

**PARK DISTRICT OF LA GRANGE
REGULAR BOARD MEETING
MONDAY, JANUARY 12, 2015 7:00 PM**

The Board of Commissioners of the Park District of La Grange will meet at 7:00 pm on Monday, January 12, 2015 at the Park District's Administrative\Recreation Facility in the De Sitter Room located at 536 East Avenue, La Grange, Illinois

- 1.0 CONVENING THE MEETING**
 - 1.1 Roll Call, President's Introduction, Announcements & Changes to the Agenda
- 2.0 COMMUNICATIONS, PRESENTATIONS & DECLARATIONS**
 - 2.1 Public Comments/Participation (Board Manual Section #152)
- 3.0 CONSENT AGENDA**
 - 3.1 Approval of the Minutes of the Regular Board Meeting of December 8, 2014
 - 3.2 Approval of the Minutes of the Executive Session Meeting of December 8, 2014
 - 3.3 Approval of the Financial Report dated December 31, 2014
 - 3.4 Approval of the Consolidated Vouchers for January dated January 12, 2015
- 4.0 STAFF REPORTS**
 - 4.1 Director's Report
 - 4.1.1 Budget Timeline
 - 4.1.2 Update of Fitness Center
 - 4.1.3 Update of Other Park District Matters
 - 4.2 Staff Comments
- 5.0 ATTORNEY REPORT**
- 6.0 TREASURER REPORT**
- 7.0 ACTION ITEMS**
 - 7.1 Discussion and/or Approval of Ordinance 15-01 Disposal of Park District Items (tables, chairs, old broken equipment, etc.)
 - 7.2 Discussion and/or Approval of Ordinance 15-02 Security Policy which Includes Board Policy Sections 266 and 842
 - 7.3 Discussion and/or Approval Authorizing Executive Director to Engage Contractors for Preliminary Demolition for Construction of the New Fitness Center Not to Exceed \$20,000
- 8.0 BOARD BUSINESS**
 - OLD BUSINESS**
 - NEW BUSINESS**
- 9.0 COMMITTEE REPORTS**
 - 9.1 Administration Committee
 - 9.2 Public Relations Committee
 - 9.3 Finance & Capital Project Committee
 - 9.4 User Group Committee
- 10.0 PUBLIC COMMENTS (Board Manual Section #152)**

11.0 BOARD COMMENTS

12.0 EXECUTIVE SESSION

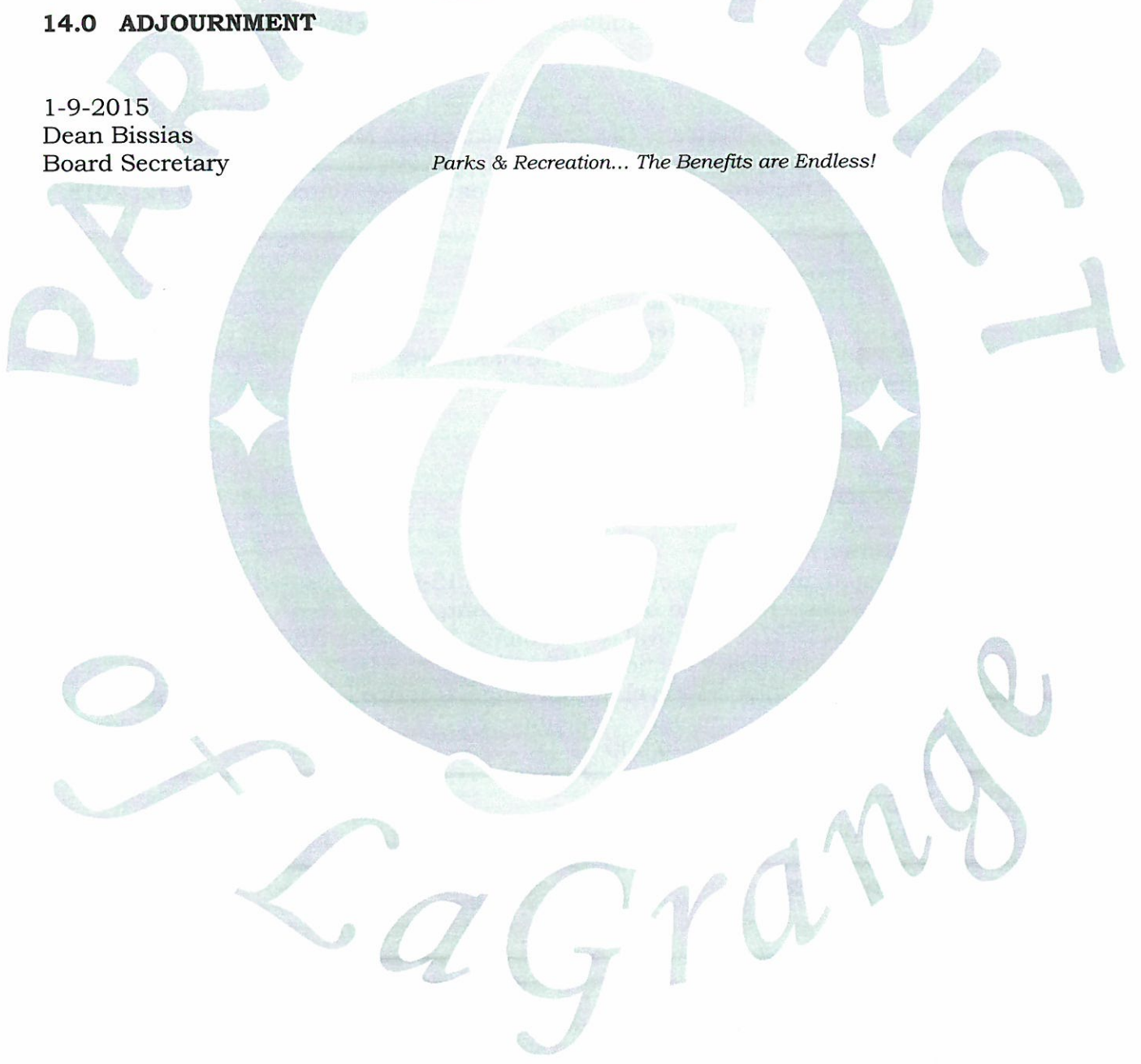
- 12.1 Potential Claims and/or Litigation, 5 ILCS 120/2 (c) 11
- 12.2 Acquisition of Real Property, 5 ILCS 120/2 (c)(5)
- 12.3 Setting the Price of Real Property, 5 ILCS 120/2 (c)(6)
- 12.4 Personnel, 5 ILCS 120/2 (c)(1)
- 12.5 Review of Closed Executive Session Minutes, 5 ILCS 120/2 (c)(21)
- 12.6 Security Procedures & Response Plans 5 ILCS 120/2 (c)(8)

13.0 ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION (If Necessary)

14.0 ADJOURNMENT

1-9-2015
Dean Bissias
Board Secretary

Parks & Recreation... The Benefits are Endless!



PARK DISTRICT OF LA GRANGE

SECTION #152

PUBLIC PARTICIPATION

The Park District of La Grange has established two "Public Comment" agenda items for its meetings. The Board has a responsibility to conduct the business of the Park District in an orderly and efficient manner and to establish reasonable procedures for public participation at its meetings.

The President (or other Commissioner acting as Chair in the President's absence) shall assure the orderly conduct of the meeting and shall rule on the appropriateness of the time, place and manner of public presentation issues which may arise. The Board, as a whole, shall have the final decision in determining the appropriateness of all such rulings.

These procedures shall be followed to maintain the orderly conduct of meetings and assure fairness to those who wish to address the Board:

1. Public participation shall take place only during the "Public Comment" portions of the Agenda, unless an agenda item includes a specific presentation by an individual or group.
2. The Chair may require speakers during the first Public Comment portion of the Agenda to limit their remarks to matters on the Agenda, and those during the second Public Comment portion of the Agenda to limit their remarks to all other matters.
3. Only one person shall speak at a time.
4. Because the meetings of the Park District are a matter of public record, each speaker, when recognized by the Chair, shall give his/her name and address and announce the topic of his/her presentation before addressing the Board.
5. Questions are to be directed to the Park District Board as a whole and not to individual Commissioners or to the staff. Questions may be deferred to a subsequent meeting to allow time for adequate study and response.
6. Each speaker shall be allotted a maximum of three minutes, and no more than twenty minutes shall be allotted to each subject under discussion, unless the majority of the Board extends the discussion by motion. The Chair may deny a person who has previously addressed the Board to speak again on the same topic.
7. The total time allotted for Public Comment at meetings shall not exceed 45 minutes, unless extended by the Board by motion.
8. During Public Comment, Board Members may ask questions of the speaker for clarification, if recognized by the President. The Board need not answer questions from the speaker during the Public Comment portion of the agenda.

9. If an audience member has a question for the Board, the questioner may be asked to submit the question in writing. The Board will determine the manner in which the question will be answered by the Board or District staff.
10. Disruptive conduct or abusive remarks will not be tolerated. The Chair will rule on whether remarks made are in violation of this policy.
11. The Park District of La Grange has the authority to determine procedural matters regarding public participation not otherwise defined in Park District of La Grange policy.

Proposed 2014-2015 Capitol Budget

Capital Projects Summary				Spent to Date	2014-2015 Budget
Safety /Legal Projects				47,383	271,500
Computers/Communication Improvements				1,000	14,500
Multi-Park Fixtures & Amenities				9,501	38,000
Planning & Design				5,300	2,000
Contingency				550	10,000
Paving & Lighting				0	120,000
Capital Projects Scheduled for 2014-2015				178,086	380,897
Projected Capital Project Total				\$241,820	\$836,897
Funding Sources					
Revenue from Paving Lighting Fund					50,000
Projected Revenue from Operations					90,000
Revenue from Special Recreation Fund ADA Upgrades					120,000
Revenue from Special Recreation Fund ADA For Gordon Park Tilden Avenue					28,000
Capital Project Fund Balance					500,000
Revenue from Roll Over Bonds					65,000
Total Funding Available					853,000
Funding less Projected Project Costs					\$ 16,103

Capital Project Description & Project Number Identification		Annual Capital Project Items				2014-2015 Budget
		L or S	Points Awarded	Progress	Spent to Date	
COMPUTERS/COMMUNICATION IMPROVEMENTS						
CCI 5	Replacement of 4 Computers		25		0	4,000
CCI 9	Laptop Replacement		25			0
CCI 10	Financial Software Upgrades		19		1,000	3,000
CCI 11	Recreation Software Upgrades Main TRAC		19			0
CCI 1	Misc. Programs/Licenses		18			2,500
CCI 2	Computers Unforeseen		18		0	5,000
	Totals				\$ 1,000	\$ 14,500
Fixtures & Amenities						
MFA 3	Recreation/Special Event Equipment		30		0	3,000
MFA 1	Picnic Tables/Benches/Garbage Cans/Bleachers		26		9,501	15,000
MFA 2	Basketball & Volleyball Standards/ Backboard Replacement		26		0	2,000
MFA 6	Recycling Program Equipment/Signs/Containers		26			3,000
MFA 8	Age Appropriate signs		20			2,000
MFA 4	Park Regulation/Information Signs				0	3,000
MFA 10	Emerald Ash Bore Tree Replacement Plan		15		0	10,000
	Totals				\$ 9,501	\$ 38,000

Capital Project Description & Project Number Identification		L or S	Points Awarded	Progress	Spent to Date	2014-2015 Budget
Planning and Design						
PD 1	Site Documents (Surveys, Appraisals, etc.)		26		5,300	2,000
	Totals				\$ 5,300	\$ 2,000
CONTINGENCY						
CON 1	Reserved for Unforeseen Expenses				550	10,000
	Totals				\$ 550	\$ 10,000
PAVING AND LIGHTING						
PL 1	Athletic Fields Light Bulbs		21			2,000
PL 2	Parking Lot\Pathway Light Bulbs		21			2,000
PL 4	Unforeseen for Paving & Lighting		21		0	14,000
RAM	Parking Lot Repair/Patch		39			100,000
PL 3	Miscellaneous Repairs					2,000
	Totals				\$ -	\$ 120,000

Table of Contents

1	MEETING NOTICE & CALENDAR
2	COMMUNICATIONS & FOIA
3	CONSENT AGENDA
4	STAFF REPORTS
5	ATTORNEY REPORT
6	TREASURER REPORT
7	ACTION ITEMS
8	BOARD BUSINESS
9	COMMITTEE REPORTS & MBO/SPECIAL REPORTS
10	VILLAGE OF LA GRANGE & SEASPAR INFORMATION

Section 1



MEETING NOTICE & CALENDAR

**PARK DISTRICT OF LA GRANGE
536 EAST AVENUE
LA GRANGE, ILLINOIS 60525**

MEETING NOTICE

The regular meeting of the Board of Commissioners will take place at:
7:00 PM
Monday, January 12, 2015
Park District of La Grange Recreation Center
536 East Avenue
La Grange, Illinois

Attached is this month's board packet, which has been broken down into the following sections:

SECTION 1	Meeting Notice/Calendar
SECTION 2	Communications/FOIA
SECTION 3	Consent Agenda
SECTION 4	Staff Reports
SECTION 5	Attorney Report
SECTION 6	Treasurer Report
SECTION 7	Action Items
SECTION 8	Board Business
SECTION 9	Committee Reports/MBO Reports/Special Reports
SECTION 10	Village of La Grange/SEASPAR Information

If you are unable to attend please contact Dean Bissias, Executive Director at (708) 352-1762.

Dean Bissias
1/9/15



Park District of La Grange... Your Fun Destination!

Park District of La Grange SUSPENSE CALENDAR

Regular, Annual & Biannual Reviews			
Date to be Addressed	Issue/Topic	Assigned Party/Individual	Date of Entry
February	Establish upcoming fiscal year MBO's	Staff and Board of Commissioners	11/19/2009
	Review of salary ranges (Every Two Years)	Executive Director	12/28/2001
	Approval of MBO's For the Upcoming Fiscal Year	Board of Commissioners	11/19/2009
	Approve agency goals	Board of Commissioners	3/15/2007
March	Presentation of Upcoming Fiscal Year Annual General Operation Budget	Executive Director	11/19/2009
	Semi- Annual Review of Closed Executive Session Minutes	Staff and Board of Commissioners	11/19/2009
April	Review of bylaws (Every Three Years)	Staff and Administration	12/28/2001
	Approval of Annual General Operating Budget	Board of Commissioners	11/19/2009
May	Annual review of SEASPAR draft budget	Board of Commissioners	12/28/2001
June	Annual review of personnel & safety policies (PDRMA)	Administrative Staff	12/28/2001
	Approval of Capital Budget	Board of Commissioners	11/19/2009
July	Board Elections	Board of Commissioners	11/19/2009
	Semi- Annual Review of Closed Executive Session Minutes	Staff and Board of Commissioners	11/19/2009
September	Semi- Annual Review of Closed Executive Session Minutes	Staff and Board of Commissioners	11/19/2009
October	Review appointment of auditor (3 Years Intervals)	Board of Commissioners	12/28/2001
November	Publish annual financial summary report for residents	Administrative Staff	12/28/2001
	Approval of PDLG Tax Levy	Board of Commissioners	11/19/2009
	Approval of Ordinance to county Clerk to Reduce Funds in Recreation Fund	Board of Commissioners	11/19/2009
	Approval of Abatement Ordinance regarding General Obligation Bonds	Board of Commissioners	11/19/2009
	Approval of SEASPAR Tax Levy	Board of Commissioners	11/19/2009
December	Annual evaluation of Executive Director	Board of Commissioners	12/28/2001
	Review Mission Statement	Board of Commissioners	12/28/2001

**Park District of La Grange
BOARD OF COMMISSIONERS
REGULAR BOARD MEETINGS
YEAR 2015**

Monthly meetings of the Board of Commissioners of the Park District of La Grange are regularly scheduled for the second Monday of the month (except where noted). All Regularly Scheduled meetings start at 7:00 P.M. in the DeSitter Room located in the Administrative\Recreation Facility at 536 East Avenue, La Grange, Illinois.

Monday, January 12

Monday, February 9

Monday, March 9

Monday, April 13

Monday, May 11

Monday, June 8

Monday, July 13

Monday, August 10

***Tuesday, September 8** (Due to NRPA Conference)

****Tuesday, October 13** (Due to Columbus Day)

Monday, November 9

Monday, December 14

*Due to staff attending the National Park and Recreation Conference
** Due to Columbus Day falling on Monday, October 12th

Section 2



COMMUNICATIONS & FOIA

December 12, 2014

Dean Bissias
Park District of LaGrange
536 East Ave.
LaGrange, IL 60525

Re: 2014 Loss Control Award

Dear Dean:

Congratulations! Through the Loss Control Review process, your agency previously achieved PDRMA's highest loss control award, which is accreditation. I am pleased to inform you that we continue to acknowledge your agency's loss prevention efforts with a **Level A – Accredited \$1,500 cash award**. In addition to your cash award, your agency will receive an Accreditation Award certificate along with Incentive Wear for your staff.

PDRMA will communicate details regarding the Incentive Wear program in early January 2015. Your Risk Management Consultant will deliver the award certificate to your agency and is available if you would like the certificate presented at a board meeting, staff meeting or safety committee meeting. Our award recognition program now includes small plates to affix to the larger plaque PDRMA has provided your agency.

Enclosed is the Level A – Accredited award check, which we hope you will use to strengthen your agency's loss control program.

Please share this correspondence with your Safety Coordinator, Safety Committee and all others involved in your loss control program.

PDRMA's risk pool members truly appreciate your continued efforts in safety and loss prevention.

Sincerely,



Dane Mall, MPA, AIC, ARM
Risk Management Services Manager

Enclosure

IMPORTANT -- This correspondence is only for use by the individual or entity to whom it is addressed and contains information that is privileged, confidential, and exempt from disclosure. You are hereby notified that disseminating, distributing, or copying this communication to any unauthorized third party is strictly prohibited without the express written approval from PDRMA.

Section 3



CONSENT AGENDA

PARK DISTRICT OF LA GRANGE
536 EAST AVENUE
LA GRANGE, IL 60525

MEMORANDUM

TO: BOARD OF COMMISSIONERS
FROM: DEAN BISSIAS - EXECUTIVE DIRECTOR\BOARD SECRETARY
RE: CONSENT AGENDA ITEMS
DATE: JANUARY 12, 2015

The matters included in this consent agenda require a roll call vote.

CONSENT AGENDA ITEM 1: Approval of the Minutes of the Regular Board Meeting of December 8, 2014

CONSENT AGENDA ITEM 2: Approval of the Minutes of the Executive Session Board Meeting of December 8, 2014

CONSENT AGENDA ITEM 3: Acceptance of the Financial Report Dated December 31, 2014

CONSENT AGENDA ITEM 4: Approval of the Consolidated Vouchers for January dated January 12, 2014

****CONSENT AGENDA:** this agenda item consists of proposals and recommendations, which are likely to be acceptable to all members of the Board. The purpose of the Consent Agenda is to allow one roll call vote for all items instead of separate votes on each item. The procedure is as follows: 1. any commissioner wishing to discuss any item on the consent agenda may request that the item be removed and placed under its usual place on the agenda, or under New Business. 2. At the time of roll call, a commissioner may vote either "aye" for all items, or select items for a "nay" vote. 3. One roll call vote is taken and covers all items on the Consent Agenda.

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS
OF THE PARK DISTRICT OF LA GRANGE, ILLINOIS
HELD AT THE ADMINISTRATIVE OFFICES
536 EAST AVENUE, LA GRANGE, ILLINOIS**

DECEMBER 8, 2014

Vice President Ashby called the meeting to order at 7:04 P.M.

PRESENT: Commissioners Ashby, Walsh, Lacey, Vear

ABSENT: Commissioner Penicook

STAFF PRESENT: Executive Director Dean Bissias Superintendent of Finance Leynette Kuniej, Superintendent of Facilities Chris Finn, Superintendent of Recreation Laura Gallagher, Superintendent of B.A.S.E. Leanna Hartung, Recording Secretary Linda Muth

OTHERS PRESENT: Attorney Rob Bush, Dr. Ken Nelson and Karen Carroll from the CURE Network, Charles Gilbert

Vice President Ashby welcomed everyone to the meeting and asked for changes to the agenda.

Communications, Presentations & Declarations

Public Comments\Participation (Board Manual Section #152)

None

Members from CURE to Update the Board

Superintendent of Facilities Chris Finn introduced CURE Executive Director Karen Carroll and CURE Founder Dr. Ken Nelson. Karen gave an overview of the CURE clinic that was held here at the Park District last fall. Over 500 people received free medical and dental care. They were very pleased with our facility and have visions of a 2 day event here next fall doubling the amount of financial care they could give away. They thanked the Park District staff and maintenance and hoped to make this an annual event. The Board thanked the CURE Network as it was a win win situation for CURE and the Park District and the underserved.

Consent Agenda

Commissioner Lacey motioned to approve Item 3.1 Approval of the Minutes of the Regular Board Meeting of November 17, 2014; Item 3.2 Approval of the Executive Session Meeting of November 17, 2014; Item 3.3 Approval of the

REGULAR BOARD MEETING – DECEMBER 8, 2014

Financial Report dated November 30, 2014; Item 3.4 Approval of the Consolidated Vouchers for December dated December 8, 2014. Commissioner Walsh seconded the motion, which passed unanimously by Roll Call Vote as follows:

AYES: Commissioners Ashby, Walsh, Lacey, Vear
NAYS: None
ABSENT: Commissioner Penicook

Staff Reports

Update on Gordon Park Project

Director Bissias stated the Gordon Park project is 95% complete. There is a one year guarantee on everything and a retainer was kept until next year.

Update of Fitness Center

Director Bissias stated he will ask the Board to go out for bid for the Fitness Center next month. He will also ask for early demolition of the area to save time and money. He hopes to approve the bids in March, break ground in April and open the center by next winter.

Update of other Park District Matters

Commissioner Ashby questioned the Lyons Football donation that the Park District received. Director Bissias stated the Park District stores some of their equipment.

Staff Comments

Superintendent of Finance Leynette Kuniej stated staff is staying busy. Commissioner Vear asked about open gym as people have asked him about it. Superintendent of Facilities Finn explained the open gym schedule is on our website. He stated full court games are not allowed and customers would have to rent the court as space is not guaranteed. Commissioner Ashby stated we are committed to keeping a court open for paying open gym participants.

Attorney Report

None

Treasurer Report

None

Action Item

None

Board Business

Old Business

None

New Business

None

Committee Reports

Administration Committee

Commissioner Walsh looked at a computer security policy and submitted his comments to Director Bissias. He asked for commissioner comments as well before making it our policy.

Public Relations Committee

None

Finance Committee & Capital Projects Committee

None

User Group Committee

None

Public Comments

None

Board Comments

Commissioner Vear asked for an explanation of IMRF.

Commissioner Lacey stated she enjoyed the CURE Network presentation. She is thankful for our staff and all they do. She wanted to pass along a comment from a resident asking about offering a family dance.

Commissioner Ashby thanked the CURE Network. He stated he feels uncomfortable about closing the building for 2 days however it is a good thing to do.

Executive Session

At 7:44 P.M. Commissioner Walsh motioned the Board convene to Executive Session pursuant to Item 12.1 Potential Claims and/or Litigation, 5 ILCS 120/2 (c)11, Item 12.3 Setting the Price of Real Property, 5 ILCS 120/2(c)(6). Commissioner Vear seconded the motion, which passed unanimously by Roll Call Vote as follows:

REGULAR BOARD MEETING – DECEMBER 8, 2014

AYES: Commissioners Walsh, Lacey, Ashby, Vear
NAYES: None
ABSENT: Commissioner Penicook

The Regular Board meeting resumed at 7:58 P.M.

Adjournment

Commissioner Walsh moved for adjournment at 7:58 P.M. The motion was seconded by Commissioner Vear and passed unanimously by Voice Vote.

Mary Ellen Penicook, President

Constantine Bissias, Secretary
Approved 01/12/2015

PARK DISTRICT OF LA GRANGE
STATEMENT OF REVENUES AND EXPENDITURES
December 31, 2014

12/31/2015

FUND	FUND BALANCE 05/01/2014	YEAR TO DATE REVENUE	YEAR TO DATE EXPENSE	REVENUE OVER EXPENDITURES	TRANSFERS	FUND BALANCE 12/31/2014
GENERAL	\$ 220,575	\$ 872,092	\$ 525,602	\$ 346,490	\$ (45,000)	\$ 522,065
RECREATION	655,303	1,743,721	1,327,584	416,137	(45,000)	1,026,440
IMRF	1,209	121,298	68,294	53,004		54,213
PAVING & LIGHTING	64,585	25,237	2,248	22,989		87,574
LIABILITY INSURANCE	54,558	75,567	72,009	3,558		58,116
AUDIT	2,028	10,089	11,770	(1,681)		347
SPEC RECREATION	280,179	225,800	150,265	75,535		355,714
FICA/MEDICARE	22,319	80,715	59,812	20,903		43,222
TOTAL OPERATIONS	1,300,756	3,154,519	2,217,584	936,935		2,147,691
CAPITAL PROJECTS	736,354	186,000	267,373	(81,373)	90,000	744,981
DEBT SERVICE	336,032	991,423	1,126,431	(135,008)		201,024
GRAND TOTAL	\$ 2,373,142	\$ 4,331,942	\$ 3,611,388	\$ 720,554	\$ 90,000	\$ 3,093,696

TREASURER'S PROOF, CASH IN BANK:

ACCOUNT	BALANCE BEG OF MO	CURRENT RECEIPTS	CURRENT DISBURSEMENTS	TRANSFERS	BALANCE END OF MO
INVESTMENTS	\$ 2,819,809	\$ 18,516			\$ 2,838,325
IPDLAF	595,910	9,776	(323,966)		281,720
FIRST NATL CHKG	506,103	180,220	(462,253)		224,070
CASH REGISTER BANK	1,610				1,610
TOTAL CASH	3,923,432				3,345,725
Taxes Receivable	56,958	(11,948)			45,010
Accounts Receivables	3,300	(1,412)			1,888
Prepaid expense	600				600
Accounts Payable	(131,810)		(70,602)		(202,412)
Accrued Payroll	-				-
Deferred Tax Revenue	(56,958)	11,948			(45,010)
Deferred Revenue	(54,688)	2,583			(52,105)
FUND BALANCE	\$ 3,740,834	\$ 209,683	\$ (856,821)	\$ -	\$ 3,093,696

GENERAL FUND

STATEMENT OF REVENUES AND EXPENDITURES
FOR THE EIGHT MONTHS ENDED DECEMBER 31, 2014

REVENUES		PRIOR YEAR CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
01-5-00-2-40000	Property Taxes	3,911	729,197	2,772	752,762	748,166	101%
01-5-00-2-40100	IL Replacement Tax	2,119	24,847	1,866	23,730	40,000	59%
01-5-00-3-41000	Earned Interest	1,395	17,152	1,453	13,340	15,000	89%
01-5-00-3-42000	Donations		2,200		500	7,500	7%
01-5-00-3-42100	Contractual Services		3,530	976	3,911	4,000	98%
01-5-00-3-42150	Coop Agreement	(161)	9,120		5,654	6,500	87%
01-5-00-3-42600	White Sox Training	3,879	17,454	1,968	15,747	23,621	67%
01-5-00-3-42610	IPRA	1,964	15,548	1,994	15,801	23,775	66%
01-5-00-3-43000	Misc. Income/Youth Grant	-	1,228		17,480	600	2913%
01-5-00-3-43100	Snack Machine	652	1,730	(166)	1,900	3,000	63%
01-5-00-3-48000	Facility Rental - Denning	2,981	23,848		21,267	36,344	59%
	TOTAL GENERAL FUND REVENUE	16,740	845,854	10,863	872,092	908,506	96%

EXPENSES

ADMINISTRATIVE EXPENSES		PRIOR YEAR CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
01-5-00-5-51100	Administrative Salaries	14,324	120,387	15,481	125,540	204,869	61%
01-5-00-5-51200	Clerical Wages	3,073	19,281	3,197	20,199	35,745	57%
01-5-00-5-53001	Health & Life Insurance	9,080	71,750	9,738	75,792	123,413	61%
01-5-00-5-54010	Education & Training	288	6,396	163	5,795	14,973	39%
01-5-00-6-61000	Legal Fees	1,397	10,492	2,458	15,250	24,300	63%
01-5-00-6-65001	Bank Service Fees	639	6,425	794	7,042	12,899	55%
01-5-00-6-66010	Dues & Subscriptions	3,359	5,430	2,841	4,717	6,670	71%
01-5-00-6-67010	Communications Services	1,598	11,276	1,329	10,038	14,412	70%
01-5-00-6-68010	Computer Software Contracts	230	7,257	831	10,026	9,175	109%
01-5-00-6-69010	Legal Notices & Publications	-	1,448		1,208	2,863	42%
01-5-00-6-69110	Printing/Design Services	1,715	7,738	966	6,901	11,438	60%
01-5-00-7-73010	Office/Administrative Supplies	411	3,377	676	3,832	7,075	54%
01-5-00-7-74010	Computer Supplies/Equipment	-	591	35	535	1,225	44%

EXPENSES

ADMINISTRATIVE EXPENSES (Continued)

	PRIOR YEAR CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
01-5-00-7-75010 Office Equipment	40	2,888	150	822	4,350	19%
01-5-00-7-76010 Postage & Delivery	118	3,946	413	4,459	8,510	52%
01-5-00-7-76400 Banquet Beverage Service	25	456		658	700	94%
01-5-00-7-76500 Unforseen Expense	42	1,200		2,866	5,000	57%
TOTAL ADMIN EXP	36,339	280,338	39,072	295,680	487,617	61%

REPAIRS AND MAINTENANCE

01-6-00-5-51300 Maintenance Wages	9,107	73,846	9,588	73,597	129,405	57%
01-6-00-5-51400 Part-time Maintenance Wages	444	11,828	14	15,352	17,000	90%
01-6-00-6-80010 Equipment Rentals	90	524	85	85	550	15%
01-6-00-6-81010 Maintenance Services	7,251	48,084	2,788	57,731	62,978	92%
01-6-00-6-82010 Vehicle Parts and Repairs	724	5,881	1,677	4,795	8,500	56%
01-6-00-6-89200 Vandalism Repair Expense				74	850	9%
01-6-00-7-83010 Maintenance Supplies	374	7,455	426	7,948	12,754	62%
01-6-00-7-84010 Maintenance Materials	1,440	10,142	279	7,369	17,449	42%
01-6-00-7-85010 Petroleum Products	322	8,267	4,954	6,086	9,750	62%
01-6-00-7-86010 Maintenance Tools/Equipment	183	422		1,463	1,525	96%
01-6-00-7-87010 Park Landscaping	282	3,149	65	2,518	4,750	53%
01-6-xx-6-88000 Utilities - Electric	3,193	31,611	3,253	34,789	45,000	77%
01-6-xx-6-88100 Utilities - Natural Gas	2,933	8,318	2,913	12,490	21,150	59%
01-6-xx-6-88200 Utilities - Water	516	4,571	510	3,650	5,800	63%
01-6-xx-6-89000 Park Improvements & Repairs	-	628		1,975	2,750	72%
TOTAL MAINTENANCE EXP	26,859	214,726	26,552	229,922	340,211	68%

TOTAL GENERAL FUND EXPENDITURES	63,198	495,064	65,624	525,602	827,828	63%
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RECREATION FUND

STATEMENT OF REVENUES AND EXPENDITURES
FOR THE EIGHT MONTHS ENDED DECEMBER 31, 2014

REVENUES		PRIOR YEAR CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
13-5-00-2-40000	Property Taxes	3,129	596,982	1,989	558,023	570,375	98%
13-5-00-3-43100	Vending Soda/Water	447	3,956	155	3,194	3,500	91%
13-7-xx-3-48000	Facility Usage Fees (not Rec Ctr)	2,548	13,299	2,296	17,912	21,900	82%
13-7-00-3-42000	Donations/Sponsorships		1,650	9,269	11,269	59,900	19%
13-7-00-3-43000	Misc./ Concession Income		80	1,244	1,274	2,000	64%
13-7-00-3-45000	Registration Assessment	1,261	7,896	1,697	8,126	12,000	68%
13-7-xx-3-49000	Activity Fees	79,908	623,943	88,354	609,002	955,912	64%
13-7-09-3-49xxx	Recreation Center	23,393	140,573	24,600	145,297	210,030	69%
	TOTAL RECREATION REVENUE	110,686	1,388,379	129,604	1,354,097	1,835,617	74%

EXPENSES

ADMINISTRATIVE EXPENSES		PRIOR YEAR CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
13-5-00-5-51100	Administrative Salaries	25,108	233,374	31,257	252,324	402,027	63%
13-5-00-5-51200	Clerical Wages	3,072	19,280	3,197	20,159	35,745	56%
13-5-00-5-53001	Health & Life Insurance	9,080	71,750	9,738	75,792	123,413	61%
13-5-00-5-54010	Education & Training	287	6,396	163	5,795	14,973	39%
13-5-00-5-55010	Automobile Travel Reimbursement	591	1,670	913	2,711	3,420	79%
13-5-00-6-60010	Promotion & Publicity	1,374	5,563	935	9,591	21,768	44%
13-5-00-6-61000	Legal Fees	1,397	10,492	2,458	15,250	24,300	63%
13-5-00-6-61020	Background Checks	-	935		1,000	950	105%
13-5-00-6-65001	Bank Service Fees	639	6,425	793	7,042	12,899	55%
13-5-00-6-66010	Dues & Subscriptions	3,359	5,430	2,841	4,716	6,670	71%
13-5-00-6-67010	Communications Services	1,703	11,171	1,434	10,142	14,412	70%
13-5-00-6-68010	Computer Software Contracts	230	7,257	831	10,025	9,175	109%
13-5-00-6-69010	Legal Notices & Publications	-	1,449		1,208	2,863	42%
13-5-00-6-69110	Printing/Design Service	5,147	23,103	2,897	20,505	34,313	60%
13-5-00-7-71010	Administrative Expense Account	263	1,368	127	1,039	2,400	43%
13-5-00-7-72010	Employee / Public Relations	3,245	5,951		2,288	10,700	21%
13-5-00-7-73010	Office/Administrative Supplies	411	3,376	676	3,831	7,075	54%
13-5-00-7-74010	Computer Supplies & Equipment		591	35	535	1,225	44%

EXPENSES

ADMINISTRATIVE EXPENSES (Continued)

	PRIOR YE. CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
13-5-00-7-75010 Office Equipment	40	2,888	150	822	4,350	19%
13-5-00-7-76010 Postage & Delivery	118	3,946	413	4,459	8,510	52%
13-5-00-7-76400 Banquet Beverage Service	25	456		658	700	94%
13-5-00-7-76500 Unforseen Expense	42	1,201	-	1,266	5,000	25%
TOTAL ADMIN EXP	56,131	424,072	58,858	451,158	746,888	60%

REPAIRS AND MAINTENANCE

13-6-00-5-51300 Maintenance Wages	9,107	73,845	9,588	73,596	129,405	57%
13-6-00-5-51400 Part-time Maintenance Wages	444	11,828	13	15,352	17,000	90%
13-6-00-6-80010 Equipment Rentals	90	524	85	85	550	15%
13-6-00-6-81010 Maintenance Services	7,252	48,085	2,788	57,731	62,978	92%
13-6-00-6-82010 Vehicle Parts and Repairs	724	5,881	1,677	4,795	8,500	56%
13-6-00-7-83010 Maintenance Supplies	374	7,455	426	7,951	12,753	62%
13-6-00-7-84010 Maintenance Materials	1,440	10,142	246	7,336	17,449	42%
13-6-00-7-85010 Petroleum Products	322	8,267	4,954	6,086	9,750	62%
13-6-00-7-86010 Maintenance Tools/Equipment	183	422		1,463	1,525	96%
13-6-00-7-87010 Park Landscaping	282	3,149	65	2,518	4,750	53%
13-6-xx-6-88000 Utilities - Electric	3,193	31,610	3,357	34,892	45,000	78%
13-6-xx-6-88100 Utilities - Natural Gas	2,933	8,317	2,809	12,386	21,150	59%
13-6-xx-6-88200 Utilities - Water	516	4,570	509	3,650	5,800	63%
13-6-xx-6-89000 Park & Facility Improvements/Repairs	-	628		1,975	2,750	72%
TOTAL MAINTENANCE EXP	26,860	214,723	26,517	229,816	339,360	68%

RECREATION EXPENSES

13-7-00-5-51500 Facility Rental Supervisors/ Custodians	6,206	30,141	5,337	34,378	73,244	47%
13-7-00-7-77100 Community Support	19	722	154	1,039	2,500	42%
13-7-00-7-77402 Special Events	88	11,015	30	14,840	50,925	29%
13-7-00-7-78000 Program & Facility Equipment	(2,578)	1,078		4,670	13,268	35%
13-7-01-6-63000 Athletic Officials	2,380	7,846	1,292	6,927	36,612	19%
13-7-10-4-49050 Concession COGS					500	0%
13-7-xx-5-52000 Program Supervisors/Leaders	6,623	77,777	10,640	94,780	199,875	47%
13-7-xx-6-62000 Contracted Instruction & Services	7,758	140,232	18,758	149,209	306,190	49%
13-7-xx-6-63000 Transportation	-	2,019		2,017	7,425	27%
13-7-xx-7-79000 Program Supplies	1,577	18,874	3,969	30,142	73,053	41%
TOTAL RECREATION EXPENSES	22,073	289,704	40,180	338,002	763,592	44%
TOTAL RECREATION EXPENDITURES	105,064	928,499	125,555	1,018,976	1,849,840	55%

PARK DISTRICT OF LA GRANGE
BEFORE & AFTER SCHOOL PROGRAM
 STATEMENT OF REVENUES AND EXPENDITURES
 FOR THE EIGHT MONTHS ENDED DECEMBER 31, 2014

REVENUES		PRIOR YEAR CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
12-7-xx-3-49000	Tuition	37,898	274,570	42,455	331,176	436,625	76%
	Summer Camp/ School Break Camps	1,100	17,871	3,828	28,158	39,600	71%
	St Frances Tuition			5,199	30,290	140,250	22%
	TOTAL BASE REVENUE	38,998	292,441	51,482	389,624	616,475	63%

EXPENSES		PRIOR YEAR CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
12-7-XX-5-52000	Wages	26,430	166,322	32,824	221,749	427,855	52%
12-7-XX-5-52010	Social Security/ Medicare	2,022	13,309	2,511	16,964	32,731	52%
12-7-XX-5-52015	Pension	2,070	14,252	1,383	12,049	21,100	57%
12-7-XX-5-52020	Health Insurance	528	4,227	571	4,564	6,846	67%
12-7-00-5-54040	Seminars/ Training					4,245	0%
12-7-00-5-55012	Mileage Reimbursement		1,500		1,500	1,500	100%
12-7-00-6-60010	Apparel		1,804		2,300	2,850	81%
12-7-00-6-67033	Cell Phone Reimbursement		420	250	1,000	1,000	100%
12-7-00-6-68012	Computer Software/ Upgrades/ equip	1,093	2,594	259	1,326	3,000	44%
12-7-00-6-69021	Classified Ads for Staffing		644		1,214	2,800	43%
12-7-00-6-82011	Equipment R&M			869	869	1,000	87%
12-7-00-7-71015	Exp Acct - Supt of BASE		76		95	200	48%
12-7-00-7-72041	Part Time Employee Recognition		182		207	1,340	15%
12-7-XX-6-63020	Field Trips		550		1,332	5,000	27%
12-7-00-7-75026	Computer Equipment	6,194	6,194				
12-7-XX-6-64000	Facility Rental					12	0%
12-7-XX-7-78000	Program Equip			220	5,048	15,425	33%
12-7-XX-7-79000	Supplies	876	5,431	435	17,198	19,915	86%
12-7-XX-7-79110	Food	2,358	16,163	2,393	21,193	39,145	54%
	TOTAL BASE EXPENDITURES	41,571	233,668	41,715	308,608	585,964	53%

REVENUE OVER EXPENDITURES	(2,573)	58,773	9,767	81,016	30,511
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SPECIAL REVENUE FUNDS

STATEMENT OF REVENUES AND EXPENDITURES
FOR THE EIGHT MONTHS ENDED DECEMBER 31, 2014

REVENUES		PRIOR YEAR CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
14-5-00-2-40000	IMRF FUND	386	85,360	463	121,298	120,510	101%
15-5-00-2-40000	PAVING & LIGHTING FUND	121	25,121	91	25,237	25,106	101%
16-5-00-2-40000	LIABILITY INSURANCE FUND	284	75,267	259	75,567	76,819	98%
17-5-00-2-40000	AUDIT FUND	28	8,024	36	10,089	10,043	100%
18-5-00-2-40000	SPECIAL RECREATION FUND	834	237,608	775	225,800	238,875	95%
19-5-00-2-40000	FICAMEDICARE FUND	237	65,203	292	80,715	80,340	100%
04-5-00-2-40000	DEBT SERVICE	248,643	1,088,491	3,094	991,423	1,139,495	87%
TOTAL SPECIAL FUNDS REVENUE		250,533	1,585,074	5,010	1,530,129	1,691,188	90%

EXPENSES

14-5-00-5-53100	IMRF Contribution	8,566	71,327	8,272	68,294	102,895	66%
15-6-00-9-90xxx	Paving & Lighting		10,326		2,248	23,000	10%
15-6-00-9-90155	P&L Capital Projects					50,000	0%
16-6-00-x-xxxx	Risk Management Costs	174	3,550	1,556	6,072	11,705	52%
16-5-00-6-61200	Liability Insurance	24,338	47,939	26,019	52,038	52,038	100%
16-5-00-6-61210	Unemployment Comp.				1,614	14,274	11%
16-5-00-6-61220	South Suburban Risk Management	2,528	13,801	2,033	12,285	20,955	59%
17-5-00-6-61100	Audit		11,770		11,770	11,800	100%
18-5-00-6-61300	SEASPAR		111,020		110,475	110,475	100%
18-5-00-6-61310	SEASPAR Inclusion		12,870		9,285	14,900	62%
18-5-00-5-51100	Allocated Wages	1,784	14,985	1,903	15,573	23,000	68%
18-5-00-6-xxxxx	Special Recreation		11,669		14,932	25,192	59%
18-5-00-9-93040	ADA Transition Plan - Phase I					120,000	0%
19-5-00-5-53200	FICA Contribution	6,133	54,286	6,868	59,812	96,950	62%
04-5-00-8-91100	Debt Service Principal	425,000	760,000	440,000	790,000	790,000	100%
04-5-00-8-91150	Debt Service Interest	126,557	348,997	82,811	333,781	332,977	100%
04-5-00-8-91200	Debt Service Fees	400	3,870		2,650	4,100	65%
TOTAL SPECIAL FUNDS EXPENDITURES		595,480	1,476,410	569,462	1,490,829	1,804,261	83%

PARK DISTRICT OF LA GRANGE
CAPITAL PROJECTS FUND
 STATEMENT OF REVENUES AND EXPENDITURES
 FOR THE EIGHT MONTHS ENDED DECEMBER 31, 2014

REVENUES		Bond Issue 2012C	Bond Issue 2013	Other Sources	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
	Beginning Fund Balance	730,304		6,049	736,353	
36-5-00-3-40200	Bond Proceeds		186,000		65,000	0%
36-5-00-3-42200	Grant Proceeds					
36-5-00-4-50200	Transfer from General & Recreation Funds			90,000	90,000	100%
36-5-00-4-50200	Transfer from Special Recreation Fund for Handicapped				28,000	0%
	TOTAL CAPITAL PROJECT REVENUE	730,304	186,000	96,049	919,353	

EXPENSES		Bond Issue 2012C	Bond Issue 2013	Other Sources	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
36-5-00-9-91030	Tree Replacement Plan - Emerald Ash Bore				10,000	0%
36-5-00-9-91106	Picnic Tables/ benches/ garbage cans/ bleachers			9,501	15,000	63%
36-5-00-9-91107	Basketball & Volleyball standards/ backboards				2,000	0%
36-5-00-9-91108	Park regulation/ Information/ ID signs				3,000	0%
36-5-00-9-91109	Recreation & special event equip				3,000	0%
36-5-00-9-91110	Age appropriate Signs				2,000	0%
36-5-00-9-91500	Recycling Program equip/ signs/ containers				3,000	0%
36-5-00-9-91900	Software Upgrades (MSI & Rectrac)			1,000	3,000	33%
36-5-00-9-91901	Misc Programs/ Licenses/ Peripherals				2,500	0%
36-5-00-9-91902	Computers Unforeseen				5,000	0%
36-5-00-9-91903	Time management & HR tracking software			5,348	10,500	51%
36-5-00-9-91908	Replace 4 computers				4,000	0%
36-5-00-9-93010	Used Recreation Bus				6,000	0%
36-5-00-9-96100	Appraisals/ Site Documents			5,300	5,300	100%
36-5-00-9-99000	Reserved For Unforeseen Expense			550	10,000	6%
36-5-12-9-96110	Sedgewick - East soccer field restoration				8,000	0%
36-5-12-9-96115	Sedgewick - playground	30,590			30,590	100%
36-5-14-9-96110	Gordon Park Sale/ Legal			13,333	13,333	100%
36-5-14-9-96120	Gordon Park - Phase I	159,417			159,417	100%
36-5-14-9-96130	Gordon Park - Demolition of Buildings				30,000	0%

		Bond Issue 2012C	Bond Issue 2013	Other Sources	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
36-5-14-9-96135	Gordon Park - fence around tennis court				15,000	0%
36-5-14-9-96137	Gordon Park - resurface tennis courts				15,600	0%
36-5-20-9-92810	RC - replace hanging heater in garage			9,780	6,500	150%
36-5-20-9-92814	RC - golf simulator			1,381	45,625	3%
36-5-20-9-92817	RC - Install new security cameras				25,000	0%
36-5-20-9-92900	RC - emergency roof repairs				30,000	0%
36-5-20-9-93015	RC - new vending machine			3,188	4,000	80%
36-5-20-9-94516	RC - paint gymnasium walls				10,000	0%
36-5-20-9-94600	RC - Parking lot repair (split 50/50 with P&L fund)				50,000	0%
36-5-20-9-94800	RC - Fitness Center	27,985			27,985	100%
	TOTAL CAPITAL PROJECT EXPENSES	217,992	-	49,381	555,350	48%
	FUND BALANCE REMAINING	512,312	186,000	46,668		

PARK DISTRICT OF LA GRANGE
536 EAST AVENUE
LA GRANGE, IL 60525

MEMORANDUM

TO: Finance Chair
FROM: Superintendent of Finance
RE: Consolidated Vouchers dated 1/12/15

If this voucher is removed from the consent agenda, the financial report for the month of DECEMBER should be noted and allowed to stand for audit, and a motion be made and seconded to approve the Consolidated Vouchers dated JANUARY 12, 2015 in the amount of \$ 335,770.54. A roll call vote is required.

CONSOLIDATED VOUCHERS

Accounts Payable vouchers

General Fund	\$ 34,676.38
Debt Service	860.00
BASE Program	1,299.01
Recreation Fund	58,241.18
Liability Insurance Fund	29,665.97
Capital Projects	51,305.76
	<hr/>
	176,048.30
Recreation Refunds	2,520.00
Imprest & Credit Card Expenses - per attached	2,322.99
P Card Purchases - per attached	14,537.62
Payroll for the month of December	140,341.63
Includes monthly Social Security, Medicare & IMRF contributions.	
	<hr/> <hr/>
	\$ 335,770.54

PARK DISTRICT OF LA GRANGE
 IMPREST CHECKS & CHARGES
 December 31, 2014

<u>Check #</u>	<u>Paid To</u>	<u>Description</u>	<u>Amount</u>
4695	Bridgette O' Connor	refund overpayment	60.00
4696	Kristen Deylen	replace rec refund ck 8881	40.00
4697	Delia Guzman	replace rec refund ck 8805	100.00
4698	Metra Group Travel	Holiday train special event	356.25
4699	Paul Amann	DJ Daddy Daughter Dance	400.00
4700	Annie Cue	replace rec refund ck 10136	6.00
4701	Katie Mulcahy	replace rec refund ck 8580	44.00
4702	Kathy Ranieri	replace rec refund ck 9283	300.00
4703	Carol Oates	replace rec refund ck 9132	41.00
4704	Rich Rosalia	Santa Visits	440.00
4705	Rich Rosalia	Breakfast with Santa	75.00
4706	Terri Bogart	preschool supplies	35.24
4707	Michell Phillips	replace rec refund ck 9711	100.00
4708	Krista Engel	refund overpayment	92.50
4709	Daunn Rounds	replace rec refund ck 8916	98.00
4710	Buffalo Grove Park District	2015 SPRA membership	60.00
4711	Dan Faught	Santa Service	75.00
			2,322.99
	<u>Chase Credit Card</u>	Board expense	-
		Director's expense	-
			-
			2,322.99

JOURNAL DATE: 01/06/15

ACCOUNTING PERIOD: 08

PCARD

ITEM ACCOUNT #	ACCOUNT DESCRIPTION	VENDOR	INVOICE	ITEM DESCRIPTION	DEBIT AMT	CREDIT AMT
1	01-5-00-3-43115	SNACK MACHINE - NET	SA7597	Vending Machine Items	660.00	
2	01-5-00-5-54031	CONF- PROF - IAPD/IP	SA7597	Vending	378.86	
3	01-5-00-7-73022	PRINT CARTRIDGES	IL5038	IPRA Conf Reg - Teresa	182.50	
4	01-5-00-7-73024	CARD PRINTER SUPPLIE	IL5038	CONF LUNCH TABLE	277.50	
5	01-5-00-7-74011	COMPUTER- HARDWARE S	MA1680	EMAIL BLAST	20.00	
6	01-5-00-7-75026	LASER PRINTER	AM3560	Ink For Inkjet Printer	21.25	
7	01-5-00-7-76013	POSTAGE - GENERAL	373081119	Card Printer Ink Ribbon	49.04	
8	01-5-00-7-76013	DELIVERY - LEGAL DOC	375131754	Case	95.85	
9	01-5-00-7-76013	DUMPSTER SERVICE	374077785	Printer For Donna	34.99	
10	01-5-00-7-76013	VEHICLE WASHES	373643439	Mailing back DVDs to PDRMA	150.00	
11	01-5-00-7-76013	REPAIRS - VEHICLE	372910736	UPS Shipping for Phone	7.50	
12	01-5-00-7-76013	BUILDING SUPPLIES	374840694	RETURN EQUIP	27.34	
13	01-5-00-7-76013	WELDING SUPPLIES	374840695	dumpster service	63.90	
14	01-6-00-6-81020	DEPT SUPPLIES	373891486	VEHICLE WASH	302.79	
15	01-6-00-6-81036	ELECTRICAL PARTS	BR3452	2005 explorer repairs	14.97	
16	01-6-00-6-82010	MISC HARDWARE	BR7686	pick-up truck body repair	149.52	
17	01-6-00-7-83012	ACCOUNTS PAYABLE	BU6065	Building Supplies	1,175.75	
18	01-6-00-7-83034	ACCOUNTS RECEIVABLE	ME6840	diaper genie	51.02	
19	01-6-00-7-83038	EQUIPMENT R&M	SA7597	cylinder lease renewal	39.96	
20	01-6-00-7-84040	FOOD - BARNSDALE	AI6068	cylinder rental	41.62	
21	01-6-00-7-84041	FOOD	AI6068	xmas decoration	57.90	
22	01-6-00-7-84041	FOOD	WA1892	electrical supplies (white so	11.72	
23	01-6-00-7-84041	FOOD	ME6840	electrical supplies (white so	16.77	
24	01-6-00-7-84041	FOOD	ME6840	hardare	9.06	
25	01-6-00-7-85011	ACCOUNTS RECEIVABLE	HO4142	hardware (white sox)	7.68	
26	01-6-00-7-85011	EQUIPMENT R&M	ME6840	hardware	4.65	
27	01-6-00-7-85011	FOOD	ME6840	hardware (white sox)	12.99	
28	01-6-00-7-85011	FOOD	ME6840	hardware (white sox)	15.27	
29	01-6-00-7-85011	FOOD	EX0100	FUEL	23.16	
30	01-6-00-7-85011	FOOD	GA4042	FUEL	17.95	
31	01-6-00-7-85011	FOOD	SE011	FUEL	18.05	
32	01-6-00-7-85011	FOOD	SE011	FUEL	23.34	
33	01-6-00-7-85011	FOOD	SE011	FUEL	18.03	
34	01-6-00-7-85011	FOOD	SE011	FUEL	15.99	
35	01-6-00-7-87014	ACCOUNTS RECEIVABLE	HO4142	evergreen xmas trees	64.98	
36	01-0-95-1-21000	ACCOUNTS PAYABLE		ACCRUAL OFFSET		4,061.90
SE_PROGRAM						
37	12-0-90-1-10300	ACCOUNTS RECEIVABLE	SE1210	Credit for Stoves-tax		60.63
38	12-7-00-6-82011	EQUIPMENT R&M	BI6540	Bus Accident repairs	868.68	
39	12-7-21-7-79110	FOOD - BARNSDALE	SA7597	Food	116.28	
40	12-7-21-7-79110	FOOD	SA7597	Food	73.22	
41	12-7-21-7-79110	FOOD	SA7597	Food	17.92	
42	12-7-21-7-79110	FOOD	WA1892	Food	38.24	
43	12-7-21-7-79110	FOOD	WA1892	Food	21.68	
44	12-7-21-7-79110	FOOD	WA1892	Food	21.24	
45	12-7-22-7-79110	FOOD - CONGRESS PARK	SA7597	CP Food	14.18	
46	12-7-22-7-79110	FOOD	SA7597	CP Food	77.10	

ITEM	ACCOUNT #	ACCOUNT DESCRIPTION	VENDOR	INVOICE	ITEM DESCRIPTION	DEBIT AMT	CREDIT AMT
<u>BASE PROGRAM</u>							
47			SA7597	373081135	CP food	12.69	
48			SA7597	373643453	CP Food	85.85	
49			SA7597	374397881	CP Food	62.16	
50			WA1892	372789475	CP Food	27.09	
51			WA1892	373643451	CP Food	40.33	
52			WA1892	374397880	CP Food	40.33	
53	12-7-23-7-79000	SUPPLIES - COSSITT	SA7597	373293985	COSSITT supplies	71.58	
54	12-7-23-7-79110	FOOD - COSSITT	JE7736	372789480	food	2.50	
55			JE7736	373891487	food	1.79	
56			JE7736	374505403	food	14.32	
57			SA7597	372789482	food	158.20	
58			SA7597	373643442	Cossitt Food	105.64	
59			WA1892	372789481	food	58.30	
60			WA1892	373643440	Cossitt Food	55.07	
61	12-7-24-7-79110	FOOD - FOREST RD	SA7597	372789470	food	103.13	
62			SA7597	373643448	food	107.08	
63			SA7597	373748843	food	9.52	
64			SA7597	374397876	food	86.62	
65			SA7597	374397877	food	140.34	
66			WA1892	372789469	food	46.36	
67			WA1892	373643447	food	55.27	
68			WA1892	374397874	food	53.43	
69			WA1892	374397875	food	44.18	
70	12-7-25-7-79110	FOOD - OGDEN	SA7597	372789468	food for Ogden program	78.04	
71			SA7597	373643446	food for ogden program	151.45	
72			SA7597	374283496	food for Ogden program	76.06	
73			SA7597	374397873	food for Ogden program	40.89	
74			SE011	373748842	food for Ogden program	4.08	
75			WA1892	372789467	food for Ogden program	40.78	
76			WA1892	373643445	food and supplies for ogden p	80.51	
77	12-7-26-7-79000	SUPPLIES - CAMP	HO2116	373081126	Camp Craft Supplies	55.76	
78			JO4200	374840698	Winter Camp Supplies	19.89	
79			WA1880	375225495	Winter Camp Supplies - Pictur	6.09	
80			WA1892	373293983	camp supplies	67.46	
81			WA1892	373643441	camp	13.68	
82			WA1892	373643452	Winter Camp Supplies	26.91	
83			WA1892	374840697	Winter Camp Supplies	174.08	
84	12-7-27-7-79110	FOOD - ST FRANCES	SA7597	372789472	SFX Food	66.10	
85			SA7597	372789473	SFX Food	2.48	
86			SA7597	373643450	SFX Food	65.58	
87			SA7597	374397878	SFX Food	26.20	
88			WA1892	372789471	SFX Food	22.76	
89			WA1892	373643449	SFX Food	37.09	
90			WA1892	374397879	SFX Food	10.95	
91	12-0-95-1-21000	ACCOUNTS PAYABLE - B			ACCRUAL OFFSET		3,636.53

RECREATION	CONF- PROF - IPRA/IA	IPRA Conf Reg - Teresa
92	13-5-00-5-54031	182.50

JOURNAL DATE: 01/06/15

ACCOUNTING PERIOD: 08

ITEM	ACCOUNT #	ACCOUNT DESCRIPTION	VENDOR	INVOICE	ITEM DESCRIPTION	DEBIT AMT	CREDIT AMT
93		MARKETING	IL5038	374840692	IPRA CONF REG - BISSIAS	277.50	
94		EMAIL BLAST	IL5038	374840693	CONF LUNCH TABLE	20.00	
95	13-5-00-6-60030	MARKETING	HA2510	374077787	Holiday cards to sponsors	14.99	
96	13-5-00-6-67045	EMAIL BLAST	MA1680	372510587	EMAIL BLAST	21.25	
97	13-5-00-7-71010	EXP ACCT - EXEC DIR	J10608	374077784	DIR EXP	14.44	
98			LA1015	373643438	DIR EXP	76.81	
99	13-5-00-7-71012	EXP ACCT - SUPT OF R	BL5810	374397869	Staff appreciation lunch	35.53	
100	13-5-00-7-73022	PRINT CARTRIDGES	AM3560	373081119	Ink For Inkjet Printer	49.04	
101	13-5-00-7-73024	CARD PRINTER SUPPLIE	ID05550	375131754	Card Printer Ink Ribbon	95.85	
102	13-5-00-7-74011	COMPUTER- HARDWARE S	BE5777	374077785	Case	35.00	
103	13-5-00-7-75026	LASER PRINTER	OF5010	373643439	Printer For Donna	149.99	
104	13-5-00-7-76013	POSTAGE - GENERAL	UN5463	372910736	Mailing back DVDs to PDRMA	7.50	
105			UPS100	374840694	UPS Shipping for Phone	27.33	
106	13-5-00-7-76022	DELIVERY - LEGAL DOC	FE4180	374840695	RETURN EQUIP	63.91	
107	13-6-00-6-81020	DUMPSTER SERVICE	AD2100	373891486	dumpster service	302.79	
108	13-6-00-6-81036	VEHICLE WASHES	BR3452	372789464	VEHICLE WASH	14.98	
109	13-6-00-6-82010	REPAIRS - VEHICLE	BR7686	373891485	2005 explorer repairs	149.52	
110			BU6065	372789479	pick-up truck body repair	1,175.75	
111	13-6-00-7-83012	BUILDING SUPPLIES	ME6840	374397872	Building Supplies	51.01	
112			SA7597	373891483	diaper genie	39.96	
113	13-6-00-7-83034	WELDING SUPPLIES	AI6068	372910739	cylinder lease renewal	41.63	
114			AI6068	373081140	cylinder rental	57.90	
115	13-6-00-7-83038	DEPT SUPPLIES	WA1892	373293988	xmas decoration	11.72	
116	13-6-00-7-84040	ELECTRICAL PARTS	ME6840	373891482	electrical supplies (white so	16.77	
117			ME6840	374840696	electrical supplies (white so	9.06	
118	13-6-00-7-84041	MISC HARDWARE	HO4142	372910740	hardare	7.68	
119			ME6840	374505401	hardware (white sox)	4.66	
120			ME6840	374654279	hardware	12.99	
121			ME6840	375017980	hardware (white sox)	15.28	
122	13-6-00-7-85011	PETRO PROD - GASOLIN	EX0100	372510586	FUEL	23.17	
123			GA4042	373293981	FUEL	17.95	
124			SE011	372789463	FUEL	18.04	
125			SE011	373514630	FUEL	23.34	
126			SE011	374397868	FUEL	18.04	
127			SE011	375131753	FUEL	15.99	
128	13-6-00-7-87014	LANDSCAPING - MISC	HO4142	372910740	evergreen xmas trees	64.98	
129	13-7-00-7-77404	SUPPLIES - MOVIE IN	WE5705	374505402	POPCORN FOR MOVIE NITE	29.95	
130	13-7-01-7-79000	SUPPLIES - ATHLETICS	WR1210	375131755	Wristbands	89.70	
131	13-7-03-7-79000	SUPPLIES - SPEC INT	JE7736	374840699	Senior Holiday Social	16.98	
132			JO4200	373748840	early childhood supplies	56.97	
133			JO4200	373891484	Senior Holiday Social	44.41	
134			MA3229	372910735	EC Cooking Supplies	4.38	
135			SP8390	375017981	Senior Holiday Social	287.15	
136			WA1892	373293982	early childhood supplies	5.00	
137	13-7-04-7-79000	SUPPLIES - SPEC EVTS	BA5816	372789478	Breakfast with Santa	15.00	
138			BL5810	374283497	Breakfast With Santa	340.00	
139			DO1220	373514633	Daddy Daughter Dance	28.00	
140			DU4015	373514631	Holiday Train Donuts	34.00	
141			DU4015	373514632	Holiday Train Donuts, Coffee,	143.44	

ITEM ACCOUNT #	ACCOUNT DESCRIPTION	VENDOR	INVOICE	ITEM DESCRIPTION	DEBIT AMT	CREDIT AMT
<u>RECREATION</u>						
142		FU1450	372510588	Santa Visits	204.80	
143		ME6840	372789477	Breakfast with Santa	7.79	
144		PA4616	374077789	Breakfast with Santa	19.99	
145		SA7597	373081137	Special events	104.49	
146		SA7597	373293987	Daddy Daughter Dance	44.45	
147		SA7597	374077788	Breakfast with Santa	29.58	
148		SA7597	374077790	Special Events	65.69	
149		SP8390	373514634	Daddy daughter Dance	391.00	
150		WA1892	373081138	Special events	68.58	
151		WA1892	373293982	special event supplies	38.69	
152	13-7-08-7-79000	SUPPLIES - PRESCHOOL	373748840	preschool supplies	56.97	
153		WA1892	373293982	preschool supplies	40.25	
154		WA1892	373293986	preschool Tree	39.00	
155		WA1892	373748841	PRESCHOOL SUPPLIES	31.71	
156	13-0-95-1-21000	ACCOUNTS PAYABLE - R		ACCRUAL OFFSET		5,402.82

LIABILITY INSURANCE						
157	16-0-90-1-10300	ACCOUNTS RECEIVABLE	SH6569	FUEL	38.37	
158	16-6-00-5-53300	FIRST AID SUPPLIES	ON1920	AED	1,398.00	
159	16-0-95-1-21000	ACCOUNTS PAYABLE - I		ACCRUAL OFFSET		1,436.37

JOURNAL TOTALS: 14,598.25 14,598.25

INVOICES DUE ON/BEFORE 12/17/2014

CHECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31190	AM3289	120114	12/01/14	01	TRUST FEES 2012 C GO BDS	04-5-00-8-91150		440.00
				02	TRUST FEES 2006 GO BDS	04-5-00-8-91150		420.00
								860.00 *
								INVOICE TOTAL:
								CHECK TOTAL: 860.00
31191	AN7606	42219	12/04/14	01	LEGAL SERVICES	01-5-00-6-61000		2,457.61
				02	LEGAL SERVICES	13-5-00-6-61000		2,457.60
				03	LEGAL SERVICES LAND SALE	36-5-14-9-96110		1,188.76
								6,103.97 *
								INVOICE TOTAL:
								CHECK TOTAL: 6,103.97
31192	AT5004	1255407	11/25/14	01	GILBERT PARK ACTIVITY BLDG	01-5-00-6-67011		37.50
				02	GILBERT PARK ACTIVITY BLDG	13-5-00-6-67011		37.50
				03	COM. CTR. UVERSE	01-5-00-6-67011		37.50
				04	COM. CTR. UVERSE	13-5-00-6-67011		37.50
								150.00 *
								INVOICE TOTAL:
								CHECK TOTAL: 150.00
31193	CA9440	121514	12/15/14	01	LOCAL PHONE SERVICE	01-5-00-6-67011		136.87
				02	LOCAL PHONE SERVICE	13-5-00-6-67011		136.87
				03	LONG DISTANCE	01-5-00-6-67012		4.44
				04	LONG DISTANCE	13-5-00-6-67012		4.44
				05	FIRE/ELEVATOR/SECURITY/FAX LIN	01-5-00-6-67011		104.48
				06	FIRE/ELEVATOR/SECURITY/FAX LIN	13-5-00-6-67011		104.47
				07	IPRA	01-0-90-1-10300		58.25
								549.82 *
								INVOICE TOTAL:
								CHECK TOTAL: 549.82

INVOICES DUE ON/BEFORE 12/17/2014

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31194	CT1551	AT& T MOBILITY					
	112314	11/23/14	01	PARK FOREMAN	01-5-00-6-67031		33.21
			02	PARK FOREMAN	13-5-00-6-67031		33.21
			03	BASE	12-7-26-7-78000		108.69
			04	SUPT. OF FINANCE	01-5-00-6-67035		33.21
			05	SUPT. OF FINANCE	13-5-00-6-67035		33.20
			06	AIR CARD	01-5-00-6-67043		25.55
			07	AIR CARD	13-5-00-6-67043		25.57
				INVOICE TOTAL:			292.64 *
				CHECK TOTAL:			292.64
31195	JS2703	J.S. PALUCH CO INC					
	113014	11/30/14	01	ADVERTISING	01-5-00-6-69123		862.95
			02	ADVERTISING	13-5-00-6-69123		2,588.85
				INVOICE TOTAL:			3,451.80 *
				CHECK TOTAL:			3,451.80
31196	KO2997	KONICA MINOLTA					
	65784	11/30/14	01	B/W	01-6-00-6-81031		47.72
			02	B/W	13-6-00-6-81031		47.71
			03	COLOR	01-5-00-6-69120		72.96
			04	COLOR	13-5-00-6-69120		218.87
				INVOICE TOTAL:			387.26 *
				CHECK TOTAL:			387.26
31197	MU8556	THE MUSIC SUITE INC					
	121014	12/10/14	01	PRIVATE PIANO LESSONS	13-7-05-6-62000		2,254.00
				INVOICE TOTAL:			2,254.00 *
				CHECK TOTAL:			2,254.00

INVOICES DUE ON/BEFORE 12/17/2014

HECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31198	NI1860	NI1860			PATRICK NIESLUCHOWSKI			
	121614		12/16/14	01	CO RE VBALL AWARD	13-7-01-7-79000		225.00
								225.00 *
						CHECK TOTAL:		225.00
31199	NI6060	NI6060			NICOR GAS CO.			
	121114		12/11/14	01	GORDON			-0.01
				02	DENNING			97.41
				03	DENNING			97.41
								194.81 *
						CHECK TOTAL:		194.81
31200	PI5185	PI5185			PITNEY BOWES GLOBAL			
	120314		12/03/14	01	POSTAGE METER RENTAL	01-5-00-7-76015		64.56
				02	POSTAGE METER RENTAL	13-5-00-7-76015		64.56
								129.12 *
						CHECK TOTAL:		129.12
31201	SE3770	SE3770			MONTE SEYER			
	121614		12/16/14	01	CO REC VBALL AWARD	13-7-01-7-79000		200.00
								200.00 *
						CHECK TOTAL:		200.00
31202	VE6993	VE6993			VERMONT SYSTEMS, INC.			
	45464		12/02/14	01	ANNUAL MEMBERSHIP	13-5-00-6-68011		-0.01
				02	USER GROUP MEETING	01-5-00-6-68011		25.00
				03	USER GROUP MEETING	13-5-00-6-68011		25.00
								49.99 *
						CHECK TOTAL:		200.00
						INVOICE TOTAL:		49.99 *

-- Park District of La Grange --
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DATE: 12/17/14
TIME: 11:57:30
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INVOICES DUE ON/BEFORE 12/17/2014

HECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31202	VE6993			VERMONT SYSTEMS, INC.			
	45515	12/09/14	01	ANNUAL MAINTENANCE	13-5-00-6-68011		-0.01
			02	SERVER MIGRATION WEBEX	01-5-00-6-68011		87.50
			03	SERVER MIGRATION WEBEX	13-5-00-6-68011		87.50
				INVOICE TOTAL:			174.99 *
				CHECK TOTAL:			224.98
31203	VI2330			VILLAGE POTTERS			
	123	12/03/14	01	CLASSES	13-7-03-6-62000		270.00
				INVOICE TOTAL:			270.00 *
				CHECK TOTAL:			270.00
				TOTAL AMOUNT PAID:			15,293.40

INVOICES DUE ON/BEFORE 01/05/2015

HECK #	VENDOR # INVOICE #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31204	AT5005	AT&T						
	122214		12/22/14	01	SEDGEWICK	01-5-00-6-67011		38.23
				02	SEDGEWICK	13-5-00-6-67011		38.23
				03	GILBERT PARK ACTIVITY BLDG	01-5-00-6-67011		40.78
				04	GILBERT PARK ACTIVITY BLDG	13-5-00-6-67011		40.77
				05	COM. CTR.	01-5-00-6-67011		39.22
				06	COM. CTR.	13-5-00-6-67011		39.21
				07	E911 SERVICE	01-5-00-6-67011		17.68
				08	E911 SERVICE	13-5-00-6-67011		17.68
					INVOICE TOTAL:			271.80 *
					CHECK TOTAL:			271.80
31205	CO6347	COMCAST CABLE						
	121214		12/12/14	01	INTERNET SERVICE	01-5-00-6-67040		118.93
				02	INTERNET SERVICE	13-5-00-6-67040		118.92
					INVOICE TOTAL:			237.85 *
					CHECK TOTAL:			237.85
31206	HU4215	HUDSON ENERGY						
	121814		12/18/14	01	536 EAST AVE.	01-6-20-6-88000		1,933.05
				02	536 EAST AVE.	13-6-20-6-88000		1,933.05
					INVOICE TOTAL:			3,866.10 *
					CHECK TOTAL:			3,866.10
31207	SP5010	SPRINT						
	122114		12/21/14	01	GORDON PARK WIFI	01-5-00-6-67013		44.40
				02	GORDON PARK WIFI	13-5-00-6-67013		44.39
					INVOICE TOTAL:			88.79 *
					CHECK TOTAL:			88.79
					TOTAL AMOUNT PAID:			4,464.54

INVOICES DUE ON/BEFORE 01/12/2015

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31209	AL5525			ALL STAR SPORTS INSTRUC., INC			
	147266	12/05/14	01	FALL II ATHLETIC CLASSES	13-7-01-6-62000		7,650.00
						INVOICE TOTAL:	7,650.00 *
					CHECK TOTAL:		7,650.00
31210	AL6475			ALLY INC.			
	13215	12/08/14	01	BURNISH REC CENTER FLOORS	01-6-00-6-81013		297.00
			02	BURNISH REC CENTER FLOORS	13-6-00-6-81013		297.00
						INVOICE TOTAL:	594.00 *
					CHECK TOTAL:		594.00
31211	AT5004			AT&T			
	122514	12/25/14	01	UVERSE SERVICE GILBERT PARK	01-5-00-6-67011		37.50
			02	UVERSE SERVICE GILBERT PARK	13-5-00-6-67011		37.50
			03	UVERSE SERVICE COM. CTR.	01-5-00-6-67011		37.50
			04	UVERSE SERVICE COM. CTR.	13-5-00-6-67011		37.50
						INVOICE TOTAL:	150.00 *
					CHECK TOTAL:		150.00
31212	BA3020			DOUG BARNES			
	121814	12/18/14	01	BBALL OFFICIAL TRAVEL	13-7-01-6-63000		93.00
						INVOICE TOTAL:	93.00 *
					CHECK TOTAL:		93.00
31213	BE1166			BELCASTER REALTY GROUP, LLC			
	10112014	01/06/15	01	REAL ESTATE CONSULTING	36-5-14-9-96110		700.00
						INVOICE TOTAL:	700.00 *
					CHECK TOTAL:		700.00

DATE: 01/07/15
TIME: 12:06:
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-- Park District of Grange --
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INVOICES DUE ON/BEFORE 01/12/2015

CHECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31214	BE4515				ERIK BENSON			
	121214		12/12/14	01	MENS FALL BALL AWARD	13-7-01-7-79000		100.00
				02	MENS FALL BALL AWARD	13-7-01-7-79000		100.00
					INVOICE TOTAL:			200.00 *
					CHECK TOTAL:			200.00
31215	B08367				ILONA JOHANSEN-ALWIN			
	2014-12		01/05/14	01	FITNESS CLASSES DECEMBER	13-7-02-6-62000		1,657.00
					INVOICE TOTAL:			1,657.00 *
					CHECK TOTAL:			1,657.00
31216	BR5050				JMC VENTURES, LLC			
	121514		12/15/14	01	A PIRATES QUEST	13-7-03-6-62000		390.00
					INVOICE TOTAL:			390.00 *
					CHECK TOTAL:			390.00
31217	BU6013				BOB BUCKLEY			
	121814		12/18/14	01	YDL BASKETBALL	13-7-01-6-63000		62.00
				02	TRAVEL	13-7-01-6-63000		31.00
					INVOICE TOTAL:			93.00 *
					CHECK TOTAL:			93.00
31218	CA3800				CATCHING FLUIDPOWER, INC.			
	5965767		12/04/14	01	DUMP TRUCK HYRAULIC HOSE	01-6-00-6-82010		20.67
				02	DUMP TRUCK HYRAULIC HOSE	13-6-00-6-82010		20.66
				03	DUMP TRUCK HYRAULIC HOSE	13-6-00-6-82010		69.91
				04	DUMP TRUCK HYRAULIC HOSE	01-6-00-6-82010		69.92
					INVOICE TOTAL:			181.16 *
					CHECK TOTAL:			181.16

DATE: 01/07/15
 TIME: 12:06:53
 ID: AP211001.WOW

-- Park District of La Grange --
 PRE-CHECK RUN EDIT

INVOICES DUE ON/BEFORE 01/12/2015

CHECK #	VENDOR # INVOICE #	INVOICE DATE	INVOICE #	DESCRIPTION	ITEM #	ACCOUNT #	PROJECT CODE	ITEM AMT
31219	CA6722		CASE LOTS INC					
	2780	12/29/14		01 BATHROOM SUPPLIES		01-6-00-7-83011		74.25
				02 BATHROOM SUPPLIES		13-6-00-7-83011		74.25
				03 CLEANING SUPPLIES		01-6-00-7-83010		149.22
				04 CLEANING SUPPLIES		13-6-00-7-83010		149.23
							INVOICE TOTAL:	446.95 *
							CHECK TOTAL:	446.95
31220	CI0599		CIT TECHNOLOGY FIN SERV INC					
	28285159	12/26/14		01 COPIER LEASE		01-6-00-6-81031		173.50
				02 COPIER LEASE		13-6-00-6-81031		173.50
							INVOICE TOTAL:	347.00 *
							CHECK TOTAL:	347.00
31221	CI1551		AT& T MOBILITY					
	122314	12/23/14		01 PARK FOREMAN		01-5-00-6-67031		33.21
				02 PARK FOREMAN		13-5-00-6-67031		33.21
				03 BASE		12-7-26-7-78000		111.03
				04 SUPT. OF FINANCE		01-5-00-6-67035		33.21
				05 SUPT. OF FINANCE		13-5-00-6-67035		33.20
				06 AIR CARD		01-5-00-6-67043		25.55
				07 AIR CARD		13-5-00-6-67043		25.57
							INVOICE TOTAL:	294.98 *
							CHECK TOTAL:	294.98
31222	CI6015		CINTAS CORPORATION #769					
	1515	01/05/15		01 RUG SERVICE REC CTR.		01-6-00-6-81012		247.17
				02 RUG SERVICE REC CTR.		13-6-00-6-81012		247.18
				03 BATHROOM CLEANING		01-6-00-6-81013		223.80

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-- Park District of La Grange --
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INVOICES DUE ON/BEFORE 01/12/2015

CHECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31222	CI6015				CINTAS CORPORATION #769			
	1515		01/05/15	04	BATHROOM CLEANING	13-6-00-6-81013		223.80
								941.95 *
								CHECK TOTAL: 941.95
31223	CIUNIF				CINTAS CORPORATION LOC 344			
	123114		12/31/14	01	UNIFORM SERVICE	01-6-00-6-81030		141.28
				02	UNIFORM SERVICE	13-6-00-6-81030		141.27
								282.55 *
								CHECK TOTAL: 282.55
31224	CO1333				CODY/BRAUN & ASSOCIATES INC.			
	5313		01/01/15	01	FITNESS CENTER PLANS	36-5-20-9-94800 FC		18,260.00
								18,260.00 *
								CHECK TOTAL: 18,260.00
31225	CO6878-1				COM ED			
	121614		12/16/14	01	SPRING PARK	01-6-18-6-88000		16.92
				02	SPRING PARK	13-6-18-6-88000		16.91
				03	WAIOLA PARK	01-6-15-6-88000		40.67
				04	WAIOLA PARK	13-6-15-6-88000		40.67
				05	DENNING PARK	01-6-10-6-88000		149.13
				06	DENNING PARK	13-6-10-6-88000		149.13
				07	GORDON PARK	01-6-14-6-88000		484.11
				08	GORDON PARK	13-6-14-6-88000		484.10
				09	GILBERT PARK	01-6-11-6-88000		70.91
				10	GILBERT PARK	13-6-11-6-88000		70.91
				11	REC CTR.	01-6-20-6-88000		558.60
				12	REC CTR.	13-6-20-6-88000		558.60
								2,640.66 *
								CHECK TOTAL: 2,640.66

DATE: 01/07/15
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-- Park District of La Grange --
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PAGE: 5

INVOICES DUE ON/BEFORE 01/12/2015

CHECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31226	CO7022				COMMUNITY PARK DISTRICT OF LGP			
	F2014		12/17/14	01	ATHLETICS	13-7-01-6-62000		2,470.80
				02	PERFORMING ARTS	13-7-05-6-62000		18.43
					INVOICE TOTAL:			2,489.23 *
					CHECK TOTAL:			2,489.23
31227	CO7550				SALCOM INC			
	CELPD1214		12/14/14	01	VIDEO GAME ANIMATION	13-7-03-6-62000		620.00
				02	MOVIE MAKING101	13-7-03-6-62000		558.00
					INVOICE TOTAL:			1,178.00 *
					CHECK TOTAL:			1,178.00
31228	CU4203				TERRY CULLEN			
	121814		12/18/14	01	BBALL OFFICIAL	13-7-01-6-63000		93.00
					INVOICE TOTAL:			93.00 *
					CHECK TOTAL:			93.00
31229	DE0288				CONSTANTINE BISSIAS			
	01012015		01/05/15	01	REIMBURSE FOR CELL PHONE	01-5-00-6-67030		80.00
				02	REIMBURSE FOR CELL PHONE	13-5-00-6-67030		80.00
					INVOICE TOTAL:			160.00 *
					CHECK TOTAL:			160.00
31230	FA3100				DIANA FAUGHT			
	1615		01/06/15	01	MILEAGE REIMBURSEMENT	13-5-00-5-55013		175.14
				02	CELL PHONE	01-5-00-6-67034		52.50
				03	CELL PHONE	13-5-00-6-67034		52.50
					INVOICE TOTAL:			280.14 *
					CHECK TOTAL:			280.14

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INVOICES DUE ON/BEFORE 01/12/2015

CHECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31231	F11234				CHRIS FINN			
	10615		01/06/15	01	MILEAGE REIMBURSEMENT	13-5-00-5-55012		122.96
				02	CELL PHONE	01-5-00-6-67036		138.37
				03	CELL PHONE	13-5-00-6-67035		138.38
					INVOICE TOTAL:			399.71 *
					CHECK TOTAL:			399.71
31232	GA0900				LAURA GALLAGHER			
	123014		12/30/14	01	MILEAGE	13-5-00-5-55010		14.00
				02	CELL PHONE	13-5-00-6-67032		105.00
					INVOICE TOTAL:			119.00 *
					CHECK TOTAL:			119.00
31233	HA5560				LEANNA HARTUNG			
	011515		01/05/15	01	PHONE	12-7-00-6-67033		250.00
					INVOICE TOTAL:			250.00 *
					CHECK TOTAL:			250.00
31234	HE5918				DAN HERBST			
	121214		12/12/14	01	BASKETBALL AWARDS	13-7-01-7-79000		175.00
					INVOICE TOTAL:			175.00 *
					CHECK TOTAL:			175.00
31235	HI5281				HINCKLEY SPRINGS WATER COMPANY			
	122114		12/21/14	01	WATER COOLER RENTAL	01-5-00-7-73030		34.02
				02	WATER COOLER RENTAL	13-5-00-7-73030		34.03
					INVOICE TOTAL:			68.05 *
					CHECK TOTAL:			68.05

INVOICES DUE ON/BEFORE 01/12/2015

CHECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31236	HO2110		HORTON'S OF LA GRANGE					
	6020124		12/31/14	01	HARDWARE	01-6-00-7-84041		25.60
				02	HARDWARE	13-6-00-7-84041		25.60
							INVOICE TOTAL:	51.20 *
							CHECK TOTAL:	51.20
31237	HO2431		HOPPY'S LANDSCAPING INC					
	22		01/06/15	01	GORDON PARK PHASE 1	36-5-14-9-96120	GDP1	11,361.00
							INVOICE TOTAL:	11,361.00 *
							CHECK TOTAL:	11,361.00
31238	HU6010		HUF COR-CHICAGO					
	20817		11/28/14	01	REPAIR	01-6-00-6-81038		930.50
				02	REPAIR	13-6-00-6-81038		930.50
							INVOICE TOTAL:	1,861.00 *
							CHECK TOTAL:	1,861.00
31239	IL5038		ILLINOIS ASS'N PARK DISTRICTS					
	2015		12/10/14	01	ANNUAL DUES	01-5-00-6-66030		2,811.03
				02	ANNUAL DUES	13-5-00-6-66030		2,811.03
							INVOICE TOTAL:	5,622.06 *
							CHECK TOTAL:	5,622.06
31240	IM8675		IMPRINT PLUS					
	PIN0214450		12/15/14	01	ID BADGES	13-5-00-6-60011		920.00
							INVOICE TOTAL:	920.00 *
							CHECK TOTAL:	920.00

INVOICES DUE ON/BEFORE 01/12/2015

CHECK #	VENDOR # INVOICE #	INVOICE DATE	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31246	LE6048	JAMES LEE						
	121814	12/18/14	01	B BALL LEAGUE	13-7-01-6-63000			62.00
					INVOICE TOTAL:			62.00 *
					CHECK TOTAL:			62.00
31247	ME8200	METAL SUPERMARKETS						
	315548	12/10/14	01	METAL PLATE	01-6-00-7-84043			16.53
			02	METAL PLATE	01-6-00-7-84043			16.52
					INVOICE TOTAL:			33.05 *
					CHECK TOTAL:			33.05
31248	MI5050	KEVIN MILLER						
	1615	01/06/15	01	MOBILE	13-5-00-6-67034			52.50
			02	MOBILE	01-5-00-6-67034			52.50
			03	MIELAGE	13-5-00-5-55013			199.98
					INVOICE TOTAL:			304.98 *
					CHECK TOTAL:			304.98
31249	MO6136	ROBERT MORROW						
	121814	12/18/14	01	ASSIGNMENT FEES	13-7-01-6-63000			114.00
					INVOICE TOTAL:			114.00 *
					CHECK TOTAL:			114.00
31250	MO9540	MONARCH GRAPHIC & PRINTING SER						
	7647	12/30/14	01	TIME CARDS	01-5-00-6-69137			29.75
			02	TIME CARDS	13-5-00-6-69137			89.25
					INVOICE TOTAL:			119.00 *
					CHECK TOTAL:			119.00

DATE: 01/07/15
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-- Park District of La Grange --
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PAGE 10

INVOICES DUE ON/BEFORE 01/12/2015

CHECK #	VENDOR # INVOICE #	NAPA AUTO PARTS	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31251	NA4980 64551214		11/30/14	01	EQUIPMENT PARTS	01-6-00-6-82011		52.23
				02	EQUIPMENT PARTS	13-6-00-6-82011		52.23
				03	VEHICLE PARTS	01-6-00-6-82010		52.23
				04	VEHICLE PARTS	13-6-00-6-82010		52.23
					INVOICE TOTAL:			208.92 *
					CHECK TOTAL:			208.92
31252	NI6060 121814	NICOR GAS CO.	12/18/14	01	SEDGWICK	01-6-12-6-88100		103.82
				02	SEDGWICK	13-6-12-6-88000		103.82
				03	GILBERT	01-6-11-6-88100		77.77
				04	GILBERT	13-6-11-6-88100		77.76
				05	COM. CTR.	01-6-13-6-88100		128.90
				06	COM. CTR.	13-6-13-6-88100		128.90
				07	536 EAST AVE.	01-6-20-6-88100		583.29
				08	536 EAST AVE.	13-6-20-6-88100		583.29
				09	536 EAST AVE.	01-6-20-6-88100		1,908.87
				10	536 EAST AVE.	13-6-20-6-88100		1,908.86
					INVOICE TOTAL:			5,605.28 *
					CHECK TOTAL:			5,631.74
31253	NO1234 3056	NOVENTECH, INC.	12/18/14	01	90 LOCUST	01-6-14-6-88100		13.23
				02	90 LOCUST	13-6-14-6-88100		13.23
					INVOICE TOTAL:			26.46 *
					CHECK TOTAL:			5,631.74
					INVOICE TOTAL:			1,696.25 *
					CHECK TOTAL:			1,696.25

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INVOICES DUE ON/BEFORE 01/12/2015

CHECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31257	PE1326				MARTIN PETERSEN COMPANY INC			
	S90116		11/30/14	02	HVAC REPAIRS SEDGWICK	13-6-00-6-81010		156.00
				03	HANGING HEATERS REC CTR.	36-5-20-9-92810		9,780.00
								10,092.00 *
								CHECK TOTAL: 10,092.00
31258	PI4028				PITNEY BOWES RESERVE ACCOUNT			
	10615		01/06/15	01	POSTAGE	01-5-00-7-76014		250.00
				02	POSTAGE	13-5-00-7-76014		250.00
								500.00 *
								CHECK TOTAL: 500.00
31259	PO5960				POMP'S TIRE SERVICE, INC			
	470022476		11/13/14	01	EQUIPMENT TIRE	01-6-00-6-82011		87.34
				02	EQUIPMENT TIRE	13-6-00-6-82011		87.34
				03	VAN TIRE	01-6-00-6-82010		69.52
				04	VAN TIRE	13-6-00-6-82010		69.52
								313.72 *
								CHECK TOTAL: 313.72
31260	QU5010				QUARRY MATERIALS, INC.			
	52268		11/26/14	01	COLD PATCH	01-6-00-7-84013		56.50
				02	COLD PATCH	13-6-00-7-84013		56.50
								113.00 *
								CHECK TOTAL: 113.00
31261	QU5069				QUILL CORPORATION			
	8875135		12/19/14	01	CALENDARS	01-5-00-7-73021		33.74

INVOICES DUE ON/BEFORE 01/12/2015

HECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31261	QU5069		QUILL CORPORATION					
	8875135		12/19/14	02	CALENDARS	13-5-00-7-73021		33.73
				03	INK CARTRIDGES	01-5-00-7-73022		457.81
				04	INK CARTRIDGES	13-5-00-7-73022		457.82
				05	BINDER	01-5-00-7-73011		5.78
				06	BINDER	13-5-00-7-73011		5.77
					INVOICE TOTAL:			994.65 *
					CHECK TOTAL:			994.65
31262	RA1998		RACK'M UP DISTRIBUTORS, INC					
	42087		12/19/14	01	VEHICLE LIFT INSPECTION	16-6-00-7-73230		157.50
					INVOICE TOTAL:			157.50 *
					CHECK TOTAL:			157.50
31263	RE0250		JONATHAN REGAN					
	10515		01/05/15	01	MILEAGE	13-5-00-5-55013		86.42
				02	PHONE	01-5-00-6-67034		52.50
				03	PHONE	13-5-00-6-67034		52.50
					INVOICE TOTAL:			191.42 *
					CHECK TOTAL:			191.42
31264	RI0525		ARRIE RICHARDSON					
	121814		12/15/14	01	YDL BASKETBALL REF	13-7-01-6-63000		93.00
					INVOICE TOTAL:			93.00 *
					CHECK TOTAL:			93.00
31265	SA2600		SAFETY-KLEEN					
	64546124		12/23/14	01	PARTS WASHER	01-6-00-6-81032		119.19

DATE: 01/07/15
TIME: 12:06
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INVOICES DUE ON/BEFORE 01/12/2015

CHECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31265	SA2600				SAFETY-KLEEN			
	64546124		12/23/14	02	PARTS WASHER	13-6-00-6-81032		119.18
								238.37 *
								CHECK TOTAL: 238.37
31266	SC6762				SCOUT ELECTRIC SUPPLY CO.			
	157454		12/08/14	01	ELECTRICAL PARTS	01-6-00-7-84040		97.23
				02	ELECTRICAL PARTS	13-6-00-7-84040		97.23
								194.46 *
								CHECK TOTAL: 194.46
31267	SH4391				SHINING STAR PRODUCTIONS			
	1615		01/06/15	01	LITTLE ACTOR'S CLUB PROGRAM	13-7-05-6-62000		336.00
								336.00 *
								CHECK TOTAL: 336.00
31268	SK3000				TERESA SKRZYNSKI			
	12302014		12/30/14	01	MOBILE PHONE	01-5-00-6-67034		52.50
				02	MOBILE PHONE	13-5-00-6-67034		52.50
				03	MIELAGE	13-5-00-5-55013		229.08
								334.08 *
								CHECK TOTAL: 334.08
31269	SK3509				SKY HAWKS SPORTS ACADEMY INC.			
	42007		12/05/14	01	SKY HAWKS SPORTS CAMP	13-7-01-6-62000		204.00
								204.00 *
								CHECK TOTAL: 204.00

-- Park District of La Grange --
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INVOICES DUE ON/BEFORE 01/12/2015

HECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31270	SP4540	GARY SPEVAK						
	121814	12/18/14	01	TRAVEL	13-7-01-6-63000			155.00
			02	YDL REF	13-7-01-6-63000			155.00
					INVOICE TOTAL:			310.00 *
					CHECK TOTAL:			310.00
31271	SU9211	SUNBELT RENTALS INC.						
	49377871	11/26/14	01	AIR COMPRESSOR	01-6-00-6-80021			84.57
			02	AIR COMPRESSOR	13-6-00-6-80021			84.56
					INVOICE TOTAL:			169.13 *
					CHECK TOTAL:			169.13
31272	VI5006	VILLAGE OF LA GRANGE						
	122314	12/23/14	01	48TH & 10TH	01-6-12-6-88200			28.33
			02	48TH & 10TH	13-6-12-6-88200			28.33
			03	SEDG. SENIOR FOUNTAIN	13-6-12-6-88200			28.33
			04	SEDG. SENIOR FOUNTAIN	01-6-12-6-88200			28.33
			05	SEDG. SENIOR FIELD HYDT	01-6-12-6-88200			28.33
			06	SEDG. SENIOR FIELD HYDT	13-6-12-6-88200			28.33
			07	SEDG. TENNIS COURT	13-6-12-6-88200			28.33
			08	SEDG. TENNIS COURT	01-6-12-6-88200			28.33
			09	SEDG. SPRINKLERS	01-6-12-6-88200			28.33
			10	SEDG. SPRINKLERS	13-6-12-6-88200			28.33
			11	GORDON SPLASH	01-6-14-6-88200			28.33
			12	GORDON SPLASH	13-6-14-6-88200			28.33
			13	REC. CTR. 536 EAST	01-6-20-6-88200			298.88
			14	REC. CTR. 536 EAST	13-6-20-6-88200			298.87
31273	VI5006	VILLAGE OF LA GRANGE						
			15	200 WASHINGTON	01-6-13-6-88200			40.48

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DATE: 01/07/15
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INVOICES DUE ON/BEFORE 01/12/2015

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31273	VI5006	VILLAGE OF LA GRANGE					
	122314	12/23/14	16	200 WASHINGTON	13-6-13-6-88200		40.48
			17	GORDON SPRINKLER	01-6-14-6-88200		0.23
			18	GORDON SPRINKLER	13-6-14-6-88200		0.23
				INVOICE TOTAL:			1,019.13 *
				CHECK TOTAL:			1,019.13
31274	WA6052	JOE WALTON					
	121814	12/18/14	01	YDL BASKETBALL REF	13-7-01-6-63000		155.00
				INVOICE TOTAL:			155.00 *
				CHECK TOTAL:			155.00
31275	WA8903	WARREN OIL CO. INC.					
	883406	12/26/14	01	2014 GA. DIESEL	01-6-00-7-85010		2,185.08
			02	2014 GA. DIESEL	13-6-00-7-85010		2,185.08
			03	298 GAL UNLEADED	01-6-00-7-85011		2,652.20
			04	298 GAL UNLEADED	13-6-00-7-85011		2,652.20
				INVOICE TOTAL:			9,674.56 *
				CHECK TOTAL:			9,674.56
31276	WB3800	W.B. OLSON INC.					
	22	01/06/15	01	GORDON PARK PHASE I	36-5-14-9-96120	GDPI	10,016.00
				INVOICE TOTAL:			10,016.00 *
				CHECK TOTAL:			10,016.00
31277	WE1520	BILL WEISSHAAR					
	121214	12/12/14	01	MEN'S BBALL AWARD	13-7-01-7-79000		150.00
				INVOICE TOTAL:			150.00 *
				CHECK TOTAL:			150.00

INVOICES DUE ON/BEFORE 01/12/2015

HECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31278	WH9225				WHITE SOX TRAINING ACADEMY			
	120414		12/04/14	01	COLUMBUS DAY CAMP	13-7-01-6-62000		107.50
				02	NOVEMBER BULLS HANDLING CAMP	13-7-01-6-62000		313.00
				03	OCTOBER FUNDAM CAMP 9-14	13-7-01-6-62000		265.50
				04	OCTOBER FUNDAM CAMP 5-8	13-7-01-6-62000		369.00
				05	SEPT. BULLS SHOOTING CAMP 9-14	13-7-01-6-62000		59.00
				06	SEPT. BULLS SHOOTING CAMP 5-8	13-7-01-6-62000		225.50
					INVOICE TOTAL:			1,339.50 *

CHECK TOTAL: 1,339.50
 TOTAL AMOUNT PAID: 156,290.36

Section 4



STAFF REPORTS

Park District of La Grange
January 2015
Board Report

Dean Bissias
Executive Director

1. Please remember that the board meetings for 2015 are the second Monday of the month with the **exception of September and October** when the meetings will be held on the second Tuesday of the month.
2. The January board meeting is a regular meeting scheduled for Monday, January 12, 2015 and will be held at the Recreation Facility upstairs in the DeSitter Room at 536 East Avenue.
3. The board packet is available online again this month with the January packet at:
<http://www.pdlg.org/Docs/Board%20Mtg%20Packet%1-12-15.pdf>
4. Under Item 3.0 this month staff is recommending that the Board of Commissioners approve the Consent Agenda as presented. The Consent Agenda consists of minutes from the Regular Board Meeting of December 8, 2014; Executive Session Board Meeting of December 8, 2014; the financial report dated December 31, 2014; and consolidated vouchers for the month of January dated January 12, 2015.
5. Under Item 4.1.1, I will bring the Board up to date as it pertains to the 2015-2016 General Operating Budget. The Board needs to schedule meetings to review the 2015-2016 General Operating Budget and for this year's discussion on the MBO's. Staff is already working on developing the budget. This year the budget will be more involved since the plan is to open the fitness center sometime in either October or November.
6. Under Item 4.1.2 I plan to give the Board a brief update on the development of the fitness center project. I have met with Jeff Braun and W.B. Olson in preparation of finalizing construction drawings and determining how we can keep the cost down to a minimum. Over the past month I visited many fitness centers to gather necessary information in preparation of the development of our fitness center. I have also been in communication with the Illinois Department of Natural Resources to make sure we are on track with the financial support which was included in the grant awarded by the governor. So far IDNR is foreseeing no changes in

this grant program since the bonds have been sold specifically for this purpose.

7. Under Action Item 7.1 I am requesting approval of Ordinance 15-01 for disposing of old broken equipment, tables, chairs and many miscellaneous items. In preparation for developing the fitness center staff is conducting a major cleanup of the facility. Many of the items we are planning to dispose of are broken push mowers with cracked mower decks and blown engines, an old Smithco with a blown engine which we have used for spare parts for other Smithco's, and some scrap metals. I will also provide pictures at the meeting of some of the items for disposal.
8. Under Action Item 7.2 staff is requesting that the Board approve Ordinance 15-02 Security Policy with Board Manual Sections 266 and 842. This ordinance has been reviewed by Commissioner Walsh, myself, and Attorney Jim Rock. I have included Board Policy Sections 266 and 842 along with a new Employee Confidentiality Agreement. We will discuss this more during the meeting on Monday night.
9. Under Action Item 7.3 as I stated last month we are requesting the Board to authorize me to investigate and hire contractors to begin the preparation of the pre-demolition phase. The cost for the initial demolition would be under \$20,000 and we would not need to go through the bid process. Completion of the fitness center is tentatively scheduled for the end of September with a preliminary opening in October and a grand opening in November. This demolition would consist primarily of removing some plywood walls and moving stairs for the roof access. Jeff Braun will be at the board meeting to help explain this phase of the project.
10. In this month's board packet I have included capital and MBO dashboards for the Board to review. Staff has made some progress with both the MBO's and capital projects list. We plan on giving a detailed report on all items during the February board meeting in preparation for next year's MBO's and capital budget.
11. During the past month I spent my time working on updating the Board Policy Manual and preparing for the construction of the fitness center. In the next month I will be working with staff in order to complete a major cleanup of the Administration/ Recreation/Maintenance facility. Over the past nine years we have accumulated a lot items that are no longer useful.
12. I am scheduled to be out of the office on Friday, January 16th. Since I have a role with the exhibit committee I will also be attending the IPRA/IAPD State Conference from January 20th

through January 24th. However, I will be available by cell phone for any commissioner or staff member who might need to talk with me.

13. Please remember to take the time and opportunity to have fun and enjoy life with your family. RECREATE!!! It helps your mind and body. Make the Park District of La Grange "Your Fun Destination".

**Park District of La Grange
Fiscal Year 2015/2016
Budget Preparation Timeline
1-9-2015**

<u>Action</u>	<u>Party Responsible</u>	<u>Due Date</u>
Discuss This Timeline with Finance Chair	Executive Director	January 12
Budget Information Meeting <i>(Staff Meeting)</i>	Admin Staff /Support Staff	January 13
Budget Line Item Research & Data Preparation <i>(Staff budget development work period)</i>	Admin Staff /Support Staff	January 13 thru February 13
Submit all Individual Budget Worksheets <i>(Due date to turn in budget worksheets to Department Head)</i>	Admin Staff /Support Staff	February 13
Dept. Heads submit all Budget Worksheets to Executive Director	Admin Staff /Support Staff	February 20
Compile Operational Budgets <i>(Executive Director & Supt. of Finance to assemble overall Operations budget)</i>	Exe. Dir./Supt. of Finance	February 20-25
Staff Workshop on Operational Budgets <i>(Staff Workshop to adjust and discuss overall Operations budget)</i>	Admin Staff/Support Staff	February 25-27
Present to Finance Committee the Operational Budget	Finance Chair/ Admin Staff	February 27- March 3
Revision of Operational Budgets <i>(Work period to alter Operational budget worksheets)</i>	Admin Staff /Support Staff	March 4-6
Present Operations Budget Ordinance to Board <i>(March Regular Board Meeting)</i>	Executive Director	March 9
Place Tentative Budget Ordinance on Display <i>(No less than 30 Days from adoption, Scheduled for April 13)</i>	Executive Director	March 10 (35 Days)
Review Operations Budget with Board & MBO'S <i>(Board Workshop)</i>	Executive Director/ Admin Staff/Board	March 23, 30 or April 6 6:30 pm
Adjustments to Draft Operations Budget Ordinance <i>(Work period to prepare Ordinance & Changes request by Board)</i>	Executive Director/ Admin Staff	April 8-11
Conduct Budget Ordinance Public Hearing <i>(Immediately Prior to Regular April Board Meeting)</i>	Board of Commissioners (35 Days on Display)	April 13
Approve Budget Ordinance <i>(Regular April Board Meeting)</i>	Board of Commissioners	April 13
Capital Budget Presentation <i>(Regular April Board Meeting)</i>	Executive Director/ Admin Staff/Support Staff	May 11
Approval of Capital Budget <i>(Regular June Board Meeting)</i>	Board of Commissioners	June 8

Assignment Key

Finance Committee – Bob Ashby, Robert Metzger, and Dean Bissias
Admin Staff – Dean Bissias, Laura Gallagher, Chris Finn, Leanna Hartung and Leynette Kuniej
Support Staff –Diana Faught, Kevin Miller, Teresa Skrzynski, Claudia Galla, Terri Antos, Linda Muth, and Katie Walsh

Color Key

Admin Staff/Support Staff /Work Shops
Finance Workshop/Meetings
Miscellaneous Meetings/Due Dates

**Park District of La Grange
January 2015
Board Report**

**Leynette Kuniej
Superintendent of Finance**

1. As of December 31st, tax receipts for the 2013 tax levy are at 98% of the total amount levied. The balance of tax revenue outstanding is \$45,010.

The first installment for the 2014 tax levy should be due March 1, 2015.
2. Total cash available at December 31st was \$3,345,724 of which \$2,833,158 is invested in certificates of deposit or money market funds. I may need to reallocate funds to the operating account to accommodate our cash flow needs.
3. December was a busy month for the H.R. Department with the close of open enrollment for our health plan PDRMA and open enrollment for the AFLAC voluntary coverage.
4. Terri has been working to inform and encourage employees to participate in the PDRMA wellness program called PATH – Positive Activities Toward Health. Beginning on January 1st, employees will have access to an online wellness portal that includes activities, trackers, and challenges to incorporate wellness into every day life.
5. Year end payroll procedures have been completed. W2's will be distributed to the employees, payroll tax returns filed, and new tax tables and benefit deductions have been adjusted for the 2015 calendar year.
6. During the month of December the building was very busy and the vending machine brought in \$873 in gross revenue.
7. I have started to work on our budget for the next fiscal year. Our IT representative has been working with me to replace an obsolete budget program that the recreation staff was using to prepare their recreation program budgets.
8. The contract for the new time reporting software has been submitted to Harris Computer. We are just waiting for an installation date.

Park District of La Grange
January 2015
Board Report
Claudia Galla
Park Foreman

1. Leaf removal and outdoor cleanup was completed just before the holidays.
Gutters at Denning and Gilbert were cleaned out.
2. Snow came with the New Year. Lots were plowed and salted at Gilbert, Denning, Sedgwick and the Rec Center. Pathways and sidewalks are cleared in all parks and around all buildings.
3. Snow was removed from inside of ice rinks borders. Liners will be installed shortly as January temperatures drop. Rink equipment and supplies have been prepped/repared.
4. We have contracted to have our outdoor fuel tanks filled to take advantage of low oil prices.
5. Staff participated in the removal and storage of holiday decorations throughout the rec center. The two live trees that were displayed in front of the rec center will be recycled as mulch.
6. *Missing and vandalized signage was replaced at Sedgwick, Gilbert and Denning.
*Vandalized/broken playground equipment was replaced.
*The back door of the Denning building was repaired.
*Missing chain of trash can lids were replaced in all parks.
*Secured temporary fencing at Sedgwick and Gordon.
7. Participated in the "Breakfast with Santa" event with other staff. It was a wonderful program enjoyed by all. Teresa did a great job organizing to bring it together.

Routine duties for the month include:

- *Process vouchers
- *Trash & recycling collection in all parks, twice a week.
- *Inspections December – Playgrounds, buildings, and skate park.
- *Cleaning the interior of our satellite buildings, daily.

**Park District of La Grange
January 2015
Board Report**

**Leanna Hartung
BASE Superintendent**

1. We offered a Winter Break Camp Dec. 22nd, 23rd, 29th and 30th. We had 24 children in attendance the first week and 27 the second week. Last year we did not have enough children to run the first week but did the second week and had 35 children attend. We did get a very positive response from those families who did attend the camp and how grateful they were we offered the camp. The children loved going to see the movie Big Hero Six.
2. In December I was planning for the Winter Break Camp, preparing new documents for the new year, cleaning/organizing BASE supply cabinets and making lesson plans/menu's for January 2015.
3. I had two resignations and one staff member take a leave of absence over the winter break. I conducted interviews and have a couple candidates for the open positions. I hope to have those positions filled within the next week.
4. I am on the bullying committee. I helped gather information to incorporate into our Park District policies.
5. Linda, Leynette and I met to look at possibilities of what would be best for fee structure changes in 2015 for the BASE program. We will meet in the next week to discuss the information we each researched and put a proposal together to present to Dean.
6. At our Supervisory meeting we discussed putting a BASE cookbook together of the children's favorite BASE recipes. We would sell them for a minimal price. We have not decided what we would use the monies for as of yet but several ideas were presented. We have had several requests by parents and District 102 teachers to put together a cookbook!

Happy New Year!!!

**Park District of La Grange
January 2015
Board Report**

**Chris Finn
Superintendent of Facilities**

1. The Recreation Center has been busy with rentals. We continue to bring in good numbers for each month in regards to the rentals of the facility. January is a very busy month for rentals. The gym is extremely busy.
2. The front desk has been extremely busy we have been getting several rental requests for the gym, rental rooms, fun jumps, and the banquet room. The front desk was extremely busy with open gym & playground participants during the Holiday break. The Recreation Center staff has done a great job with the patrons during the busy holiday break. We have even had to turn kids away due to the gym being full to max capacity!
3. The Boys Travel Basketball Tournament will be held at the Recreation Center on January 16 & 17. The girls travel basketball tournament will be in early February.
4. With the help of all of the departments we took all of the Holiday decorations down in the Recreation Center.
5. Capital Projects: The new hanging heaters have been installed in the parking garage area. I have meet with Dean and the architect about the new fitness center. I am working with contractors to get other capital projects done.
6. I have been working with a few different contractors to get a few repairs completed in the Recreation Center as well as satellite buildings.
7. I have help the maintenance department with snow removal at the Recreation Center.
8. Meetings have began with affiliate groups. I am staring to work with the baseball groups and will be meeting with the soccer groups soon as well.
9. I attended the SSPRPA executive board & general meeting on January 8 at the Oak Lawn Park District.

10. On January 21th I will be running the SSPRPA Facility Committee meeting at the Mokena Park District.
11. I will be attending the Annual IPRA/IAPD State Conference at the Hyatt Chicago January 22-24th.

**Park District of La Grange
January 2015
Board Report**

**Linda Muth
Administrative Supervisor**

1. I began work on tax statements for our BASE program families.
2. The first day of resident registration for Winter/Spring programs was Saturday 12/6. Registration ran smoothly both in the office and online.
3. I spent a lot of time on customer service the last couple of weeks. The front desk was very busy checking in patrons for the Rec Center, processing registrations, and answering phone inquiries.
4. I processed facility rental applications while the Rental Coordinator was on vacation.
5. I attended an election workshop for the 2015 consolidated election and processed election petitions that were submitted.
6. I worked on refunds and accounts receivable.
7. I worked on issues related to duplicate online payments.
8. I processed a mailing of thank you letters to the residents of Plymouth Place that generously donated funds for a stove at the Community Center.
9. I updated forms and files for the new year.

**Park District of La Grange
January 2015
Board Report**

**Katie Walsh
Facility Rental Coordinator**

1. For the month of December we charged about \$15,700 in room rental fees. In December of 2013 room rental fees totaled about \$15,300. Room rentals are up about \$400 this December compared to the month of December in 2013.
2. We have charged about \$13,300 in room rental fees for the month of January. We charged \$12,300 in January 2014. Room rentals are up about \$1000 so far this January compared to January 2013.
3. We have already booked \$10,200 in room rental fees for February. Last year in February we booked a total of \$11,700 in room rentals.
4. Room rentals are very busy right now. I am getting many calls and emails.

**Park District of La Grange
January 2015
Board Report**

**Laura Gallagher
Superintendent of Recreation**

1. Winter/Spring registration is underway and revenue is up especially in athletics compared to this time last year. Winter session classes starts within the first couple of weeks of January.
2. Free fitness classes held during the week of December 22 and 29th fared well. We had 54 registered for 4 classes offered. Many were past participants but they liked the opportunity to exercise during the holiday break.
3. During the month of December the Park District offered the opportunity for the public to donate to a "Giving Tree". They could donate gently used scarves, mittens or gloves. We collected 91 items to donate to Beds Plus which serves the homeless in the La Grange community.
4. Staff from all departments helped take down the holiday decorations on Monday, January 5th in the Recreation Center.
5. Staff are busy working on the summer brochure. We are working with program contractors and staff to develop the program schedule. We will be meeting with co-op districts at the end of the month to determine what programs we will co-op with.
6. I will be attending the IPRA conference January 22-24. There looks to be many great educational sessions to attend. I am also looking forward to networking with colleagues and visiting the conference expo.
7. We are also starting to plan for our summer camp promotion. Summer camp registration starts February 1st. We will be sending out a postcard to La Grange and Countryside residents as well as as a camp ad in the Doings special camp guide and emailing past participants.

**Park District of La Grange
January 2015
Board Report**

**Kevin Miller
Recreation Supervisor**

1. The winter session of the Youth Developmental League will begin on Tuesday, January 13th. The league continues to grow in popularity as we will have 10 teams consisting of 80 total 1st-2nd grade players, 12-13 teams of 102 3rd-4th grade players and two teams consisting of 12-14 players in the 5th-6th grade division. The numbers are up dramatically from the winter 2014 season. That league was comprised of six 1st-2nd grade teams with 54 players and eight 3rd-4th grade teams with 71 players. The fall 2014 season had six 1st-2nd grade teams with 47 players, 12 3rd-4th grade teams with 94 players and two 5th-6th grade teams with 14 players. I am very excited for the growth of the league. The parents and coaches have bought into the philosophy of the league and have been great to work with. I am anticipating another wonderful season.

2. On Friday and Saturday, January 16th and 17th, I will be hosting our 9th Annual Boys Travel Basketball Tournament. Registration is down quite a bit from past years. I currently have ten teams, including my own. Having spoken to other teams that traditionally play and cannot this year, they are now playing in Saturday leagues during the season and due to this they do not have the time or the funds to play in as many tournaments. Some other teams also mentioned that Hodgkins hosts a tournament for local grade school teams and many this affects many of the local travel teams and they cannot field their teams that weekend. I have sent out emails to several dozen teams and league directors with the hopes of getting a handful of additional teams so that I do not have to combine divisions. I will be running the tournament in some fashion, however, the format will be different than in years' past due to the lower number of teams. Next year, I will be looking to either flip the boy's tournament to February and the girl's tournament to January or hold the boys tournament in December to avoid these conflicts.

3. Winter athletic classes are currently underway or will be starting up over the next week. Numbers are very strong this season for youth All Star Sports classes, Jujitsu, and Gymnastics. Some classes are down slightly in numbers but it is nothing dramatic. They are still pretty consistent with the past few winter seasons.
4. I am in the process of planning out the summer brochure with my contractors. Over the next few weeks we will begin to get schedules set and brainstorm new program offerings. I will also be researching new in-house athletic programs. Some ideas I am considering is a sand volleyball league for high school age teams and a 3-3 on summer basketball league for incoming 7th and 8th grade teams.
5. On January 22nd-24th I will be attending the IPRA State Conference in Chicago.

Park District of La Grange
January 2015
Board Report

Diana Faught
Early Childhood Supervisor

1. Saturday, 12/6 was the annual Holiday Train event. There were 125 participants registered to board the train in La Grange and head out to Naperville for mini doughnuts, coffee and hot cocoa and Santa! A La Grange Library representative read the book, The Polar Express to participants.
2. Santa's Little Helper a one day early childhood special event was held on Wednesday, December 17th. We had eighteen participants attend. They made a holiday craft, played games and enjoyed a festive snack together. We also ran Holiday Ornaments on Monday, December 15th with seven participants making multiple ornaments to take home and celebrate the season!
3. During the holiday break preschool and early childhood staff spent time cleaning and disinfecting toys and classroom equipment. The Gilbert Park Activity Building, Sedgwick Activity Building, Recreation Center Room 103 and Room 104 were thoroughly cleaned and prepped for the 2015 preschool classes and programs.
4. Winter session one contractual early childhood and youth programs started the week of January 5th. We are running twelve sections of private piano lessons, Irish Step Dancing, Tot Rock, Kid Rock I as well as Kid Rock II.
5. In house early childhood classes will begin on Monday, January 12th. We have four in house programs running for the first session of the winter/spring season. Three sections of Kiddie Kollege and one section of Wee Chefs will all be held here at the Recreation Center.
6. I have been working on implementing and updating the early childhood and youth programming that will be offered in summer 2015 brochure.
7. Four of our Learning Ladders Preschool classes will have "play days" at the Recreation Center in the month of January. This will give the kids in the program the

opportunity to play at the indoor playground as well as use the Toddler Playtime Gym equipment.

8. The Learning Ladders Preschool program will be having its annual open house in mid January. We are offering a Wednesday evening and Saturday morning option. The open house allows parents to meet our staff and get a better understanding of our classroom and behavior management policies.
9. Preschool registration begins on February 2nd for residents of La Grange and February 9th for non-residents. I have completed updating and assembling the 2015-2016 parent manuals.

**Park District of La Grange
January 2015
Board Report**

**Teresa Skrzynski
Community Programs and Marketing Supervisor**

1. The annual Daddy/Daughter Dance was held on Friday, December 5th. The theme this year was "Disney Frozen." There were 80 people in attendance (43 daughters, 37 dads). The event ran from 6:30pm to 8:30pm, with the main source of entertainment being dancing and party games from a professional DJ. We also served refreshments, mozzarella sticks, chicken tenders and fries for dinner and a full sheet Disney Frozen cake for dessert. The event was a success, however the fire alarm went off at 8:15pm and most couples did not return to pick up their framed photo and magic wand to.
2. On December 6th I volunteer to help Diana with Holiday Train. I help out with check in and then continued to take pictures throughout the event.
3. From December 9th-11th, we held Santa Visits for residents of La Grange and Countryside. This was a very popular event because spots filled up fast. A week prior to the event I created the night's route and contacted the participants with a 20 minute window that Santa would be arriving as well as other information. On the night of each visit, Santa stayed at each home for 10-15 minutes taking pictures with each child and asking them what they wanted for Christmas, as well as handing out gifts. Thank you to Rich Rosalia for doing an amazing job for the fourth year.
4. New this year was Breakfast with Santa on December 13th. The event was held in the DeSitter Room from 8:30-10am. First families had breakfast that was catered from Blueberry Hill Café once people finished eating they were able to take pictures with Santa and make some holiday crafts. Thank you to State Bank of Countryside for sponsoring the event.
5. The Senior Holiday Social was on Friday, December 19th from 12:30pm to 2:30pm. We had 36 registered but only 32 came.

Lunch was catered from Spring Forest II with a special thanks to Meadowbrook Manor for sponsoring it. Before lunch while seniors were settling down they played some different types of trivia and after lunch we played a few rounds of Bingo.

6. On January 5th I helped organize and take down the holiday decorations and left a cold winter theme in display case for this chilly season.

7. I had created and updated flyers for Community Gardens, AARP Drivers Safety Class, Coaching for Educators, We Need To Talk, Gong Meditation, Youth Lacrosse, Jujitsu, Co-Rec Volleyball League, Youth Volleyball, Men's Basketball League, Ponytail Softball, Youth Developmental Basketball, Toddler Playtime Gym, Winter Athletics Programs, Rockin' Lock-In, Tile Wall Program, Mom & Son's Night Out, Family Fun Night, Easter Egg Hunt, Tween Flashlight Egg Hunt, Park Pride, Preschool Open House, Preschool School Year 2015-2016.

8. I have begun preparing and organizing programs for the upcoming summer brochure.

9. We currently have 614 likes on Facebook, 262 followers on Twitter and 3,638 subscribers on the PDLG FunBytes.

Section 5



ATTORNEY REPORT

Section 6



TREASURER REPORT

Section 7



ACTION ITEMS

PARK DISTRICT OF LAGRANGE

ORDINANCE NO. 15-01

WHEREAS, Park District of LaGrange (Park District) owns certain personal property that is no longer necessary, useful, or in the best interests of the Park District; and

WHEREAS, the disposal of Park District property is governed by the Park District Code (Code) 70 ILCS 1205/1 et seq; and

WHEREAS, section 8-22 of the Code, 70 ILCS 1205/8-22, provides that the Park District Board of Commissioners, by vote of three-fifths majority, may authorize the conveyance or sale of property that is no longer necessary, useful, or in the best interests of the Park District in any manner they may designate; and

WHEREAS, the Park District Board of Commissioners finds that it is in the best interest of the Park District to dispose of said property;

THEREFORE BE IT ORDAINED by the Board of Commissioners of the Park District of LaGrange that:

1. The following property is no longer necessary, useful, or in the best interests of the Park District:

Broken tables, chairs, and broken and/or unusable equipment stored at the Park District's maintenance department, 536 East Avenue, LaGrange, Illinois.

2. The Park District Executive Director is hereby authorized to sell, donate, or otherwise dispose of said personal property.

PASSED by roll call vote this ____ day of _____, 2015.

ROLL CALL VOTE:

AYE: _____

NAY: _____

ABSENT: _____

APPROVED this _____ day of, _____, 2015

President, Board of Park Commissioners of the
Park District of LaGrange

ATTESTED and RECORDED this
_____ day of, _____. 2015
and published in pamphlet
form.

Secretary, Park District of LaGrange

PARK DISTRICT OF LA GRANGE
ORDINANCE NO: 15-02

AN ORDINANCE ESTABLISHING A
DATA SECURITY POLICY FOR THE
PARK DISTRICT OF LA GRANGE

WHEREAS, the Internet has created a new set of liability risks, and

WHEREAS, the loss of confidential customer and/or employee data can lead to fraud, identity theft, litigation, and the erosion of trust in the Park District and may affect its reputation in the community; and

WHEREAS, the Park District of La Grange may, from time to time, collect, store, and/ or use individuals' Personally Identifiable Information, Protected Health Information, Financial and reputational information, Customer and Employee Data, and Corporate Information or intellectual property; and

WHEREAS, the Park District Risk Management Agency (PDRMA) has recommended that its members adopt data security policies and procedures in an effort to protect information and reduce the risks of cyber liability; and

WHEREAS, the Board of Park Commissioners find that it is in the interest of the Park District of La Grange and its residents to adopt a Data Security Policy;

NOW, THEREFORE BE IT ORDAINED by the Board of Park Commissioners of the Park District of La Grange as follows:

Section 1. The above recitals are hereby incorporated into and made part of this Ordinance.

Section 2. DATA PROTECTION

- A. The Park District of La Grange hereby adopts and incorporates the PDRMA Data Security Plan, which is ~~based on~~consistent with [1]the key principles of Take Stock, Scale Down, Lock It, and Pitch It, and Appendices A, B, and C to that plan, which are attached hereto. [Additional data and network regulations and procedures are provided in Sections 266 and 842 of the Park District's Personnel Policy Manual.](#)

B. Upon adoption of this policy, the Park District of La Grange will, within 12 months complete an assessment of its Data Security Plan as described in the PDRMA "Cyber Liability Prevention Checklist" in Appendix A.

C. Upon completion of the assessment described in Section 2A above, the Park District will establish data security procedures and plans to ~~minimize~~² reduce the risks of cyber liability. Such plans and security procedures shall be developed in accordance with applicable laws, regulations, and ordinances.

D. In the event of a security breach that involves the exposure of confidential information, the Park District will provide notice to any person whose confidential information was breached, in accordance with the Illinois Personal Information Protection Act and/or other applicable laws.

Section 3. This ordinance shall become effective upon adoption by the Park District of La Grange Board of Park Commissioners.

Section 4. All ordinances and resolutions in conflict with this Ordinance are hereby repealed to the extent of such conflict.^[3]

Adopted this ___ day of _____ 2014.

VOTE:

Ayes:

Nays:

Abstain:

Mary Ellen Penicook, President

Attest:

Dean Bissias, Secretary

Appendix A

Cyber Liability Prevention Checklist

Assess

Review human resources and personnel records and files to determine what personal employee information is collected, used, maintained and stored.

Review internal forms and computer systems used by employees for expense reports, trainings, reimbursement requests and other administrative functions to limit the availability of personal information.

Review all requests for personal information from clients, customers, vendors and the general public.

Scale down

Identify essential uses of Social Security Numbers (SSNs) and Personal Identifiable Information (PII).

Phase out the use of PII and SSNs for administrative purposes and internal identification; explore replacing the SSN with a unique identification number.

Physical and Electronic Security

Know where sensitive customer information is stored and store it securely. Make sure only authorized employees have access. For example:

- o Ensure storage areas are protected against destruction or damage from physical hazards, like fire or floods.
- o Store records in a room or cabinet that is locked when unattended.

Ensure the server or computer where customer information is stored is accessible only with a strong password and is kept in a physically secure area. Strong passwords are a minimum of eight characters in length and contain numeric characters, symbols and a mixture of upper- and lower-case alphabetic characters. An employee's username and password should never be the same.

Change default passwords on all software [at the time of installation on a regular basis](#)[4].

Avoid storing sensitive customer data on a computer with an Internet connection whenever possible.

Implement strong access controls. For example:

- o Limit access to customer information to employees who have a business reason to see it. For example, give employees who respond to customer inquiries access to customer files, but only to the extent they need it to do their jobs.
- o Control access to sensitive information by requiring employees to use strong passwords that must be changed on a regular basis.

Develop policies for employees who telecommute or travel often.

- o Consider whether or how employees should be allowed to keep or access customer data at home.

- o Require employees who use personal computers to store or access customer data to use protection against viruses, spyware and other unauthorized intrusions.
- o Allow remote access only with two-factor authentication where one of the factors is provided by a device separate from the computer gaining access.

Maintain secure backup records and keep archived data secure by storing it off line and in a physically secure area.

Maintain a careful inventory of computers and any other equipment on which customer information may be stored.

Encrypt, using National Institute of Standards and Technology-certified cryptographic modules, all data on mobile computers/devices carrying sensitive[5] data. For purposes of this section, sensitive data is personal and financial data which could result in identity theft and all[6] data transmitted via public networks.

Use a "time-out" function for all internal computers that house sensitive information, remote access and mobile devices. Time-out functions require users to re-authenticate after periods of inactivity[7].

Log all computer readable data extracts from databases holding sensitive information and verify each extract. Logs should be reviewed and inappropriate data extracts should be further investigated.[8]

Ensure all employees individuals with authorized access to the Park District's computer network and files sign a confidentiality agreement personally identifiable information and their supervisors sign a document clearly describing their responsibilities.[9]

Apply all software security updates promptly. Maintain current updates to all software.[10]

Maintain strong firewalls, anti-virus and anti-spyware protections.

Installation of any software on Park District of LaGrange computers must be for business purposes and must be approved by the Executive Director. Do not allow employees to download and utilize Ppeer-to-peer (P2P) software[11].is expressly prohibited.

Develop policies for appropriate use and protection of laptops, PDAs, cell phones or other mobile devices.

Security for Transmission of Payment Information

Build and maintain a secure network.

- Install and maintain a firewall configuration to protect data.
- Do not use vendor-supplied defaults for system passwords and other security parameters. Protect cardholder data.
- Protect stored cardholder data.
- Encrypt transmission of cardholder data across open, public networks. Maintain a vulnerability management program.
- Use and regularly update anti-virus software or programs.

Develop and maintain secure systems and applications.

Implement strong access control measures.

- Restrict access to cardholder data based on business need to know.
- Assign a unique ID to each person with computer access.
- Restrict physical access to cardholder data. Regularly monitor and test networks.
- Track and monitor all access to network resources and cardholder data. Regularly test security systems and processes.

Employee Training

Check references or order background checks before hiring employees who will have access to customer information. Ask every new employee to sign an agreement to follow your confidentiality and security standards for handling customer information.

Train employees to take basic steps to maintain the security, confidentiality and integrity of customer information, including:

Lock rooms and file cabinets where records are kept.

- Do not share or openly post employee passwords in work areas.
- Protect laptops, PDAs, cell phones and other mobile devices according to policy.
- Refer calls or other requests for customer information to designated individuals who have been trained in how to safeguard personal data.
- Report suspicious attempts to obtain customer information to designated personnel.
- Regularly remind all employees of your agency's policy — and the legal requirement — to keep customer information secure and confidential. For example, consider posting reminders about their responsibility for security in areas where customer information is stored, like file rooms.
- Prevent terminated employees from accessing customer information by immediately deactivating their passwords and user names and taking other appropriate measures.

Disposal

Consider designating or hiring a records-retention manager to supervise the disposal of records containing customer information. If you hire an outside disposal company, conduct due diligence beforehand by checking references or requiring the company to be certified by a recognized industry group.

Burn, pulverize or shred papers containing customer information so the information cannot be read or reconstructed.

Destroy or erase data when disposing of computers, disks, CDs, magnetic tapes, hard drives, laptops, PDAs, cell phones or any other electronic media or hardware containing customer information.

Appendix B

Date

Dear

We are contacting you because we have learned of a data security incident that occurred on **[Date of Breach]** that may have involved some of your personal information.

The breach involved unauthorized access to the district's **[outline system or equipment]**. The information that may have been breached contained your **[Outline Personal Identifiable information breached (Le. name, bank routing number and account number(s), etc.)]**.

We are notifying you so you can take action to minimize or eliminate potential harm. We strongly encourage you to take preventive measures now to help prevent and detect any misuse of your information.

As a preventive step, we recommend you closely monitor your financial accounts.

If you see any unauthorized activity, promptly contact your financial institution. We also suggest you submit a complaint to the Illinois Attorney General's Identity Theft Hotline at 866-999-5630 or the Federal Trade Commission online at www.ftc.gov/idtheft.

You may also want to contact the three U.S. credit reporting agencies:

1. Equifax: 800-525-6285; www.equifax.com P.O. Box 740241, Atlanta, GA, 30374-0241.
2. Experian: 888-EXPERIAN (397-3742); www.experian.com; P.O. Box 9532, Allen, TX, 75013.
3. TransUnion: 800-680-7289; www.transunion.com; Fraud Victim Assistance Division, P.O. Box 6790, Fullerton, CA, 92834-6790.

You can obtain additional information about fraud alerts and security freezes from these sources.

If you have further questions or concerns, please contact **[Official Spokesperson or call center]**, 555555-555.

Sincerely,

Official Spokesperson

T : 4

Appendix C

ILLINOIS LAW REQUIRING NOTIFICATION IN THE EVENT OF A SECURITY BREACH

Personal Information Protection Act

815 ILCS 530/

Security Breach

"Breach of the security of the system data" means unauthorized acquisition of computerized data that compromises the security, confidentiality or integrity of personal information maintained by the data collector. "Breach of the security of the system data" does not include good faith acquisition of personal information by an employee or agent of the data collector for a legitimate purpose of the data collector, provided the personal information is not used for a purpose unrelated to the data collector's business or subject to further unauthorized disclosure.

Type of Information

"Personal information" means an individual's first name or first initial and last name in combination with any one or more of the following data elements, when either the name or the data elements are not encrypted or redacted:

1. Social Security number.
2. Driver's license number or state identification card number.
3. Account number or credit or debit card number, or an account number or credit card number in combination with any required security code, access code or password that would permit access to an individual's financial account.

"Personal information" does not include publicly available information that is lawfully made available to the general public from federal, state or local government records.

***Note: If the breach involves the unauthorized acquisition of protected health information, notification may be required under the federal Health Insurance Portability and Accountability Act.

Whom to Notify

Any Illinois resident whose personal information has been breached. Any data collector that owns or licenses personal information concerning an Illinois resident shall notify the resident at no charge of a breach of the security of the system data following discovery or notification of the breach.

When to Notify

The disclosure notification shall be made in the most expedient time possible and without unreasonable delay, consistent with any measures necessary to determine the scope of the breach and restore the reasonable integrity, security and confidentiality of the data system.

Information Security and Security Breach Notification Guidance 9

The notification may be delayed if an appropriate law enforcement agency determines notification will interfere with a criminal investigation and provides the data collector with a written request for the delay. However, the data collector must notify the Illinois resident as soon as notification will no longer interfere with the investigation.

How to Notify

Notice to consumers may be provided by one of the following methods:

1. Written notice.
2. Electronic notice, if the notice provided is consistent with the provisions regarding electronic records and signatures for notices legally required to be in writing as set forth in Section 7001 of Title 15 of the United States Code.
3. Substitute notice, if the data collector demonstrates the cost of providing notice would exceed \$250,000 or the affected class of subject persons to be notified exceeds 500,000, or the data collector does not have sufficient contact information. Substitute notice shall consist of all of the following: (i) email notice if the data collector has an email address for the subject persons; (ii) conspicuous posting of the notice on the data collector's website if the data collector maintains one; and (iii) notification to major statewide media.

Other Legal Requirements

A data collector that does not own or license the data shall provide such notification of the breach to the owner or licensee. In addition, the data collector shall cooperate with the owner or licensee in matters relating to the breach. That cooperation shall include, but need not be limited to, (i) informing the owner or licensee of the breach, including giving notice of the date or approximate date of the breach and the nature of the breach; and (ii) informing the owner or licensee of any steps the data collector has taken or plans to take relating to the breach.

SECTION 266

PARK DISTRICT OF LA GRANGE POLICY REGULATING AND PROCEDURES REGARDING THE USE OF THE PARK DISTRICT COMPUTER SYSTEM

Section 266.1 **Definition**

For the purposes of this policy, the *computer system* is defined as the file server, any individual personal computer, laptops, disc drives, memory sticks/chips, and backup tapes that are the property of the Park District and used in Park District administrative and operational activity.

Section 266.2 **General Policy**

The computer system may not be used to store personal files. All information stored in the computer system is the District's data, and as such, may be viewed at any time by the Executive Director, Park District Attorney or at the request of the Executive Director and or Attorney or his or her designee.. Use of the computer system for personal purposes is governed by Section 842 of the Board's Policy and or Executive Director. There is no right to personal privacy with regard to data on the District's computer system.

Section 266.3 **Regulations**

- A. No software programs may be installed on the file server or on District-owned individual personal computers without the approval of the Executive Director or his or her designee.
- B. Unauthorized access to the file server and its files, or unauthorized access to any individual personal computer and its files, is not permitted.
- C. Use of the computer system in violation of this policy may result in punitive measures such as disciplinary procedures including termination or revocation of privileges.

Section 266.4 **Procedure**

Any evidence of unauthorized use, or of tampering with the computer system or its files, including the addition of unauthorized hardware, software or files, is to be immediately brought to the attention of the Executive Director.

I have read this information regarding the use of the Park District Computer System and agree to abide by it.

Employee Signature

Date

(Please place a signed copy of this page in the employee's permanent file.)

SECTION 842

ACCEPTABLE USE OF INTERNET, EMAIL, COMPUTERS, PHONES, CELLULAR PHONES, AND OTHER PARK DISTRICT PROVIDED COMMUNICATION DEVICES

The Park District recognizes the value of and the need for various manual and electronic, digital and voice communications systems such as regular written mail and memos, bulletin board postings, E-mail, voice mail, pager, Park District provided cellular phones and text messaging devices, Internet, Intranet and other inter and intra-agency computer networks and that access to all is designed to enhance productivity. The Park District also recognizes that certain standards for the use of these tools must be established.

A. General Provisions

1. The Park District's manual and electronic communication systems, whether they include contemporaneous or pre-recorded communications are subject to the Park District's exclusive control and management.

All data and other electronic messages generated or stored in such system are property of the Park District. This includes all of the material and information created on, transmitted by, or stored on the Park District's electronic equipment. Users must realize that material or information that has been deleted can be retrieved and viewed by others. This also includes e-mail that has been deleted.

Further, employees who use such systems have no protected right of privacy.

Such communications and information systems include, but are not limited to:

- a. Telephones that are used for the receipt and transmission of emergency calls
 - b. Voice mail
 - c. E-mail--both in-house and Internet systems
 - d. Facsimile (fax) devices--whether stand-alone or PC generated
 - e. Internet and Intranet systems
 - f. Video recorders and players
 - g. Two-way voice radio systems
 - i. Paging systems
 - j. Cellular phones and text messaging devices
 - k. Bulletin boards
 - l. Places where paper, mail, bulletins, announcements, and messages are posted or displayed.
2. The Park District reserves the right to monitor, record, inspect, listen to

otherwise transcribe messages and data generated on or by any Park District owned or provided electronic communication system.

The Park District may routinely monitor and may post some records and data for compliance to this directive; and may, if necessary, focus on specific systems or the activities of specific individuals, which may include random monitoring.

3. No encryption program(s) will be used without the approval of the Executive Director or his or her designee. The Park District reserves the right to decipher and/or delete any encrypted messages or data encountered on its systems.
4. The Park District reserves the right to:
 - a. Access, bypass, override, or delete any employee created password or Personal Identification Number (PIN) so as to gain access to data held under the employee's account.
 - b. Access without notice data or text caches, pager memory banks, cellular phone or text messaging device usage records, e-mail and voice mail boxes or accounts, conversations on designated recorded emergency telephones, and any other Park District provided electronic storage systems.
5. Communication systems, as broadly defined, must never be used to:
 - a. Threaten, intimidate, or intentionally embarrass another person.
 - b. Send or post images that contain nudity, images or words of a profane, prurient, or sexually suggestive nature, even if the employee or recipient has consented to or requested such material.
 - c. Engage in any illegal, illicit, improper, unprofessional, or unethical activity, or in any activity that could reasonably be construed to be detrimental to the interests of the Park District.
 - d. Send or post jokes or comments that tend to disparage a person or group because of race, ethnic background, national origin, religion, gender, sexual orientation, age, verbal accent, source of income, physical appearance or agility, mental or physical disability or occupation; or to use electronic resources or manual communications in any manner which might reasonably be considered harassment or embarrassment of an individual or a group as outlined above. Material of this nature which is received inadvertently should not be save or printed unless for the sole reason of bringing it to the immediate attention of system management.
 - e. Send messages which could be harmful to workplace morale.
 - f. Send or post messages for personal commercial ventures for

- g. profit.
 - g. Solicit or address others regarding religious or political causes or for any other solicitations that are not work related, unless otherwise authorized by the Executive Director or his or her designee.
6. All employees are expected to maintain the integrity of the sensitive, confidential, and proprietary information that is stored on or is passed through the Park District communications and information systems. Such information or data may not be disseminated to unauthorized persons or organizations. This includes, but is not limited to personnel information including salaries, performance reviews, complaints, grievances, disciplinary records and medical records.
 7. User passwords for all Park District communications and information systems are confidential and only known the employee and the Executive Director or his or her designee. It is the user's responsibility to maintain the confidentiality of their password(s). Individual users will be held accountable for the use of their password by others.
 8. No employee may intentionally intercept, eavesdrop, record, read, alter, or receive another person's e-mail messages without management approval.
 9. No employee shall make copies of information or data stored on Park District communications and information systems without management approval, unless it shall be within the normal scope of the individual's assigned duties.
 10. No e-mail or other electronic communication may be sent which hides the identity of the sender or represents the sender to be someone else or to be someone from another entity.

All messages communicated via e-mail services provided by the Park District must contain the sender's name, or the employee ID number in situations where it can be used only under password control.

No employee may represent or give the impression of representing an official position of the Park District in any e-mail or Internet type communication without the express permission of the Executive Director.

All e-mail messages must be businesslike, courteous, civil, and written with the expectation that they could be made public at some time in the future. Confidential information (such as personnel or legal materials) should be communicated via a more secure and private method.

Staff members are expected to use good judgment in providing their e-mail addresses, and to specifically refrain from providing it to vendors or

others who could use the address as a method of sending junk mail. Junk mail received via the Internet could slow down the system in a significant way.

11. Only hardware that has been approved by the Executive Director may be installed for Park District use. This includes all microcomputers, peripherals, and accessories.
12. Hardware is not to be relocated, connected, or disconnected without prior approval of the Executive Director or his or her designee, except in emergency situations in which case immediate advice must be sought or notification must be made to the Park District.
13. Classified, confidential, sensitive, proprietary, or private information or data must not be disseminated to unauthorized persons or organizations.
14. The Park District Executive Director may impose reasonable limitations on the use of any electronic communication system due to financial reasons, or hardware and/or software problems.

The privilege to access any form of electronic communications utilized by the Park District may also be restricted or denied due to disciplinary reasons.

It must be kept in mind that any such restriction could seriously jeopardize an employee's ability to perform their job and thus their continued employment may also be in jeopardy.

B. Internet and Intranet Systems

1. For purposes of this directive, Internet and Intranet will be used interchangeably unless specifically noted.
2. Depending on their work assignments, employees will have varying levels of access to the Internet. Access to the Internet is a revocable privilege. In general, only the Park District approved Internet provider may be used to access the Internet. Exceptions may be made by the Executive Director.
3. No employee may commit any Park District financial resources via Internet access or commerce without specific written approval of the Executive Director. No resources of any kind, including subscription services, for which there is a fee may be accessed or downloaded without prior written approval of the Executive Director.
4. Employees must use good judgment and discretion in generating purely personal e-mail correspondence on the Internet. Use of personal e-mail must be limited and generally done on non-work time.

5. Employees with Internet access are cautioned that they are responsible for what they send, view, or download. Downloading of application programs without the consent of the management is prohibited. The Park District does not recommend downloading or installation on Park District computers of any application software from the Internet. Such software may not only contain imbedded viruses, Trojan horses, and worms but is also untested and may interfere with the functioning of standard Park District applications. Similarly, downloaded data files or e-mail with attachments, may contain viruses, Trojan horses, and worms with the potential of infecting the entire network. Therefore, data and e-mail must be written to the local C-drive and scanned for viruses before opening. If a virus is detected, the Executive Director or his or her designee must be notified immediately. Any and all material downloaded from the Internet must relate to legitimate Park District use.
6. When using the Internet, the user implicitly involves the Park District in his or her expression. Therefore, users must not participate in Web or email surveys or interviews without authorization from the Executive Director.
7. Employees are expected to refrain from using the Internet for purely personal, non-business related purposes to access sites related to sports, stocks, financial information, vacation and travel planning, automobiles, electronic shopping, movies and entertainment, blogging, and non-business related newsgroups and list servers, among others. Limited access to such sites is permitted during non-work hours. This access privilege may be limited or revoked for excessive use or for disciplinary reasons.
8. The Park District may implement monitoring and/or filtering software to insure compliance with its business related restrictions on use of the Internet.
9. Alterations or enhancements shall not be made to the Park District web page without prior approval of the Executive Director or his or her designee.

C. Personal Computer Systems

1. In some instances, the Park District may find it advantageous to utilize various personal computer systems including desktop units and laptops, some of which may be connected together in a Local Area Network (LAN) or Wide Area Network (WAN) that may utilize one or more servers.

All such hardware and software and all data generated by and stored in such systems remains the property of the Park District and is subject to the ownership and inspection guidelines outlined elsewhere in this

document.

2. In an effort to insure standardization of software; to assist in providing support and to facilitate data exchange across individual computers and the LAN(s) or WAN(s), employees are prohibited from installing their own software on any Park District-owned personal computer or on any Park District LAN or WAN.
3. In an effort to protect the integrity of the Park District network systems and the data which may be stored on personal computers, all Park District computers will be equipped with anti-virus software. This virus protection software must be kept operational, no matter what effect it has on the computer system's performance. At no time shall the anti-virus software for desktop computers or for the Internet be disabled, except in situations deemed appropriate by the Executive Director or his or her designee.

If a virus has been introduced on any Park District computer or network due to a staff member disabling the anti-virus software, appropriate disciplinary action may be taken.

D. Software Licensing and Copyrights

1. The Park District purchases or licenses the use of copies of computer software from a variety of outside companies. The Park District does not own the copyright to this software or its related documentation and, unless authorized by the software developer, does not have the right to reproduce it for use on more than one computer.
2. The Park District employees who make, acquire, or use unauthorized copies of computer software will be disciplined as appropriate under the circumstances. The Park District does not permit or condone the illegal duplication of software.

E. Enforcement

A violation of any terms of this directive may result in disciplinary action up to and including termination.

**PARK DISTRICT OF LAGRANGE
EMPLOYEE CONFIDENTIALITY AGREEMENT**

As an Employee of Park District of LaGrange (PARK DISTRICT), it is understood that in order to perform the functions of my position, I may be granted access to a variety of secure and confidential data (e.g., social security numbers, bank information, salary information), systems and/or information. As such, I understand and agree to adhere to the following:

I understand that any access that I am granted to Park District of LaGrange's information technology resources, including but not limited to, computer hardware, software, data, information or files, or resources or information owned by others, including Park District participants and staff, is for the sole purpose of performing my job duties as an employee.

I understand and agree that as a Park District employee, I am responsible for protecting secure and/or confidential data and information to which I have or may gain access, and except as is specifically required by my assigned job duties, I shall never directly or indirectly use, publish, disseminate, or otherwise disclose to any third party, any confidential or secure information, either during my employment with the Park District, or thereafter.

I agree to only access secure or confidential resources, data or information for the purpose of performing my job responsibilities as a Park District employee.

I agree that I will not seek personal benefit, or permit others to benefit personally from any data or information that has come to them through their assignment as a Park District employee.

I agree that I will not release any Park District data or information, or data or information owned by third parties, other than what is required for the completion of my assigned job responsibilities.

I understand that I must abide by all applicable federal and state laws and regulations, and Park District policies regarding the confidentiality of information.

I understand that it is my responsibility to immediately report any violation of this agreement, or any other activity or action that compromises the confidentiality of secure data or information.

I understand that any breach of confidentiality regarding Park District or third party data or information may result in sanctions including suspension or revocation of computer access privileges, disciplinary action, up to and including termination of employment, and possible civil or criminal prosecution or penalties. I also understand that any misuse of Park District or third party data or information, and any violation of this Agreement or other related Park District policies are grounds for disciplinary action, up to and including dismissal.

By signing this agreement, I certify that I have read the above, and that I agree to comply fully with its terms.

Employee (Printed Name) _____

Date _____

Employee Signature _____

Section 8



BOARD BUSINESS



PDLG mission statement:

"Our mission is to provide quality recreation programs, facilities, and parks that enhance the health, happiness, and quality of life of park district residents and program participants"

Goals for 2014/2015

1. Provide clean, safe, attractive parks and facilities
2. Provide programs that improve the health and quality of life in our community
3. Maximize benefits to our residents with the funds we receive
4. Provide a work environment which maximizes the productivity and enthusiasm of our professional staff

Section 9



COMMITTEE REPORTS & MBO/SPECIAL REPORTS

Waiting to Start	Not Funded
In Progress	Completed

**Objective Classification A
 Capital Projects Over \$2,000**

	Legal	Safety	Class	Points	Est. Cost/Hrs	Progress	%	Staff
1	Yes	Yes	A	40	\$25,000	Schedule to start in January		Chris
2	Yes	Yes	A	25	\$92,000/150 hrs	In progress	25%	Chris
3		Yes	A	39	\$100,000	Not funded in capital budget	X	X
4		Yes	A	32	\$40,000-\$50,000	In Progress	85%	Chris
5		Yes	A	31	\$200,000	Budgeted as for repairs as needed		Chris
6		Yes	A	29	\$6,000/25 hrs		25%	Leanna/Dean
7		Yes	A	25	unknown	Contact has been made, still waiting for response	75%	Dean
8		Yes	A	21	\$25,000-\$30,000			Chris
9			A	32	\$10,000-\$15,000 50 hrs	In Progress	50%	Chris
10			A	32	\$25,000 plus buildout of room \$435,000 100 hrs	On Hold until a decision is made regarding Grant Award		Laura
11			A	28	\$40-50,000	Not funded in Capital budget		Chris
12			A	26	\$10,000			Chris
13			A	24	\$25-\$30,000 150 hrs	Complete	100%	Kevin

Waiting to Start	Not Funded
In Progress	Completed

Objective Classification A

Capital Projects Over \$2,000

	Legal	Safety	Class	Points	Est. Cost/Hrs	Progress	%	Staff
14			A	24	\$3,000	Not funded in capital budget	X	X
15			A	22	\$7,000	Not funded in capital budget	X	X
16			A	20	\$4,000	Complete	100%	Terri
17			A	16	\$4,500	In Progress	50%	Staff

Objective Classification B

Operational Costs Under \$2,000

	Legal	Safety	Class	Points	Est. Cost/Hrs	Progress	%	Staff
1		Yes	B	14	\$1,500	Expected completion in early 2015		Leanna
2			B	27	\$1,900/50 hrs	Testing at Forest Road School/add other schools in fall	75%	Linda/Staff
3			B	23	\$500/300 hrs	In Progress	25%	Dean
4			B	22	\$1,000	In Progress	50%	Claudia
5			B	20	\$500-\$2,000 50 hrs	In Progress	95%	Laura
6			B	12	40 hrs	In Progress	75%	Leanna, Leynette, Linda

Waiting to Start	Not Funded
In Progress	Completed

Objective Classification C
 Projects requiring time but no money

	Legal	Safety	Class	Points	Est. Cost/Hrs	Progress	%	Staff
1			C	32	50 hrs	On Hold until a decision is made regarding Grant Award		Laura

Objective Classification D
 Operational Budgetary Costs Over \$2,000

	Legal	Safety	Class	Points	Est. Cost/Hrs	Progress	%	Staff
1	Yes		D	30	\$5,000/100 hrs+	In Progress	30%	Dean/attorney
2	Yes		D	24	\$5,000/100 hrs+	In Progress	75%	Dean/staff
3			D	25	\$5,000/70 hrs	In Progress		Teresa

Section 10



VILLAGE OF LA GRANGE & SEASPAR INFORMATION

MINUTES

VILLAGE OF LA GRANGE
BOARD OF TRUSTEES REGULAR MEETING

Village Hall Auditorium
53 South La Grange Road
La Grange, IL 60525

Monday, November 24, 2014 - 7:30 p.m.

1. CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE

The Board of Trustees of the Village of La Grange regular meeting was called to order at 7:30 p.m. by President Livingston. On roll call, as read by Deputy Village Clerk Elder, the following were present:

PRESENT: Trustees Holder, Kuchler (arrived at 7:34 p.m.), Langan, McCarty, Nowak and Palermo with President Livingston presiding.

ABSENT: None

OTHERS: Village Manager Robert Pilipiszyn
Assistant Village Manager Andrianna Peterson
Village Attorney Mark Burkland
Finance Director Lou Cipparrone
Community Development Director Patrick Benjamin
Assistant Community Development Director and Planner Angela Mesaros
Public Works Director Ryan Gillingham
Fire Chief Donald Gay
Police Chief Mike Holub

President Livingston requested Deputy Village Clerk Elder to lead the audience in the pledge of allegiance.

2. PRESIDENT'S REPORT

President Livingston expressed gratitude to Richard Zaborski for donating the holiday tree for the annual Hometown Holiday to be held on December 6. President Livingston also expressed his thanks to Lyons Tree Service for assisting in transporting the tree.

A. Appointment – Community and Economic Development Commission (CEDC)

To fill a vacancy on the Community and Economic Development Commission, President Livingston introduced Ms. Lisa Sher and thanked her for her willingness to serve. President Livingston requested her appointment be approved.

Trustee Holder moved to approve the appointment, seconded by Trustee Palermo. Motion approved by voice vote.

B. Community Update from La Grange Memorial Hospital

President Livingston noted changes in healthcare since the Adventist La Grange Memorial Hospital opened in 1956. Introducing Mr. Michael Goebel, Chief Executive Officer of Adventist La Grange and Adventist Hinsdale Hospitals, President Livingston requested he provide an update on services.

Mr. Goebel provided information on the recognition the hospital has received for patient satisfaction. Mr. Goebel detailed the hospitals affiliations; the recent emergency department expansion; and cancer institute outpatient center. Addressing the importance of population health management to lower health care costs, Mr. Goebel anticipates future consolidations will evolve.

3. PUBLIC COMMENTS REGARDING AGENDA ITEMS

John Schiess, Architect for 40 S. Ashland noted his availability for any questions.

Karen Barnard, Aurelio's Pizza 11 W. Calendar expressed concerns relevant to parking for Aurelio's customers. Ms. Barnard is hopeful the Board will allow signage and reserved short term parking.

Rose Ashby, 121 S. Ashland noted her support for the multiple family development at 40 S. Ashland and feels issues presented have been thoughtfully addressed by the Plan Commission.

Joe Fedoruk, 217 W. Harris is opposed to the multi-family development. Mr. Fedoruk feels the mass of the buildings will interfere with sewer, electric, and access to wi-fi for School District 102.

Phil Fornaro, 308 S. Park Road as a resident, business owner, and representative of the La Grange Business Association is supportive of the development.

Joan Smothers, 919 W. Hillgrove added her support for the project and feels it will be an asset to the business community. Ms. Smothers believes there is a market for this type of high quality development.

Kris Fedoruk, 217 W. Harris expressed concerns that the multi-family development does not meet zoning requirements and does not feel the developer has complied with changes to reduce the size.

Ed Farrell who resides in La Grange Park supports the project.

Chris Lyons who also resides in La Grange Park is a potential buyer and hopes the Board will approve the project.

Patricia Dravillas favors a one level condo unit and is in favor of the project.

Paul Dravillas, 211 S. Ashland feels the project will enhance safety and encourages its approval.

Rich Fheur of Western Springs also favors the project.

Phil Bernard, 2 S. Catherine opposes the project and feels the Board should consider the good of the entire community not just the needs of individuals.

4. OMNIBUS AGENDA AND VOTE

- A. Request to Purchase – Police Department / Replacement of Investigations Vehicle
- B. (Moved to Current Business for further discussion.)
- C. Ordinance (#O-14-41) – Disposal of Surplus Property / Miscellaneous Personal Property and Evidence
- D. Minutes of the Village of La Grange Board of Trustees Regular Meeting, Monday, November 10, 2014
- E. Consolidated Voucher 141124 (\$531,344.33)

Trustee Kuchler requested items 4-B be removed from the Omnibus Agenda and placed under Current Business for further discussion.

It was moved by Trustee Langan to approve items A, C, D, and E of the Omnibus Agenda, seconded by Trustee Holder.

Approved by a 6 to 0 roll call vote.

Ayes: Trustees Holder, Kuchler, Langan, McCarty, Nowak, and Palermo
Nays: None
Absent: None

5. CURRENT BUSINESS

4-B. Map Amendment – Short Term Parking Space / Loading Zones Within the Central Business District / 0-100 Block of W. Calendar Avenue

Trustee Kuchler explained that in 2006 the Village Board approved an ordinance amending Village Code to establish short-term parking spaces within the Central Business District. Trustee Kuchler further detailed the reason for short-term parking spaces and noted that the Board may modify as deemed necessary.

Trustee Kuchler advised that the Village recently received a request from Aurelio's Pizza at 11 W. Calendar to allow two additional 15-minute parking spaces in front of their business to allow for customer pick-up.

Trustee Kuchler moved to approve the map amendment for short term parking spaces on the 0-100 block of W. Calendar Avenue, seconded by Trustee Langan.

Trustee Kuchler supports the concept, however favors the spaces be located in front of the restaurant rather than at the end of the block. Village Manager Pilipiszyn provided the logic for staff's recommendation to create the two additional 15-minute parking spaces on the north side of Calendar Avenue just west of La Grange Road.

Discussion ensued amongst Board and staff regarding the location for the additional 15-minute parking spaces.

Approved by a 6 to 0 roll call vote.

Ayes: Trustees Holder, Kuchler, Langan, McCarty, Nowak, and Palermo

Nays: None

Absent: None

A. Ordinance (#O-14-42) – (1) Zoning Map Amendment and (2) Special Use Permit, Planned Development Concept and Final Site Plans for a Multiple family residential Building, 40 S. Ashland, 40 Ashland LLC and Michael Streit: Referred to Trustee McCarty

Trustee McCarty noted this project will require a change in zoning and relief from development standards. Trustee McCarty indicated the effectiveness of implementing the Village's Planned Development provisions for control over design, density and public amenities. Explaining the benefits for owners and the Village to work together to create a project that optimizes value, fills a market need, and adheres to higher design standards, Trustee McCarty provided a detailed summary of the proposed development at 40 South Ashland Avenue.

Trustee McCarty described the public hearing discussions regarding this project and the revisions provided by the applicant from their original submission.

Trustee McCarty indicated the Plan Commission's recommendation for approval and advised that representatives of 40 Ashland LLC are in attendance to answer any questions the Board may have.

Trustee McCarty moved to approve an ordinance granting zoning approvals for a multiple family residential project at 40 South Ashland Avenue, seconded by Trustee Holder.

President Livingston invited John Schiess, Architect for 40 S. Ashland to provide a presentation of the proposed development. Mr. Schiess annotated a Power Point presentation of the development and offered to answer any questions.

At 8:55 p.m. President Livingston invited discussion from the Village Board.

Trustee Holder expressed concerns that the development may interfere with the schools wi-fi communication. Mr. Schiess indicated his belief that the matter had been rectified, however will continue to work closely with the school's internet technology staff. Noting his support for the project, Trustee Holder appreciates the applicant's willingness to work with all involved.

Trustee Palermo inquired about Com Ed electrical deficiencies in that neighborhood. Mr. Schiess noted that they have communicated with ComEd to provide adequate service without additional costs to residents.

Trustee Kuchler noted his appreciation for the developer's willingness to work with all parties, however inquired if conditions should be documented in writing. Attorney Burkland advised that specifics could be recorded in a letter of agreement. Trustee Kuchler added his concerns for parking and Mr. Schiess responded that spaces would be dedicated to the units.

Trustee McCarty requested an explanation of storm water management for the development. Mr. Schiess referenced working with Public Works Director Ryan Gillingham and explained the process by which storm waters would be managed.

President Livingston noted the focus of staff on this project and thanked the developer for his interest in La Grange.

Approved by a 6 to 0 roll call vote.

Ayes:	Holder, Kuchler, Langan, Palermo, Nowak, and McCarty
Nays:	None
Absent:	None

B. Ordinance (#O-14-43) – Referendum Question to Authorize a Three-Quarter Percent Increase in the Village’s Non-Home Rule Sales Tax: Referred to Trustee Nowak

Trustee Nowak provided background information on the recently approved food and beverage tax which is being utilized to maintain Village services; pension contributions; parking management; maintaining adequate reserves; and supplemental funding for a School Resource Officer. Trustee Nowak added that since the enactment of the food and beverage tax, the Village has received the final report from the La Grange 2020 Task Force which recommends maintaining and replacing infrastructure, enhancing public safety, and promoting economic development. Trustee Nowak stated that due to recent storms, severe flooding has prompted Board direction to staff for improvements to the Village’s storm water system.

As the current budget does not address needed revenues to support these critical items, Trustee Nowak explained the recommendation to place a referendum question on the April 7, 2015 consolidated election ballot to seek voter approval for a 0.75% increase in the Village’s non-home rule sales tax. Trustee Nowak indicated the approval for the increase in the Village’s current local retail sales tax from 0.25% to 1% would allow the Village to roll back the current food and beverage tax by 0.75% and impose a property tax freeze on the 2015 levy.

Commenting on the options for a maintenance budget and voter approval in the form of a referendum for an increase in the Village’s non-home rule sales tax, President Livingston indicated that the revenues derived to be generated will be utilized for capital needs, restoring funding for public safety, and economic development in a post-TIF era. President Livingston added that the Board would not be voting on a budget but rather options prior to budget approval. President Livingston noted the importance for improvements to the entire Village and explained that this item is open for discussion prior to seeking a motion for approval.

Trustee Holder inquired if the ballot question could include all of the relative facts associated with the Board’s plan for other reductions. Village Attorney responded negatively and advised that informational pamphlets could be provided to residents.

Trustee Palermo inquired about the time line in preparation of the budget. President Livingston advised of the importance for preparation related to the maintenance budget workshop discussion.

Trustee Langan expressed his favor to seek voter approval via a referendum question for increased sales tax revenues as presented.

Trustee Kuchler is also in favor to allow voters to decide, however is hopeful to be able to advise residents of the property tax freeze and reduction in the food and beverage tax.

Trustee Palermo clarified that only the Village's portion of the property tax bill is applicable and feels this should be relayed to residents.

Trustee McCarty feels the importance of communication to residents on all of the venues for this referendum so it is approached in a positive manner.

Trustee Nowak believes this to be a creative solution in a post-TIF era and supports presenting this to the voters. Trustee Nowak favors communication to voters to clarify that the increase in the non-home rule sales tax is to fund infrastructure and major priorities.

President Livingston noted this as beginning the budget preparation process and the Board could motion to vote on this or postpone a motion to vote until the next regular meeting.

Trustee Holder moved to approve an ordinance authorizing and directing the submission to the electors of the Village at the Consolidated Election on April 7, 2015 the question whether the Village may impose a 0.75 percent increase on the Village's Municipal Retailers' Occupation Tax and Municipal Service Occupation Tax, seconded by Trustee Langan.

Approved by 6 to 0 roll call vote.

Ayes:	Trustees Holder, Palermo, McCarty, Nowak, Langan and Kuchler
Nays:	None
Absent:	None

6. MANAGER'S REPORT

None

7. PUBLIC COMMENTS REGARDING MATTERS NOT ON AGENDA

Steve Metsch, 1055 S. Catherine Avenue explained that he submitted a freedom of information request for details related to water main breaks in his area during the last five years. Although minimum costs were incurred, Mr. Metsch feels that the water main should be replaced. President Livingston thanked Mr. Metsch for his opinion.

8. EXECUTIVE SESSION


None

9. TRUSTEE COMMENTS

Trustee Holder complimented staff for their preparation in the two recent development projects. Trustee Holder added his compliments to Trustee McCarty on his presentation of the 40 S. Ashland agenda item.

10. ADJOURNMENT

At 9:45 p.m. Trustee Nowak moved to adjourn, seconded by Trustee Langan. Motion approved by voice vote.



Thomas E. Livingston, Village President

ATTEST:



John Burns, Village Clerk

Approved Date: December 8, 2014