor registered with the SEC and MSRB, and is a member of FINRA and SIPC. Prudent Man Advisors, Inc., an SEC registered investment adviser, provides investment advisory services to local government investment pools and separate accounts. All other products and services are provided by PMA Financial Network, Inc., PMA Financial Network, Inc., PMA Securities, Inc. and Prudent Man Advisors (collectively "PMA") are under common ownership.

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PMA Master Total Portfolio Report

As of: 06/30/21

WHEATON PARK DISTRICT / GENERAL ACCOUNT (10731-101)

3703

Type	Trans	SEO	Purchase	Maturity	FDIC #	Instrument	Par-Val Mat. Val	. Original Cost	Rate
SDA					29950	Savings Deposit Account - SANTANDER BANK, NA	\$14,369,060.97	\$14,369,060.97	
CD	287187	1	01/13/21	01/13/22	34444	CUSTOMERS BANK	\$249,979.94	\$249,600.00	0.154
CD	287188	1	01/13/21	01/13/22	57993	SERVISFIRST BANK	\$249,999.55	\$249,600.00	0.160
CD	288211	1	02/17/21	02/17/22	57512	WESTERN ALLIANCE BANK / TORREY PINES BANK	\$249,933.22	\$249,300.00	0.254
CD	288212	1	02/17/21	02/17/22	34383	TEXAS CAPITAL BANK	\$249,999.37	\$249,500.00	0.200
CD	288213	1	02/17/21	02/17/22	33539	PREFERRED BANK	\$249,976.99	\$249,600.00	0.154
CD	288559	1	03/04/21	03/04/22	33306	CIBC BANK USA / PRIVATE BANK - MI	\$249,956.64	\$249,700.00	0.103
CD	288560	1	03/04/21	03/04/22	34607	FIRST INTERNET BANK OF INDIANA	\$249,953,31	\$249,800.00	0.064
CD	288561	1	03/04/21	03/04/22	1040	MIDLAND STATES BANK	\$249,917.41	\$249,800.00	0.047
CD	288562	1	03/04/21	03/04/22	12854	CENTIER BANK	\$249,924.90	\$249,800.00	0.050
CD	287262	1	01/20/21	07/14/22	9450	FIRST BANK OF OHIO	\$249,978.50	\$249,600.00	0.103
CD	287263	1	01/20/21	07/14/22	57665	VERITEX COMMUNITY BANK	\$249,972.96	\$249,600.00	0.101
CD	287264	1	01/20/21	07/14/22	22366	GBC INTERNATIONAL BANK	\$249,978.51	\$249,600.00	0.103
						Subtotal>	\$17,368,632.27 \$	17,364,560.97	
Note: Weigh	ited Yield &	Weight	ed Average Portj	folio		Total Amount	\$17 368 632 27 ¢	17 364 ECO 07	

Maturity are calculated only on the CD, CP, & SEC desk.

Total Amount --> \$17,368,632.27 \$17,364,560.97

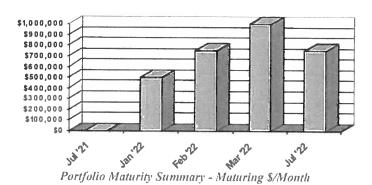
Time and Dollar Weighted Portfolio Yield: 0.119 %

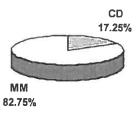
Weighted Average Portfolio Maturity: 267.92 Days

CD's: 17.25% CDR's: 0.00% DTC: 0.00% CP: 0.00% SEC: 0.00%

82.75%

MM:





Portfolio Allocation by Transaction Type

Rate and Yield as labeled on this statement. For certain investment products offered by PMA, the stated Rate may be the Bond Equivalent Yield (BEY), Yield to Maturity (YTM) or other calculation of yield offered on that product ("Rate"). For all fixed income investments included on this statement (investments other than liquid LGIP, money market or SDA products), the "Rate" is stated as of the purchase date. Time and Dollar Weighted Portfolio Yield only includes fixed income investments (investments other than liquid LGIP, money market or SDA products) and is calculated based on the "Rate" at the purchase date.



PMA Monthly Statement

(10731-101) GENERAL ACCOUNT

Statement Period

Jul 1, 2021 to Jul 31, 2021

Statement for the Account of: WHEATON PARK DISTRICT

WHEATON PARK DISTRICT RITA TRAINOR 855 W. Prairie WHEATON, IL 60187



WHEATON PARK DISTRICT

SDA / MMA TRANSACTION ACTIVITY

Statement Period

Jul 1, 2021 to Jul 31, 2021

SANTANDER BA	NK, NA		BEGINNING E	BALANCE				\$14,369,060.97	
Transaction	Date			Deposits	Withdrawals	Interest / Adjust	Balance		
242771	07/31/21	Interest				\$122.14	\$14,369,183.11		
			TOTALS FOR PERIOD	\$0.00	\$0.00	\$122.14			
			ENDING BAL	ANCE				\$14,369,183.11	



FIXED INCOME INVESTMENTS

WHEATON PARK DISTRICT

Statement Period

Jul 1, 2021 to Jul 31, 2021

		Transaction	ST	INTERES
Interest	Description	Date	Holding ID	Туре
\$122.14	Savings Deposit Account - SANTANDER BANK, NA	07/31/21	242771	SDA
i: \$122.14				



WHEATON PARK DISTRICT

Statement Period

\$249,600.00

\$249,600,00

\$17,364,683.11

Jul 1, 2021 to Jul 31, 2021

CURRENT PORTFOLIO Type Code Holding ID Trade Settle Maturity Description Cost Rate Face/Par Market Value SDA С 242771-1 07/31/21 Savings Deposit Account - SANTANDER BANK, \$14,369,183.11 0.010% \$14,369,183.11 \$14,369,183,11 NA CD Ν 287187-1 01/13/21 01/13/21 01/13/22 **CUSTOMERS BANK** \$249,600.00 0.154% \$249,979,94 \$249,600,00 CD N 287188-1 01/13/21 01/13/21 01/13/22 SERVISFIRST BANK \$249,600.00 0.160% \$249,999.55 \$249,600.00 CD N 288211-1 02/17/21 02/17/21 02/17/22 WESTERN ALLIANCE BANK / TORREY \$249,300.00 0.254% \$249,933,22 \$249,300.00 PINES BANK CD N 288212-1 02/17/21 02/17/21 02/17/22 TEXAS CAPITAL BANK \$249,500.00 0.200% \$249,999.37 \$249,500.00 CD N 288213-1 02/17/21 02/17/21 02/17/22 PREFERRED BANK \$249,600.00 0.154% \$249.976.99 \$249,600.00 CD N 288559-1 03/04/21 03/04/21 03/04/22 CIBC BANK USA / PRIVATE BANK - MI \$249,700.00 0.103% \$249.956.64 \$249,700.00 CD 288560-1 03/04/21 03/04/21 03/04/22 FIRST INTERNET BANK OF INDIANA \$249,800.00 0.064% \$249.953.31 \$249,800.00 CD N 03/04/21 288561-1 03/04/21 03/04/22 MIDLAND STATES BANK \$249,800.00 0.047% \$249,917.41 \$249,800,00 CD N 288562-1 03/04/21 03/04/21 03/04/22 CENTIER BANK \$249,800.00 0.050% \$249,924.90 \$249,800.00 CD N 287262-1 01/20/21 01/20/21 07/14/22 FIRST BANK OF OHIO \$249,600.00 0.103% \$249,978.50 \$249,600.00 CD N 287263-1 01/20/21

VERITEX COMMUNITY BANK

GBC INTERNATIONAL BANK

Totals for Period:

\$17,364,683.11 **Deposit Codes:**

\$249,600.00

\$249,600.00

0.101%

0.103%

Weighted Average Portfolio Yield Weighted Average Portfolio Maturity.

287264-1 01/20/21

0.119 % 236.92 Days

07/14/22

07/14/22

01/20/21

01/20/21

C) Collateral N) Single FEIN

Portfolio Summary:

N

CD

Type	Allocation (%)	Allocation (\$)	Description
CD	17.25%	\$2,995,500.00	Certificate of Deposit
SDA	82.75%	\$14,369,183.11	Savings Deposit Account

Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated using "Market Value" and are only based on the fixed rate investments (excluding SDA investments)

\$249,972.96

\$249,978,51

\$17,368,754.41

[&]quot;Cost" is comprised of the total amount you paid for the investment including any fees and commissions.

[&]quot;Rate" is the Net Yield to Maturity.

[&]quot;Face/Par" is the amount received at maturity.

[&]quot;Market Value" reflects the market value as reported by an independent third-party pricing service. Certificates of Deposit and Commercial Paper and other assets for which market pricing is not readily available from a third-party pricing service are listed at "Cost".



Monthly Statement



About Your Account and Statement

Securities and municipal advisory prokerage, services (investments purchased with proceeds from a municipal securities issuance), and investments cleared through our clearing fum, Persiting LLC, are offered through PMA Securities. LLC is proker-dealer, and municipal advisor rejistered with the SEC and MSRB, and is member of FINRA and SIFC. All other products and prokerage services are generally provided by FMA Financial Network. LLC Thus, certificates of deposit (CDT), savings deposit accounts (SDAT) and commercial paper (CPT) may be executed through either PMA entity, as applicable, depending on whether the investment was purchased with proceeds certified from municipal securities. FMA Securities, LLC and PMA Financial Network, LLC are operated under common connership and are affiliated with Prodent Man Advisors, LLC.

Fixed Rate Investment Activity

This section shows all of the fixed term investments purchased and sold, maturities, interest received, and activity. This will include all CD, SDA, CP, securities and money market funds purchased through FMA Financial Network, ELC as applicable. It also shows the approximate market value of each security whose piece is obtained from an independent source believed to be reliable. However, FMA cannot guarantee their accuracy. This data is provided for informational purposes only. Listed values should not be interpreted as an offerto duy or sell at a specific piece. CD's and CP are listed at their original cost. Redemption of a CD piece to maturity may result in to the cost values.

If the run date of this report to the end of the current month, the market values are listed as equivalent.

Money Market Fund

The Rate shown for the money market fund represents the average net interest rate over the previous month which is then annualized. Information regarding the money market fund's investment objectives, risks, charges and excenses can be found in the modey market fund's prospectus, which can be obtained by calling FMA at the prior numbers listed. The performance data featured represents past performance, which is no guarantee of future results. Investment returns will fluctuate. Current performance may be higher or lower than the performance data quoted. Please call FMA for the most recent performance figures.

The performance data featured represents past performance, which is no guarantee of future results. Investment returns will fluctuate. Current performance may be higher or lower than the performance data quoted. Flease call

Additional Disclosures

All funds, and/or securities are located and safe kept in an account under the client's name at their custodial cank. Any certificates of deposit fisted are located in the client's name at the respective cank. Any money market fund shares are held directly with the money market fund, it is recommended that any oral communications be re-confurmed in witting to further protectly our rights, including rights under the Decurates Investor Protection Act.

Debt Securities

Some dett securities are subject to redemotion, prior to maturity, in the event of a partial or whole call of a security, the securities call will be automatically selected on a random basis as is customary in the securities industry. The request request securities will be selected is proportional to the amount of your holdings, relative to the total holdings. Redemotion prior to maturity could affect the yield represented. Additional information is available upon

A financial statement of PMA Securities, LLC is available for inspection at its office or a copy with be mailed to you upon written request

PLEASE ADVISE PMA AND OUR CLEARING FIRM, PERSHING LLC, IMMEDIATELY OF ANY INACCURACY OR DISCREPANCY ON YOUR STATEMENT. FOR A CHANGE OF ADDRESS OR QUESTIONS REGARDING YOUR ACCOUNT, PLEASE NOTIFY YOUR PMA REPRESENTATIVE. ANY ORAL COMMUNICATIONS SHOULD BE RE-CONFIRMED IN WRITING.

How to Contact PMA

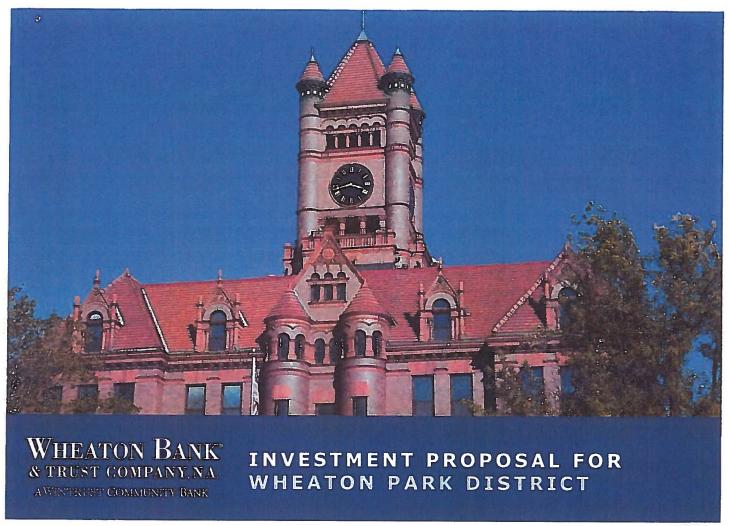
Please call (530): 657-6400 or write to us at PMA, 2155 CityGate Lane, 7th Flact, Nacientile, Mincle 60555.

How to Contact Persning, LLC

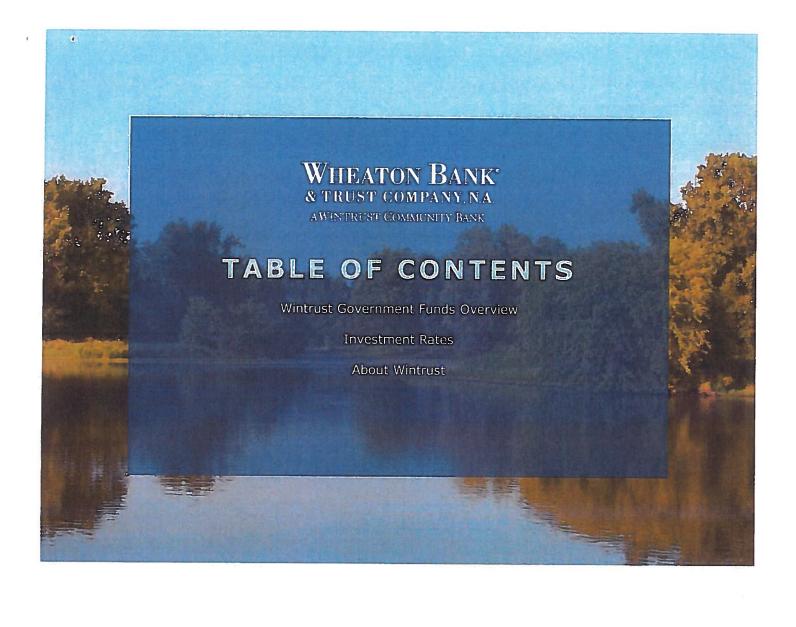
Please call (201) 413-3550 or write to Pershing 11C, One Pershing Plaza, Jersey City, New Jersey, 07599

In accordance with FINRA Rule 2267, FMA Securities, SLC is providing the following information in the event you wish to contact FINRA. You may call (301) 550-6500 or write to FINRA at 1735 K. Street NW, Washington, D.C. 20006-1500. In addition to the public disclosure number (800) 233-9999, FINRA provides an investor produce which describes their Public Disclosure Program. Additional information is also available at www.finta.org

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FBTC 🔝



WINTRUST GOVERNMENT FUNDS



Wintrust Government Funds provides the expertise and financial solutions that school districts, park districts, municipalities, and other local government entities are looking for. Our Illinois portfolio includes over **450** government depositors, with over **250** main operating account clients. We work with taxing bodies of all sizes.

OUR APPROACH

- · A consistent commitment to all public sector markets
- · Taxpayer funds are kept local and reinvested in our communities
- Our dedicated team that understands our public sector clients' unique needs including the Illinois Public Funds Act, collateral requirements, FDIC coverage and debt structure options
- Customized collateral options that are all in compliance with 30 ILCS 235
- · Active and consistent support of the communities we serve through unmatched community engagement



MAXSAFE MUNICIPAL DEPOSIT ACCOUNTS

Illinois government entities can receive more than \$7 million in FDIC insurance. Backed by Wintrust's 15 individually chartered community banks, this account offers up to \$7.25 million in total FDIC insurance per ownership category.



3

MAXSAFE® ACCOUNTS GREAT RATES. GREATER FDIC INSURANCE COVERAGE.



MAXIMUM FDIC INSURANCE

Get up to \$3.75 million in FDIC protection on several account options. By spreading funds across Wintrust's 15 separate bank charters, we are able to combine FDIC insurance coverage and offer 15 times the usual amount of protection in one account.





YOUR BANK

- Control one account with one financial institution to insure your deposits.
- Receive one regular statement detailing your deposit.
- Receive one tax document from MaxSafe at the end of the year. No need for multiple 1099s from multiple banks.



CHOICE OF MATURITIES AND LIQUIDITY

Choose from a multitude of maturities and liquidity options. The MaxSafe Money Market account offers a liquid FDIC insured deposit while the MaxSafe CDs range from three months to four years.



MaxSafe Public Funds MMA Rates (June)		
	Rate	
Under \$2.5 million	0.023%	
Over \$2.5 million	0.073%	

MaxSafe Public Funds Certificate of Deposit Rates				
	Rate	APY		
3 month	0.03%	0.03%		
6 month	0.05%	0.05%		
12 month	0.10%	0.10%		
18 month	0.20%	0.20%		
24 month	0.25%	0.25%		



WINTRUST GOVERNMENT FUNDS







MUNICIPAL FINANCE SOLUTIONS

- General obligation limited and unlimited tax bonds
- Debt certificates
- · Installment contracts
- · Alternate revenue bonds
- · Revenue bonds
- Special assessment and special service area bonds
- · Tax increment financing
- Tax anticipation warrant and working cash bonds
- 501(c)(3) bonds and industrial development revenue bonds
- · Technology, equipment, and operating leases



6

MULTI-MILLION DOLLAR FDIC INSURANCE ACCESS THROUGH INSURED CASH SWEEP®



BENEFITS

- Feel secure knowing your funds are eligible for multimillion-dollar FDIC insurance.
- Earn returns and put your excess cash balances to work in demand deposit accounts.
- Maintain liquidity through unlimited access to funds.



IMPORTANT INFORMATION ABOUT ICS

- Your money is always on deposit in regulated, FDIC-insured institutions.
- You can check balances online and see where your funds are at all times.
- · You will receive one regular monthly statement.
- As always, your confidential information remains protected.

Placement of funds through the ICS service is subject to the terms, conditions, and disclosures in the service agreements, including the Deposit Placement Agreement ("DPA"). Limits and customer eligibility criteria apply. Unlimited program withdrawals are available with ICS only when using the ICS demand option. Although funds are placed at destination banks in amounts that do not exceed the FDIC standard maximum deposit insurance amount ("SMDIA"), a depositor's balances at the relationship institution that places the funds may exceed the SMDIA (e.g., before ICS settlement for a deposit or after ICS settlement for a withdrawal) or be ineligible for FDIC insurance (if the relationship institution is not a bank). As stated in the DPA, the depositor is responsible for making any necessary arrangements to protect such balances consistent with applicable law. If the depositor is subject to restrictions on placement of its funds, the depositor is responsible for determining whether its use of ICS satisfies those restrictions. ICS, Insured Cash Sweep, and CDARS are registered service marks of Promontory Interfinancial Network, LLC.



7

WINTRUST FINANCIAL CORPORATION







"Wintrust continues to take a steady and measured approach to achieving our main objectives of growing franchise value, increasing profitability, leveraging our expense infrastructure and increasing shareholder value."

-ED WEHMER

President & CEO of Wintrust Financial Corporation

KEY WINTRUST FACTS

· Assets: More than \$45 Billion

• Founded: 1991

· Profitability: 25 Consecutive Years of Profitability

(1996 - 2021)

• **Employees:** 5,000+

• Footprint: 15 wholly owned bank subsidiaries

• Banking Offices: More than 175 locations

· Nasdaq: WTFC

As of 03/31/2021

COVID-19 RESPONSE AND PPP LOANS



Throughout the pandemic when our clients have needed us most, our entire Wintrust banking family has helped secure Paycheck Protection Program funding for as many businesses as possible.

15,000+

businesses supported \$4.90B+

in loans for local businesses

160,000+

local jobs secured

"The fact that you worked with me on weekends and late on some nights means a great deal to us."

-Craig Lochridge, RKA Applied Solutions

CORPORATE SOCIAL RESPONSIBILITY



We're committed to building, strengthening, and optimizing holistic relationships that help us make a difference in our communities. We focus on areas that make the greatest impact, fostering partnerships in three overlapping areas:



COMMUNITY ENGAGEMENT

Our local focus means we're able to advance our efforts more effectively by engaging with organizations invested in the unique communities we serve.



ECONOMIC DEVELOPMENT

We're committed to fostering thoughtful initiatives and partnerships that strengthen local businesses because so much is dependent on a healthy economy.



EMPLOYEE INVOLVEMENT

We help empower our employees to get involved in ways that inspire them, putting our values and larger goals into action.

2019 SOCIAL RESPONSIBILITY HIGHLIGHTS



\$15 MILLION
philanthropic dollars donated
and sponsored



1,260 WORKSHOPS

hosted through financial literacy programs



\$2 MILLION invested in economic development initiatives

WINTRUST AWARDS AND RECOGNITION





MIDDLE MARKET BANKING | \$10 MILLION - \$500 MILLION

Cash Management Overall Satisfaction – National Likelihood to Recommend – National Overall Satisfaction – National Cash Management Overall Satisfaction – Midwest Likelihood to Recommend – Midwest Overall Satisfaction – Midwest

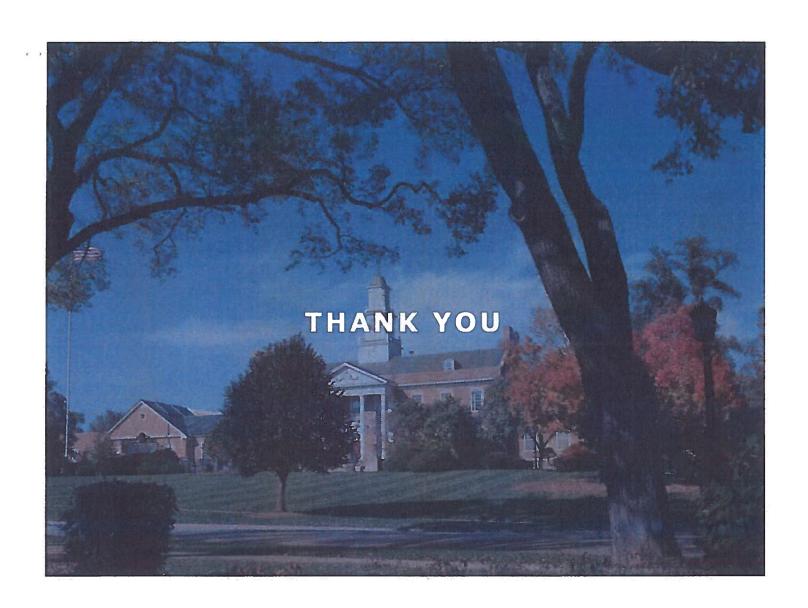
SMALL BUSINESS BANKING | \$1 MILLION - \$10 MILLIONOverall Client Satisfaction - *Midwest*





Out of the more than 600 banks evaluated via 11,000 interviews with businesses, only 30 qualified to earn Greenwich Excellence Awards.

For more information visit: www.greenwich.com/commercial-banking/2020-greenwich-excellence-awards-us-small-business-banking



MAXSAFE 100 N Wheaton Avenue Wheaton IL 60187

> WHEATON PARK DISTRICT MAXSAFE MMA 855 W PRAIRIE WHEATON IL 60187-5321

{893/0000898/291}

Last statement: June 30, 2021 This statement: July 30, 2021 Total days in statement period: 30

Page 1 of 2 XXXXXX2919 (0)

Direct inquiries to: (630) 690-1800

Maxsafe 100 N Wheaton Avenue Wheaton IL 60187

EFFECTIVE JULY 19, 2021, THE FEE FOR COUNTER CHECKS WILL CHANGE FROM \$1 FOR EACH ADDITIONAL COUNTER CHECK OVER THE FIRST FIVE (5) AT NO CHARGE TO \$1 FOR THREE COUNTER CHECKS OVER THE FIRST SIX (6) AT NO CHARGE.

Maxsafe Business Money Market

Account number	XXXXXX2919	Beginning balance	\$10,301,261.82
Low balance	\$9,608,139.80	Total additions	592,480,64
Average balance	\$10,474,972.34	Total subtractions	1,285,000.00
Interest paid year to date	\$1,935.39	Ending balance	\$9,608,742.46

INTEREST RATES

Effective dates	Interest Rate
06-30-21	0.070%

DEBITS

Date	Description	Subtractions
07-15	' Cash Mgmt Trsfr Dr	185,000,00
	REF 1960943L FUNDS TRANSFER TO DEP XXX6803	•
	FROM TO FUND AP AND PR	
07-21	' Cash Mgmt Trsfr Dr	100,000.00
	REF 2021616L FUNDS TRANSFER TO DEP XXX6803	,
	FROM TO FUND AP	
07-27	Cash Mgmt Trsfr Dr	850,000.00
	REF 2081728L FUNDS TRANSFER TO DEP XXX6803	
	FROM TO FUND AP AND PAYROLL	

MAXSAFE

WHEATON PARK DISTRICT July 30, 2021

Page 2 of 2 XXXXXX2919

Date	Description	Subtractions
07-28	' Cash Mgmt Trsfr Dr	150,000.00
	REF 2091546L FUNDS TRANSFER TO DEP XXX6803	

FROM ADDITIONAL FOR AP

CREDITS

Date	Description	Additions
07-09	' Cash Mgmt Trsfr Cr	591.877.98
	REF 1901131L FUNDS TRANSFER FRMDEP XXX6803	
	FROM TSF PROPERTY TAX RECEIPTS TO MMF	
07-30	' Interest Credit	602.66

DAILY BALANCES

Date	Amount	Date	Amount	Date	Amount
06-30	10,301,261.82	07-21	10,608,139.80	07-30	9,608,742,46
07-09	10,893,139.80	07-27	9,758,139.80	***************************************	denote a supremental and a sup
07-15	10,708,139.80	07-28	9,608,139.80		

INTEREST INFORMATION

Annual percentage yield earned Interest-bearing days Average balance for APY Interest earned 0.07% 30 \$10,474,972.34 \$602.66

OVERDRAFT/RETURN ITEM FEES

	Total for this period	Total year-to-date	
Total Overdraft Fees	\$0.00	\$0.00	
Total Returned Item Fees	\$0.00	\$0.00	

Wheaton Park District 2022 Budget Development Calendar

April 2021

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
29	30	31	1	2	3
5	6	7	8	9	10
12	13	14	15	16	17
19	20	21	22	23	24
26	27	28	Noon deadline for finishing policy change recommendations for May Finance Committee. [Finance Director]	30	1
	29 5 12 19	29 30 5 6 12 13 19 20	29 30 31 5 6 7 12 13 14 19 20 21	29 30 31 1 5 6 7 8 12 13 14 15 19 20 21 22 26 27 28 29 Noon deadline for finishing policy change recommendations for May Finance Committee.	29 30 31 1 2 5 6 7 8 9 12 13 14 15 16 19 20 21 22 23 26 27 28 29 30 Noon deadline for finishing policy change recommendations for May Finance Committee.

May 2021

SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
25	26	27	28	29	30	1
2	3	4	5	6	7	8
			Finance Committee			
			Agenda Item: Staff			
			proposed policy amendments presented for			
			review.			
9	10	11	12	13	14	15
				Noon deadline for updating any policy changes for May Board Meeting. [Finance Director]	Budget manual posted on intranet (needs to be prior to kick-off because Finance, HR, Marketing, FT salaries & wages, and IS&T are due hefure kirk-off)	
16	17	18	19	20	21	22
			BOARD Agenda Item: Staff proposed policy amendments with any changes from Finance Committee presented for			
23	24	25	annroval -	27	28	29
30	31	Notes				

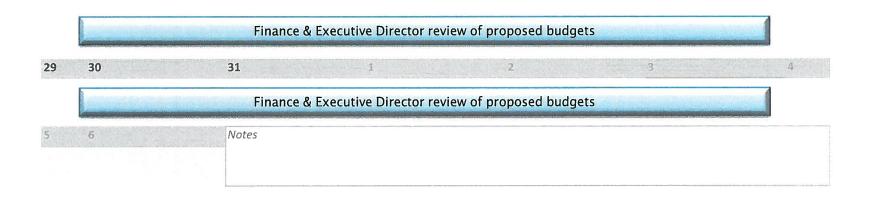
Wheaton Park District 2022 Budget Development Calendar

SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
30	31	1	2 Noon deadline for Finance, HR, Marketing, Parks, Executive Director and IT 2021 input.	3	4	5
6	7	8	9	10	11	12
13	14	15	16 Board meeting approve policies if not done in May	17 10 AM department budget training (optional)	18	19
DC 1	torgette ender for the ender	Malagora, et al forma i estado		ıdget detail into Sprin		
20	21	22	23 Capital & IT Requests deadline (5 PM)	24	25	26
		Staff inputs budge	et detail into Springbroo	k software.		
27	28	29	30	1	2	3
Staff i	inputs budget detail into	o Springbrook				
4	5	Notes				and and an angular server of a server and a server a server and a server a server and a server and a server and a server and a server a

Wheaton Park District 2022 Budget Development Calendar

SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT			
7	28	29	30	1 New account number, telephone/cell phone and Full Time Personnel requests deadline (5 PM)	2	3			
		Staff i	nputs budget detail into S	Springbrook software.					
	5	6	7	8	9	10			
	Staff inputs budget detail into Springbrook software.								
11	12	13	14	15	16	17			
			Capital Improvement preliminary meeting AM	10	2022 budget entry complete by 2:30 PM. Those entries are then copied over to the 2023 8	2.			
		Staff inputs budget	2024 entries.						
3	19	20	21	22	23	24			
		Staff in	puts budget detail into S	pringbrook software.					
5	26	27	28	29	30	31			
	n reachd chairm nealain speak the peak of PA and A			Capital Improvement Plan Final Meeting 10 AM	Budget Input is cutoff at 4:30 PM				
		Staff in	puts budget detail into S	pringbrook software.					
	2	Notes				100 × 100 ×			

August 2021 MONDAY **TUESDAY** WEDNESDAY **THURSDAY FRIDAY** SAT SUN Finance review of proposed budgets Draft of budget to **Executive Director for** review Finance & Executive Director review of proposed budgets Finance & Executive Director review of proposed budgets



September 2021

SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
29	30	31	1 Finance Committee	2	3	4
			rmance committee			
5	6	7	8	9	10	11
	[Labor Day]				Budget Draft to Park Board	
12	13	14	15	16	17	18
			Board acknowledges			
			receipt of budget which starts the 30 day public			
			viewing period			
19	20	21	22	23	24	25
26	27	28	29	30	1	2
	_,		No. of		-	
3	4	Notes			ATTENDED AND THE STATE OF THE S	#D.ukmintsC.d Wil Tolkumer HLD+CP CE albert Storey of Africanian (Ed+C) }
						[[]

October 2021

SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
6	27	28	29	30	1	2
				Tax levy estimation resolution prepared for board package [Finance Director]		
	4	5	6	7	8	9
			Publication notice of budget hearing (7-14 days prior to hearing). This is the 1st day it can be published. [Executive Assistant]			
			Finance Committee			
			meeting review of budget			
0	11	12	13	14	15	16
			Publication notice of budget hearing (7-14 days prior to hearing). This is the latest day it can be published. [Executive Assistant]		30 Day public viewing period concluded	
7	18	19	20	21	22	23
			Tax Levy Presentation and adoption of tax levy resolution Budget hearing is opened (once hearing is closed, the board must take action within 7-30 days)			
4	25	26	27	28	29	30

31 1 Notes

SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
1	1	2	3 Finance Committee meeting review of budget	4	5	6
			If a tax levy hearing is required, this is the first date that the tax levy hearing publication notice can be published. (Required only if the total tax levy exceeds the prior year's extension by 105%) [Executive Assistant]			
	8	9	10	11	12	13
			Last date the tax levy hearing publication notice can be published, if required. [Executive			
			Assistant]		19	20
4	15	16	Board meeting- Budget and Appropriations Ordinance (BAO) on agenda, if budget hearing closed at the October board meeting)	18	Last date the BAO can be adopted, if the Budget Hearing was closed at the October board meeting. [Executive Assistant]	
			If the BAO is on the agenda, the tax levy and abatement ordinances would also be agenda.			
			Budget hearing may be continued if not closed at the October board meeting (once hearing is closed board must take action within 7-30 days)			
			If required, Tax Levy			
1	22	23	hearing is held	25	26	27
В	29	30	1	2	3	4

December 2021

SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
18	29	30	1	2	3	4
	6	7	8	9	10	11
.2	13	14	15	16	17	18
			Regular board meeting - Budget and Appropriations, Tax Levy and Tax Abatement Ordinances on agenda for adoption (if not adopted at November meeting)		Last date the BAO can be adopted, if budget hearing closed at the November board meeting [Executive Assistant]	
9	20	21	22	23	24	25
.6	27	28	29	30	31	1
		Deadline for filing the tax levy with DuPage County [Executive Assistant files this. She typically does it along with the BAO and the Tax Abatement Ordinances right after the December board meeting]				
	3	Notes				transità di a di sa di a di a di a di a di a di

RESOLUTION 2021-08

ACTION TAKEN AND RESOLUTION ADOPTED BY CONSENT OF THE BOARD OF DIRECTORS OF Wheaton Park District

The undersigned, being all of the members of the Board of Directors of Wheaton Park District (the "Employer"), hereby adopt the following Resolution by unanimous consent and direct that this Consent Resolution be entered in the minute books of the Employer.

WHEREAS, the Employer previously adopted a Code Section 125 plan, also known as the Cafeteria Plan, (the "Plan");

WHEREAS, effective immediately, the Coronavirus Aid, Relief and Economic Security Act (the "CARES Act") permanently removes the requirement to substantiate certain over-the-counter drugs and medications with a prescription and adds menstrual care products as an eligible expense under the Health Flexible Spending Arrangement (FSA);

WHEREAS, the Employer desires to amend the Plan as set forth in the attached Amendment and Summary of Material Modifications;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors has hereby reviewed the attached Amendment and Summary of Material Modifications and does hereby approve the adoption of the Amendment as set forth therein:

BE IT FURTHER RESOLVED that the officers of the Employer are authorized and directed to take any and all action as may be necessary to effectuate this Resolution.

Ву	Date	
Ву	Date	
Ву	Date	

RESOLUTION 2021-08

SUMMARY OF MATERIAL MODIFICATIONS TO THE Wheaton Park District CAFETERIA PLAN with HEALTH FLEXBILE SPENDING ARRANGEMENT

This document summarizes important changes to your Cafeteria Plan (the "Plan") and Health Flexible Spending Arrangement. If you have any questions regarding the changes outlined in this Summary of Material Modifications ("SMM"), you should contact your Employer plan administrator. Keep a copy of this SMM with your Summary Plan Description for future reference.

Changes to the Plan's Health Flexible Spending Arrangement ("FSA")

Effective and applicable as described below, the following Plan changes will be incorporated to the FSA:

1) OVER-THE-COUNTER (OTC) DRUGS AND MEDICATIONS

a) The requirement to provide a prescription to be reimbursed for certain OTC drugs and medications has been removed for eligible expenses incurred on or after January 1, 2020.

2) MENSTRUAL CARE PRODUCTS

b) Menstrual care products, including a tampon, pad, liner, cup, sponge or similar product used by participants with respect to menstruation are eligible for reimbursement for expenses incurred on or after January 1, 2020.

RESOLUTION 2021-08 AMENDMENT TO THE Wheaton Park District CAFETERIA PLAN with HEALTH FLEXIBLE SPENDING ARRANGEMENT

THIS AMENDMENT TO THE WHEATON PARK DISTRICT CAFETERIA PLAN (the "Plan") is adopted by Wheaton Park District, effective as of the dates set forth herein.

NOW, THEREFORE, effective and/or applicable as set forth below, the Plan is amended as follows:

A. Pursuant to the Coronavirus Aid, Relief, and Economic Security Act (the "CARES Act"), the Health Flexible Spending Arrangement (FSA) offered under the Plan is hereby amended as follows:

i. OVER-THE-COUNTER (OTC) DRUGS AND MEDICATIONS

a. The requirement to provide a prescription to be reimbursed for certain OTC drugs and medications has been removed for eligible expenses incurred on or after January 1, 2020.

ii. MENSTRUAL CARE PRODUCTS

a. Menstrual care products, including a tampon, pad, liner, cup, sponge or similar product used by participants with respect to menstruation are eligible for reimbursement for expenses incurred on or after January 1, 2020.

	Wheaton Park District
Ву:	
Title:	
Date:	

WHEATON PARK DISTRICT

AN ORDINANCE APPROVING THE DISPOSAL AND SALE OF PERSONAL PROPERTY OWNED BY THE WHEATON PARK DISTRICT

ORDINANCE 2021-02

WHEREAS, the Wheaton Park District, DuPage County, Illinois (the "District"), is a duly organized and existing Park District created under the provision of the laws of the State of Illinois and is now operating under the provisions of the Park District Code of the State of Illinois and all laws amendatory thereof and supplementary thereto (the "Park Code"); and,

WHEREAS, pursuant to Section 8-22 of the Park Code, three-fifths of the members of the Park Board may authorize the trade in, donation, or disposal of personal property that is no longer necessary, useful to, or in the best interests of the Park District; and,

WHEREAS, the Park District owns: Two (2) F000674 Anchor Speaker System, Liberty located at the Community Center; Two (2) K100052 Anchor Speaker System, Explorer Pro located at the Community Center; Two (2) K600104 Anchor Speaker System, Explorer Pro located at the Community Center; One (1) Speaker Unit power cords located at the Community Center; One (1) Speaker to Speaker power cords located at the Community Center; Twelve (12) Speaker Stand located at the Community Center; One (1) 2006 Chevrolet Express Van-VIN: 1GAHG39U261266637 located at Park Services Center; One (1) 2016 7210 Z turn mower model number 1362 serial number 31600145 located at Park Services Center; One (1) #1510 8hp/24" Snowblower- Yard Machine Elct. start/ 2 stage serial number 1F041B10189 located at Park Services Center; One (1) RAD 8189 Snowbrush Attachment for former mower serial number 2030815 located at Park Services Center; One (1) SD602 50PS Transfer Tank Pump-Filrite serial number CA811.199 located at Park Services Center; One (1) Trailer Cart- 27"W 36"L located at Park Services Center; One (1) Universal Roof Rack located at Park Services Center; One (1) Utility Sink 3' x 2' located at Park Services Center; One (1) GE 480 primary/208secondary 75KVA Transformer- used 3'H x 3"W x 2'D serial number 9T23B3874 located at Park Services Center; One (1) Whiteway Sign Co.-WPD Electric Sign (remove WPD panel) 8'L x 49"H x 12"D located at Park Services Center; One (1) UPSBLK BUNN Coffee Machine-3 burner serial number UPS0043848 located at Park Services Center; One (1) VPR BLK BUNN Coffee Machine-2 burner serial number VPR0129539 located at Park Services Center; Fifty Five (55LX8/42W/ADV/277V Sportlite Halide light fixtures located at Park Services Center; One (1) JUGS brand Pitching Machine located at Park Services Center; Fourteen (14) 1/2" Turnbuckles located at Park Services Center; One (1) Hampton Bay HRLG5000EH4 Window AC Unit 5K BTU located at Park Services Center; Four (4) Kenmore 106.9790510 Window AC Unit 5K BTU located at Park Services Center; Two (2) Westinghouse WAC083 Window AC Unit 8K BTU 9.5EER located at Park Services Center; Two (2) Power Mac G4 Tower Computer serial number BC0C13900N1 & unknown located at Park Services Center; Two (2) Gateway Tower Computer WPD Asset 01146 & 36055171 located at Park Services Center; Three (3) Dell & Gateway Computer Keyboards located at Park Services Center; One (1) Refurbished Flat monitor located at Park Services Center; One (1) PetroVend Chip Code Encoder Unit 0801737 OPW Fuel Management located at Park Services Center; One

(1) Samsung DVD4600C VHS/DVD Player & remote located at Park Services Center; One (1) Sylvania VCT19AT03 TV/VHS Combo 19" tube serial number 76801361 located at Park Services Center; One (1) Phillips 32PT544Y37 TV 32" tube & remote serial number YA1A0504025155 located at Park Services Center; Five (5) HP Compaq Pro 6300 SFF located at Central Athletic Complex; Two (2) HP Elitedesk 800 G1 SFF located at Central Athletic Complex; Twelve (12) Lenovo thinkcentre M83 located at the Central Athletic Complex; Four (4) Lenovo Thinkcentre M710s located at the Central Athletic Complex; Eleven (11) Lenovo Thinkcentre M700 located at the Central Athletic Complex; One (1) Dell Latitude d820 located at the Central Athletic Complex; Eight (8) Cisco ASA5506 located at the Central Athletic Complex; One (1) Cisco ASA 5510 located at the Central Athletic Complex; One (1) Star TSP700 receipt printer located at the Central Athletic Complex; One (1) Radiant Systems receipt printer located at the Central Athletic Complex; One (1) Advantage Cash drawer located at the Central Athletic Complex; One (1) MMF Cash drawer located at the Central Athletic Complex; One (1) Dell PowerEdge R620 server located at the Central Athletic Complex; One (1) Dell EqualLogic PS6000 server located at the Central Athletic Complex; One (1) Polycom phone located at the Central Athletic Complex; One (1) ELO touchscreen monitor located at the Central Athletic Complex; Two (2) NEC monitor located at the Central Athletic Complex; One (1) Dell monitor located at the Central Athletic Complex; One (1) Asus Monitor located at the Central Athletic Complex; One (1) APC SmartUPS SC6200 UPS located at the Central Athletic Complex; One (1) APC BackUPS ES650 UPS located at the Central Athletic Complex; Eight (8) APC BackUPS 550 UPS located at the Central Athletic Complex; One (1) APC SmartUPS 1500 UPS located at the Central Athletic Complex; Two (2) APC SYPM2KU UPS Controller deck located at the Central Athletic Complex; One (1) APC Server Rack unit located at the Central Athletic Complex; Three (3) Microsoft Surface Pro 1631 located at the Central Athletic Complex; One (1) Lenovo Thinkpad T450 located at the Central Athletic Complex; Two (2) Mouse located at the Central Athletic Complex; Eleven (11) Laptop power adapters located at the Central Athletic Complex; One (1) Dell laptop battery located at the Central Athletic Complex; Two (2) battery modules APC Symmetra RM located at the Central Athletic Complex: One (1) APC replacement battery located at the Central Athletic Complex.

WHEREAS, the Board of Park Commissioners has determined that it would be in the best interest of the Park District to dispose: Two (2) F000674 Anchor Speaker System, Liberty located at the Community Center; Two (2) K100052 Anchor Speaker System, Explorer Pro located at the Community Center; Two (2) K600104 Anchor Speaker System, Explorer Pro located at the Community Center; One (1) Speaker Unit power cords located at the Community Center; One (1) Speaker to Speaker power cords located at the Community Center; Twelve (12) Speaker Stand located at the Community Center; One (1) 2006 Chevrolet Express Van- VIN: 1GAHG39U261266637 located at Park Services Center; One (1) 2016 7210 Z turn mower model number 1362 serial number 31600145 located at Park Services Center; One (1) #1510 8hp/24" Snowblower- Yard Machine Elct. start/ 2 stage serial number 1F041B10189 located at Park Services Center; One (1) RAD 8189 Snowbrush Attachment for former mower serial number 2030815 located at Park Services Center; One (1) SD602 50PS Transfer Tank Pump-Filrite serial number CA811.199 located at Park Services Center; One (1) Trailer Cart- 27"W 36"L located at Park Services Center; One (1) Universal Roof Rack located at Park Services Center: One (1) Utility Sink 3' x 2' located at Park Services Center; One (1) GE 480 primary/208secondary 75KVA Transformer- used 3'H x 3"W x 2'D serial number 9T23B3874

located at Park Services Center; One (1) Whiteway Sign Co.-WPD Electric Sign (remove WPD panel) 8'L x 49"H x 12"D located at Park Services Center; One (1) UPSBLK BUNN Coffee Machine-3 burner serial number UPS0043848 located at Park Services Center; One (1) VPR BLK BUNN Coffee Machine-2 burner serial number VPR0129539 located at Park Services Center; Fifty Five (55LX8/42W/ADV/277V Sportlite Halide light fixtures located at Park Services Center; One (1) JUGS brand Pitching Machine located at Park Services Center; Fourteen (14) 1/2" Turnbuckles located at Park Services Center; One (1) Hampton Bay HRLG5000EH4 Window AC Unit 5K BTU located at Park Services Center; Four (4) Kenmore 106.9790510 Window AC Unit 5K BTU located at Park Services Center; Two (2) Westinghouse WAC083 Window AC Unit 8K BTU 9.5EER located at Park Services Center; Two (2) Power Mac G4 Tower Computer serial number BC0C13900N1 & unknown located at Park Services Center; Two (2) Gateway Tower Computer WPD Asset 01146 & 36055171 located at Park Services Center; Three (3) Dell & Gateway Computer Keyboards located at Park Services Center; One (1) Refurbished Flat monitor located at Park Services Center; One (1) PetroVend Chip Code Encoder Unit 0801737 OPW Fuel Management located at Park Services Center: One (1) Samsung DVD4600C VHS/DVD Player & remote located at Park Services Center; One (1) Sylvania VCT19AT03 TV/VHS Combo 19" tube serial number 76801361 located at Park Services Center; One (1) Phillips 32PT544Y37 TV 32" tube & remote serial number YA1A0504025155 located at Park Services Center; Five (5) HP Compaq Pro 6300 SFF located at Central Athletic Complex; Two (2) HP Elitedesk 800 G1 SFF located at Central Athletic Complex; Twelve (12) Lenovo thinkcentre M83 located at the Central Athletic Complex; Four (4) Lenovo Thinkcentre M710s located at the Central Athletic Complex; Eleven (11) Lenovo Thinkcentre M700 located at the Central Athletic Complex; One (1) Dell Latitude d820 located at the Central Athletic Complex; Eight (8) Cisco ASA5506 located at the Central Athletic Complex; One (1) Cisco ASA 5510 located at the Central Athletic Complex; One (1) Star TSP700 receipt printer located at the Central Athletic Complex; One (1) Radiant Systems receipt printer located at the Central Athletic Complex; One (1) Advantage Cash drawer located at the Central Athletic Complex; One (1) MMF Cash drawer located at the Central Athletic Complex: One (1) Dell PowerEdge R620 server located at the Central Athletic Complex; One (1) Dell EqualLogic PS6000 server located at the Central Athletic Complex; One (1) Polycom phone located at the Central Athletic Complex; One (1) ELO touchscreen monitor located at the Central Athletic Complex; Two (2) NEC monitor located at the Central Athletic Complex; One (1) Dell monitor located at the Central Athletic Complex; One (1) Asus Monitor located at the Central Athletic Complex; One (1) APC SmartUPS SC6200 UPS located at the Central Athletic Complex; One (1) APC BackUPS ES650 UPS located at the Central Athletic Complex; Eight (8) APC BackUPS 550 UPS located at the Central Athletic Complex; One (1) APC SmartUPS 1500 UPS located at the Central Athletic Complex; Two (2) APC SYPM2KU UPS Controller deck located at the Central Athletic Complex; One (1) APC Server Rack unit located at the Central Athletic Complex; Three (3) Microsoft Surface Pro 1631 located at the Central Athletic Complex; One (1) Lenovo Thinkpad T450 located at the Central Athletic Complex; Two (2) Mouse located at the Central Athletic Complex; Eleven (11) Laptop power adapters located at the Central Athletic Complex; One (1) Dell laptop battery located at the Central Athletic Complex; Two (2) battery modules APC Symmetra RM located at the Central Athletic Complex; One (1) APC replacement battery located at the Central Athletic Complex.

NOW, THEREFORE, IT IS HEREBY ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE WHEATON PARK DISTRICT, DuPage County, Illinois, as follows:

Section 1: The foregoing preamble of the Ordinance is hereby incorporated in its entirety in Ordinance 2021-02

Section 2: The Park District will dispose: Two (2) F000674 Anchor Speaker System, Liberty located at the Community Center; Two (2) K100052 Anchor Speaker System, Explorer Pro located at the Community Center; Two (2) K600104 Anchor Speaker System, Explorer Pro located at the Community Center; One (1) Speaker Unit power cords located at the Community Center; One (1) Speaker to Speaker power cords located at the Community Center; Twelve (12) Speaker Stand located at the Community Center; One (1) 2006 Chevrolet Express Van- VIN: 1GAHG39U261266637 located at Park Services Center; One (1) 2016 7210 Z turn mower model number 1362 serial number 31600145 located at Park Services Center; One (1) #1510 8hp/24" Snowblower- Yard Machine Elct. start/ 2 stage serial number 1F041B10189 located at Park Services Center; One (1) RAD 8189 Snowbrush Attachment for former mower serial number 2030815 located at Park Services Center; One (1) SD602 50PS Transfer Tank Pump-Filrite serial number CA811.199 located at Park Services Center; One (1) Trailer Cart- 27"W 36"L located at Park Services Center; One (1) Universal Roof Rack located at Park Services Center: One (1) Utility Sink 3' x 2' located at Park Services Center; One (1) GE 480 primary/208secondary 75KVA Transformer- used 3'H x 3"W x 2'D serial number 9T23B3874 located at Park Services Center; One (1) Whiteway Sign Co.-WPD Electric Sign (remove WPD panel) 8'L x 49"H x 12"D located at Park Services Center; One (1) UPSBLK BUNN Coffee Machine-3 burner serial number UPS0043848 located at Park Services Center; One (1) VPR BLK BUNN Coffee Machine-2 burner serial number VPR0129539 located at Park Services Center; Fifty Five (55LX8/42W/ADV/277V Sportlite Halide light fixtures located at Park Services Center; One (1) JUGS brand Pitching Machine located at Park Services Center; Fourteen (14) 1/2" Turnbuckles located at Park Services Center; One (1) Hampton Bay HRLG5000EH4 Window AC Unit 5K BTU located at Park Services Center; Four (4) Kenmore 106.9790510 Window AC Unit 5K BTU located at Park Services Center; Two (2) Westinghouse WAC083 Window AC Unit 8K BTU 9.5EER located at Park Services Center; Two (2) Power Mac G4 Tower Computer serial number BC0C13900N1 & unknown located at Park Services Center; Two (2) Gateway Tower Computer WPD Asset 01146 & 36055171 located at Park Services Center; Three (3) Dell & Gateway Computer Keyboards located at Park Services Center; One (1) Refurbished Flat monitor located at Park Services Center; One (1) PetroVend Chip Code Encoder Unit 0801737 OPW Fuel Management located at Park Services Center; One (1) Samsung DVD4600C VHS/DVD Player & remote located at Park Services Center; One (1) Sylvania VCT19AT03 TV/VHS Combo 19" tube serial number 76801361 located at Park Services Center; One (1) Phillips 32PT544Y37 TV 32" tube & remote serial number YA1A0504025155 located at Park Services Center; Five (5) HP Compag Pro 6300 SFF located at Central Athletic Complex; Two (2) HP Elitedesk 800 G1 SFF located at Central Athletic Complex; Twelve (12) Lenovo thinkcentre M83 located at the Central Athletic Complex: Four (4) Lenovo Thinkcentre M710s located at the Central Athletic Complex; Eleven (11) Lenovo Thinkcentre M700 located at the Central Athletic Complex; One (1) Dell Latitude d820 located

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Section 3: Except, as otherwise provided herein, this **Ordinance 2021-02** Shall be in full force and effective forthwith upon its adoption and approval as provided by law.

Adopted this 15th day of September 2021.

AYES:	
NAYS:	
ABSENT:	
ATTEST:	President Board of Park Commissioners Wheaton Park District
Secretary, Board of Park Commissioners	
Wheaton Park District	(SEAL)

TO:

Wheaton Park District Board of Park Commissioners

FROM:

Sandra Simpson and Bethany Meger

THROUGH:

Mike Benard

RE:

Renewal of Paylocity Agreement

DATE:

September 1, 2021

<u>SUMMARY:</u> Staff is seeking to get the Board's approval for the renewal of our current Paylocity agreement for payroll and HR processing services. This renewal would extend our current pricing through November of 2024. Staff has been very pleased with the Paylocity product, ease of use for staff and customer support. The services that Paylocity provides the District is included with this memo. Staff is seeking renewal at this time to avoid the need to conduct a request for proposal in the spring of 2022. These services are not subject to bidding requirements due to the specialized nature of the service.

<u>PREVIOUS COMMITTEE/BOARD ACTION:</u> The Board reviewed and approved through the RFP process the contract with Paylocity in 2017. The Board also previously agreed to addendums to the Paylocity agreement in July of 2019 and January of 2021 with no increase in price. The current pricing addendum expires November of 2022. Paylocity will only agree to pricing addendum terms for up to 3 years.

REVENUE OR FUNDING IMPLICATIONS: There would be no increase in price from our current pricing addendum. Paylocity reviews and if necessary, increases pricing each July. By locking in pricing rates now instead of when our current addendum expires, we would not be subject to 2021 yearly price increases. The table below shows the total we have paid in Paylocity from October 2017 through June 29, 2021. The numbers are significantly lower in 2020 due to the reduced headcount from COVID-19.

Service	2017	2018	2019	2020	2021
HR and PR processing	33,614.00	126,747.00	126,096.00	81,638.00	66,046.42

<u>LEGAL REVIEW:</u> Andrew Paine at Tressler has confirmed that this agreement/extension is not subject to competitive bidding. More specifically, see Section 8-1(c) of the Park District Code (70 ILCS 1205/8-1(c)), which states, in pertinent part:

"Contracts which, by their nature, are not adapted to award by competitive bidding, such as...contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and interconnect equipment, software, or services, ...are not subject to competitive bidding."

The above language covers the type of payroll processing equipment and services contemplated by the agreement with Paylocity.

He has also reviewed the agreement and confirmed that the terms are standard for this type of agreement, contain adequate protections for the Park District, and are generally acceptable from a legal standpoint.

<u>ATTACHMENTS:</u> 2022 Pricing Addendum - Paylocity services statement - Previous Reports to Park Board - Original Master Agreement with Paylocity

RECOMMENDATION: Staff recommends extending the agreement with Paylocity through November of 2024 with an estimated annual cost of \$127,000. The actual monthly cost will be based on the number of active employees in the system.



GUARANTEED PRICING ADDENDUM (TO ORIGINAL SERVICES AGREEMENT)

Client Information:	
Client Code: 40850	Effective Date: 11/01/2022 Expiration Date: 11/01/2024
Client Name: Wiledion Faik District	11/01/2024
Company Code (if applicable): 40850 Requested By/Function: Kevin Murphy	Expiration Date:
1. 7	
Related Company Codes (continued on next page if necessary):	
Client Contact Information:	
Contact: Bethany Meger Phone: 630-510-4953	ddrass: 855 W Prairie
Contact: Bethany Meger Phone: 630-510-4953 A	60187
City: State: IL	Zip:
Productive Company ("Productive") is alread to smile Climate its	
Paylocity Corporation ("Paylocity") is pleased to provide Client with guaranteed prici to original Quote for Service/Letters of Intent), subject to the terms and conditions set	forth in this amendment and Client's original Services Agreement. This amendment
encompasses all listed codes and any future codes that may be added. In consideration	of the mutual agreements set forth below, Paylocity and Client agree as follows:
Items included are base and unit fees. Items specifically excluded from this agre-	
garnishment, maintenance and export fees, 401K transfer, SSN verification and in the month following the completion of the guaranteed price period. Client's prices	year-end services. will be subject to the same price increases applied to its other clients of similar size and
product utilization unless a renewal agreement is signed by both parties.	with the subject to the same price increases applied to its other effects of similar size and
Guaranteed Term: As consideration for the guaranteed pricing per	riod, Client agrees to purchase the services for the same minimum guaranteed term
noted above commencing with the effective date of this addendum, and thereafter.	. So, Orion agrees to paronase the services for the same infilling guaranteed term
2) Termination/Buy Out Fee: If Client terminates this agreement	to purchase services prior to the end of the minimum guaranteed term, Client agrees to
pay Paylocity a termination fee equal to the number of months remaining from the eff	ective date of this amendment times average monthly processing fees for the terminated
services (based on an average of the last three months of processing prior to the date of standard termination and pricing policy applies based on the initial terms and condition	of termination). Following the end of the guaranteed price period of this addendum, the ns signed by Client. If Client fails to pay the early termination fee or other amounts due
hereunder, Client shall reimburse Paylocity for any expenses incurred, including inter	est and reasonable attorney fees, in collecting amounts due to Paylocity here under that
are not under good faith dispute by Client. The termination fee will be waived in the e Services Agreement by Paylocity.	vent the company is sold, merged or in the event there is a material breach in the
THE PAYLOCITY SERVICES COVERED BY THIS ADDENDUM ARE PROFORTH IN THE ORIGINAL AGREEMENT(S) BETWEEN CLIENT AND PA	/IDED IN ACCORDANCE WITH THE TERMS AND CONDITIONS SET YLOCITY COVERING ALL GENERAL AND SPECIFIC SERVICES. THIS
AGREEMENT IS NOT VALID UNLESS SIGNED BY BOTH PARTIES.	
Paylocity Corporation	[Company Name]
Name: Kevin Murphy	
	Name:
Signature: <u>Kevin Murphy</u>	Signature:
Title: Client Service Team Lead	Title:
Date:06/23/2021	Date:

1

Additional Notes:



GUARANTEED PRICING AMMENDMENT (continued)

Note for Paylocity Personnel:

- All agreements require approval from your direct Manager.
- Please input all relevant additional information under additional notes section or attach any relevant paperwork/documentation as well.
- Fully executed agreement (signed by both parties) should be sent to SalesContractingChanges@paylocity.com.

Next steps:

- Agreement, if complete, will be forwarded to Billing for processing. You will also receive notification of acceptance or any follow-ups.
- Clients can expect price lock to be effective based on effective date noted above if the paperwork is complete.
- Agreement will be filed in client's implementation folder for future reference.



<u>Wheaton Park District – Paylocity Services Statement</u>

ACA Enhanced

- Paylocity's ACA Enhanced module alleviates the stress of health care compliance by ensuring compliance is monitored and checked off your list:
 - The ACA module can track all necessary data for 1094-C and 1095-C forms, then prepare them after year-end and electronically file them on your behalf.
 - The module tracks and populates benefit classifications on 1095–C forms as well as sets up automatic notifications for critical ACA information such as when employees end their initial measurement period.

Compliance Dashboard

- Paylocity's Compliance Dashboard module helps you stay on track with Equal Employment Opportunity (EEO), compensation and various employment data:
 - I-9 Work Authorization easily update work authorizations by launching I-9 verification events
 - Affordable Care Act view your company's ACA information such as offer status percentage and current member of full-time equivalent employees
 - Document Sign-Off allows employees to quickly acknowledge documents such as employee handbooks or social media policies.
 - Equal Employment Opportunity provides a summary of all complete, custom, or missing EEO data.
 - Compliance News stay up to date with the latest tax and compliance law updates through a live news feed.

Employee Self Service

- Paylocity's Employee Self Service module provides employees with 24/7 access to essential employee and company data on one screen:
 - Employees can view paychecks, tax documents, and make changes to their demographic information or direct deposit accounts.
 - Punch timecards digitally and manage time-off requests
 - Employees can also interact amongst each other within Community or by utilizing Impressions and recognizing co-workers for their achievements.

Enhanced HR:

- Paylocity's Enhanced HR module helps employers automate tasks such as leave tracking, OSHA safety tracking, reporting, and more.
 - O Dynamic tools help make reporting more strategic and productive with access to hundreds of reports.

Enterprise Benefits

- Paylocity's Enterprise Benefits module helps employers manage benefit information for their employees such as enrollment information, dependent information, etc.
 - Update employee information, open special enrollment, and complete open enrollment all in one module.
 - Run reports including carrier reports and billing suite reports.



Onboarding

- Paylocity's Onboarding module makes the onboarding process efficient for new hires and employers. You can create and configure personalized onboarding packets to include and automate that have the following attributes:
 - Simply setup of event packets by department or role and automation of those packets while also alerting other parts of the organization of tasks they need to complete on their end
 - Digital data collection to stay compliant such as I-9's, emergency contact details, direct deposit information, etc.
 - Customizable company insights such as welcome notes and videos, team bios and profiles,
 etc.
 - Tax Geolocation to make compliance easy where the module can automatically determine employees' state and local taxes on home and work locations.

Performance Management

- Paylocity's Performance Management module can help with defining and managing employees' goals with ease with multiple features:
 - Goal management, performance reviews, customized insights, succession planning, fullscale feedback, and journals.

Time and Labor

- Paylocity's Time and Labor module helps employers view time and attendance for their employees
 where it takes the manual work out of time tracking and empowers the employees to handle daily
 needs, such as clocking in and out.
- Attendance points help track employee attendance occurrences such as tardiness, absenteeism, or misuse of breaks/meal periods.
- Scheduling helps employers create and adjust work schedules for their employees without having to manually correct payroll data.
- Supervisor Dashboards help managers view their employees and run reports such as a weekly summary of hours report.

Second Renewal as paybointy by received

TO:

Wheaton Park District Board of Park Commissioners

FROM:

Sandra Simpson and Rita A. Trainor

THROUGH:

Mike Benard

RE:

One-year renewal of Paylocity agreement

DATE:

December 16, 2020

<u>SUMMARY:</u> Staff is seeking to get the board's approval for a one-year renewal of our current Paylocity agreement for payroll and HR processing services. This is the second one-year renewal and would mean that we will have been using them for four years. Paylocity has agreed to this one-year renewal with no increase in any prices.

Staff is seeking this renewal because of staff turnover in Human Resources and Payroll.

- The HR manager position is in the process of transitioning. If we were to go out, we would need to
 begin the process in March of 2021. That would be the new HR manager's first month solo in the role
 (Diane is retiring February 19th). He would not have had the opportunity to go through a year of
 activity here and therefore his input on selecting a system would be limited by his lack of experience
 at WPD.
- The payroll assistant position recently came open. We have been successful in recruiting one of our
 part-time furloughed Finance employees for the position. However, she too would be new to this role.
 Her prior responsibilities were in accounts payable. So, her input would also be limited by that lack of
 experience at WPD.

PREVIOUS COMMITTEE/BOARD ACTION: The Board previously agree to let us extend the Paylocity agreement for one year without going out to bid again, because of the COVID shelter in place order in the Spring of 2020 and because Paylocity agreed to hold their prices.

REVENUE OR FUNDING IMPLICATIONS: There would no increase in price. The table below shows the total we have paid Paylocity from October, 2017 through November 18, 2020. The numbers are significantly lower in 2020 due to the reduced headcount from COVID-19.

Service	2017	2018	2019	2020
HR and PR processing	\$33,614	\$126,747	\$126,096	\$55,810

STAKEHOLDER PROCESS: N/A

LEGAL REVIEW: N/A

ATTACHMENTS: Paylocity's addendum.

RECOMMENDATION: Staff recommends extending the agreement for one additional year.

First Renewal of Paylocity Agreement

TO:

Wheaton Park District Board of Park Commissioners

FROM:

Rita A. Trainor

THROUGH:

Mike Benard

RE:

Extension of Paylocity agreement for additional 2 years

DATE:

July 17, 2019

SUMMARY: The District's agreement with Paylocity for payroll processing and HR records ends October 2019. District staff inquired as to pricing we could obtain if we were to renew the agreement. Paylocity was willing to hold all prices.

PREVIOUS COMMITTEE/BOARD ACTION: The board reviewed and approved the results of the RFP process the District went through in 2017, which resulted in the recommendation of going with Paylocity. There was some concern expressed by board members that Paylocity might attempt to increase prices significantly at renewal time. At the Finance Committee meeting on Wednesday, July 10th, Commissioner Fahey expressed concern about the 50 cent increase in processing W-2s. Staff went back to Paylocity, explaining they were receiving board push back and they agreed to waive the increase.

REVENUE OR FUNDING IMPLICATIONS: Since we began using Paylocity in the 4th quarter of 2017, we have paid them just over \$200K. For the year ended 12/31/18, our only full year with Paylocity, we paid them a total of \$126,746.89.

STAKEHOLDER PROCESS: N/A

LEGAL REVIEW: N/A

ATTACHMENTS: Pricing addendum from Paylocity.

ALTERNATIVES: N/A

RECOMMENDATION: Staff is recommending renewing with Paylocity versus going through an RFP process. Staff would have recommend going through a RFP process if Paylocity had proposed significant increases.

2017 Report to Park Board virginal action to engage paylocity

TO:

Wheaton Park District Board of Park Commissioners Finance Committee

FROM:

Rita Trainor, Finance Director

Andrea Chiappetta, Assistant Finance Director Diane Hirshberg, Human Resource Manager

Erin Herrera, Payroll Specialist

THROUGH: Mike Benard

RE:

Human Resource Information System RFP Proposals for 3 Year Contract

DATE:

June 21, 2017

SUMMARY:

The District has partnered with Paychex for the past 11 years for their payroll and human resource needs. Currently, we use four (4) separate systems: Applitrack for applicant tracking, Paychex for payroll processing, Stromberg for time and attendance, and HR Online (through Paychex) as the Human Resource Information System (HRIS).

During our request for proposal for a Payroll/HRIS system, we have determined there are significant advantages to upgrading to a new system. Most importantly is adding a human resource product that works seamlessly with payroll, time and attendance, and applicant tracking. This will streamline the process and add functionality that has been lacking in our current system by providing a paperless system that will take us from hire to retire. In addition, the software will save considerable time for supervisors, human resource staff and the payroll specialist which will enable them to spend more time focusing on providing quality services to our customers.

Adding a complete online system would align with our green initiative saving the District 103,756 sheets of paper plus ink. In addition, a seamless system will reduce the redundancy of entering the same data twice increasing accuracy and efficiency and reducing the time spent in review. Some of the features all staff will benefit from include self-service for new hire packets, tax withholdings, direct deposit accounts, and online benefit enrollment. Supervisors, payroll, and human resource staff will have a savings of time spent on processing hiring packets, faster approvals, electronic paper time sheets, online performance evaluations, data analytics and packets/change forms no longer lost or delayed in transit to HR/Payroll. The District will benefit from an increase in productivity by staff, the ability to create a greener environment, reduce frustrations by staff with inefficiencies with the current system, and more aligned with our Vision of continuous improvement of people and systems.

Six vendors responded to the District's RFP. Staff along with the assistance of consultant, Andrew Cory of Cory Group, narrowed the selection down to three vendors to give their

demonstrations. These vendors were Paychex, Paylocity and Paycom. Concluding the demos it was determined that Paylocity offered the best system that fit the District's needs.

Staff contacted six of Paylocity's current customers to conduct reference checks. All six customers provided favorable opinions regarding customer service, feedback from end users and benefits of implementing the system.

The timeline for implementing the new system includes a go live date of 10/1/17. This date was chosen because it marks the beginning of a quarter which provides an optimal transition point to ensure balanced 941 employer quarterly federal tax returns. A detailed timeline is attached.

PREVIOUS COMMITTEE/BOARD ACTION:

The matter was reviewed by the Commissioners at the 6/7/17 Finance Subcommittee meeting.

REVENUE OR FUNDING IMPLICATIONS:

The amount currently included in the 2017 budget for this project throughout various accounts is \$129,000.

Below is a price comparison of the incumbent Paychex to Paylocity's system.

1	Current Paychex	New Paychex Flex	
	Preview System	System	Paylocity
Per Pay Period Fees			
Bi-weekly Payroll	1,038.46	1.804.20	866.52
Payroll Delivery	11.05	10.00	10.00
Annualized	27,287.30	47,169.20	22,789.52
Monthly Fees			
Time Scheduling	N∤A	325.00	975.00
Onboarding	NA	990.00	3,250.00
Recruiting	125.00	1,515.00	728.00
Employee Shared Responsibility (ESR)	235.00	520.80	Included in onboarding
Benefits Administration	274.23	412.13	385.20
Annualized ** This cost includes ESR and performance	7,610.76	45,155.16	64,058,40
Annual Fees			
Time Clock Lease - 9 Timeclocks	NIA	7,826.00	9,030.00
Tirne Clock Lease - 9 Timeclocks Annual Maint of 13 Purchased Timeclocks	N/A 14,011,07	7,826.00 N/A	
Time Clock Lease - 9 Timeclocks Annual Maint of 13 Purchased Timeclocks YE Processing - Forms W2/1099 - Base	14,011.07 60.00		N/A
Time Clock Lease - 9 Timeclocks Annual Maint of 13 Purchased Timeclocks YE Processing - Forms W2/1099 - Base W2 Delivery	14,011.07 60.00 18.55	N/A	A'M N'A
Time Clock Lease - 9 Timeclocks Annual Maint of 13 Purchased Timeclocks YE Processing - Forms W2/1099 - Base W2 Delivery YE Processing - Forms W2/1099 - Per Use	14,011.07 60.00 18.55 7,687.50	N∤A 67.50	A'M A'M A'M
Time Clock Lease - 9 Timeclocks Annual Maint of 13 Purchased Timeclocks YE Processing - Forms W2/1099 - Base W2 Delivery	14,011.07 60.00 18.55	N/A 67.50 17.00	
Time Clock Lease - 9 Timeclocks Annual Maint of 13 Purchased Timeclocks YE Processing - Forms W2/1099 - Base W2 Delivery YE Processing - Forms W2/1099 - Per User Total	14,011.07 60.00 18.55 7,687.50	N/A 67.50 17.00 7,813.00	N/A N/A N/A 6,645.00
Time Clock Lease - 9 Timeclocks Annual Maint of 13 Purchased Timeclocks YE Processing - Forms W2/1099 - Base W2 Delivery YE Processing - Forms W2/1099 - Per Use Total One-Time Fees	14,011.07 60.00 18.55 7,687.50	N/A 67.50 17.00 7,813.00	N/A N/A N/A 6,645.00 15,675.00
Time Clock Lease - 9 Timeclocks Annual Maint of 13 Purchased Timeclocks YE Processing - Forms W2/1093 - Base W2 Delivery YE Processing - Forms W2/1099 - Per User Total One-Time Fees Benefits Administration - Implementation	14,011.07 60.00 18.55 7,687.50 21,777.12	N/A 67.50 17.00 7,813.00 15,723.50	N/A N/A N/A 6,645.00 15,675.00
Time Clock Lease - 9 Timeclocks Annual Maint of 13 Purchased Timeclocks YE Processing - Forms W2/1099 - Base W2 Delivery YE Processing - Forms W2/1099 - Per Uset Total One-Time Fees Benefits Administration - Implementation Onboarding Implementation	14,011.07 60.00 18.55 7,687.50 21,777.12	N/A 67.50 17.00 7,813.00 15,723.50	N/A N/A N/A 6,645.00 15,675.00 N/A 7,558,38
Time Clock Lease - 9 Timeclocks Annual Maint of 13 Purchased Timeclocks YE Processing - Forms W2/1099 - Base W2 Delivery YE Processing - Forms W2/1099 - Per User Total One-Time Fees Benefits Administration - Implementation Onboarding Implementation Recruiting Implementation	14,011.07 60.00 18.55 7,687.50 21,777.12 N/A	N/A 67.50 17.00 7,813.00 15,723.50 2,942.00 495.00	N/A N/A N/A 6,645.00 15,675.00 N/A 7,558.38
Time Clock Lease - 9 Timeclocks Annual Maint of 13 Purchased Timeclocks YE Processing - Forms W2/1099 - Base W2 Delivery YE Processing - Forms W2/1099 - Per User Total One-Time Fees Benefits Administration - Implementation Onboarding Implementation Recruiting Implementation	14,011.07 60.00 18.55 7,687.50 21,777.12 N/A N/A	N/A 67.50 17.00 7,813.00 15,723.50 2,942.00 495.00 1,500.00	N/A N/A N/A 6,645.00 15,675.00 N/A 7,558.38 N/A N/A
Time Clock Lease - 9 Timeclocks Annual Maint of 13 Purchased Timeclocks YE Processing - Forms W2/1099 - Base W2 Delivery YE Processing - Forms W2/1099 - Per Use Total One-Time Fees Benefits Administration - Implementation Onboarding Implementation Recruiting Implementation Time Clock Delivery Total	14,011.07 60.00 18.55 7,687.50 21,777.12 N/A N/A N/A	N/A 67.50 17.00 7,813.00 15,723.50 2,942.00 495.00 1,500.00 250.00 5,187.00	N/A N/A N/A 6,645.00 15,675.00 N/A 7,558.38 N/A N/A 7,558.38
Time Clock Lease - 9 Timeclocks Annual Maint of 13 Purchased Timeclocks YE Processing - Forms W2/1099 - Base W2 Delivery YE Processing - Forms W2/1099 - Per Use Total One-Time Fees Benefits Administration - Implementation Onboarding Implementation Recruiting Implementation Time Clock Delivery	14,011.07 60.00 18.55 7,687.50 21,777.12 N/A N/A N/A	N/A 67.50 17.00 7,813.00 15,723.50 2,942.00 495.00 1,500.00 250.00	N/A N/A N/A 6,645.00 15,675.00 N/A 7,558.38 N/A N/A

It was determined that renting the District's biometric timeclocks was more advantageous because they are not only cheaper but they provide flexibility to replace the timeclocks at any time for no additional cost.

Rent vs. Buy Summary

17,070.36 Initial savings by renting

9.33 cheaper

of years until buying is

Please note these fees are estimated based on active employees in the system on a monthly basis.

STAKEHOLDER PROCESS:

N/A

LEGAL REVIEW:

Reviewed by Tressler LLP.

ATTACHMENTS:

Request for proposal submissions, overall price comparison between Paychex and Paylocity, comparison between renting and buying the timeclocks, cost to process new hires and rehires and a timeline.

ALTERNATIVES:

Continue with the current system and replace the time clocks that are quickly failing.

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioner's approve a three year contract with Paylocity to provide the District with their Payroll/HRIS system in an estimated amount of \$110,081.30 the first year and \$102,522.92 for year's two and three. These figures are considered estimates based on the number of active employees in the system on a monthly basis.

Price Comparison - Renting Timeclocks

	Current Paychex	New Paychex Flex	
	Preview System	System	Paylocity
Per Pay Period Fees			
Bi-weekly Payroll	1,038.46	1,804.20	866.52
Payroll Delivery	11.05	10.00	10.00
Annualized	27,287.30	47,169.20	22,789.52
Monthly Fees			
Time Scheduling	N/A	325.00	975.00
Onboarding	N/A	990.00	3,250.00
Recruiting	125.00	1,515.00	728.00
Employee Shared Responsibility (ESR)	235.00	520.80	Included in onboarding
Benefits Administration	274.23	412.13	385.20
Annualized	7,610.76	45,155.16	64,058.40
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	lanagement		
Annual Fees		7,826,00	9,030.00
Annual Fees Time Clock Lease - 9 Timeclocks	14,011.07 60.00	7,826.00 67.50	
Annual Fees Time Clock Lease - 9 Timeclocks YE Processing - Forms W2/1099 - Base	14,011.07		N/A
Annual Fees Time Clock Lease - 9 Timeclocks YE Processing - Forms W2/1099 - Base W2 Delivery	14,011.07 60.00	67.50 17.00	N/ <i>E</i> N/ <i>E</i>
** This cost includes ESR and performance m Annual Fees Time Clock Lease - 9 Timeclocks YE Processing - Forms W2/1099 - Base W2 Delivery YE Processing - Forms W2/1099 - Per User Total	14,011.07 60.00 18.55	67.50	9,030.00 N/A N/A 6,645.00 15,675.0 0
Annual Fees Time Clock Lease - 9 Timeclocks YE Processing - Forms W2/1099 - Base W2 Delivery YE Processing - Forms W2/1099 - Per User Total One-Time Fees	14,011.07 60.00 18.55 7,687.50	67.50 17.00 7,813.00	N/A N/A 6,645.00
Annual Fees Time Clock Lease - 9 Timeclocks YE Processing - Forms W2/1099 - Base W2 Delivery YE Processing - Forms W2/1099 - Per User Total One-Time Fees	14,011.07 60.00 18.55 7,687.50	67.50 17.00 7,813.00	N/A N/A 6,645.00 15,675. 00
Annual Fees Time Clock Lease - 9 Timeclocks YE Processing - Forms W2/1099 - Base W2 Delivery YE Processing - Forms W2/1099 - Per User Total One-Time Fees Benefits Administration - Implementation	14,011.07 60.00 18.55 7,687.50 21,777.12	67.50 17.00 7,813.00 15,723.50	N/A N/A 6,645.00 15,675.00
Annual Fees Time Clock Lease - 9 Timeclocks YE Processing - Forms W2/1099 - Base W2 Delivery YE Processing - Forms W2/1099 - Per User Total One-Time Fees Benefits Administration - Implementation Onboarding Implementation	14,011.07 60.00 18.55 7,687.50 21,777.12	67.50 17.00 7,813.00 15,723.50 2,942.00	N/A N/A 6,645.00 15,675. 00 N/A 7,558.38
Annual Fees Time Clock Lease - 9 Timeclocks YE Processing - Forms W2/1099 - Base W2 Delivery YE Processing - Forms W2/1099 - Per User Total One-Time Fees Benefits Administration - Implementation Onboarding Implementation Recruiting Implementation	14,011.07 60.00 18.55 7,687.50 21,777.12 N/A	67.50 17.00 7,813.00 15,723.50 2,942.00 495.00	N/A N/A 6,645.00 15,675. 00 N/A 7,558.38 N/A
Annual Fees Time Clock Lease - 9 Timeclocks YE Processing - Forms W2/1099 - Base W2 Delivery YE Processing - Forms W2/1099 - Per User Total One-Time Fees Benefits Administration - Implementation Onboarding Implementation Recruiting Implementation	14,011.07 60.00 18.55 7,687.50 21,777.12 N/A N/A	67.50 17.00 7,813.00 15,723.50 2,942.00 495.00 1,500.00	N/A N/A 6,645.00 15,675.00 N/A 7,558.38 N/A N/A
Annual Fees Time Clock Lease - 9 Timeclocks YE Processing - Forms W2/1099 - Base W2 Delivery YE Processing - Forms W2/1099 - Per User Total One-Time Fees Benefits Administration - Implementation Onboarding Implementation Recruiting Implementation Time Clock Delivery	14,011.07 60.00 18.55 7,687.50 21,777.12 N/A N/A	67.50 17.00 7,813.00 15,723.50 2,942.00 495.00 1,500.00 250.00	N/A N/A 6,645.00

Rent vs. Buy Summary								
17,070.36	Initial savings by renting							
	# of years until buying is							
9.33	cheaper							

Price Comparison - Buying Timeclocks

	Paychex	Paylocity
Per Pay Period Fees		
Bi-weekly Payroll	1,804.20	866.52
Payroll Delivery	10.00	10.00
Annualized	47,169.20	22,789.52
Monthly Fees		
Time Scheduling	325.00	975.00
Onboarding	990.00	3,250.00
Recruiting	1,515.00	728.00
Employee Shared Responsibility (ESR)	520.80	Included in onboarding
Benefits Administration	412.13	385.20
Annualized	45,155.16	64,058.40
Annual Maintenance - 9 Timeclocks	3,240.00	7,200.36
Annual Fees		
YE Processing - Forms W2/1099 - Base W2 Delivery	67.50	N/A
YE Processing - Forms W2/1099 - Per User	17.00	N/A
Total	7,813.00	6,645.00
Total	11,137.50	13,845.36
One-Time Fees		
Benefits Administration - Implementation	2,942.00	N/A
Onboarding Implementation	495.00	7,558.38
Recruiting Implementation	1,500.00	N/A
Purchase of 9 Biometric Clocks	12,600.00	18,900.00
Time Clock Delivery	250.00	N/A
Total	17,787.00	26,458.38
1st Year Estimated Fees	121 249 96	497474
Ongoing Annual Fees	121,248.86	127,151.66
onbonig Annual Lees	103,461.86	100,693.28

Paylocity Comparison - Buying vs. Renting Timeclocks

Buying	Ionthly intenance	Ionthly Rental
\$ 2,100.00	\$ 66.67	\$ 105.00

Location	Buying	Renting	Notes
Clocktower	A STATE OF THE STA	THE STATE OF THE S	Do away with since buddy punching shouldn't be an issue with one person working at a time
Community Center	10,100.40	12,600.00	
Cosley	10,100.40	12,600.00	The second secon
Dock (at CC)			Rob said we can do away with altogether
FB	10,100.40	12,600.00	
Golf Maint	10,100.40	12,600.00	
Mary Lubko			Possibly do away with and use other clock in options
Marsh			Possibly do away with and use other clock in options
Northside	10,100.40	4,200.00	Only needed May-August
Parks 1	10,100.40	12,600.00	
Parks2	10,100.40	5,250.00	Only needed April-August
Proshop	10,100.40	12,600.00	
Rice	10,100.40	5,250.00	Only needed May-September
	90,903.60	90,300.00	

^{**}Renting time clocks gives us flexibility and enables us to swap out broken clocks at no additional charge

^{***}By leasing we can easily transition to tablets once facial recognition is rolled out

PAYROLL/HRIS RFP TIMELINE-2017

PROJECT PHASE	STARTING	ENDING	PROJECT PHASE
PHASE 1	2.24.2017	3.24.2017	CIRCULATE RFP
PHASE 2	3.27.2017	4.21.2017	EVALUATE RESPONSES & CONDUCT DEMOS
PHASE 3	4.24.2017	5.19.2017	CONTRACT NEGOTIATIONS & LEGAL REVIEW
PHASE 4	6.7.2017	6.7.2017	PRESENT RECOMMENDATION TO FINANCE SUB-COMMITTEE
PHASE 5	6.21.2017	6.21.2017	RECOMMENDATION PRESENTED AT BOARD MEETING
PHASE 6	6.22.2017	9.29.2017	IMPLEMENT, TEST & RUN PARALLELS ON SYSTEM
PHASE 7	10.2.2017	10.2.2017	GO LIVE!

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15	16	17	18	1,9	20	21	12	.13	14	15	16	17	1.8	12	13	1.4	1.5	16	17	1.8	9	10	11	1.2	13	14	15	14	15	16	17	18	19	20
22	23	24	25	26	27	28	19	20	21	22	23	24	25	19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27
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\$ 4 11	M 5 12	6 13	14	15	9 16	17	2 9	3	4 11 18 25		1.0	7 14	1 8 15	5 6 13	7 14	T 1 8 15	9 16 23	10 17	11 18	5 12 19	3	M 4 11 18	5 12 19	₩ 6 13		15	9 16	S 1 8 15	M 2 9 16 23	BE	W 4 11 18	5 12 19 26	F 6 13 20 27	14 21

2017 In-tial Godfred with Paylocity Most is being renewal

PAYLOCITY CORPORATION SERVICES TERM AGREEMENT

<u>WHEATON PARK DISTRICT</u>, ("CLIENT") is requesting Paylocity Corporation ("Paylocity") to provide CLIENT with payroll and related services as set forth in this services agreement ("Agreement"). This Agreement encompasses the following General Terms and Conditions as well as the specific Terms and Conditions for any software or services ("Services") utilized by CLIENT, whether included in the initial quote or subsequent, and all of which are to be governed by the terms and conditions of this Agreement.

TERMS AND CONDITIONS

FEES, TERM AND PAYMENTS

- 1. The term of this Agreement shall commence upon the date of CLIENT's first payroll ("Effective Date") and end two (2) years thereafter (the "Initial Term"). The fees included in the Paylocity Quote for Service will be effective during the Initial Term. After the Initial Term, fees are subject to change upon 60 days' prior written notice to CLIENT for general price increases; provided that fees will not increase for two years from the date of execution of this Agreement and the maximum annual increase thereafter shall not exceed 3%. Notwithstanding any other provision of this Agreement to the contrary, upon CLIENT's receipt of written notice of a price increase, CLIENT may, at its option, either (i) approve such price increase; or (ii) terminate this Agreement by providing Paylocity with written notice of its intent to terminate within ten (10) business days after receipt of written notice of said price increase. CLIENT agrees to allow Paylocity to debit from its account(s) on due date any and all fees due to Paylocity under this Agreement and in the same manner that payroll and tax funds are collected. CLIENT has 180 days from invoice date to dispute invoice amounts.
- 2. After the end of the Initial Term, this Agreement will renew automatically for one (1) year periods ("Renewal Term") unless either party gives written notice of their intent to terminate within ninety (90) days before the end of the Initial Term or current Renewal Term in effect
- 3. CLIENT will be assessed a monthly non-activity fee at the prevailing rate if no payrolls are run during any given processing month.

CONFIDENTIALITY AND PROTECTION OF CLIENT DATA

- 1. Paylocity agrees to keep confidential any information provided by the CLIENT to the same degree it would with respect to its own confidential information and will use said information solely for the purposes of payroll and related services processing. Paylocity will not disclose this information to anyone without the permission of the CLIENT, or unless required to do so pursuant to legal process.
- 2. Paylocity will maintain adequate security over CLIENT information using commercially reasonable safeguards over the hardware, software, personnel and processes used to support the delivery of payroll and related services to the CLIENT and in compliance with federal, state and local laws governing employee and payee data including California SB1386 and Massachusetts 201 CMR 17.00.
- 3. CLIENT will maintain adequate security over the hardware, personnel and processes used to access Paylocity's software and services, including usernames and passwords used to access Paylocity's software.
- 4. Service delivery by Paylocity involves transmissions of data and information over the Internet at a website hosted by Paylocity. Accordingly, CLIENT acknowledges that neither the security of transmissions over the Internet nor of the CLIENT'S hardware used to access the Internet can be guaranteed by Paylocity.
- 5. Paylocity will maintain commercially reasonable storage facilities and procedures (periodic back-up and on-and off-site storage) to protect the alteration and loss of CLIENT'S data.
- 6. Without limiting the confidentiality, data protection and intellectual property rights terms set forth in this Agreement, Paylocity has a perpetual right to use aggregated, anonymized, and statistical data ("Aggregated Data") derived from the operation of the Services and Software provided to CLIENT, and nothing herein shall be construed as prohibiting Paylocity from utilizing the Aggregated Data in the provision of its Services or for operating purposes.

RESPONSIBILITIES

- 1. Paylocity will use due care in processing CLIENT's work, and shall be responsible for correcting errors which are caused by Paylocity equipment, processors, or employees in the course of their work.
- 2. Paylocity shall be responsible for the payment of any penalties and/or interest due resulting from errors or omissions committed by Paylocity while filing taxes on said CLIENT'S behalf.
- 3. Paylocity will provide customer support from 7AM to 7PM CST daily, excluding weekends and Federal holidays.
- 4. Paylocity will make available to CLIENT all improvements, enhancements and modifications to its services, methods, and software as they are made generally available by Paylocity to its other CLIENTS.
- 5. CLIENT is solely responsible for the content and accuracy of all data input and then subsequently processed by Paylocity. CLIENT will submit to Paylocity its payroll and other data in a form, at a time and by the method specified by Paylocity. Because the accuracy of the payroll and other information is limited to the CLIENT's data, Paylocity is not responsible for CLIENT errors, wage and hour violations, employment discrimination, garnishment calculations or other employment policies which may violate the law. It is the CLIENT's responsibility to review the processed payroll and other information and to promptly identify any errors. If the data submitted to Paylocity is incorrect, incomplete, or not in proper form, then CLIENT agrees to pay Paylocity's additional charges then in effect for the corrections to said data.

- 6. Paylocity liability for any errors or omissions on its part shall be limited to actual damages incurred but under no circumstances, other than defined in part 2 of this section or for criminal or fraudulent acts or gross negligence by Paylocity or any of its employees or for indemnification obligations relating to Intellectual Property, shall exceed two times (2x) the charge for such service during the calendar year. PAYLOCITY CORPORATION SHALL NOT UNDER ANY CIRCUMSTANCES BE LIABLE FOR SPECIAL, INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES OR OTHER SIMILAR DAMAGES (INCLUDING LOST PROFITS) even if Paylocity has been advised of the possibility of such damages. Nothing in this Agreement creates or will be understood to create third party beneficiaries. CLIENT agrees that Paylocity has no obligations to third parties, including CLIENT'S employees and any third party agencies.
- 7. Except as specifically stated in the Agreement the Services are provided "AS IS" and there are no warranties, expressed or implied, including but not limited to any implied warranties of merchantability or fitness for a particular purpose.
- 8. Paylocity and CLIENT agree to abide by all applicable state, local and national laws in connection with the services. CLIENT agrees that they will not post to any application material that would be considered libelous, unlawful, inappropriate, offensive or disrespectful to others. CLIENT agrees that they are responsible for material posted by CLENT'S employees.
- 9. CLIENT will not also reverse engineer, disassemble, decompile or otherwise attempt to derive source code, trade secrets, or programming methods from the applications.
- 10. The provision of Services to CLIENT may be require use of or integration with third party software and/or services. To the extent CLIENT requires utilization of any third party software or services, CLIENT agrees to hold harmless and release Paylocity from any liability from CLIENT's use or Paylocity's integration with third-parties. CLIENT authorizes Paylocity to share any CLIENT data, including CLIENT's confidential information, as may be needed by third-parties to for the provision of Services. Paylocity is also not liable for any disclosure of CLIENT Confidential Information by any such third-party, whether intentional or not.
- 11. Paylocity represents and warrants that the Services will be provided in compliance in all material respects with all applicable national, state and local laws; provided, however, that Paylocity's warranties do not absolve CLIENT from its obligations and responsibilities to remain current on all applicable laws and policies pertaining to its business.12. Each party agrees to indemnify and hold harmless the other party from all loss, damages and expenses (including reasonable attorney fees) in connection with any claim which may arise out of or as a result of a breach of this Agreement or the duties assumed by such party under this Agreement, subject to the limitations of Responsibilities, Item 6, above.

FUNDING

- 1. In regard to electronic funds transfers, CLIENT shall comply with and be subject to the Operating Rules of the National Automating Clearing House (NACHA) governing these methods of payment, as such rules shall, from time to time, be in effect among banks that participate in NACHA. CLIENT also acknowledges that, in order to put into effect the Services which include ACH transactions, CLIENT will be the Originator of the ACH transactions and will follow and be bound by the rules for ACH Originators as adopted from time to time by the NACHA. CLIENT agrees that it has assumed the responsibilities of an Originator under the ACH Rules and acknowledges that entries may not be initiated in violation of the laws of the United States. CLIENT agrees to indemnify and hold each Participating Bank and NACHA harmless from any claim incident to the operation of this plan arising from an act or omission of CLIENT.
- 2. For payrolls processed with total liabilities of less than \$1 million, Paylocity will debit CLIENTS bank account for all ACH transactions one day prior to check date and, as a result, requires all amounts to be available for withdrawal from CLIENT'S account at that time. In the event the total amount of funds are not available one banking day prior to check date, a \$100.00 USD fee is to be charged to CLIENT. CLIENT will then have until 2:00 p.m. Central Time on the date of notification to wire transfer these funds to Paylocity's bank account.
- 3. For payrolls processed with total liabilities of more than \$1 million, Paylocity will require a wire transfer of funds one day prior to check date.
- 4. CLIENT'S designated bank account(s) will have sufficient funds to pay CLIENT'S third party obligations (employee payments, taxes, agency or other obligations) within the deadlines established by Paylocity in order to satisfy CLIENT'S third party obligations in their entirety. If CLIENT fails to pay the taxes, direct deposits, employee payments or other charges, including fees, then CLIENT agrees to pay Paylocity for all costs of collection, including reasonable attorney fees, which may be associated with collection of the amounts due. Paylocity also may terminate this Agreement and withhold any work in progress as per the terms under Termination of Services and Buy-Out Fee. This is in addition to any other rights Paylocity may have under this contract or under law. To secure the CLIENT's payment of all charges due under this Agreement, CLIENT grants Paylocity the right to set off with any funds retained by Paylocity for purposes of remitting payments or making payments to CLIENT employees, taxing authorities or other third party agencies. Paylocity also reserves the right to reverse employee transactions and/or tax payments for which funds have not been received from CLIENT; provided, however, Paylocity will provide CLIENT with notice of any such shortfall or non-payment, followed by 24 hours to cure any related issues before exercising its right to set off funds or reverse payments.

OWNERSHIP

- 1. Paylocity owns or licenses all rights, title and interest in and to its processes, methods, applications and contents, including the software and documentation, Paylocity's trademarks, and all intellectual property rights in the foregoing (excluding portions of the Service provided by third parties). Software and services are made available only for CLIENT'S internal business purposes and are not transferable; furthermore, any right of use ceases when Paylocity no longer performs its Services for CLIENT.
- 2. Paylocity agrees to indemnify and hold CLIENT harmless in the event that any third party claims that the software or services provided by Paylocity infringe such party's intellectual property (including patents, copyright, trademarks, or trade secrets). CLIENT will provide Paylocity prompt notice of such claim and will cooperate with Paylocity in the defense of such claims.

INSURANCE

During the Term of this Agreement, Paylocity will maintain policies of insurance for the following types of coverage and minimum limits identified in Exhibit A attached hereto.

For avoidance of doubt, the limitation on the amount of damages which CLIENT may recover as set forth in Responsibilities, Item 6, above, represents the maximum amount available to CLIENT. Insurance coverage in excess of the limitation of liability set forth in Responsibilities, Section 6, is not to be construed as available to CLIENT other than with regard to those damages for which there is no limitation set forth herein.

TERMINATION OF SERVICES AND BUY-OUT FEE

- 1. Either Paylocity or CLIENT may suspend performance and/or terminate this Agreement immediately upon written notice at any time if: a) the other party is in material breach of any material warranty, term, condition or covenant of this Agreement and fails to cure that breach within sixty (60) days, unless such breach is due to CLIENT's failure to pay undisputed fees due hereunder then time to cure such breach shall be five (5) business days, after written notice thereof, or b) the other party seeks protection under any bankruptcy, receivership, trust deed, creditors arrangement, composition or comparable proceeding, or if any such proceeding is instituted against the other (and not dismissed within ninety (90) days after commencement of one of the foregoing events).
- 2. In addition to the rights under item 1 above, Paylocity may also suspend performance and/or terminate this Agreement immediately if CLIENT a) is unable to complete the implementation services and commence Services, b) wrongfully uses or accesses Paylocity's products, systems or services in the performance of its obligations under this Agreement c) fails to remit timely payroll or tax funds as required by this Agreement and in any event more when more than twenty-four (24) hours have elapsed from notice given by Paylocity, d) no longer meets Paylocity's credit/financial eligibility requirements for such Services as determined from time to time by Paylocity, or e) has any material adverse change in its financial condition that Paylocity becomes aware of in the performance of the Services.
- 3. In the event CLIENT terminates the contract prior to the end of the Initial Term or the then current Renewal Term or Paylocity terminates the Agreement under item 2. above, CLIENT shall be subject to a buy out of the contract for the remaining months of the then current term ("Buy-Out Fee"). The Buy-Out Fee shall be equal to fifty (50) percent times the number of months remaining in the then current term times the monthly estimated average billings for the prior twelve months or as determined by Paylocity prior to the termination month. If monthly fees for Services have not been payable at the time of termination, the amount above shall be equal to the estimated monthly fees that would have been payable under the Agreement. In the case of a partial termination, Paylocity may adjust the fees for the remaining Services accordingly. Client shall also be required to pay the Buy-Out Fee in the event of any reduction in Client's volume or usage of Services by more than fifty (50) percent of the estimated monthly fees that would have been payable under the Agreement.
- 4. If any of the products or Services provided by Paylocity are terminated by CLIENT pursuant to items 1 (except where Paylocity is the breaching party), 2, or 3, Paylocity may allocate any funds remitted or otherwise made available by Client in such priorities as Paylocity (in its sole discretion) may determine appropriate to include reimbursement for payments made by Paylocity hereunder on Client's behalf to a third party. Client will also immediately a) become solely responsible for all of its third-party payment obligations covered by such Paylocity Products of Services then or thereafter due (including, for Tax Filing Services, all related penalties and interest), b) reimburse Paylocity for all payments made by hereunder on Client's behalf to any third party, and c) pay any and all fees and charges incurred relating to Paylocity Products or Services rendered prior to the termination date. Client agrees that Paylocity shall be entitled to collect any fees and charges incurred by CLIENT prior to the termination date via ach direct debit including the Buy-Out Fee.
- 5. At any time subsequent to termination of contract and up to one year after the termination date, CLIENT data can be accessed for an annual fee of \$3 per active employee, payable prior to the start of the access term.

GENERALTERMS

- 1. This Agreement shall be construed according to the laws of the State of Illinois and constitutes the entire Agreement between the parties. No oral or other representations, warranties or agreements have been made in writing and signed by both parties. If any portion of this Agreement is determined to be invalid, illegal or unenforceable, the remainder of the Agreement shall nonetheless remain in full force and effect.
- 2. This Agreement may not be assigned or transferred by either party to any affiliate, subsidiary or third parties, other than successors, without the written consent of the other party; furthermore, such consent shall not unreasonably be withheld.
- 3. Paylocity and CLIENT will not be responsible for failure to provide Services or correct any condition beyond its reasonable control, including but not limited to any acts or omissions by any third party.
- 4. CLIENT understands that this Agreement may be considered as an application for credit and hereby authorizes Paylocity to review credit of CLIENT including reports from credit bureaus, references, bank account status and other available financial information.
- 5. If CLIENT adds a Service following execution of this Agreement, CLIENT agrees to be bound by these Terms and Conditions as well as the separate Terms and Conditions of that Service.
- 6. No action arising under or in connection with this Agreement may be brought by CLIENT or Paylocity more than two (2) years after either Party becomes or should reasonably have become aware of the occurrence of events giving rise to the cause of action.
- 7. CLIENT is responsible for the payment of all taxes including those assessed for prior periods relating to the provision of Paylocity's products and services where applicable, except to the extent a valid tax exemption certificate or other valid tax exemption document is provided to Paylocity and allowable by taxing authorities.

TERMS APPLICABLE FOR SPECIFIED SOFTWARE OR SERVICES

The following terms apply to the specific Services selected by CLIENT as part of the initial Quote for Service or Letters of Intent for Services added at any time subsequent to CLIENT's first payroll.

- 1. Direct Deposit ("WebPay"/Payroll services). CLIENT authorizes Paylocity to pay employees designated by CLIENT via Direct Deposit electronic funds transfer, amounts due and payable to them by CLIENT. CLIENT must retain and provide upon request copies of each employee authorization form for two (2) years after they expire.
- 2. Bank Checks ("WebPay"/Payroll services). CLIENT authorizes Paylocity to pay employees designated by CLIENT via bank check drawn on a bank account maintained by Paylocity solely for this purpose. Uncashed bank checks outstanding for more than six months will be voided and the cash will be returned to the CLIENT. CLIENT acknowledges that they are responsible for unclaimed property filings and any other escheatment duties within the respective state(s) or jurisdiction(s) CLIENT conducts business.
- 3. Payroll Tax Filing ("WebPay"/Payroll services). CLIENT authorizes Paylocity to perform payroll tax services that include the responsibility for tax deposits and timely filings of Federal, State and Local employment tax returns. Paylocity will serve as a "limited agent" for CLIENT in respect to tax filing, only for purposes of any required agency for deposits and filings with the Internal Revenue Service and/or any state reporting agency. Paylocity is not otherwise an agent of CLIENT, nor is Paylocity in partnership or otherwise affiliated with CLIENT'S business. CLIENT also grants Paylocity limited power of attorney to sign all obligatory and necessary forms to appropriate government channels and banks. CLIENT agrees to execute a "Reporting Agent Authorization" and "FEIN and State Info" in conjunction with using this service and agrees to provide timely information to Paylocity regarding changes in deposit frequencies and state unemployment rates in order for Paylocity to assume liability for any penalties and/or interest.
- 4. Time and Labor services ("WebTime", "PETE"). CLIENT authorizes Paylocity to make available the services and software for time tracking and reporting. Monthly billing will commence after training has been completed. Client will billed for the first month in full. To the extent that CLIENT has procured timekeeping equipment during the course of the relationship with Paylocity, CLIENT agrees to return all equipment to Paylocity promptly upon termination of services or Agreement. Any damaged, unreturned or unusable equipment will be the responsibility of the CLIENT.
- 5. Benefits Administration services ("Enterprise Benefits", "WebBenefits"). CLIENT authorizes Paylocity to make available the services and software for CLIENT to administer employee benefits. Monthly billing will commence the earliest month upon which 1) five or more CLIENT users have logged into the system 2) the date the system is made active for CLIENT employees or 3) the first of the month after ninety days from site creation.
- 6. Applicant Tracking services ("WebATS", "Enterprise Recruiting", Talent Management). CLIENT authorizes Paylocity to make available the services and software for recruitment management. A user account is defined as a named licensed seat and is required to access this service. User accounts are not transferrable and are not allowed to be shared among users or provided to any third party or individual.
- 7. Affordable Care Act compliance services (HR Services, "ACA Enhanced", "ACA Essentials"). CLIENT authorizes Paylocity to file forms 1095c and 1094c based on data entered by CLIENT including employee classifications, status and any other relevant data. Paylocity will serve as a "limited agent" for CLIENT in respect to information return filing with the Internal Revenue Service. Paylocity is not otherwise an agent of CLIENT, nor is Paylocity in partnership or otherwise affiliated with CLIENT'S business. CLIENT also grants Paylocity limited power of attorney to sign all obligatory and necessary forms to appropriate government channels. CLIENT agrees to execute a "Reporting Agent Authorization" in conjunction with using this service, the same Form 8655 used for Tax Filing clients is sufficient for ACA Reporting. CLIENT agrees to provide timely information to Paylocity regarding any changes in legal name or FEIN.

MISCELLANEOUS TERMS AND PROVISIONS

- 1. Independent Contractor. The relationship between Paylocity and the CLIENT is that of an independent contractor. Paylocity shall supply all personnel, equipment, materials, and supplies at its own expense, except as specifically set forth herein. Paylocity shall not be deemed to be, nor shall it represent itself as, employees, partners, or joint venturers of the CLIENT. Paylocity is not entitled to workers' compensation benefits or other employee benefits from the CLIENT and is obligated to directly pay federal and state income tax on money earned under this Agreement.
- 2. No Third Party Beneficiary. This Agreement is entered into solely for the benefit of the contracting parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person and/or entity who is not a party to this Agreement or to acknowledge, establish or impose any legal duty to any third party. Nothing herein shall be construed as an express and/or implied waiver of any common law and/or statutory immunities, defenses and/or privileges of the CLIENT and/or Paylocity, and/or any of their respective officials, officers and/or employees, including but not limited to the Illinois Local Governmental and Governmental Employees Tort Immunity Act.
- 3. No Waiver. Waiver of any of the terms of this Agreement shall not be valid unless it is in writing and signed by all Parties. The failure of claimant to enforce the provisions of this Agreement, or require performance by opponent of any of the provisions, shall not be construed as a waiver of such provisions or affect the right of claimant to thereafter enforce the provisions of this Agreement. Waiver of any breach of this Agreement shall not be held to be a waiver of any other or subsequent breach of the Agreement.
- 4. Entire Agreement. This Agreement contains the entire agreement between the Parties and no statement, promise or inducement made by either Party to the agency of either Party that is not contained in this written Agreement shall be valid or binding.

- 5. Amendment. No amendment or modification shall be made to this Agreement unless it is in writing and signed by both Parties.
- 6. Headings. The headings for each paragraph of this Agreement are for convenience and reference purposes only and in no way define, limit or describe the scope or intent of said paragraphs or of this Agreement nor in any way affect this Agreement.
- 7. Notice. All notices, demands, requests, exercises and other communications required or permitted to be given by either Party under this Agreement shall be in writing and shall be deemed given when such notice has been personally delivered, sent by facsimile, or deposited in the United States mail, with postage thereon prepaid, addressed to the other Party at the following addresses:

If to CLIENT: Executive Director

Wheaton Park District 102 E. Wesley St. Wheaton, Illinois 60187 Fax: 630-665-5880

If to Paylocity:

Paylocity Corporation Attn: Corporate Controller 3850 N. Wilke Road

Arlington Heights, Illinois 60004

Fax: 847-890-6652

- 8. Severability. The invalidity of any section, paragraph or subparagraph of this Agreement shall not impair the validity of any other section, paragraph or subparagraph. If any provision of this Agreement is determined to be unenforceable, such provision shall be deemed severable and the Agreement may be enforced with such provision severed or as modified by such court.
- 9. Conflict of Interest. Paylocity represents and certifies that, to the best of its knowledge, (1) no CLIENT employee or agent is interested in the business of Paylocity or this Agreement; (2) as of the date of this Agreement neither Paylocity nor any person employed or associated with Paylocity has any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement; and (3) neither Paylocity nor any person employed by or associated with Paylocity shall at any time during the term of this Agreement obtain or acquire any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement.
- 10. No Collusion. Paylocity represents and certifies that (1) Paylocity is not barred from contracting with a unit of state or local government as a result of (a) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless Paylocity is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax; or (b) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Illinois Criminal Code of 1961, 720 ILCS 5/33E-1 et seq.; (2) only persons, firms, or corporations interested in this Agreement as principals have been those disclosed to the CLIENT prior to the execution of this Agreement; and (3) this Agreement is made by the Paylocity without collusion with any other person, firm, or corporation. If at any time it shall be found that Paylocity has, in procuring this Agreement, colluded with any other person, firm, or corporation, then Paylocity shall be liable to the CLIENT for all loss or damage that the CLIENT may suffer, and this Agreement shall, at CLIENT's option, be null and void.
- 11. Sexual Harassment Policy. Paylocity certifies that it has a written Sexual Harassment Policy in full compliance with 775 ILCS 5/2-105(A)(4).
- 12. Non-Discrimination. In all hiring or employment by Paylocity pursuant to this Agreement, there shall be no discrimination against any employee or applicant for employment because of age, race, gender, creed, national origin, marital status, or the presence of any sensory, mental, or physical handicap, unless based upon a bona fide occupational qualification. Paylocity agrees that no person shall be denied, or subjected to discrimination in receipt of the benefit of any services or activities made possible by, or resulting from, this Agreement.

Company Name	WHEATON PARK DISTRICT			
		2		
Authorized Officer			Title	
	Print			
Authorized Officer	s Signature		Date	

PAYLOCITY CORPORATION	
Ву:	
lts:	
Date:	

EXHIBIT A

INSURANCE REQUIREMENTS

Paylocity shall purchase and maintain the insurance of the types and amounts set forth below:

A. Commercial General and Umbrella Liability Insurance

Paylocity shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$2,000,000 each occurrence. If such CGL insurance contains a general aggregate limit, it shall apply separately to this project/location.

CGL insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 01 10 93, or a substitute form providing equivalent coverage, and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract).

This insurance shall apply as primary insurance with respect to any other insurance or self-insurance afforded to Owner.

B. Business Auto and Umbrella Liability Insurance

Paylocity shall maintain business auto liability and, if necessary, commercial umbrella liability insurance with a limit of not less that \$1,000,000 each accident. Such insurance shall cover liability arising out of any auto including owned, hired and non-owned autos.

Business auto insurance shall be written on Insurance Services Office (ISO) form CA 00 01, CA 00 05, CA 00 12, CA 00 20, or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage equivalent to that provided in the 1990 and later editions of CA 00 01.

C. Workers Compensation Insurance

Paylocity shall maintain workers compensation and employers liability insurance. The commercial umbrella and/or employers liability limits shall not be less than \$1,000,000 each accident for bodily injury by accident or \$1,000,000 each employee for bodily injury by disease.

Paylocity waives all rights against CLIENT and its officers, officials, employees, volunteers and agents for recovery of damages arising out of or incident to the Paylocity's activities.

D. General Insurance Provisions

1. Evidence of Insurance

Paylocity shall furnish CLIENT with a certificate(s) of insurance and applicable policy endorsement(s), executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.

Cancellation will be in accordance with the policy terms and conditions.

Failure of CLIENT to demand such certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of CLIENT to identify a deficiency from evidence that is provided shall not be construed as waiver of Paylocity's obligation to maintain such insurance.

CLIENT shall have the right, but not the obligation, of prohibiting Paylocity from commencing the services until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by CLIENT.

Failure to maintain the required insurance may result in termination of this Contract at CLIENT's option.

2. Acceptability of Insurers

For insurance companies which obtain a rating from A.M. Best, that rating should be no less than A VII using the most recent edition of the A.M. Best's Key Rating Guide. If the Best's rating is less than A VII or a Best's rating is not obtained, the CLIENT has the right to reject insurance written by an insurer it deems unacceptable.

3. Subcontractors

Paylocity shall cause each subcontractor employed by Paylocity to purchase and maintain insurance of the type specified above. When requested by the CLIENT, Paylocity shall furnish copies of certificates of insurance evidencing coverage for each subcontractor.

Board of Commissioners

FROM:

Dan Novak, Director of Athletics

Mark Dolphin, Athletic Manager

THROUGH:

Mike Benard, Executive Director

RE:

Approval of Payments exceeding \$10,000

DATE:

September 1, 2021



SUMMARY:

Seeking approval for a purchase exceeding \$10,000 for the Wheaton Park District Feeder Basketball Uniforms (reversible sublimated jerseys & shorts) for the 2021-2022 season. Listed below are the quotes that were received.

Company	Jersey/Short Set Quantity: 240	Total Price	Spirit Wear Offered		
All Pro Team Sports	\$45.00	\$10,800	Yes		
All Pro Team Sports Shipping	\$350.00	\$350			
All Pro Team Sports Total		\$11,150			
Santo Sport Store	\$49.75	\$11,940	Yes		
TPS Sports Equipment & Apparel	\$60.00	\$14,400	Yes		

PREVIOUS COMMITTEE/BOARD ACTION:

On September 18, 2019, the Wheaton Park District Board of Commissioners approved TPS Sprots Equipment & Apparel in the amount of \$14,277.60 for feeder basketball uniforms.

REVENUE OR FUNDING IMPLICATIONS:

Uniform expenses will be cover within the feeder basketball program operational budget. Account 20-220-204-53-5301-444

STAKEHOLDER PROCESS:

Wheaton Park District Feeder Basketball is a travel program that is made up 240 participants amongst our 3rd-5th grade Wheaton Vipers, 6th-8th grade Wheaton North and Wheaton Warrenville South feeder teams, as well as our girl's 4th-8th grade Wheaton Thunder.

ATTACHMENTS:

Vendor Quotes: All Pro Team Sports | Santo Sports | TPS Sports Equipment & Apparel

RECOMMENDATION:

Staff recommends All Pro Team Sports as our vendor for the 2021-2022 feeder basketball uniforms in the amount of \$11,150. All Pro Team Sports is offering a quality uniform in addition to a wide variety of spirit wear that can be ordered and purchased by the participants directly.



WHEATON PARK DISTRICT ATHLETICS

Email: MDOLPHIN@WHEATONPARKS.ORG

WHEATON PARK DISTRICT ATHLETICS

Email: MDOLPHIN@WHEATONPARKS.ORG

SHIPPING TO:

C/O MARK DOLPHIN 1777 S BLANCHARD RD WHEATON, IL 60189 Phone: 630-510-5119

BILL TO: WPDATHLET

C/O MARK DOLPHIIN 1777 S BLANCHARD RD WHEATON, IL 60189 Phone: 630-510-5119

ITEM APBB-REVA 11615 Crossroads Circle Suite H Baltimore, MD 21220 Main - 410-335-9804 Fax - 410-335-9803

QUOTE

NUMBER	50315
DATE	08/25/21

	EST. DELIVERY DATE
CREDIT CARD	TERMS

TAX EX	EMPTION
CR	EDIT
LIMIT	0
USED	0.00
AVAILABLE	0.00

RYAN JURVELIN	SALES REP
410-335-9804	PHONE
	FAX
N@ALLPROTEAMSPORTS.C	EMAIL

_				
	DESCRIPTION	QUANTITY	UNIT PRICE	EXTENSION
-	ALL PRO- Custom Reversible Sat	240	45.00	10800.00

0.00	SALES TAX					
350.00	SHIPPING & HANDLING					
11150.00	TOTAL					

Dan Novak

From:

Jared Wade <jared.wade0824@gmail.com>

Sent:

Monday, August 23, 2021 9:56 PM

To:

Mark Dolphin

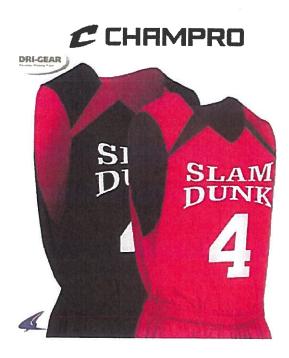
Subject:

Re: FW: 2021-2022 Feeder Basketball Uniforms

I have my quote below.

I have it broken down by divisions.

Champro BBJ4 adult and BBJ4 youth slam dunk reversible jersey - With 2-color front team name. 2-color front 4" number. 2-color back 8" number. Both sides of the jersey printed - inside and out. 2-color logos and numbers on both sides.



Champro BBS4 slam dunk shorts with 2-color logo on bottom left leg of both sides of the shorts.

Divisions with 30 players Youth jersey = \$ 52.00 per set Adult jersey = \$ 53.00 per set

Divisions with 60 players

Youth jersey = \$ 49.75 per set
Adult jersey = \$ 50.75 per set

Divisions with 90 players
Youth jersey = \$ 48.75 per set

Adult jersey = \$ 49.75 per set

Wheaton Park District | TPS SPORT EQUIPMENT & APPAREL Basketball 2021

				TPS Unit
Brand	ltem	Item#	MSRP	Price
	Uniforms			
Champro	Juice Reversible Double Ply Jersey	J-BBJ3ZA		\$30.00
Champro	Juice Reversible Double Ply Short	J-BBS3ZA		\$30.00

Board of Commissioners

FROM:

Daniel Novak, Director of Athletics & Facilities

Adam Lewandowski, Superintendent of Athletic Programs & Facilities

THROUGH: Michael Benard, Executive Director

RE:

Approval of Payments exceeding \$10,000 – Jox Box Systems

DATE:

August 25, 2021

SUMMARY:

The Wheaton Park District Baseball/Softball Board of Control, Wheaton Park District Athletic Department, and Wheaton Park District Parks Department researched ways to improve batter's box moisture control, eliminate holes in batter's boxes, and provide a natural, comfortable footing on our baseball/softball diamonds. The conclusion was made to purchase the Jox Box systems for our main fifteen baseball/softball diamonds. The Jox Box system was installed on Atten 19 and Scottdale 9 fields back in 2019/2020 as a trial run and brought back positive feedback. These systems are a more affordable and long-term solution to the original brick batter's box system that has been used in the past. The following quotes were received:

Company	Jox Box Cost Per System	Total Cost
On Deck Sports	\$1,160.00 + shipping	\$16,480.00
Adam Rubber	\$1,160.00 + shipping	\$16,557.03
Sports Facilities Group, Inc.	\$1,473.11	\$19,150.43

REVENUE OR FUNDING IMPLICATIONS:

The funding necessary for the thirteen Jox Box systems will come out of the Capital Project fund, with any additional funding needed coming out of the \$5 Athletic Baseball Fund. Installation will take place in-house by our parks department and begin this fall.

ATTACHMENTS:

Vendor Quotes: On Deck Sports | Adam Rubber | Sports Facilities Group, Inc.

RECOMMENDATION:

Staff recommends On Deck Sports as our vendor for purchase of thirteen Jox Box systems at a

cost not to exceed \$16,480.00.



Quote

Date	Quote #
8/24/2021	QT5352355

150 Wood Rd, Suite 200 Braintree, MA 02184 Phn: 800.365.6171 Fax: 508.580.0211 www.OnDeckSports.com 800.365.6171

Adam Lewandowski Wheaton Park District 855 W. Prairie Ave Wheaton IL 60187

Ship To	
Adam Lewandowski Wheaton Park District 1777 S Blanchard Road Wheaton IL 60189	

Expires	Sale	s Rep		Memo	Shipping	Met	phone	numb	Shippi	ng Co
9/23/2021	Alex F	lurley			Standard Ship	ping				
teni		(i) (i) (i)	Unit					Options	Rate	Amount
MISC-JOX Price Match Guarantee	Discount	13	EA	7' x 9' Price Match Gu	Deluxe Batters Box urantee Discount				1,160	-200.00
						Subtota Shippin Total		andard Ship	ping)	14,880.00 1,600.00 \$16,480.00

We look forward to doing business with you.

Customer returns will require an On Deck Sports return authorization number. In addition, such returns will be subject to a freight charge to return the product to On Deck Sports and a restocking fee.

On Deck Sports does not accept returns on used turf and certain custom products. For further details related to On Deck Sports return policies refer to our website at www.ondecksports.com/returns.

ADAM RUBBER

14546 INDUSTRIAL PARK AUBREY, TEXAS 76227-6201

Estimate

Date	Estimate #
8/24/2021	371REV

Name / Address

WHEATON PARKS
ADAM LEWANDOWSKI
1777 S. BLANCHARD STREET
WHEATON, IL 60189

			Project
Description	Qty	Rate	Total
		<u> </u>	
LITTLE LEAGUE DELUXE SHIPPING AND HANDLING	13	1,160.00 1,477.03	15,080.00 1,477.03
		Total	\$16,557.03



Sports Facilities Group, Inc. PO Box 7024 Riverside, CA 92503 (877) 497-6671 Fax: 951-637-8406 Sales@SportsFacilitiesGroup.com

Quote

Date 08/25/2021 Quote Number 0005146

Sales Rep

Terms

Lori Smith

Credit Card/Check/School Dist PO

Bill To

Ship To

Adam Lewandowski 630-510-5141 1777 S Blanchard St

Wheaton, IL 60189

alewandowski@wheatonparks.org

Quoted Item(s):

Quote is valid until 09/24/2021

Plendito Nemo	5K/L	Proces	Ob	If swindled
BSN Jox Box Deluxe Batters Box Youth Size 7 X 9	1235838	\$1,473.11	13	\$19,150.43
Note: FREE SHIPPING.				

Sub-Total	\$19.150.43
Shipping	\$0.00
Sales Tax	\$0.00
Total	\$19,150,43

We look forward to doing business with you.

TO: Board of Park Commissioners

FROM: Michael J. Benard, Executive Director

RE: Funding and Reimbursement Agreement for Equipment Purchase

for the Sensory Playground Between the Wheaton Park District

and the Play for All Playground and Garden Foundation

DATE: September 1, 2021

<u>SUMMARY:</u> Since 2014, the Wheaton Park District has partnered with the Play for All Playground and Garden Foundation to create the Sensory Garden Playground at the Danada South Park. The Sensory Playground is designed to be universally accessible to children with and without disabilities. A primary design focus is to create play spaces that create positive environments for children on the autism spectrum and peace of mind for their parents.

The foundations' role in this relationship is to raise funds through multi-year philanthropic pledges and grants for the purchase of the playground equipment. Once the foundation accumulates sufficient documented financial commitments for the purchase of the play equipment identified as the next priority for installation, the park district pays for the equipment in advance using dollars held in reserve for ADA compliance and service to individuals with disabilities. The cost of the equipment purchased by the park district is then reimbursed by the foundation as the formal pledges are paid and grants awards are received over time. The Park district uses its workforce to install the playground. The labor cost for installation, maintenance and upkeep represents the park district's financial contribution to the partnership. The equipment remains the property of the park district. This is all managed through project funding and reimbursement agreements between the two partners.

Completed projects include a 2-5-year-old playground, central gathering area, swings, a treehouse and perimeter fencing. Over \$1,000,000 in barrier free play equipment has been purchased and installed since 2014 using this partnership model.

PREVIOUS COMMITTEE/BOARD ACTION:

- April 2014 Park Board approved phase one funding and reimbursement agreement for 2-5-year playground and central gathering area
- April 2019 Park Board approved phase two funding and reimbursement agreement for treehouse
- March 2020 Park Board approved first amendment to the April 2019 agreement
- May 2021 Park Board authorizes purchase of a Gravity Rail with documentation that the foundation secured sufficient resources for reimbursement
- July 2021 Park Board authorizes purchase of a Net Climber with documentation that the foundation secured sufficient resources for reimbursement

REVENUE OR FUNDING IMPLICATIONS:

With the purchase of two new pieces of play equipment for installation this fall, it is necessary for the foundation and park district to approve a third funding and reimbursement agreement.

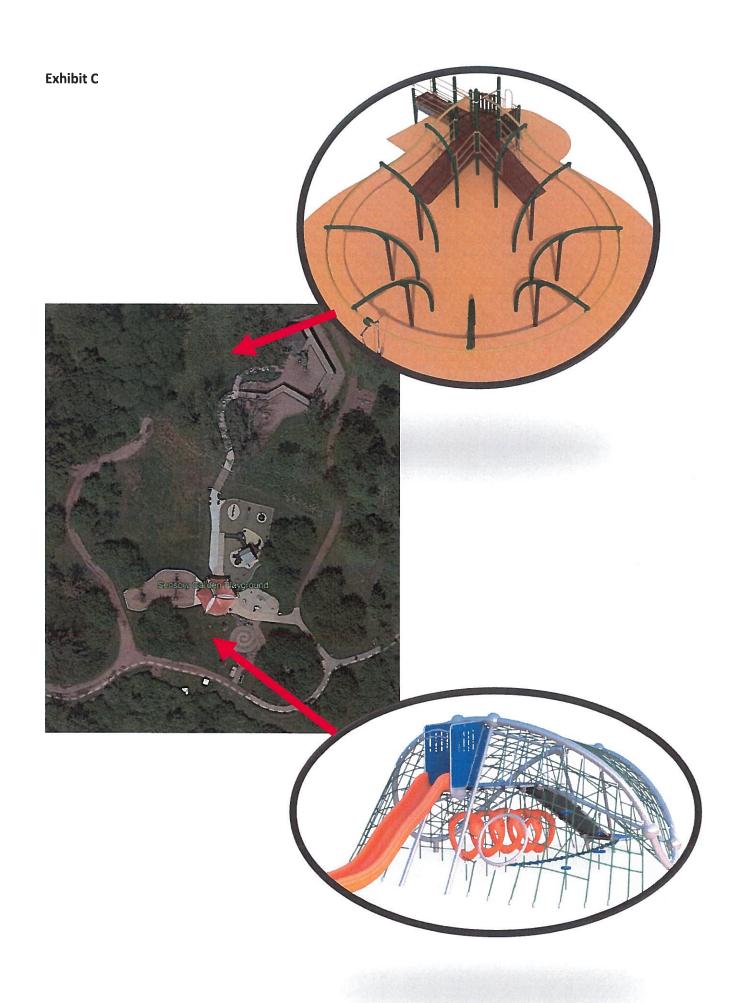
ATTACHMENTS:

- Graphic depiction of recently approved equipment
- Reports to Park Board May and July 2021 concerning gravity rail and net climber

RECOMMENDATION:

Approval of a Funding and Reimbursement Agreement for the recently approved equipment purchases.

Note The agreement draft to govern this next phase is not yet completed and reviewed by legal counsel. The agreement will be finalized next week and included in the board packet for the regular meeting.



Board of Commissioners

FROM:

Rob Sperl, Director of Parks and Planning Steve Hinchee, Superintendent of Planning

THROUGH: Michael Benard, Executive Director

RE:

Play for All Treehouse Gravity Rail

DATE:

May 27, 2021



The master plan of the Treehouse at the Sensory Garden includes a circular track ride called the Gravity Rail. Funds for this equipment have been raised through donations and a recent grant award from the DuPage Community Foundation.

The Gravity Rail is a unique piece of equipment with no other comparable currently. The equipment is available through the Source Well co-operative purchasing. They have included a cost for installation that we are not recommending at this time, until we have researched other options which will be done as we await delivery.

PREVIOUS COMMITTEE/BOARD ACTION:

Ordinance No. 2019-03 was approved in 2019 for the Second Phase of the playground. Ordinance No. 2014-05 was approved in 2014 for the first Phase of the playground.

REVENUE OR FUNDING IMPLICATIONS:

The entire cost of the equipment and its installation will be reimbursed through donations and grant funding received by the Play for All Foundation.

STAKEHOLDER PROCESS:

The Play for All Foundation approved proceeding with this equipment at their March 10, 2021 meeting at a cost not to exceed \$50,000.

LEGAL REVIEW:

Our legal counsel provided the Ordinance previously approved and we have utilized Source Well for previous purchasing.

ATTACHMENTS:

Quote from Team REIL dated 2/26/21

RECOMMENDATION:

Staff recommends the Wheaton Park District Board of Commissioner approve of the Play for All Foundation purchase of a playground Gravity Rail from Team REIL in the amount of \$25.899.



Board of Commissioners

FROM:

Rob Sperl, Director of Parks and Planning

Steve Hinchee, Superintendent of Planning

THROUGH: Michael Benard, Executive Director

RE:

Play for All Net Climber

DATE:

July 9, 2021



The master plan for the Sensory Garden includes an area for climbing equipment. Funds for this equipment have been raised through donations and a grant award from the DuPage Community Foundation. Our original plan was to include a climber that looked like a large boulder. Recently there have been new styles of net climbers being manufactured that would have more play value for a wider range of abilities. We have reached out to the donors to see if this equipment would be acceptable.

PREVIOUS COMMITTEE/BOARD ACTION:

Ordinance No. 2019-03 was approved in 2019 for the Second Phase of the playground. Ordinance No. 2014-05 was approved in 2014 for the first Phase of the playground.

REVENUE OR FUNDING IMPLICATIONS:

The entire cost of the equipment and its installation will be reimbursed through donations and grant funding received by the Play for All Foundation.

We are seeking board approval in advance of the donors and foundations approval (anticipated 7/14/21) since we have been advised of a material cost increase of approximately \$8,000 that will be effective on 7/8/21.

STAKEHOLDER PROCESS:

The Play for All Foundation discussed the purchase of this equipment at their May 12, 2021 meeting and we will seek formal approval on 7/14/21.

LEGAL REVIEW:

We have utilized the Omnia cooperative for previous purchasing with the recommendation of legal counsel. We will need a new reimbursement agreement that will be developed before the end of the year.

ATTACHMENTS:

Quote from Cunningham Recreation dated 5/20/21

RECOMMENDATION:

Staff recommends the Wheaton Park District Board of Commissioner approve of the Play for All Foundation purchase of a playground GT Wave from Cunningham Recreation in the amount of \$64,360.41.



Board of Commissioners

FROM:

Rob Sperl, Director of Parks and Planning

Steve Hinchee, Superintendent of Planning

THROUGH: Michael Benard, Executive Director

RE:

Community Center Interior Renovation – Phase 1 Continuation

DATE:

August 20, 2021



In late 2019 Williams Architects was contracted to prepare plans and specifications for interior renovations at the Community Center. The project was divided into two phases according to the priorities that were outline and presented at the September 2019 B&G meeting. Phase one included design and construction drawings. Phase two was for construction supervision and related services.

Work on phase one of the project was approximately 50% complete when Covid-19 occurred, and we directed Williams to stop work. Staff requested a revised proposal addressing the remaining work in phase one specific to the upper level that includes material finish, color selection and casework design. This will provide plans and material selections that will allow smaller renovations to occur by staff.

PREVIOUS COMMITTEE/BOARD ACTION:

Williams Architects presented the Interiors report at the February 6, 2019 Building and Grounds subcommittee meeting.

Studies were provided for the June 5, 2019 Building and Grounds subcommittee meeting. A tour of the building was conducted at the July 10, 2019 Building and Grounds subcommittee meeting, and priority of work was presented at the September 2019 Buildings and Ground subcommittee meeting.

A \$132,500 contract with Williams Architects for phase 1 and 2 interior renovations was approved at the December 11, 2019 Board meeting.

REVENUE OR FUNDING IMPLICATIONS:

\$1,000,000 is currently proposed for the 2022 budget for Community Center renovations based on what was previously budgeted in 2020. An additional 18% is available through the special recreation funding. The scope of work recommended here was previously estimated by Williams at approximately \$500,000.

STAKEHOLDER PROCESS:

Facility staff has provided input throughout this process and a facility participant survey was conducted.



LEGAL REVIEW:

N/A

ATTACHMENTS:

Williams Architects proposal dated July 14, 2021

ALTERNATIVES: N/A

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioner's approve a contract with Williams Architects for in the amount of for \$24,300 the Community Center.



14 July 2021

Mr. Rob Sperl, Director of Parks and Planning Wheaton Park District 102 East Wesley Street Wheaton, IL 60187

Re: Letter of Proposed Agreement for Interior Finish Selection Services

Wheaton Park District Community Center

WA Project No. 2021-TBD

PROFESSIONAL SERVICES AGREEMENT – LETTER OF PROPOSED AGREEMENT (LOPA)

Dear Mr. Sperl:

We at Williams Architects ("Architect") wish to thank you, your staff and the Board for this opportunity to continue our professional relationship in assisting the Wheaton Park District ("District") with services to provide interior finish and color selections for the Community Center at 1777 South Blanchard Street. Thank you for the opportunity to submit this Letter of Proposed Agreement ("LOPA") format to establish the business terms of our Services on the Project. This LOPA shall serve as our initial Agreement to perform the professional Services outlined herein.

In accord with your request, we have outlined the highlights of our proposed professional services and associated fees for the Project. Please refer to the pages that follow for additional detail.

ARCHITECTURAL & INTERIOR DESIGN TEAM MEMBERS

The following team members represent the Architects' Critical Management Team, however the services of many other talented professional and technical staff beyond those noted herein will also be utilized:

- Williams Architects Architect of Record
 - o Tom C. Poulos / Principal-in-Charge
 - o Andrew R. Dogan / Principal & Project Executive
 - o Carrie A. Kotera / Director of Interior Design
 - o Brad O. Moser / Project Architect (for any construction administration services requested)

SERVICES NOT TO BE PROVIDED BY THE ARCHITECT BUT WHICH MAY BE PROVIDED DIRECT BY OWNER OR AS AN ADDITIONAL SERVICE BY THE ARCHITECT:

- Bidding and Permitting Services
- Construction Administration
- Permit & Legal Fees
- Grant Initiatives
- Public Relations / Community Engagement / Marketing Initiatives
- Interior Signage / Graphics

Mr. Rob Sperl / Wheaton Park District / Community Center Interior Finish Selection Services / 14 July 2021 / Page 2

PROJECT BACKGROUND & UNDERSTANDING OF PROJECT SCOPE

Williams Architects had previously been contracted by the District to complete prioritized interior renovation projects at the Community Center as per a Letter of Proposed Agreement dated 8 November 2019. As the COVID-19 pandemic has changed the District's capital implementation abilities, the District seeks to terminate that agreement and instead seek material finish, color selection, and casework design services that the District may utilize to complete updates to the Community Center using the Park District's own staff to directly purchase materials and install/apply same.

We will attend a total of four (4) meetings with Park District staff to confirm finish types and performance requirements, review overall budget/timing of installation, review and develop selections, and attend one (1) Buildings & Grounds Committee meeting to provide an update and solicit feedback before selections are finalized. One of these meetings with Park District staff will be held at the Architect's office in Itasca to facilitate presentation of material and color samples and options.

Our deliverables to the Park District will include a set of drawings including color and finish selections for each space within the building and elevations and typical sections for casework and counters in each space where replacement casework is required. Specifications and manufacturer's installation instructions for paint, flooring products, casework, ceiling tile, wall protection, and countertops will also be provided. In addition to these drawings and specifications, we will additionally provide up to (three) three-dimensional renderings of selected spaces to illustrate the character of the proposed improvements once materials are selected.

No reconfiguration or alteration of any spaces, systems, or fixtures beyond finish and casework/countertop replacement is included within this Scope of Work.

PRELIMINARY PROJECT SCHEDULE

Board / B&G Committee Approval August 2021

Design / Selection Process August – September 2021

(Four Meetings)

Board / B&G Update October 2021

Completion of Drawings & Specifications October 2021

Procurement/Installation of Finishes by WPD to be determined

TOTAL PROFESSIONAL PROJECT SERVICE FEES

We respectfully propose to perform the scope of work herein for a fixed fee of TWENTY-FOUR THOUSAND THREE HUNDRED DOLLARS (\$24,300.00).



Mr. Rob Sperl / Wheaton Park District / Community Center Interior Finish Selection Services / 14 July 2021 / Page 3

ADDITIONAL SERVICES

Any Additional Services authorized by the District and approved in writing will be provided on an hourly basis from the rate table below. Although we do not anticipate engagement of any consultants for this effort, our consultants' rate schedules vary for each consultant, but they are generally comparable to our own rates enclosed herein.

2020/2021 WILLIAMS ARCHITECTS RATE TABLE

Dringing! II	0.040.00#1
Principal II	\$ 243.00/Hour
Principal I	\$ 224.00/Hour
Associate Principal	\$ 206.00/Hour
Senior Associate/Senior Project Mgr	\$ 202.00/Hour
Associate / Project Manager	\$ 184.00/Hour
Architect III	\$ 163.00/Hour
Architect II	\$ 150.00/Hour
Architect I	\$ 135.00/Hour
Senior Project Coordinator II	\$ 163.00/Hour
Senior Project Coordinator I	\$ 150.00/Hour
Project Coordinator IV	\$ 123.00/Hour
Project Coordinator III	\$ 112.00/Hour
Project Coordinator II	\$ 95.00/Hour
Project Coordinator I	\$ 82.00/Hour
Project Technician II	\$ 64.00/Hour
Project Technician I	\$ 49.00/Hour
Aquatic Engineer II	\$ 194.00/Hour
Aquatic Engineer I	\$ 148.00/Hour
Director of Marketing	\$ 181.00/Hour
Marketing Coordinator	\$ 131.00/Hour
Accounting	\$ 174.00/Hour
Secretarial	\$ 123.00/Hour
Clerical	\$ 87.00/Hour
Director of Interior Design	\$ 165.00/Hour
Interior Designer V	\$ 129.00/Hour
Interior Designer IV	\$ 108.00/Hour
Interior Designer III	\$ 84.00/Hour
Interior Designer II	\$ 71.00/Hour
Interior Designer I	\$ 49.00/Hour
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In addition to our estimated fees, we recommend the District maintain an Owner contingency fund within the overall project budget to allow for the potential of Additional Services and unforeseen conditions not included herein.

REIMBURSABLE EXPENSES

In addition to our professional services, we shall also invoice the client for our Project related Reimbursable Expenses at our direct cost. Project related Reimbursable Expenses include such items as travel, vehicle mileage, tolls, printing, copies, postage / messenger / delivery, direct miscellaneous Project supplies for sample boards, etc. We estimate reimbursable expenses to be approximately \$1,500 for this Scope of Work.

CONTINGENT OPTIONAL ADDITIONAL SERVICES

Professional services excluded from this LOPA can be provided on an hourly, or mutually agreed upon fixed fee basis by the District and Architect in accordance with the rate table herein. Upon the District's request and approval of the same, with scope and fee as established and as mutually agreed upon between the District and Architect, we will document the District's desired Contingent Optional Additional Services.

QUALIFICATIONS

This Letter of Proposed Agreement is based on the following assumptions and qualifications:

 The documents being prepared are intended to provide the District with selections and information required to procure the materials indicated herein using their own staff, without the assistance of a contractor. Because there will be no Contractor, there will be no Owner-Contractor Agreement nor Mr. Rob Sperl / Wheaton Park District / Community Center Interior Finish Selection Services / 14 July 2021 / Page 4

General Conditions of the Contract for Construction specifying the relationship and responsibility of each party during construction or installation of said finishes. Accordingly, the District assumes all responsibilities for installation means and methods in accordance with manufacturer's instructions, verification of existing dimensions and quantities of materials required for the project, any required demolition and preparation required to install the proposed finishes, latent, hidden, or unforeseen conditions affecting the work, processes and procedures required to maintain warranties of completed installation, and sequencing of installation of proposed finishes. WA will provide the manufacturer's written installation instructions to the District for the selected materials to the extent they are available.

- 2. This LOPA does not include any services or documents required to bid, permit, or construct the project. Such services can be provided upon the District's request as an additional service.
- 3. This LOPA is based on the "professional standard of care" for architectural services provided by similar firms performing similar services. The client understands that while producing these documents, imperfections and inconsistencies may occur. We recommend that the Owner maintain a contingency fund to account for these conditions during the Construction/Installation Phase.
- 4. The following items or services are not part of our Basic Services, but can be provided as an Additional Service:
 - a. Meetings and site visits beyond those noted herein
 - b. Physical testing/core samples of any existing materials or assemblies
 - c. Zoning / Appearance Review Services and Meetings
 - d. As-Built Documentation

Sonja L. Sporleder / Williams Architects

Tom Poulos / Williams Interiors

CLOSING

We wish to thank you for the opportunity to present this Letter of Proposed Agreement to the Wheaton Park District. We believe that we are an ideal partner for this Project given our previous work together and inherent knowledge of the building. If you have any additional questions or comments, please do not hesitate to contact us at your earliest convenience.

Cordially,

Andrew R. Dogan, AIA Principal / Project Executive

Carrie A. Kotera
Director of Interior Design

Cc.:

APPROVAL:The Wheaton Park District accepts the terms and conditions of this Letter of Proposed Agreement and authorizes Williams Architects to begin work immediately.

Printed Name and Title – Wheaton Park District Authorized Representative

Signature

Date

Wheaton Park District Authorized Representative

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Board of Commissioners

FROM:

Rob Sperl, Director of Parks and Planning Steve Hinchee, Superintendent of Planning

THROUGH: Michael Benard, Executive Director

RE:

Lincoln Marsh Garage & Office Renovation Bid Results

DATE:

August 20, 2021



The exteriors of the Lincoln Marsh office and garage are in very poor condition. There are numerous holes and rotten areas throughout the building envelope. The siding, soffits, fascia, windows, trim, and gutters all need to be replaced. Nevin Hedlund architects and Illinois Roofing Consultant Associates determined that the roofs are in good condition, however and do not need replacement at this time.

Staff worked with Nevin Hedlund Architects to prepare bid plans and specifications, which were sent out to the bidders on August 2, 2021. Bids were opened on August 17, 2021, and the results were as follows:

CONTRACTOR	BASE BID AMOUNT	ALTRENATE BID AMOUNT: Replacing (2) Garage Windows	UNIT COST: Sheathing per sheet
WallFill Exteriors	\$59,504	\$1,375	\$100
Red Feather Group	\$61,200	\$2,400	\$145
DuPree Construction	\$64,044	\$150	\$150

The architect reviewed the bids and recommended the low bidder, WallFill as the bid range was narrow indicating the scope of work was clear to all bidders. WallFill's references were checked and were found to be favorable.

PREVIOUS COMMITTEE/BOARD ACTION:

The renovations were discussed at the May 5, 2020 Buildings and Grounds subcommittee meeting as part of the capital budget prioritization discussion.

REVENUE OR FUNDING IMPLICATIONS:

Account	Description	Budget
40-800-822-53-5301-0000	Office and Garage Siding	\$35,000
40-800-822-53-5393-0000	Office and Garage Roof	\$21,500

The budget for these accounts totals \$56,000, although staff projected that the budget for the roofs would not be used when presented to the Board in May.



STAKEHOLDER PROCESS:

N/A.

LEGAL REVIEW:

Our legal counsel provided the front-end bid documents and sample legal agreement that will be used with the selected bidder.

ATTACHMENTS:

N/A

ALTERNATIVES:

N/A

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioner's accept the base bid of \$59,504 and alternate bid of \$1,375 from WallFill Exteriors for a total of \$60,879 along with a 10% contingency of \$6,087.90.

Board of Commissioners

FROM:

Rob Sperl, Director of Parks and Planning

Steve Hinchee, Superintendent of Planning

THROUGH: Michael Benard, Executive Director

RE:

2021 Sealcoating Quotes

DATE:

August 23, 2021



The sealcoating on the parking lots at Hoffman Park, Graf Park and the Central Athletic Complex has become worn and needs to be replaced. Crack filling and parking space striping also needs to be performed in the lots.

Quotes were solicited on August 11, 2021, and the results were as follows:

Contractor	Quote
Sur-Seal Parking Lot Maintenance	\$17,113.37

Staff contacted and followed up with 8 sealcoating and striping companies but only received the one quote from Sur-Seal Parking Lot Maintenance. However, after reviewing quotes from previous sealcoating projects the quote was found to be very competitive. Additional quotes will be provided prior to seeking board approval.

PREVIOUS COMMITTEE/BOARD ACTION:

N/A.

REVENUE OR FUNDING IMPLICATIONS:

Account #	Description	Budget
40-101-000-53-5302-0000	Annual Patching, Asphalt Solvent, Bulk Sealcoat &	\$10,255
	Parking lot Striping	
40-000-000-57-5701-0000	Asphalt Replacement	\$250,000

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioner's accept the quote from Sur-Seal for \$17,113.37 pending results of additional quotes.



Board of Commissioners

FROM:

Rob Sperl, Director of Parks and Planning

Steve Hinchee, Superintendent of Planning

THROUGH: Michael Benard, Executive Director

RE:

2021 Prairie HVAC Quotes

DATE:

August 24, 2021



The Prairie office building (855 Prairie) has a total of eleven furnace/air conditioner units. Four of these units were over 20 years old and were replaced last winter.

In 2021 we had a consultant assess the systems to determine if there was a better way to operate the building. They identified that these types of furnaces typically have a useful life of 7-1/2 to 10 years and that we should replace them with like systems.

As budget allows, the goal would be to eventually replace all the units over the next 2 years. The new replacement systems will be much more efficient and require less maintenance. Staff is seeking to replace another three units this year and the remaining four next year.

Quotes for equipment and installation were solicited on August 12, 2021, and the results were as follows:

Contractor	Quote
MG Mechanical Service	\$24,000

Staff contacted and followed up with several local HVAC companies but to date has only received the one quote from MG Mechanical Service. Staff expects to receive additional quotes in time to review at the September board meeting. MG Mechanical Service furnished and installed the four other HVAC units at the Prairie building last year and staff was very pleased with their work.

REVENUE OR FUNDING IMPLICATIONS:

Account #	Description	Budget
10-101-856-52-5210-0000	Prairie HVAC Year 2	\$32,000

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioner's accept the quote from MG Mechanical Service for \$24,000 pending the results of additional quotes.



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2021 Board Projections Report

			Favorable (Unfavorable)			
Report given to board August,			Variance from		2021 YTD as of	2021
2021	2019 Actuals	2020 Actuals	2019	2021 Budget	8/26/2021	Projections
4-Revenues						
41-Taxes	\$16,537,849	\$16,845,170	\$307,321	\$17,119,849	\$9,737,329	\$17,119,849
42-Charges for Services	\$9,256,384	\$5,521,972	(\$3,734,412)	\$9,009,917	\$5,631,117	\$8,488,832
43-Debt Proceeds	\$5,335,000	\$0	(\$5,335,000)	\$0	\$0	\$0
44-Rentals	\$869,593	\$709,735	(\$159,858)	\$794,389	\$591,274	\$813,553
45-Product Sales	\$4,993,953	\$2,108,086	(\$2,885,867)	\$4,218,460	\$2,577,062	\$3,601,500
46-Grants & Donations	\$2,408,472	\$1,044,101	(\$1,364,371)	\$324,250	\$331,376	\$604,883
47-Misc. Income	\$1,177,264	\$365,964	(\$811,300)	\$165,792	\$123,533	\$167,507
48-Interest Income	\$522,397	\$147,928	(\$374,468)	\$90,326	\$3,284	\$12,550
49-Transfer In	\$3,048,859	\$1,465,082	(\$1,583,777)	\$1,542,137	\$108,950	\$1,462,137
4-Revenues Total	\$44,149,770	\$28,208,038	(\$15,941,732)	\$33,265,121	\$19,103,924	\$32,270,811
5-Expenses						
51-Full Time Labor	(\$6,973,589)	(\$6,726,587)	\$247,003	(\$7,128,767)	(\$4,263,331)	(\$7,176,228)
51-Part Time Labor	(\$4,058,791)	(\$1,984,259)	\$2,074,533	(\$4,192,169)	(\$2,085,511)	(\$3,772,591)
52-Contractual Services	(\$13,007,289)	(\$10,534,520)	\$2,472,769	(\$13,260,679)	(\$5,223,474)	(\$12,316,728)
53-Supplies	(\$3,629,493)	(\$2,113,950)	\$1,515,543	(\$3,716,054)	(\$1,639,134)	(\$3,384,612)
54-Other Charges	(\$669,458)	(\$312,196)	\$357,262	(\$744,875)	(\$236,916)	(\$620,400)
57-Capital	(\$12,293,773)	(\$4,254,269)	\$8,039,504	(\$2,593,411)	(\$1,059,875)	(\$1,294,500)
59-Transfers Out	(\$3,048,859)	(\$1,465,082)	\$1,583,777	(\$1,452,137)	(\$108,950)	(\$1,452,137)
5-Expenses Total	(\$43,681,252)	(\$27,390,862)	\$16,290,391	(\$33,088,092)	(\$14,617,191)	(\$30,017,196)
Grand Total	\$468,518	\$817,177	\$348,659	\$177,028	\$4,486,733	\$2,253,615

Report given to board			Favorable (Unfavorable) Variance from		2021 YTD as of	2021
August, 2021	2019 Actuals	2020 Actuals	2019	2021 Budget	8/26/2021	Projections
10-General						
4-Revenues						
41-Taxes	\$4,384,626	\$4,279,312	(\$105,314)	\$4,751,516	\$2,790,307	\$4,751,516
42-Charges for Services	\$276,966	\$33,816	(\$243,150)	\$375,020	\$230,862	\$284,313
43-Debt Proceeds				\$0		\$0
44-Rentals	\$87,970	\$79,555	(\$8,415)	\$84,667		\$55,500
45-Product Sales	\$20,561	\$1,802	(\$18,759)	\$150,299	\$34,400	\$50,661
46-Grants & Donations	\$142,034	\$174,144	\$32,111	\$141,832		\$143,150
47-Misc. Income	\$98,865	\$142,308	\$43,443	\$5,913	\$5,766	\$5,750
48-Interest Income	\$71,947	\$18,873	(\$53,074)	\$15,000	\$758	\$2,500
49-Transfer In				\$0		\$0
4-Revenues Total	\$5,082,968	\$4,729,810	(\$353,158)	\$5,524,246	\$3,210,190	\$5,293,390
5-Expenses						
51-Full Time Labor	(\$1,943,528)	(\$1,947,970)	(\$4,442)	(\$2,075,480)		(\$2,102,680)
51-Part Time Labor	(\$308,841)	(\$134,878)	\$173,963	(\$312,254)		(\$272,695)
52-Contractual Services	(\$962,483)	(\$759,428)	\$203,055	(\$1,216,179)		(\$1,175,223)
53-Supplies	(\$409,947)	(\$271,920)	\$138,027	(\$524,944)	(\$260,596)	(\$507,834)
54-Other Charges	(\$226,944)	(\$67,496)	\$159,448	(\$211,535)		(\$173,276)
57-Capital	(\$314,484)	(\$95,993)	\$218,492	(\$295,397)	(\$71,688)	(\$16,397)
59-Transfers Out	(\$1,112,666)	\$0	\$1,112,666	\$0	\$0	\$0
5-Expenses Total	(\$5,278,893)	(\$3,277,685)	\$2,001,208	(\$4,635,789)	(\$2,349,182)	(\$4,248,106)
10-General Total	(\$195,925)	\$1,452,125	\$1,648,050	\$888,458	\$861,008	\$1,045,285
20-Recreation						
4-Revenues						
41-Taxes	\$4,328,319	\$4,232,407	(\$95,911)	\$4,699,344		\$4,699,344
42-Charges for Services	\$4,899,112	\$1,621,382	(\$3,277,730)	\$4,427,127	\$2,228,347	\$3,635,297
44-Rentals	\$248,936	\$68,825	(\$180,111)	\$214,927	\$87,931	\$175,618
45-Product Sales	\$176,177	\$6,455	(\$169,723)	\$182,172	\$96,647	\$110,939
46-Grants & Donations	\$17,226	\$35,629	\$18,404	\$17,218	\$304	\$17,233
47-Misc. Income	\$28,219	\$17,765	(\$10,454)	\$25,002	\$19,724	\$20,477
48-Interest Income	\$106,660	\$31,957	(\$74,703)	\$20,000	\$805	\$3,000
49-Transfer In				\$90,000		\$10,000
4-Revenues Total	\$9,804,648	\$6,014,421	(\$3,790,228)	\$9,675,791	\$5,194,174	\$8,671,908
5-Expenses						
51-Full Time Labor	(\$2,449,539)	(\$2,405,673)	\$43,866	(\$2,474,292)	(\$1,532,544)	(\$2,444,251)
51-Part Time Labor	(\$2,121,169)	(\$716,619)	\$1,404,550	(\$2,070,619)	(\$1,057,132)	(\$1,538,460)
52-Contractual Services	(\$2,927,665)	(\$1,609,609)	\$1,318,056	(\$2,949,608)	(\$1,315,915)	(\$2,506,658)
53-Supplies	(\$825,057)	(\$331,617)	\$493,440	(\$900,055)	(\$304,340)	(\$753,887)
54-Other Charges	(\$184,782)	(\$71,711)	\$113,071	(\$222,026)	(\$75,874)	(\$164,406)
57-Capital	(\$47,492)	(\$27,177)	\$20,315	(\$22,227)	(\$11,053)	(\$22,227)
59-Transfers Out	(\$281,648)	\$0	\$281,648	\$0	\$0	\$0
5-Expenses Total	(\$8,837,351)	(\$5,162,406)	\$3,674,946	(\$8,638,826)	(\$4,296,858)	(\$7,429,889)
20-Recreation Total	\$967,297	\$852,015	(\$115,282)	\$1,036,965	\$897,316	\$1,242,019

			Favorable			
Report given to board			(Unfavorable)			
			Variance from		2021 YTD as of	2021
August, 2021	2019 Actuals	2020 Actuals	2019	2021 Budget	8/26/2021	Projections
21-Special Recreation						
4-Revenues	ć040.250	¢052.040	440.554	† 040.654	4	
41-Taxes	\$840,260	\$852,910	\$12,651	\$849,654	\$505,155	\$849,654
47-Misc. Income 48-Interest Income	\$420	\$0	(\$420)	\$0 \$200	\$0	\$0
49-Transfer In	\$4,414	\$1,868	(\$2,545)	\$200	\$31	\$200
4-Revenues Total	\$845,093	Ć0E4 770	ćo coc	\$0	ĆEOE 406	\$0
5-Expenses	\$645,095	\$854,779	\$9,686	\$849,854	\$505,186	\$849,854
51-Full Time Labor				\$0		ćo
52-Contractual Services				\$0 \$0		\$0 \$0
53-Supplies				\$0		\$0 \$0
57-Capital	(\$825,831)	(\$825,831)	\$0	(\$825,831)	(\$471,000)	\$0 \$0
5-Expenses Total	(\$825,831)	(\$825,831)	\$ 0	(\$825,831)	(\$471,000) (\$471,000)	\$0 \$0
21-Special Recreation Total	\$19,262	\$28,948	\$9,686	\$24,023	\$34,186	\$849,854
22-Cosley Zoo	415,141	420,510	43,000	Q2-1,023	43-1100	Ç045,054
4-Revenues						
41-Taxes	\$1,020,876	\$1,022,393	\$1,517	\$1,013,622	\$596,322	\$1,013,622
42-Charges for Services	\$456,524	\$225,267	(\$231,258)	\$391,086	\$354,960	\$483,300
44-Rentals	\$56,558	\$8,592	(\$47,966)	\$42,500	\$15,816	\$22,500
45-Product Sales	\$2,476	\$118	(\$2,358)	\$1,000	\$0	\$500
46-Grants & Donations	\$80,749	\$195,224	\$114,476	\$81,200	\$148,806	\$191,500
47-Misc. Income	\$16,875	\$14,437	(\$2,439)	\$0	\$788	\$279
48-Interest Income	\$17,419	\$4,008	(\$13,411)	\$2,500	\$217	\$500
49-Transfer In			,	\$0	·	\$0
4-Revenues Total	\$1,651,477	\$1,470,038	(\$181,439)	\$1,531,908	\$1,116,908	\$1,712,201
5-Expenses						
51-Full Time Labor	(\$606,003)	(\$614,615)	(\$8,612)	(\$647,737)	(\$398,932)	(\$652,107)
51-Part Time Labor	(\$293,648)	(\$275,041)	\$18,607	(\$281,828)	(\$190,819)	(\$305,063)
52-Contractual Services	(\$287,125)	(\$226,652)	\$60,473	(\$280,288)	(\$159,037)	(\$278,510)
53-Supplies	(\$186,111)	(\$127,908)	\$58,203	(\$163,645)	(\$87,423)	(\$199,683)
54-Other Charges	(\$44,583)	(\$35,684)	\$8,899	(\$55,389)	(\$24,973)	(\$45,325)
57-Capital	(\$1,190)	(\$6,708)	(\$5,518)	(\$5,466)	(\$2,733)	(\$5,466)
59-Transfers Out	(\$131,160)	\$0	\$131,160	\$0	\$0	\$0
5-Expenses Total	(\$1,549,821)	(\$1,286,608)	\$263,213	(\$1,434,352)	(\$863,916)	(\$1,486,154)
22-Cosley Zoo Total	\$101,656	\$183,430	\$81,774	\$97,556	\$252,992	\$226,047
23-Liability						
4-Revenues	*	4				
41-Taxes	\$629,173	\$608,925	(\$20,248)	\$559,852	\$330,293	\$559,852
46-Grants & Donations	\$750	\$0	(\$750)	\$0	\$0	\$0
47-Misc. Income	\$191	\$3	(\$188)	\$5	\$18	\$5
48-Interest Income	\$7,743	\$1,755	(\$5,987)	\$1,776	\$45	\$150
49-Transfer In 4-Revenues Total	6637.057	£640.603	(607.470)	\$0	4000.000	\$0
	\$637,857	\$610,683	(\$27,173)	\$561,633	\$330,356	\$560,007
5-Expenses				*~		
51-Full Time Labor 51-Part Time Labor				\$0 \$0		\$0
51-Part Time Labor 52-Contractual Services	(\$E00 042)	(\$506 563)	¢4.200	\$0 (\$612.872)	(¢357.070\	\$0 (¢461.043)
53-Supplies	(\$590,842) (\$14,682)	(\$586,562) (\$0.774)	\$4,280	(\$612,873)	(\$257,978)	(\$461,943)
54-Other Charges	(314,082)	(\$9,774)	\$4,908	(\$13,644)	(\$7,161)	(\$13,500)
57-Capital				\$0 \$0		\$0 \$0
5-Expenses Total	(\$605,524)	(\$596,335)	\$9,188	ېږ (\$626,518)	(\$265,139)	
23-Liability Total	\$32,333	\$14,348	(\$17,985)	(\$64,885)	THE RESIDENCE OF THE PARTY OF T	(\$475,443)
and Elability Potal	332,333	314,348	(517,203)	(204,885)	\$65,217	\$84,564

	No. Line		Favorable (Unfavorable)			Harling.
Report given to board			Variance from		2021 YTD as of	2021
August, 2021	2019 Actuals	2020 Actuals	2019	2021 Budget	8/26/2021	Projections
24-Audit	2013 Actuars	2020 Actuals	2013	2021 Buuget	8/20/2021	Projections
4-Revenues						
41-Taxes	\$12,241	\$10,023	(\$2,217)	\$9,648	\$5,978	\$9,648
47-Misc. Income	\$68	\$10,023	(\$2,217)	\$5,648 \$0	\$5,978 \$0	
48-Interest Income	\$540	\$297	(\$243)	\$100	\$0 \$4	\$0 \$100
49-Transfer In	-	Ş2 <i>31</i>	(2243)	\$100	Ş 4	\$100
4-Revenues Total	\$12,849	\$10,320	(\$2,529)	\$9, 748	ĆE 003	\$0 \$0.748
5-Expenses	\$12,643	\$10,320	(32,323)	<i>\$3,74</i> 0	\$5,982	\$9,748
51-Part Time Labor				/¢2.064\		ćo
52-Contractual Services	(\$18,100)	(\$17,700)	\$400	(\$2,964)	/¢10, c00\	\$0
53-Supplies	(\$10,100)	(\$17,700)	\$400	(\$23,700)	(\$19,600)	(\$18,100)
54-Other Charges				\$0		\$0
5-Expenses Total	/¢19 100\	(\$17,700)	¢400	\$0	(610,500)	\$0
24-Audit Total	(\$18,100)	(\$17,700)	\$400	(\$26,664)	(\$19,600)	(\$18,100)
25-FICA	(\$5,251)	(\$7,380)	(\$2,129)	(\$16,916)	(\$13,618)	(\$8,352)
4-Revenues						
41-Taxes	\$628,842	\$645,507	\$16.666	Ć404 EEZ	¢260.00F	¢404 557
47-Misc. Income	\$028,842	\$043,307 \$0	\$16,666	\$401,557	\$260,885	\$401,557
48-Interest Income	•	•	(\$296)	\$0	\$0	\$0
49-Transfer In	\$7,834	\$1,739	(\$6,095)	\$2,000	\$129	\$200
4-Revenues Total	¢626.072	¢647.247	640.375	\$0	40.04.04.4	\$0
	\$636,972	\$647,247	\$10,275	\$403,557	\$261,014	\$401,757
5-Expenses	/¢c04.cc3\	(¢476.004)	6427.760	(4545.400)	(40.54.007)	(4
52-Contractual Services	(\$604,663)	(\$476,894)	\$127,768	(\$615,198)	(\$361,297)	(\$574,175)
5-Expenses Total 25-FICA Total	(\$604,663)	(\$476,894)	\$127,768	(\$615,198)	(\$361,297)	(\$574,175)
26-IMRF	\$32,309	\$170,352	\$138,043	(\$211,641)	(\$100,283)	(\$172,418)
4-Revenues						
41-Taxes	¢470 E0E	Ć03C 100	¢456.603	¢547.070	¢220.624	6547.070
	\$479,505	\$936,188	\$456,683	\$517,979	\$329,634	\$517,979
47-Misc. Income	\$521	\$0 \$6,220	(\$521)	\$0	\$0	\$0
48-Interest Income 4-Revenues Total	\$14,018	\$6,220	(\$7,798)	\$3,000	\$148	\$300
	\$494,044	\$942,408	\$448,364	\$520,979	\$329,782	\$518,279
5-Expenses	(6530.345)	(6702.424)	(670.470)	(4=== 44.4)	(4	
52-Contractual Services	(\$630,246)	(\$702,424)	(\$72,178)	(\$783,414)	(\$449,102)	(\$756,209)
5-Expenses Total	(\$630,246)	(\$702,424)	(\$72,178)	(\$783,414)	(\$449,102)	(\$756,209)
26-IMRF Total 30-Debt Service	(\$136,202)	\$239,984	\$376,186	(\$262,435)	(\$119,320)	(\$237,930)
4-Revenues						
4-Revenues 41-Taxes	¢4.314.000	Ć4 257 502	¢42.405	¢4.24.6.677	40.450.000	T4 04 6 677
	\$4,214,008	\$4,257,503	\$43,495	\$4,316,677	\$2,158,338	\$4,316,677
43-Debt Proceeds	\$5,335,000 \$119,745	\$0 \$0	(\$5,335,000)	\$0	\$0	\$0
46-Grants & Donations		\$0 \$0	(\$119,745)	\$0	\$0	\$0
47-Misc. Income	\$849,569	\$9	(\$849,560)	\$0	\$0	\$0
48-Interest Income	\$49,332	\$8,663	(\$40,670)	\$4,000	\$147	\$500
49-Transfer In	\$122,304	\$117,325	(\$4,979)	\$108,950	\$108,950	\$108,950
4-Revenues Total	\$10,689,959	\$4,383,500	(\$6,306,459)	\$4,429,627	\$2,267,435	\$4,426,127
5-Expenses	/¢2 250 225	(62 000 000)	A.m	/An	/A	/An:
52-Contractual Services	(\$3,250,926)	(\$3,099,007)	\$151,919	(\$3,106,262)	(\$209,103)	(\$3,106,762)
54-Other Charges	160 ACC	. -		\$0		\$0
57-Capital	(\$6,166,810)	\$0	\$6,166,810	\$0	\$0	\$0
59-Transfers Out	(\$1,401,081)	(\$1,347,757)	\$53,324	(\$1,343,187)	\$0	(\$1,343,187)
5-Expenses Total	(\$10,818,818)	(\$4,446,764)	\$6,372,053	(\$4,449,449)	(\$209,103)	(\$4,449,949)
30-Debt Service Total	(\$128,859)	(\$63,265)	\$65,594	(\$19,822)	\$2,058,333	(\$23,822)

			Favorable (Unfavorable)		SECTION STATE	
Report given to board			Variance from		2021 YTD as of	2021
August, 2021	2019 Actuals	2020 Actuals	2019	2021 Budget	8/26/2021	Projections
40-Capital Projects					0/20/2021	r rojections
4-Revenues						
41-Taxes				\$0		\$0
42-Charges for Services				, \$0		\$0
43-Debt Proceeds				\$0		;0
44-Rentals	\$94,024	\$44,024	(\$50,000)	\$42,885	\$32,024	\$42,885
45-Product Sales	\$12,800	\$20,345	\$7,545	\$12,800	\$24,000	\$22,400
46-Grants & Donations	\$2,047,969	\$599,318	(\$1,448,651)	\$84,000	\$87,000	\$253,000
47-Misc. Income	\$7,660	\$48,823	\$41,163	\$376	\$278	\$376
48-Interest Income	\$158,896	\$40,852	(\$118,044)	\$25,000	\$709	\$3,000
49-Transfer In	\$2,926,555	\$1,347,757	(\$1,578,798)	\$1,343,187	\$0	\$1,343,187
4-Revenues Total	\$5,247,905	\$2,101,120	(\$3,146,785)	\$1,508,248	\$144,011	\$1,664,848
5-Expenses						
51-Full Time Labor	(\$145,743)	(\$147,743)	(\$2,000)	(\$154,061)	(\$95,558)	(\$154,061)
51-Part Time Labor	(\$18,584)	(\$14,080)	\$4,503	(\$22,568)	(\$13,059)	(\$24,542)
52-Contractual Services	(\$325,581)	(\$245,766)	\$79,815	(\$290,173)	(\$76,992)	(\$86,475)
53-Supplies	(\$163,258)	(\$201,737)	(\$38,479)	(\$258,650)	(\$85,264)	(\$155,800)
54-Other Charges	(\$4,665)	(\$2,850)	\$1,815	(\$5,250)	(\$2,961)	(\$4,750)
57-Capital	(\$4,935,288)	(\$3,281,371)	\$1,653,917	(\$1,377,080)	(\$413,846)	(\$1,158,000)
59-Transfers Out	(\$122,304)	(\$117,325)	\$4,979	(\$108,950)	(\$108,950)	(\$108,950)
5-Expenses Total	(\$5,715,422)	(\$4,010,872)	\$1,704,550	(\$2,216,731)	(\$796,629)	(\$1,692,578)
40-Capital Projects Total	(\$467,518)	(\$1,909,753)	(\$1,442,235)	(\$708,483)	(\$652,618)	(\$27,730)
60-Golf Fund						
4-Revenues						
42-Charges for Services	\$1,775,564	\$2,048,981	\$273,417	\$2,007,370	\$1,913,378	\$2,259,000
44-Rentals	\$382,105	\$508,739	\$126,634	\$409,410	\$402,673	\$517,050
45-Product Sales	\$4,781,938	\$2,079,366	(\$2,702,573)	\$3,872,189	\$2,422,015	\$3,417,000
46-Grants & Donations	\$0	\$39,785	\$39,785	, \$0	. \$0	\$0
47-Misc. Income	\$63,346	\$35,820	(\$27,526)	\$23,500	\$23,056	\$29,000
48-Interest Income	\$83,585	\$31,695	(\$51,891)	\$15,000	\$290	\$2,000
49-Transfer In	47.00c =00	44.744.000	(40.000.00.0	\$0	4	\$0
4-Revenues Total	\$7,086,539	\$4,744,386	(\$2,342,154)	\$6,327,469	\$4,761,412	\$6,224,050
5-Expenses	(64 020 777)	(\$4.540.505)	†340.404	(44 === 400)	(40-0 4 50)	
51-Full Time Labor	(\$1,828,777)	(\$1,610,586)	\$218,191	(\$1,777,198)	(\$978,160)	(\$1,823,130)
51-Part Time Labor	(\$1,316,550)	(\$843,641)	\$472,910	(\$1,501,937)	(\$677,944)	(\$1,631,830)
52-Contractual Services	(\$1,549,066)	(\$1,169,174)	\$379,893	(\$1,585,118)	(\$739,650)	(\$1,532,919)
53-Supplies	(\$1,931,569)	(\$1,112,415)	\$819,154	(\$1,786,512)	(\$872,067)	(\$1,685,302)
54-Other Charges 57-Capital	(\$208,483)	(\$134,455)	\$74,028	(\$250,675)	(\$84,664)	(\$232,644)
59-Transfers Out	(\$2,678)	(\$17,189)	(\$14,511)	(\$11,660)	(\$89,555)	(\$36,660)
5-Expenses Total	\$0 (\$6,837,124)	\$0	\$0	\$0	\$0	\$0
60-Golf Fund Total	\$249,415	(\$4,887,460) (\$143,074)	\$1,949,664	(\$6,913,100) (\$585,631)	(\$3,442,040)	(\$6,942,485)
70-Information Technology	3243,413	(\$143,074)	(\$392,489)	(2202,031)	\$1,319,372	(\$718,435)
4-Revenues						
42-Charges for Services	\$418,114	\$385,220	(\$32,894)	\$516,839	\$258,420	\$516,839
43-Debt Proceeds	¥410,114	7303,220	(552,054)	\$0,839	3230,420	\$310,839
47-Misc. Income	\$14	\$43	\$29	\$33	\$33	\$33
48-Interest Income	Ų14	243	\$25	\$0	222	\$0
49-Transfer In				\$0 \$0		\$0 \$0
4-Revenues Total	\$418,129	\$385,263	(\$32,865)	\$516,872	\$258,452	\$516,872
5-Expenses	7 .20,223	4000,200	(732,603)	4310,072	7230,432	7310,072
52-Contractual Services	(\$319,261)	(\$326,435)	(\$7,175)	(\$392,722)	(\$192,979)	(\$392,483)
53-Supplies	(\$98,868)	(\$58,578)	\$40,290	(\$68,606)	(\$22,283)	(\$68,606)
57-Capital	\$0	\$0	\$40,230	(\$55,750)	\$0	(\$55,750)
5-Expenses Total	(\$418,129)	(\$385,013)	\$33,115	(\$517,078)	(\$215,262)	(\$516,839)
70-Information Technology Total	\$0	\$250	\$250	(\$207)	\$43,190	\$33
		7_30	7230	(4201)	Q-13,230	733

2021 Board Projections Report

Report given to board August, 2021	2019 Actuals	2020 Actuals	Favorable (Unfavorable) Variance from 2019	2021 Budget	2021 YTD as of 8/26/2021	2021 Projections
75-Health Insurance						
4-Revenues						
42-Charges for Services	\$1,430,103	\$1,207,306	(\$222,796)	\$1,292,476	\$645,151	\$1,310,084
47-Misc. Income	\$111,220	\$106,756	(\$4,464)	\$110,963	\$73,871	\$111,588
48-Interest Income	\$8	\$1	(\$7)	\$1,750	\$0	\$100
49-Transfer In				\$0		\$0
4-Revenues Total	\$1,541,331	\$1,314,064	(\$227,268)	\$1,405,189	\$719,022	\$1,421,771
5-Expenses						
52-Contractual Services	(\$1,541,331)	(\$1,314,868)	\$226,463	(\$1,405,144)	(\$878,063)	(\$1,427,271)
5-Expenses Total	(\$1,541,331)	(\$1,314,868)	\$226,463	(\$1,405,144)	(\$878,063)	(\$1,427,271)
75-Health Insurance Total	\$0	(\$805)	(\$805)	\$45	(\$159,041)	(\$5,500)
Grand Total	\$468,518	\$817,177	\$348,659	\$177,028	\$4,486,733	\$2,253,615

Actuals for Major Funds only: Labor split between FT and PT, Capital and Transfers excluded

	2019 Actuals		FULL YEAR 2021	2021 YTD	FULL YEAR 2021	
10-General	through July	through July	Budget	through July	Projections	
4-Revenues						
41-Taxes	\$2,319,424	\$2,325,484	\$4,751,516	\$2,601,647	\$4,751,516	
42-Charges for Services	\$147,443	\$60,632		\$165,245		
43-Debt Proceeds	Ψ117,113	700,032	\$0	Ψ105,2 15	\$0	
44-Rentals	\$83,039	\$80,942	•	\$52,830	•	
45-Product Sales	\$2,219	\$994		\$32,804		
46-Grants & Donations	\$92,575	\$90,722		\$95,113		
47-Misc. Income	\$100,171	\$148,650		\$5,675		
48-Interest Income	\$45,664	\$30,184		\$1,234		
4-Revenues Total	\$2,790,535	\$2,737,609		\$2,954,549		
5-Expenses	+-, ·,	<i>4-,</i> ,,	φο,σ= .,= .σ	4 -, 1,- 1	45,255,555	All transfers out
51-Full Time Labor	(\$1,057,258)	(\$1,105,063)	(\$2,075,480)	(\$1,143,536)	(\$2,102,680)	and capital
51-Part Time Labor	(\$160,979)	(\$87,250)		(\$112,159)		expenses have
52-Contractual Services	(\$538,647)	(\$420,598)	(\$1,216,179)	(\$532,718)		been excluded
53-Supplies	(\$214,510)	(\$135,634)	(\$524,944)	(\$207,969)		from this presentation to
54-Other Charges	(\$143,960)	(\$60,953)	(\$211,535)	(\$48,178)		focus exclusively on
5-Expenses Total	(\$2,115,354)	(\$1,809,499)	(\$4,340,392)	(\$2,044,559)		"operations".
10-General Total	\$675,181	\$928,111	\$1,183,855	\$909,990	\$1,061,682	
20-Recreation						
4-Revenues						
41-Taxes	\$2,289,638	\$2,296,926	\$4,699,344	\$2,573,778	\$4,699,344	
42-Charges for Services	\$3,114,570	\$920,707	\$4,427,127	\$2,194,582	\$3,635,297	
44-Rentals	\$131,434	\$45,763	\$214,927	\$75,431	\$175,618	
45-Product Sales	\$137,547	\$2,744	\$182,172	\$83,219	\$110,939	
46-Grants & Donations	\$16,916	\$15,407	\$17,218	\$154	\$17,233	
47-Misc. Income	\$23,476	\$3,418	\$25,002	\$19,606	\$20,477	
48-Interest Income	\$68,562	\$29,285	\$20,000	\$870	\$3,000	
4-Revenues Total	\$5,782,145	\$3,314,250	\$9,585,791	\$4,947,639	\$8,661,908	All transfers out an
5-Expenses						capital expenses
51-Full Time Labor	(\$1,332,176)	(\$1,394,092)	(\$2,474,292)	(\$1,388,678)	(\$2,444,251)	have been exclude
51-Part Time Labor	(\$1,154,147)	(\$433,662)	(\$2,070,619)	(\$800,781)	(\$1,538,460)	from this presentation to
52-Contractual Services	(\$1,667,898)	(\$915,163)	(\$2,949,608)	(\$1,171,744)	(\$2,506,658)	focus exclusively of
53-Supplies	(\$507,934)	(\$231,861)	(\$900,055)	(\$254,889)	(\$753,887)	"operations".
54-Other Charges	(\$133,290)	(\$56,217)	(\$222,026)	(\$74,617)	(\$164,406)	
5-Expenses Total	(\$4,795,445)	(\$3,030,994)	(\$8,616,599)	(\$3,690,709)	(\$7,407,661)	
O-Recreation Total	\$986,699	\$283,256	\$969,192	\$1,256,931	\$1,254,246	

Actuals for Major Funds only: Labor split between FT and PT, Capital and Transfers excluded

	2019 Actuals	2020 Actuals	FULL YEAR 2021	2021 YTD	FULL YEAR 2021
	through July	through July	Budget	through July	Projections
22-Cosley Zoo					
4-Revenues					
41-Taxes	\$540,033	\$554,852		\$556,003	\$1,013,622
42-Charges for Services	\$272,928	\$55,154	\$391,086	\$316,249	\$483,300
44-Rentals	\$31,944	\$8,634		\$12,360	\$22,500
45-Product Sales	\$1,736	\$118	\$1,000	\$0	\$500
46-Grants & Donations	\$39,465	\$54,021	\$81,200	\$143,087	\$191,500
47-Misc. Income	\$391	\$1,371	\$0	\$788	\$279
48-Interest Income	\$10,968	\$4,116	\$2,500	\$217	\$500
4-Revenues Total	\$897,466	\$678,266	\$1,531,908	\$1,028,704	\$1,712,201
5-Expenses					
51-Full Time Labor	(\$328,383)	(\$351,280)	(\$647,737)	(\$363,177)	(\$652,107)
51-Part Time Labor	(\$148,475)	(\$129,007)	(\$281,828)	(\$169,381)	(\$305,063)
52-Contractual Services	(\$165,732)	(\$140,439)	(\$280,288)	(\$150,358)	(\$278,510)
53-Supplies	(\$90,402)	(\$55,091)	(\$163,645)	(\$83,086)	(\$199,683)
54-Other Charges	(\$26,981)	(\$23,960)	(\$55,389)	(\$23,690)	(\$45,325)
5-Expenses Total	(\$759,973)	(\$699,777)	(\$1,428,886)	(\$789,691)	(\$1,480,688)
22-Cosley Zoo Total	\$137,493	(\$21,511)	\$103,022	\$239,013	\$231,513
60-Golf Fund					
4-Revenues					
42-Charges for Services	\$1,115,501	\$1,063,213	\$2,007,370	\$1,662,863	\$2,259,000
44-Rentals	\$210,982	\$203,656	\$409,410	\$332,638	\$517,050
45-Product Sales	\$2,577,672	\$1,127,187	\$3,872,189	\$2,116,927	\$3,417,000
46-Grants & Donations			\$0		\$0
47-Misc. Income	\$49,266	\$7,462	\$23,500	\$20,995	\$29,000
48-Interest Income	\$45,255	\$36,054	\$15,000	\$1,015	\$2,000
4-Revenues Total	\$3,998,676	\$2,437,572	\$6,327,469	\$4,134,439	\$6,224,050
5-Expenses					
51-Full Time Labor	(\$979,734)	(\$980,265)	(\$1,777,198)	(\$962,872)	(\$1,823,130)
51-Part Time Labor	(\$687,316)	(\$474,696)	(\$1,501,937)	(\$554,192)	(\$1,631,830)
52-Contractual Services	(\$837,344)	(\$673,367)	(\$1,585,118)	(\$653,066)	(\$1,532,919)
53-Supplies	(\$1,069,571)	(\$525,727)	(\$1,786,512)	(\$806,466)	(\$1,685,302)
54-Other Charges	(\$129,989)	(\$82,325)	(\$250,675)	(\$80,017)	(\$232,644)
5-Expenses Total	(\$3,703,953)	(\$2,736,379)	(\$6,901,439)	(\$3,056,612)	(\$6,905,824)
60-Golf Fund Total	\$294,722	(\$298,808)	(\$573,970)	\$1,077,827	(\$681,774)
Grand Total	\$2,094,095	\$891,047	\$1,682,098	\$3,483,760	\$1,865,666

All transfers out and capital expenses have been excluded from this presentation to focus exclusively on "operations".

All debt related items have been excluded from this presentation to give an "operations" focus for the Golf fund. That includes tax revenues, interest and principal.