

AGENDA  
REGULAR PARK DISTRICT BOARD MEETING  
COMMUNITY PARK DISTRICT of La GRANGE PARK  
1501 BARNSDALE ROAD, La GRANGE PARK, ILLINOIS  
October 12, 2020 - 6:30 PM

1. Call to Order & Roll Call
  - a. Approval by a majority of the Commissioners present to allow Commissioner Ronovsky to attend the meeting by video conference, as she is unable to physically attend and has provided adequate notice as provided in section 3.6 of the Board Policy Manual.
2. Pledge of Allegiance
3. Park District Mission: The Community Park District of La Grange Park shall offer high quality, affordable and accessible park and recreation facilities, programs, and services in a financially responsible manner.
4. Public Hearing for the Issuance of General Obligation Limited Tax Park Bonds  
Conduct of the Public Hearing for the issuance of \$335,000 General Obligation Limited Tax Park Bonds for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District.
5. Open Forum
6. Approval of the October 12, 2020 Agenda
7. Approval of Board Meeting Minutes
  - a. September 14, 2020 Regular Meeting
8. Communications/Proclamations/Presentations
9. Staff Recognition
10. Staff Reports
  - a. Executive Report
    - i. Human Resources, Executive Assistant
  - b. Recreation Report
    - i. Recreation Manager
    - ii. Recreation, Facilities, and Safety Manager
    - iii. Community Engagement & Marketing Coordinator
  - c. Parks Report
  - d. Financial Consultant
11. Approve Monthly Disbursements

12. Unfinished Business

- a. R003-20 Coronavirus Relief Fund Intergovernmental Agreement

13. New Business

- a. Consider Approval of Estimated Tax Levy Ordinance

14. Adjourn to Executive Session

For the purpose of and for the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the District, or Legal Counsel for the District pursuant to 5 ILCS 120/2(c)(1) of the Open Meetings Act, and discussing of litigation, when an action against, affecting, or on behalf of the particular public body has been filed and is pending in a court or administrative tribunal, or when the public body finds that such an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting pursuant to 5 ILCS 120/2(c)(11) of the Open Meetings Act.

15. Closed Session

- a. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the District or Legal Counsel for the District
- b. Discussion of litigation, when an action against, affecting, or on behalf of the particular public body has been filed and is pending in a court or administrative tribunal, or when the public body finds that such an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting pursuant to 5 ILCS 120/2(c)(11) of the Open Meetings Act.

16. Next Regular Meeting: Monday, November 9, 2020, 6:30pm

17. Adjournment

In accordance with the provisions of the Americans with Disabilities Act, any individual who is in need of a reasonable accommodation in order to participate in or benefit from attendance at a public meeting of the Community Park District Board of Commissioners should contact Jessica Cannaday, Executive Director at 708-354-4580.

**Those wishing to attend the public hearing or Regular Meeting on October 12, 2020 may do so via the Zoom platform:**

- Important: As you install the Zoom software, it will prompt you to enter your name. **Please be sure to use your legal name.** Plan to join the meeting at least 5-10 minutes before the start of the meeting.
- Everyone is automatically muted. If you wish to speak during "Open Forum" use the "Chat" function to type a message to the host indicating you would like to speak. You will then be unmuted to speak. **Comments for Open Forum may also be emailed to [jcannaday@communityparkdistrict.org](mailto:jcannaday@communityparkdistrict.org) by 2:30 p.m. on 10/12/20 to be read at the meeting by staff.**
- You can use the following link to view a tutorial on how to connect with your computer:

[https://www.youtube.com/watch?v=hIkCmbvAHQQ&list=PLKpRxBfeD1kEM\\_I1Ild3N\\_XI77fKDzSxe&inde%20x=2](https://www.youtube.com/watch?v=hIkCmbvAHQQ&list=PLKpRxBfeD1kEM_I1Ild3N_XI77fKDzSxe&inde%20x=2)

### **Virtual Meeting Participation Information**

**Topic: Regular Park District Board Meeting**

**Time: October 12, 2020 6:30 PM Central Time (US and Canada)**

Topic: Regular Park District Board Meeting and Public Hearing for the Issuance of General Obligation Bonds

Time: Oct 12, 2020 6:30 PM Central Time (US and Canada)

### **Join Zoom Meeting**

<https://us02web.zoom.us/j/5150272773?pwd=eFdHc0tDZERTYVpaZXhkU2dIVzgrdz09>

**Meeting ID: 515 027 2773**

**Passcode: CPD1501**

### **One tap mobile**

+13126266799,,5150272773#,,,,,0#,,436130# US (Chicago)

### **Dial by your location**

+1 312 626 6799 US (Chicago)

**Meeting ID: 515 027 2773**

**Passcode: 436130**

Find your local number: <https://us02web.zoom.us/j/kcplLukZs8>

**BINA HEARING Order of Business:**

After 3. Park District Mission

**Announce the time** and that the next agenda item for the Board of Parks Commissioners is a public hearing to receive public comments on the proposal to sell \$335,000 General Obligation Limited Tax Park Bonds for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto. Anyone desiring to be heard will have an opportunity to present a written or oral testimony with respect to this issue.

**To open the discussion**, the proposed issuance of the Bonds is to pay for improvements to the multi-use courts in Memorial Park. These improvements include the addition of three pickleball courts, additional fencing, the installation of a new, state-of-the-art fitness court, landscaping, tennis court renovations, and a smaller multi-use area that includes tether ball, gaga ball, a mini-race track, and other active features for youth participants. (Indicate that there is a plan available to view).

**Are there any additional comments from the board?**

Lucy?

Bob?

Karen?

Peggy?

**Jessica** is there any written testimony concerning the proposed issuance of the Bonds?

**Is there any public comment** concerning the proposed issuance of the Bonds?

**Given that all persons desiring to be heard** have been given an opportunity to present oral and written testimony, I will ask for a motion and a second to adjourn the public hearing.

MINUTES (DRAFT)  
REGULAR PARK DISTRICT BOARD MEETING  
COMMUNITY PARK DISTRICT of LA GRANGE PARK  
September 14, 2020 - 6:30 PM

1. CALL TO ORDER THE REGULAR MEETING & ROLL CALL

President Ogden called the meeting to order at 6:30 pm. Commissioners present were Karen Boyd, Bob Corte, and Lucy Stastny.

Also present were Executive Director Jessica Cannaday, Building and Grounds Supervisor Ray Drexler, Financial Consultant Phil Mesi, Shawn and Victoria Groll of Strive 4 Fitness, and Andrew Arndt of Baird.

- a. Commissioner Boyd made a motion to allow Commissioner Ronovsky to attend the meeting via video conference as Commissioner Ronovsky is unable to physically attend and has provided adequate notice as provided in section 3.6 of the Board Policy Manual. Seconded by Commissioner Corte. Motion passed unanimously.

2. PLEDGE OF ALLEGIANCE

3. PARK DISTRICT MISSION

The Community Park District of La Grange Park shall offer high quality, affordable, and accessible park and recreation facilities, programs, and services in a financially responsible manner.

4. OPEN FORUM

Executive Director Cannaday read a letter dated August 25 from La Grange Park residents Michelle and Bert Jiminez, Xavier and Lori Boillat, Jeri and Nick Silic, and Andy and Laura Swiatek requesting that the Board consider the addition of pickleball courts to Park District facilities.

Resident Lori Boillat joined the meeting at 7:09 via video conference and reiterated support for pickleball.

5. APPROVAL OF THE SEPTEMBER 14, 2020 AGENDA

- a. Commissioner Corte made a motion to approve the September 14, 2020 agenda as written. Seconded by Commissioner Stastny. Motion passed unanimously.

6. APPROVAL OF BOARD MEETING MINUTES

- a. Commissioner Stastny made a motion to approve the August 10, 2020 regular meeting minutes. Seconded by Commissioner Boyd. Motion passed unanimously.

## 7. COMMUNICATIONS/PROCLAMATIONS/PRESENTATIONS

- a. Commissioner Ogden welcomed Strive 4 Fitness owner Shawn Groll. Strive is a boutique fitness center with four locations. Executive Director Cannaday stated the Park District is looking forward to working with Strive to bring expanded fitness opportunities to La Grange Park residents.
- b. Andrew Arndt of Robert W. Baird and Co., a public finance firm, presented an overview of borrowing capabilities for public entities, with a focus on limited tax bonds. Questions were asked and answered.

## 8. STAFF RECOGNITION

- a. Executive Director Cannaday noted that Illinois Association of Park Districts holds a “Best of the Best” gala every year, which recognizes outstanding accomplishments of park districts across the state. Jack Ryder was posthumously awarded Outstanding Citizen Volunteer of the Year for his efforts locating La Grange Park veterans who were killed in action, so they could be honored at the Veterans Memorial. The gala will be a virtual event this year, with details to be announced.

## 9. STAFF REPORTS

- a. Executive Report

A written report distributed to the Board prior to the meeting was introduced by Executive Director Cannaday. Cannaday stated that the Park District has adjusted the corporate fund to compensate for lower recreation revenue due to COVID restrictions, with a goal of breaking even or better. She noted that staff has done a great job instituting cost-cutting measures. Cannaday stated that she will share the information regarding future capital projects with the village at their board meeting on September 22. She also plans to meet with Little League and AYSO in early October to determine their needs regarding future capital projects. Cannaday noted that the Beach/Oak train has been refurbished and looks great, thanks to the hard work of Ray Drexler and Filemon Sanchez. Matt Crilly is doing the required ADA grading of mulch at all park locations. Cannaday stated that a \$20,000 matching grant is available from the Morton Arboretum which would provide funding for a full tree inventory and management plan. The project would cost an estimated \$7,000-\$10,000, with the Park District responsible for providing matching funding in the form of cash or reimbursable expenses that support the management plan. Questions regarding Cannaday’s report were asked and answered.

  - i. A written report by Human Resources, Executive Assistant Nancy Daum and included in the packet was introduced by Executive Director Cannaday.

b. Recreation Manager

i. A written report by Recreation Manager Ashley Jusk and included in the packet was introduced by Executive Director Cannaday. Cannaday stated that the first day of preschool went perfectly.

ii. Recreation, Facilities, and Safety Manager  
A written report by Recreation, Facilities, and Safety Manager Matt Crilly and included in the report was introduced by Executive Director Cannaday. Cannaday noted that a hydroxyl radical generator has been purchased and that Crilly will proceed with CPR training, with assistance from the fire department in the interim. Questions were asked and answered.

iii. Community Engagement & Marketing Coordinator  
A written report by Community Engagement & Marketing Coordinator Amanda Kennedy and included in the packet was introduced by Cannaday. Questions were asked and answered

c. Parks Report

A written report by Building and Grounds Supervisor Ray Drexler, and included in the packet, was introduced by Cannaday. Drexler outlined options for repairs/replacements of basketball backboards. Questions were asked and answered. Drexler stated that there has been minimal vandalism at the Memorial Park Amphitheater. Bathrooms have been secured overnight; the police department has assisted with security

d. Financial Consultant

Financial statements for the month ending August 31, 2020 were presented by Financial Consultant Phil Mesi. He noted that tax payments continue to be received largely on schedule. Questions were asked and answered.

## 10. APPROVAL OF MONTHLY DISBURSEMENTS

A Purchase Journal included in the packet prior to the meeting was introduced by Financial Consultant Mesi. Commissioner Ronovsky made a motion to approve the monthly disbursements totaling \$59,355.70. Seconded by Commissioner Stastny. Motion passed unanimously.

## 11. UNFINISHED BUSINESS

a. Pets in the Park Policy

Commissioner Boyd made a motion to approve Section 3 of the General Use Policy, Animals, and Dog Regulations, as amended, seconded by

Commissioner Stastny. Questions were asked and answered. The motion passed unanimously.

b. Tobacco Policy

Commissioner Boyd made a motion to approve Personnel Policies 6.4 and 8.2 regarding tobacco, seconded by Commissioner Corte. There was no discussion, and the motion passed unanimously.

## 12. NEW BUSINESS

a. R003-20 Coronavirus Relief Fund Intergovernmental Agreement

Director Cannaday stated the Park District is not eligible for any reimbursement from the federal government for expenses relating to Covid and therefore no action is needed on R003-20. IAPD has suggested that Cannaday contact the village to see if they have applied for/received funding and if they would be willing to help the Park District with the \$12,000 in expenses incurred so far. Cannaday praised Amanda Kennedy's diligence in keeping track of Covid-related spending.

b. Capital Planning and Financing

A \$325,000 non-referendum bond issuance for the completion of Memorial Park was discussed. The issuance would fund improvements to the Memorial Park tennis courts, the addition of two pickleball courts, an outdoor fitness court, and a new smaller multi-use area. Commissioner Ronovsky stated her concerns that the Park District has several parks that are in desperate need of improvements. Executive Director Cannaday explained that the Park District would have refinancing and bond issuance capability in 2022 that would help fund larger projects. President Ogden asked if resident input would be incorporated into the strategic planning for future projects, Cannaday stated they would. Commissioner Boyd asked Mr. Arndt of Baird what the Park District could do if interest rates spiked between now and the issuance. Mr. Arndt stated that it was possible to not issue the bonds should that happen. Commissioner Corte expressed support for the addition of pickleball courts. Additional questions were asked and answered regarding details of the proposed improvements and financing. Commissioner Ogden confirmed that there was board consensus to move forward with pursuing a \$325,000 non-referendum bond issuance to make improvements to Memorial Park.

c. R004-20 Strive 4 Fitness License and Use Agreement

Commissioner Boyd made a motion to adopt the R004-20 Strive 4 Fitness License and Use Agreement, seconded by Commissioner Corte. Questions were asked and answered regarding the proposed agreement between the Park District and Strive 4 Fitness. The motion passed unanimously. President Ogden stated he was looking forward to a long and successful partnership. Pictures were taken.

d. R005-20 Fitness Court Grant and Fund Allocation



Commissioner Boyd made a motion to adopt R005-20, A Resolution to adopt and allocate \$30,000 in funds from the 2020 National Fitness Campaign for installation of an outdoor fitness court, seconded by Commissioner Corte. Director Cannaday explained that the proposed court would be located at Memorial Park and likely completed in May or June of 2021. Questions were asked and answered. Motion passed unanimously.

e. Engineering Services Contract for Memorial Park

A motion to authorize Executive Director Cannaday to execute a contract with JSD for Engineering and Architectural Services for Memorial Park not to exceed \$24,000 was made by Commissioner Stastny and seconded by Commissioner Boyd. Questions were asked and answered. The motion passed unanimously.

f. Strategic Planning

The first meeting to begin development of a new strategic plan with staff and the board will be held on October 12, 2020 from 4-6 pm. Executive Director Cannaday stated that this meeting would typically be followed by smaller focus groups consisting of residents and Board members with a second, larger session taking place in January.

g. Disability & Reasonable Accommodation Policy

A motion was made by Commissioner Stastny to approve General Use Policy 4.2 Disability and Reasonable Accommodation Policy. The motion was seconded by Commissioner Corte and passed unanimously.

### 13.ADJORN TO EXECUTIVE SESSION

At 8:40 pm, Commissioner Ronovsky made a motion, seconded by Commissioner Boyd, to adjourn to executive session For the purpose of discussing and approving Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21) and for the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the District, or Legal Counsel for the District pursuant to 5 ILCS 120/2(c) (1) of the Open Meetings Act. The motion passed unanimously.

### 14.RECONVENE OPEN MEETING AND ROLL CALL

President Ogden adjourned Executive Session at 8:46pm and reconvened the Regular meeting with Commissioners Ogden, Stastny, Corte, Boyd, Ronovsky, and Executive Director Cannaday in attendance.

### 15.ACTION, IF ANY, FROM EXCECUTIVE SESSION

Commissioner Boyd made a motion, seconded by Commissioner Corte to approve the minutes of the August 10, 2020 Executive Session. The motion passed unanimously.

16. NEXT REGULAR MEETING

Monday, October 12, 2020, 6:30pm in the multi-purpose room.

17. ADJOURNMENT

Commissioner Ronovsky made a motion to adjourn the meeting at 8:47pm. The motion was seconded by Commissioner Stastny and passed unanimously.

DATE: October 9, 2020

TO: Tim Ogden, President, Community Park District Board of Commissioners

FROM: Jessica Cannaday, Executive Director

**RE: September Board Report**

### **New Business**

A draft of the annual Tax Levy Ordinance for the Community Park District of La Grange Park has been submitted for your review.

### **Executive Office Report**

SEASPAR Update: SEASPAR is recommending that member contributions remain flat once again this year, which means the Community Park District should end up paying less in 2020/2021 because of the dip in La Grange Park's 2019 EAV. Plans for the multi-purpose court renovations were sent to SEASPAR for review to ensure that we are including necessary and applicable accessibility features in this project.

Multi-Use Court Project: Included in this report is the final drawing of the multi-use court renovations. Construction drawings will be completed in time to go to bid in December.

Strategic Plan: The next steps in our strategic plan are to develop focus groups. Commissioners that are interested in specific areas of improvement are encouraged to help build and host focus group discussions.

We are working with the village, library, and chamber to create a replacement event for Holiday in the Park and the annual tree lighting ceremony that is fun for the community and accommodates social distancing requirements.

### **Upcoming Events**

**October 19-23:** Scarecrow Contest Sponsored by Ace Hardware

**October – November 30:** Park Photo Stop Park Scavenger Hunt sponsored by American Family Insurance, Baird & Warner, Bethlehem Woods, Central Federal, Crown Trophy, and Brook Park School.

**October 30:** Drive-Thru Halloween Sponsored by the La Grange Park Chamber of Commerce

**October 31:** Community Park District & Strive 4 Fitness Spooky Shuffle 5K – Sponsored by American Family Insurance

### **HR/Executive Assistant**

- Processed 318 transactions in Community Pass for the month of September (\$29,887 gross income, \$1,792 refunds, \$28,873 net income). Ready Teddy tuition and dance account for roughly 62% of this, followed by sports programs at 20%.
- Negotiated a contract for lease of a new copier.
- Reviewed paid time off for full time staff.

Date: October 12, 2020

To: Jessica Cannaday, Executive Director

From: Ashley Jusk, Recreation Manager

Re: September 2020 Board Report

### PRESCHOOL

Ready Teddy started September 14<sup>th</sup> with 75 students enrolled.

### PROGRAMING

Miss. Angie added a 4-week outdoor session to finish up the summer. We have 24 participants enrolled. Total revenue from this class is \$2350

### DANCE

The first 6-week session on dance started on September 15<sup>th</sup>. We have 55 participants enrolled. Total revenue from this class is \$2900.

### THEATRE

A 6-week session of Performance Playground and Showcase started on Saturday, September 19. We have 11 participants enrolled and total revenue for the class is \$920.

### SUMMER CAMP/PROGRAMMING

The following pages include the Recreation Summer Financial Report.

<b>2020 Summer Financial Report</b>							
<b>SPECIAL EVENTS</b>	REV	EXP	BAL	CO-OP	HOST	#PART	
			\$0.00				
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>				<b>0</b>
<b>TRIPS</b>	REV	EXP	BAL	CO-OP	HOST	#PART	
			\$0.00				
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>				<b>0</b>
<b>THEATER</b>	REV	EXP	BAL	CO-OP	HOST	#PART	
Virtual Classes	\$1,455.00	\$572.00	\$883.00	NO	LP	65	
<b>TOTAL</b>	<b>\$1,455.00</b>	<b>\$572.00</b>	<b>\$883.00</b>				<b>65</b>
<b>EARLY CHILDHOOD</b>	REV	EXP	BAL	CO-OP	HOST	#PART	
Baby Tunes	\$374.00	\$228.90	\$145.10	NO	LP	3	
Rockin Tots	\$1,549.00	\$1,088.50	\$460.50	NO	LP	23	
Mighty Music	\$1,214.00	\$863.00	\$351.00	No	LP	17	
Preschool Playtime in the park	\$304.00	\$228.00	\$76.00	NO	LP	6	
<b>TOTAL</b>	<b>\$3,441.00</b>	<b>\$2,408.40</b>	<b>\$1,032.60</b>				<b>49</b>
<b>CAMPS</b>	REV	EXP	BAL	CO-OP	HOST	#PART	
Summer Camp	\$33,272.00	\$23,607.00	\$9,665.00	NO	LP	39	
			\$0.00				
<b>TOTAL</b>	<b>\$33,272.00</b>	<b>\$23,607.00</b>	<b>\$9,665.00</b>				<b>39</b>
<b>YOUTH</b>	REV	EXP	BAL	CO-OP	HOST	#PART	
Art in the Park	\$1,150.00	\$235.00	\$915.00	NO	LP	13	
Beg. Horseback	\$480.00	\$460.00	\$20.00	NO	LP	2	
			\$0.00				
<b>TOTAL</b>	<b>\$1,630.00</b>	<b>\$695.00</b>	<b>\$935.00</b>				<b>15</b>
<b>FITNESS</b>	REV	EXP	BAL	CO-OP	HOST	#PART	
Yoga	\$1,114.00	\$720.00	\$394.00	NO	LP	46	
			\$0.00		LP		
<b>TOTAL</b>	<b>\$1,114.00</b>	<b>\$720.00</b>	<b>\$394.00</b>				<b>46</b>
<b>SPORTS</b>	REV	EXP	BAL	CO-OP	HOST	#PART	
Women's Softball League	\$4,140.00	\$2,811.00	\$1,329.00	NO	LP	90	
Soccer Camp	\$2,694.00	\$2,306.00	\$388.00	NO	LP	22	
Karate in the Park	\$373.00	\$252.00	\$121.00	NO	LP	7	
Girls Softball Camp	\$385.00	\$150.00	\$235.00	NO	LP	8	
Private Softball Lessons	\$1,000.00	\$337.00	\$663.00	NO	LP	26	
Lil Pint Soccer	\$1,242.00	\$768.00	\$474.00	NO	LP	24	
Basketball	\$500.00	\$161.00	\$339.00	NO	LP	8	
Private Tennis Lessons	\$7,249.00	\$5,552.00	\$1,697.00	NO	LP	37	
Youth Sand Volleyball	\$720.00	\$480.00	\$240.00	NO	LP	15	
Neighborhood Tennis	\$486.00	\$129.00	\$357.00	NO	LP	9	
Adult Table Tennis	\$160.00		\$160.00	NO	LP	6	

<b>TOTAL</b>		<b>\$18,949.00</b>	<b>\$12,946.00</b>	<b>\$6,003.00</b>	<b>252</b>		
<b>ADULT CLASSES</b>		<b>REV</b>	<b>EXP</b>	<b>BAL</b>	<b>CO-OP</b>	<b>HOST</b>	<b>#PART</b>
Dog Obedience		\$1,506.00	\$780.00	\$726.00	NO	LP	13
		<b>REVENUE</b>	<b>EXPENSES</b>	<b>BALANCE</b>			<b># PART.</b>
SPECIAL EVENTS		\$0.00	\$0.00	\$0.00			0
TRIPS		\$0.00	\$0.00	\$0.00			0
THEATER		\$1,455.00	\$572.00	\$883.00			65
EARLY CHILDHOOD		\$3,441.00	\$2,408.40	\$1,032.60			49
CAMPS		\$33,272.00	\$23,607.00	\$9,665.00			39
YOUTH		\$1,630.00	\$695.00	\$935.00			15
FITNESS		\$1,114.00	\$720.00	\$394.00			46
SPORTS		\$18,949.00	\$12,946.00	\$6,003.00			243
Adult		\$1,506.00	\$780.00	\$726.00			13
<b>GRAND TOTAL</b>		<b>\$61,367.00</b>	<b>\$41,728.40</b>	<b>\$19,638.60</b>			<b>470</b>
		<b>Previous Year Totals</b>					
		\$85,815.60	\$57,516.94	\$28,298.66	2019		1151
		\$73,449.14	\$56,541.28	\$16,907.86	2018		1047
		\$76,432.97	\$55,196.51	\$21,236.46	2017		1188
		\$71,339.07	\$48,823.36	\$22,515.71	2016		1191
		\$78,381.68	\$53,877.09	\$24,504.59	2015		1147
		\$72,893.98	\$55,145.40	\$17,748.58	2014		1267
		\$68,750.56	\$55,998.37	\$12,752.19	2013		1383
		\$71,184.70	\$54,052.57	\$17,132.13	2012		1285
		\$72,286.99	\$54,043.34	\$18,243.65	2011		1532
		\$76,454.28	\$56,853.33	\$19,600.95	2010		1477
		\$72,341.48	\$54,307.03	\$18,034.45	2009		1654
		\$78,074.88	\$59,831.67	\$18,243.21	2008		1534
		\$67,024.53	\$53,606.11	\$13,418.42	2007		1602
		\$60,672.15	\$48,544.79	\$12,127.36	2006		1590
		\$55,786.14	\$47,818.90	\$7,967.24	2005		1451
		\$55,890.51	\$46,050.18	\$9,840.33	2004		997
		\$42,633.94	\$36,365.80	\$6,268.14	2003		1289
		\$36,889.35	\$32,850.49	\$4,038.86	2002		838
		\$27,373.01	\$25,672.88	\$1,700.13	2001		758
		\$26,521.11	\$24,424.93	\$2,096.18	2000		756
		\$36,307.30	\$34,246.27	\$2,061.03	1999		1112
		\$39,847.43	\$36,772.39	\$3,075.04	1998		942
		\$41,119.73	\$36,547.75	\$4,571.98	1997		
		\$55,262.92	\$48,216.63	\$7,046.29	1996		
		\$50,570.43	\$48,272.12	\$2,298.31	1995		
		\$65,413.25	\$59,831.77	\$5,581.48	1994		
		\$43,765.41	\$42,759.59	\$1,005.82	1993		

[illegible]

Basketball	22	9	8	6	3	8	na
Horseback Riding	11	6	8	4	13	9	15
Track & Field	19	45	13	24	21	11	19
Track & Field Camp	6	10	25	20	9	10	na
Multiple Sports Camp	14	6	0	10	na	na	7
Women's Softball	10 teams	8 teams	8 teams	6 teams	5 teams	cancelle	5 teams



Date: October 10<sup>th</sup> 2020

To: Jessica Cannaday, Executive Director

From: Matt Crilly, Recreation, Facilities and Safety Manager

RE: September Board Report

- Successfully obtained CPR Instructor/Trainer certification
- Began research on the development of a new Crisis Management Plan
- Developed new fitness programming for November
- Began inspecting soccer goals
- Trained staff of the use of the Hydroxyl Radical Generator
- Retrained custodial staff on expectations, usage of chemicals, and amounts used during cleaning.

Date: October 12, 2020

To: Jessica Cannaday, Executive Director

From: Amanda Kennedy, Community Engagement & Marketing Coordinator

Re: September 2020 Board Report

## MARKETING

Direct emailed program specific emails with a 54% open rate resulting in 95 new registrations equaling \$4754 in revenue

Submitted E-briefs, updated electronic sign & sent promotional emails to District 102 & 95

Attended Chamber Meeting to promote fall events & obtain sponsors

Posted posters & flyers with District 102 & 95 as well as business around town

28 day web site traffic up with a total of 489 users with 412 being new users

## PROGRAMMING

### Summer 2020

<u>Class</u>	<u>Revenue</u>	<u>Supplies</u>	<u>Salary</u>	<u>Profit</u>	<u>Participants</u>
<b>Sports</b>					
Soccer Camp	2694	0	2306	388	22
Karate in the Park	373	0	252	121	7
Girls Softball Camp	385	0	150	235	8
Private Softball Lessons	1000	0	337	663	26
Youth Sand VB	720	0	480	240	15
Lil Pint Soccer	1242	0	768	474	24
Basketball (Grisafe)	500	0	161	339	8
Private Tennis (Grisafe)	7249	237	5315	1967	37
Neighborhood Tennis	486	0	129	357	9
Women's Softball	4600	470	2341	1789	90 (9 Teams)
<b>Early Childhood</b>					
Preschool Playtime	304	88	140	76	6
<b>Youth</b>					
Art in the Park	1150	81	154	915	13
<b>Adult</b>					
Dog Obedience	1506	0	780	726	13
<b>TOTAL</b>	<b>22,209</b>	<b>876</b>	<b>13,313</b>	<b>8,290</b>	<b>278</b>

## FINANCIALS

Processed Payables for September

Date: October 10<sup>th</sup> 2020

To: Jessica Cannaday, Executive Director

From: Ray Drexler, Building and Grounds Supervisor

RE: September Board Report

- Weed removal by staff at Memorial Park and Robinhood Park
- Train painted, installed and bolted at Beach/Oak Park
- Planted fall flowers at Memorial Park
- Damaged basketball hoops (2) were removed from Yena Park
- Repaired and installed basketball back board (1) with new plexiglass for Memorial Park
- Repaired and rebuilt backboards (2) for Yena Park
- Hung new security lights (4) at amphitheater at Memorial Park
- Hung sponsor banners at amphitheater
- Installed 4 new tires on GMC dump truck, and mounted 2 new lawn mower tires
- Prepared flower beds at 1501 and Memorial Park and planted native redbud and 5 hydrangeas
- 20 yards of compost and 20 yards of black dirt delivered to shop
- Garage doors at shop were serviced and inspected
- Acquired 3 price quotes for tree removal

Community Pk District LaGrange Pk  
Income Statement  
For the Five Months Ending September 30, 2020

		Current Month Actual	Year to Date Actual	Budget	%	Prev % Budget
<b>Revenues</b>						
01-401	Corporate Fund Taxes	\$ 368.16	\$ 222,459.14	\$ 514,000.00	43.28	47.04
01-402	Replacement Taxes	0.00	7,047.27	15,000.00	46.98	50.77
01-403	Interest Earned-Corp. Fun	38.07	350.15	1,000.00	35.02	319.80
01-490	Other Income - Corporate	0.00	0.00	2,500.00	0.00	0.00
02-401	Recreation Fund Taxes	66.42	39,927.19	93,000.00	42.93	40.02
02-403	Interest Earned - Rec. Fu	15.13	235.78	1,500.00	15.72	164.62
02-405	Programs Fees - General	28,355.00	119,704.16	649,600.00	18.43	42.61
02-408	Donations & Sponsorship	800.00	994.00	10,500.00	9.47	37.25
02-490	Other Income - Recreatio	0.00	0.00	500.00	0.00	921.46
03-401	Property Taxes-IMRF	29.33	17,714.16	41,200.00	43.00	53.96
03-403	Interest IMRF	4.20	46.20	174.00	26.55	174.85
04-401	Property Taxes FICA	36.65	22,131.77	51,500.00	42.97	47.22
04-403	Interest-FICA	3.46	30.89	100.00	30.89	145.40
05-401	Property Taxes Auditing	5.71	3,455.70	8,000.00	43.20	52.46
05-403	Interest Auditing	0.08	5.97	5.00	119.40	642.80
06-401	Property Taxes-PDRMA	24.43	14,784.69	34,400.00	42.98	47.22
06-403	Interest-PDRMA	2.14	30.74	50.00	61.48	1,136.8
06-490	Other Income-PDRMA	0.00	0.00	2,500.00	0.00	0.00
08-401	Property Taxes-SEASPA	71.10	42,906.56	100,000.00	42.91	42.50
08-403	Interest-SEASPAR	14.73	191.79	20.00	958.95	1,842.2
09-401	Property Taxes-Bond& In	129.69	78,381.68	180,000.00	43.55	49.84
09-403	Interest- Bond&Interest	13.94	111.25	25.00	445.00	1,315.8
10-408	Donation & Grants-#10	5,438.00	5,438.00	0.00	0.00	0.00
11-403	Interest Earned- Fund #11	0.96	13.06	20.00	65.30	642.05
11-408	VMF Donations	0.00	375.00	500.00	75.00	40.00
	Total Revenues	<u>35,417.20</u>	<u>576,335.15</u>	<u>1,706,094.00</u>	33.78	46.81
<b>Expenses</b>						
01-501	Full Time Wages-Admin	11,717.94	53,954.84	159,068.00	33.92	29.22
01-505	Part Time Wages	271.49	2,129.09	28,600.00	7.44	56.21
01-507	Overtime Wages	0.00	0.00	2,500.00	0.00	0.00
01-511	Wages - Program Leaders	3,137.50	15,181.25	60,000.00	25.30	32.54
01-601	Legal Publications	52.22	52.22	500.00	10.44	34.24
01-603	Postage Stamps	13.40	123.40	1,000.00	12.34	70.84
01-604	Public Relations	35.00	35.00	8,000.00	0.44	0.00
01-606	Telephones	974.81	3,389.29	8,450.00	40.11	36.14
01-607	Association Dues	450.00	450.00	6,800.00	6.62	5.80
01-608	Professional Developmen	6.00	73.39	7,250.00	1.01	0.20
01-610	Subscriptions	0.00	0.00	1,000.00	0.00	12.93
01-612	Mileage Reimbursement	230.76	1,269.18	3,000.00	42.31	11.54
01-701	Park Board Expense	0.00	280.00	7,500.00	3.73	41.32
01-702	Computer Services	805.25	4,335.25	8,500.00	51.00	35.78
01-703	Security Services	469.54	939.07	2,100.00	44.72	48.71
01-704	Health Insurance Admin.	0.00	17,130.73	70,250.00	24.39	23.29
01-705	Professional Services	2,616.25	6,860.00	23,000.00	29.83	102.70
01-706	Office Machine Contracts	378.58	839.46	20,000.00	4.20	4.89

Community Pk District LaGrange Pk  
Income Statement  
For the Five Months Ending September 30, 2020

	Current Month	Year to Date		%	Prev %
	Actual	Actual	Budget		Budget
01-707 Refuse Disposals	0.00	553.87	5,500.00	10.07	0.00
01-708 Portable Toilets	0.00	2.67	1,500.00	0.18	40.44
01-709 Trade Services	1,818.44	1,474.20	23,000.00	6.41	6.87
01-710 Utilites - Natural Gas	114.61	657.72	2,500.00	26.31	37.08
01-711 Utilities - Electricity	1,783.77	4,230.04	11,000.00	38.45	39.77
01-712 Utilities - Water	173.40	173.40	16,000.00	1.08	32.91
01-723 Bank Fees	0.00	0.00	500.00	0.00	13.20
01-801 Supplies	852.98	3,152.72	27,700.00	11.38	20.89
01-802 Equipment	0.00	1,851.05	16,000.00	11.57	0.00
01-804 Repair Parts	1,899.86	2,364.82	6,500.00	36.38	27.03
01-805 Awards & Remembrance	52.32	164.21	1,500.00	10.95	8.56
01-809 Staff Uniforms	0.00	51.00	2,100.00	2.43	12.56
01-901 Other Expenses	0.00	0.00	8,500.00	0.00	132.50
02-501 Full Time Wages-Rec	11,200.69	41,669.72	169,153.00	24.63	34.21
02-505 Part Time Wages-Prog A	4,102.87	28,431.04	138,250.00	20.56	42.62
02-508 Wages - Rental Superviso	0.00	0.00	4,100.00	0.00	0.00
02-511 Wages - Program Leaders	1,487.18	11,510.45	81,175.00	14.18	18.58
02-604 Program Marketing	0.00	654.81	2,000.00	32.74	0.00
02-606 Telephones	60.00	327.88	2,160.00	15.18	42.21
02-608 Professional Developmen	579.00	579.00	4,000.00	14.48	0.00
02-612 Mileage	0.00	0.00	250.00	0.00	0.00
02-703 Security Services	0.00	1,593.93	8,000.00	19.92	45.80
02-704 Health Insurance Rec.	0.00	10,100.64	71,750.00	14.08	12.61
02-707 Refuse Disposals	620.73	1,549.88	4,500.00	34.44	36.52
02-709 Trade Services	615.00	1,690.60	5,000.00	33.81	35.16
02-710 Utilites - Natural Gas	41.07	461.14	3,000.00	15.37	16.30
02-711 Utilities - Electricity	0.00	3,597.51	13,000.00	27.67	51.80
02-712 Utilities - Water	258.37	489.57	1,500.00	32.64	66.46
02-717 Program Contractual Serv	3,375.90	5,617.70	117,200.00	4.79	31.16
02-718 Credit Card Fees	274.68	2,307.52	11,500.00	20.07	49.23
02-720 Brochure Printing	748.90	1,847.71	17,500.00	10.56	43.23
02-722 Co-op Fees	0.00	3,151.48	16,450.00	19.16	29.32
02-723 Bank Fees	27.00	161.00	0.00	0.00	0.00
02-801 Supplies	2,012.61	6,039.39	60,950.00	9.91	27.66
02-802 Equipment	0.00	547.08	8,100.00	6.75	17.14
02-804 Repair Parts	68.09	1,641.01	6,000.00	27.35	38.56
02-901 Other Expenses	249.00	996.00	7,100.00	14.03	26.08
03-630 IMRF Contribution	2,747.35	13,209.46	46,833.81	28.20	28.60
04-640 FICA-Employer Contribu	2,520.85	13,110.12	49,514.32	26.48	33.20
05-705 Professional Service-Aud	2,000.00	8,950.00	8,700.00	102.87	77.01
06-705 Professional Services, Saf	0.00	2,402.55	8,500.00	28.27	12.63
06-717 Security Reference Check	0.00	200.00	750.00	26.67	22.00
06-760 PDRMA Premium	0.00	16,648.80	30,000.00	55.50	45.44
06-801 Safety Supplies	0.00	1,702.01	1,500.00	113.47	29.54
08-501 Full Time Wages-Board	634.62	3,428.83	8,500.00	40.34	9.73
08-708 ADA Portable Restrooms	520.00	1,301.04	5,500.00	23.66	9.15
08-709 ADA Assesibility	0.00	0.00	25,000.00	0.00	0.00
08-717 Special Rec-Instrutors	0.00	25.63	4,000.00	0.64	0.00
08-780 SEASPAR Contribution	0.00	28,875.00	61,000.00	47.34	49.82

Community Pk District LaGrange Pk  
Income Statement  
For the Five Months Ending September 30, 2020

	Current Month	Year to Date		%	Prev %
	Actual	Actual	Budget		Budget
09-705 Bonds & Interest-Profess	0.00	250.00	500.00	50.00	0.00
09-790 Bond Principal	0.00	0.00	125,000.00	0.00	0.21
09-791 Bond Interest	0.00	26,975.00	53,950.00	50.00	50.04
10-709 Trade Services- Cap Proj	0.00	0.00	4,000.00	0.00	0.00
11-801 Supplies-Memorial Proj	0.00	0.00	1,500.00	0.00	172.18
	<u>          </u>	<u>          </u>	<u>          </u>		
Total Expenses	61,998.03	363,761.37	1,727,204.13	21.06	27.17
	<u>          </u>	<u>          </u>	<u>          </u>		
Net Income	\$ (26,580.83)	\$ 212,573.78	\$ (21,110.13)	(1,006.9	(82.89)
	<u>          </u>	<u>          </u>	<u>          </u>		

Community Pk District LaGrange Pk  
Income Statement  
For the Five Months Ending September 30, 2020  
CORPORATE FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Prev YTD	Prev % Budget
<b>Revenues</b>						
Corporate Fund Taxes	\$ 368.16	\$ 222,459.14	\$ 514,000.00	43.28	\$ 250,257.47	47.04
Replacement Taxes	0.00	7,047.27	15,000.00	46.98	7,614.96	50.77
Interest Earned-Corp. F	38.07	350.15	1,000.00	35.02	3,197.98	319.80
Other Income - Corpora	0.00	0.00	2,500.00	0.00	0.00	0.00
	<hr/>	<hr/>	<hr/>		<hr/>	
Total Revenues	406.23	229,856.56	532,500.00	43.17	261,070.41	47.38
	<hr/>	<hr/>	<hr/>		<hr/>	
<b>Expenses</b>						
Full Time Wages-Admi	11,717.94	53,954.84	159,068.00	33.92	56,624.67	29.22
Part Time Wages	271.49	2,129.09	28,600.00	7.44	19,673.37	56.21
Overtime Wages	0.00	0.00	2,500.00	0.00	0.00	0.00
Wages - Program Lead	3,137.50	15,181.25	60,000.00	25.30	21,805.02	32.54
Legal Publications	52.22	52.22	500.00	10.44	41.09	34.24
Postage Stamps	13.40	123.40	1,000.00	12.34	354.22	70.84
Public Relations	35.00	35.00	8,000.00	0.44	0.00	0.00
Telephones	974.81	3,389.29	8,450.00	40.11	2,511.96	36.14
Association Dues	450.00	450.00	6,800.00	6.62	318.75	5.80
Professional Developm	6.00	73.39	7,250.00	1.01	12.00	0.20
Subscriptions	0.00	0.00	1,000.00	0.00	97.00	12.93
Mileage Reimbursemen	230.76	1,269.18	3,000.00	42.31	346.14	11.54
Park Board Expense	0.00	280.00	7,500.00	3.73	5,164.83	41.32
Computer Services	805.25	4,335.25	8,500.00	51.00	2,683.50	35.78
Security Services	469.54	939.07	2,100.00	44.72	974.28	48.71
Health Insurance Admi	0.00	17,130.73	70,250.00	24.39	12,989.81	23.29
Professional Services	2,616.25	6,860.00	23,000.00	29.83	20,540.24	102.70
Office Machine Contra	378.58	839.46	20,000.00	4.20	635.82	4.89
Refuse Disposals	0.00	553.87	5,500.00	10.07	0.00	0.00
Portable Toilets	0.00	2.67	1,500.00	0.18	2,426.67	40.44
Trade Services	1,818.44	1,474.20	23,000.00	6.41	10,377.81	6.87
Utilites - Natural Gas	114.61	657.72	2,500.00	26.31	852.78	37.08
Utilities - Electricity	1,783.77	4,230.04	11,000.00	38.45	6,084.34	39.77
Utilities - Water	173.40	173.40	16,000.00	1.08	4,936.70	32.91
Bank Fees	0.00	0.00	500.00	0.00	66.00	13.20
Supplies	852.98	3,152.72	27,700.00	11.38	6,580.27	20.89

Community Pk District LaGrange Pk  
Income Statement  
For the Five Months Ending September 30, 2020  
CORPORATE FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Prev YTD	Prev % Budget
Equipment	0.00	1,851.05	16,000.00	11.57	0.00	0.00
Repair Parts	1,899.86	2,364.82	6,500.00	36.38	1,892.28	27.03
Awards & Remembran	52.32	164.21	1,500.00	10.95	128.46	8.56
Staff Uniforms	0.00	51.00	2,100.00	2.43	188.41	12.56
Other Expenses	0.00	0.00	8,500.00	0.00	2,649.93	132.50
	<hr/>	<hr/>	<hr/>		<hr/>	
Total Expenses	27,854.12	121,717.87	539,818.00	22.55	180,956.35	23.39
	<hr/>	<hr/>	<hr/>		<hr/>	
Net Income	\$ (27,447.89)	\$ 108,138.69	\$ (7,318.00)	(1,477.	\$ 80,114.06	(35.99)
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Community Pk District LaGrange Pk  
Income Statement  
For the Five Months Ending September 30, 2020  
**RECREATION FUND**

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Previous YTD	Prev % Budget
<b>Revenues</b>						
Recreation Fund Taxes	\$ 66.42	\$ 39,927.19	\$ 93,000.00	42.93	\$ 23,609.21	40.02
Interest Earned - Rec. F	15.13	235.78	1,500.00	15.72	2,469.37	164.62
Programs Fees - Genera	28,355.00	119,704.16	649,600.00	18.43	239,233.19	42.61
Donations & Sponsorsh	800.00	994.00	10,500.00	9.47	3,800.00	37.25
Other Income - Recreat	0.00	0.00	500.00	0.00	18,429.10	921.46
	<hr/>	<hr/>	<hr/>		<hr/>	
Total Revenues	29,236.55	160,861.13	755,100.00	21.30	287,540.87	45.34
	<hr/>	<hr/>	<hr/>		<hr/>	
<b>Expenses</b>						
Full Time Wages-Rec	11,200.69	41,669.72	169,153.00	24.63	60,728.41	34.21
Part Time Wages-Prog	4,102.87	28,431.04	138,250.00	20.56	45,544.77	42.62
Wages - Rental Supervi	0.00	0.00	4,100.00	0.00	0.00	0.00
Wages - Program Lead	1,487.18	11,510.45	81,175.00	14.18	13,063.84	18.58
Program Marketing	0.00	654.81	2,000.00	32.74	0.00	0.00
Telephones	60.00	327.88	2,160.00	15.18	440.68	42.21
Professional Developm	579.00	579.00	4,000.00	14.48	0.00	0.00
Mileage	0.00	0.00	250.00	0.00	0.00	0.00
Security Services	0.00	1,593.93	8,000.00	19.92	3,045.85	45.80
Health Insurance Rec.	0.00	10,100.64	71,750.00	14.08	7,968.12	12.61
Refuse Disposals	620.73	1,549.88	4,500.00	34.44	1,643.51	36.52
Trade Services	615.00	1,690.60	5,000.00	33.81	1,757.76	35.16
Utilites - Natural Gas	41.07	461.14	3,000.00	15.37	391.21	16.30
Utilities - Electricity	0.00	3,597.51	13,000.00	27.67	6,216.32	51.80
Utilities - Water	258.37	489.57	1,500.00	32.64	664.62	66.46
Program Contractual Se	3,375.90	5,617.70	117,200.00	4.79	38,108.30	31.16
Credit Card Fees	274.68	2,307.52	11,500.00	20.07	5,415.28	49.23
Brochure Printing	748.90	1,847.71	17,500.00	10.56	7,349.70	43.23
Co-op Fees	0.00	3,151.48	16,450.00	19.16	4,941.09	29.32
Bank Fees	27.00	161.00	0.00	0.00	107.00	0.00
Supplies	2,012.61	6,039.39	60,950.00	9.91	16,330.83	27.66
Equipment	0.00	547.08	8,100.00	6.75	1,611.14	17.14
Repair Parts	68.09	1,641.01	6,000.00	27.35	1,927.90	38.56
Other Expenses	249.00	996.00	7,100.00	14.03	782.50	26.08

Community Pk District LaGrange Pk  
Income Statement  
For the Five Months Ending September 30, 2020  
RECREATION FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Previous YTD	Prev % Budget
Total Expenses	<u>25,721.09</u>	<u>124,965.06</u>	<u>752,638.00</u>	16.60	<u>218,038.83</u>	31.20
Net Income	\$ <u><u>3,515.46</u></u>	\$ <u><u>35,896.07</u></u>	\$ <u><u>2,462.00</u></u>	1,458.00	\$ <u><u>69,502.04</u></u>	(107.64

Community Pk District LaGrange Pk  
Income Statement  
For the Five Months Ending September 30, 2020  
ILLINOIS MUNICIPAL RETIREMENT FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Previous YTD	Prev % Budget
Revenues						
Property Taxes-IM	\$ 29.33	\$ 17,714.16	\$ 41,200.00	43.00	\$ 18,887.35	53.96
Interest IMRF	<u>4.20</u>	<u>46.20</u>	<u>174.00</u>	26.55	<u>174.85</u>	174.85
Total Revenues	<u>33.53</u>	<u>17,760.36</u>	<u>41,374.00</u>	42.93	<u>19,062.20</u>	54.31
Expenses						
IMRF Contributio	<u>2,747.35</u>	<u>13,209.46</u>	<u>46,833.81</u>	28.20	<u>8,739.45</u>	28.60
Total Expenses	<u>2,747.35</u>	<u>13,209.46</u>	<u>46,833.81</u>	28.20	<u>8,739.45</u>	28.60
Net Income	\$ <u>(2,713.82)</u>	\$ <u>4,550.90</u>	\$ <u>(5,459.81)</u>	(83.35)	\$ <u>10,322.75</u>	227.27

Community Pk District LaGrange Pk  
Income Statement  
For the Five Months Ending September 30, 2020  
SOCIAL SECURITY FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Previous YTD	Prev % Budget
Revenues						
Property Taxes FI	\$ 36.65	\$ 22,131.77	\$ 51,500.00	42.97	\$ 23,609.20	47.22
Interest-FICA	<u>3.46</u>	<u>30.89</u>	<u>100.00</u>	30.89	<u>145.40</u>	145.40
Total Revenues	<u>40.11</u>	<u>22,162.66</u>	<u>51,600.00</u>	42.95	<u>23,754.60</u>	47.41
Expenses						
FICA-Employer C	<u>2,520.85</u>	<u>13,110.12</u>	<u>49,514.32</u>	26.48	<u>16,758.09</u>	33.20
Total Expenses	<u>2,520.85</u>	<u>13,110.12</u>	<u>49,514.32</u>	26.48	<u>16,758.09</u>	33.20
Net Income	\$ <u>(2,480.74)</u>	\$ <u>9,052.54</u>	\$ <u>2,085.68</u>	434.03	\$ <u>6,996.51</u>	(1,875.

Community Pk District LaGrange Pk  
Income Statement  
For the Five Months Ending September 30, 2020  
AUDITING FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Previous YTD	Prev % Budget
Revenues						
Property Taxes Auditin	\$ 5.71	\$ 3,455.70	\$ 8,000.00	43.20	\$ 4,721.84	52.46
Interest Auditing	<u>0.08</u>	<u>5.97</u>	<u>5.00</u>	119.40	<u>32.14</u>	642.80
Total Revenues	<u>5.79</u>	<u>3,461.67</u>	<u>8,005.00</u>	43.24	<u>4,753.98</u>	52.79
Expenses						
Professional Service-A	<u>2,000.00</u>	<u>8,950.00</u>	<u>8,700.00</u>	102.87	<u>6,700.00</u>	77.01
Total Expenses	<u>2,000.00</u>	<u>8,950.00</u>	<u>8,700.00</u>	102.87	<u>6,700.00</u>	77.01
Net Income	\$ <u>(1,994.21)</u>	\$ <u>(5,488.33)</u>	\$ <u>(695.00)</u>	789.69	\$ <u>(1,946.02)</u>	(638.04

Community Pk District LaGrange Pk  
Income Statement  
For the Five Months Ending September 30, 2020  
**LIABILITY INSURANCE FUND**

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Previous YTD	Prev % Budget
Revenues						
Property Taxes-PD	\$ 24.43	\$ 14,784.69	\$ 34,400.00	42.98	\$ 18,887.35	47.22
Interest-PDRMA	2.14	30.74	50.00	61.48	113.68	1,136.8
Other Income-PD	<u>0.00</u>	<u>0.00</u>	<u>2,500.00</u>	0.00	<u>(1,500.00)</u>	0.00
Total Revenues	<u>26.57</u>	<u>14,815.43</u>	<u>36,950.00</u>	40.10	<u>17,501.03</u>	43.74
Expenses						
Professional Servi	0.00	2,402.55	8,500.00	28.27	972.86	12.63
Security Reference	0.00	200.00	750.00	26.67	110.00	22.00
PDRMA Premium	0.00	16,648.80	30,000.00	55.50	13,630.80	45.44
Safety Supplies	<u>0.00</u>	<u>1,702.01</u>	<u>1,500.00</u>	113.47	<u>443.05</u>	29.54
Total Expenses	<u>0.00</u>	<u>20,953.36</u>	<u>40,750.00</u>	51.42	<u>15,156.71</u>	38.18
Net Income	\$ <u>26.57</u>	\$ <u>(6,137.93)</u>	\$ <u>(3,800.00)</u>	161.52	\$ <u>2,344.32</u>	756.23

Community Pk District LaGrange Pk  
Income Statement  
For the Five Months Ending September 30, 2020  
**SPECIAL RECREATION FUND**

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Previous YTD	Prev % Budget
<b>Revenues</b>						
Property Taxes-SE	\$ 71.10	\$ 42,906.56	\$ 100,000.0	42.91	\$ 42,496.55	42.50
Interest-SEASPAR	14.73	191.79	20.00	958.95	368.45	1,842.
	<u>85.83</u>	<u>43,098.35</u>	<u>100,020.0</u>		<u>42,865.00</u>	
Total Revenues	<u>85.83</u>	<u>43,098.35</u>	<u>100,020.0</u>	43.09	<u>42,865.00</u>	42.86
<b>Expenses</b>						
Full Time Wages-	634.62	3,428.83	8,500.00	40.34	912.27	9.73
ADA Portable Res	520.00	1,301.04	5,500.00	23.66	183.00	9.15
ADA Assesibility	0.00	0.00	25,000.00	0.00	0.00	0.00
Special Rec-Instrut	0.00	25.63	4,000.00	0.64	0.00	0.00
SEASPAR Contrib	0.00	28,875.00	61,000.00	47.34	30,389.00	49.82
SEASPAR - ADA	0.00	0.00	0.00	0.00	4,666.50	0.00
	<u>1,154.62</u>	<u>33,630.50</u>	<u>104,000.0</u>		<u>36,150.77</u>	
Total Expenses	<u>1,154.62</u>	<u>33,630.50</u>	<u>104,000.0</u>	32.34	<u>36,150.77</u>	35.66
Net Income	\$ <u>(1,068.79)</u>	\$ <u>9,467.85</u>	\$ <u>(3,980.00)</u>	(237.89)	\$ <u>6,714.23</u>	(496.2)

Community Pk District LaGrange Pk  
Income Statement  
For the Five Months Ending September 30, 2020  
BONDS & INTEREST FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Previous YTD	Prev % Budget
Revenues						
Property Taxes-Bond& Interest- Bond&Interest	\$ 129.69 13.94	\$ 78,381.68 111.25	\$ 180,000.00 25.00	43.55 445.00	\$ 89,714.94 328.95	49.84 1,315.80
Total Revenues	<u>143.63</u>	<u>78,492.93</u>	<u>180,025.00</u>	43.60	<u>90,043.89</u>	50.02
Expenses						
Bonds & Interest-Profe	0.00	250.00	500.00	50.00	0.00	0.00
Bond Principal	0.00	0.00	125,000.00	0.00	250.00	0.21
Bond Interest	<u>0.00</u>	<u>26,975.00</u>	<u>53,950.00</u>	50.00	<u>28,775.00</u>	50.04
Total Expenses	<u>0.00</u>	<u>27,225.00</u>	<u>179,450.00</u>	15.17	<u>29,025.00</u>	16.31
Net Income	\$ <u><u>143.63</u></u>	\$ <u><u>51,267.93</u></u>	\$ <u><u>575.00</u></u>	8,916.1	\$ <u><u>61,018.89</u></u>	3,013.28



Community Pk District LaGrange Pk  
Income Statement  
For the Five Months Ending September 30, 2020  
CAPITAL PROJECT FUND #10

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Previous YTD	Prev % Budget
Revenues						
Donation & Grants-#10	\$ 5,438.00	\$ 5,438.00	\$ 0.00	0.00	\$ 0.00	0.00
Total Revenues	<u>5,438.00</u>	<u>5,438.00</u>	<u>0.00</u>	0.00	<u>0.00</u>	0.00
Expenses						
Trade Services- Cap Pr	<u>0.00</u>	<u>0.00</u>	<u>4,000.00</u>	0.00	<u>0.00</u>	0.00
Total Expenses	<u>0.00</u>	<u>0.00</u>	<u>4,000.00</u>	0.00	<u>0.00</u>	0.00
Net Income	\$ <u><u>5,438.00</u></u>	\$ <u><u>5,438.00</u></u>	\$ <u><u>(4,000.00)</u></u>	(135.95)	\$ <u><u>0.00</u></u>	0.00

Community Pk District LaGrange Pk  
Income Statement  
For the Five Months Ending September 30, 2020  
MEMORIAL FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Previous YTD	Prev % Budget
Revenues						
Interest Earned- Fu	\$ 0.96	\$ 13.06	\$ 20.00	65.30	\$ 128.41	542.05
VMF Donations	0.00	375.00	500.00	75.00	200.00	40.00
Veterans Memoria	0.00	0.00	0.00	0.00	2,000.00	0.00
	<u>0.96</u>	<u>388.06</u>	<u>520.00</u>		<u>2,328.41</u>	
Total Revenues	<u>0.96</u>	<u>388.06</u>	<u>520.00</u>	74.63	<u>2,328.41</u>	147.77
Expenses						
Supplies-Memoria	0.00	0.00	1,500.00	0.00	688.71	172.18
	<u>0.00</u>	<u>0.00</u>	<u>1,500.00</u>		<u>688.71</u>	
Total Expenses	<u>0.00</u>	<u>0.00</u>	<u>1,500.00</u>	0.00	<u>688.71</u>	172.18
Net Income	\$ <u>0.96</u>	\$ <u>388.06</u>	\$ <u>(980.00)</u>	(39.60)	\$ <u>1,639.70</u>	1,366.

## Community Pk District LaGrange Pk

## Purchase Journal

For the Period From Sep 1, 2020 to Sep 30, 2020

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by Vendor ID. Report is printed in Detail Format.

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount	Job ID
9/30/20	01-606 Telephones Cash Basis	1780-9-2020	PHONE SIGN AT&T	90.71	90.71	OFF
9/30/20	01-606 Telephones Cash Basis	4884-9-2020	PHONE 1501 AT&T	90.71	90.71	OFF
9/30/20	01-711 Utilities - Electricity Cash Basis	0000-9-2020	MEMORIAL ELECTRIC COM-ED	247.78	247.78	PKS
9/30/20	01-711 Utilities - Electricity Cash Basis	3000-9-2020	LG OAK SIGN COM-ED	23.31	23.31	PKS
9/30/20	01-711 Utilities - Electricity Cash Basis	3011-9-2020	BEACH OAK ELECTRIC COM-ED	19.30	19.30	PKS
9/30/20	02-711 Utilities - Electricity Cash Basis	5008-9-2020	REC CENTER ELECTRIC COM-ED	886.05	886.05	BRC
9/30/20	01-711 Utilities - Electricity Cash Basis	6006-9-2020	YENA ELECTRIC COM-ED	19.30	19.30	PKS
9/30/20	01-711 Utilities - Electricity Cash Basis	7005-9-2020	HANESWORTH ELECTRIC COM-ED	484.88	484.88	PKS
9/30/20	01-711 Utilities - Electricity Cash Basis	7017-9-2020	PAVILLION ELECTRIC COM-ED	24.26	24.26	PKS
9/30/20	01-711 Utilities - Electricity Cash Basis	9007-9-2020	MAINT BLDG ELECTRIC COM-ED	153.87	153.87	BPK
9/30/20	02-717 Program Contractual Serv Cash Basis	19612	FISH PRESCHOOL CRYSTAL CLEAN AQUARIUM MAINT.	45.00	45.00	PRT
9/30/20	01-804 Repair Parts	LGPKACE 9-2	BEACH OAK TRAIN BB HOOPS	156.12		PKS
	01-801 Supplies		YENA MEMORIAL FLOWERS & SOIL 1501	230.19		BRC
	02-801 Supplies		TWINE SCARECROWS	16.19		PSE
	01-801 Supplies		KEYS 1501	45.93		BPK
	Cash Basis		LAGRANGE PARK ACE HARDWARE		448.43	
9/30/20	01-706 Office Machine Contracts Cash Basis	11058824	COPIER INSURANCE LEAF	162.95	162.95	OFF

## Community Pk District LaGrange Pk

## Purchase Journal

For the Period From Sep 1, 2020 to Sep 30, 2020

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by Vendor ID. Report is printed in Detail Format.

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount	Job ID
9/30/20	01-804 Repair Parts Cash Basis	10069	REPAIR LIGHTS AT BB & VB COURTS LYONS ELECTRIC COMPANY	365.00	365.00	PKS
9/30/20	01-710 Utilites - Natural Gas Cash Basis	0000-9-2020	GAS 845 NICOR	67.23	67.23	BPK
9/30/20	02-710 Utilites - Natural Gas Cash Basis	3463-9-2020	GAS 1501 NICOR	41.37	41.37	BRC
9/30/20	01-710 Utilites - Natural Gas Cash Basis	8774-9-2020	GAS PAVILLION NICOR	50.49	50.49	BPK
9/30/20	01-701 Park Board Expense Cash Basis	9234	WIFI ACCESS POINTS NOVENTECH, INC.	999.00	999.00	ADM
9/30/20	01-709 Trade Services Cash Basis	9260	845 COMPUTER SET UP NOVENTECH, INC.	1,840.00	1,840.00	PKS
9/30/20	01-702 Computer Services Cash Basis	9261	TECH SUPPORT NOVENTECH, INC.	115.00	115.00	OFF
9/30/20	01-702 Computer Services Cash Basis	9416	MONTHLY STORAGE NOVENTECH, INC.	144.00	144.00	OFF
9/30/20	01-702 Computer Services Cash Basis	9421	MONTHLY MANAGEMEN NOVENTECH, INC.	230.00	230.00	OFF
9/30/20	01-804 Repair Parts Cash Basis	22086	GARAGE DOOR INSPECTION OVERDOORS OF ILLINOIS	130.00	130.00	BPK
9/30/20	01-804 Repair Parts Cash Basis	22087	GARAGE DOOR INSPECTION OVERDOORS OF ILLINOIS	130.00	130.00	BPK
9/30/20	01-804 Repair Parts Cash Basis	22087-A	GARAGE DOOR INSPECTION OVERDOORS OF ILLINOIS	224.00	224.00	BPK
9/30/20	01-804 Repair Parts Cash Basis	22088	GARAGE DOOR INSPECTION OVERDOORS OF ILLINOIS	130.00	130.00	BPK
9/30/20	01-804 Repair Parts Cash Basis	22089	GARAGE DOOR INSPECTION OVERDOORS OF ILLINOIS	130.00	130.00	BPK
9/30/20	01-804	22090	GARAGE DOOR INSPECTION	130.00		BPK

## Community Pk District LaGrange Pk

## Purchase Journal

For the Period From Sep 1, 2020 to Sep 30, 2020

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by Vendor ID. Report is printed in Detail Format.

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount	Job ID
	Repair Parts Cash Basis		OVERDOORS OF ILLINOIS		130.00	
9/30/20	01-705 Professional Services Cash Basis	09302020	MONTHLY ACCOUNTING FEE SEPT 2020 P.J. MESI & CO	975.00		ADM
					975.00	
9/30/20	01-610 Subscriptions Cash Basis	9-2020	THE DOING SUPSCRIPTION  PIONEER PRESS/DOINGS	39.00		ADM
					39.00	
9/30/20	08-708 ADA Portable Restrooms Cash Basis	PS341662	PORT A POTTIES  PIT STOP	520.00		PKS
					520.00	
9/30/20	06-705 Professional Services, Saf Cash Basis	M-A 9-2020	MEGAN JADRON  PLEASANT DALE PARK DISTRICT	2,490.05		ADM
					2,490.05	
9/30/20	01-801 Supplies 02-801 Supplies Cash Basis	10791532	OFFICE SUPPLIES  RT SUPPLIES  QUILL CORPORATION	222.73  69.95		OFF PRT
					292.68	
9/30/20	01-707 Refuse Disposals Cash Basis	0051-01496544	GARBAGE 845  REPUBLIC SERVICES	137.89		PKS
					137.89	
9/30/20	01-601 Legal Publications Cash Basis	092010070933	LEGAL NOTICE FOR AUDIT  SHAW MEDIA	72.62		ADM
					72.62	
9/30/20	02-709 Trade Services Cash Basis	S12055054	NEW THERMOSTAT 1501  SOUTHWEST TOWN MECHANICAL	640.00		BRC
					640.00	
9/30/20	02-804 Repair Parts Cash Basis	S12055360	REPAIRS TO RTU #1 AC UNIT  SOUTHWEST TOWN MECHANICAL	1,735.00		BRC
					1,735.00	
9/30/20	02-720 Brochure Printing Cash Basis	9-2020	MAIL PERMIT  US POSTAL SERVICE	240.00		PAD
					240.00	
9/30/20	01-712 Utilities - Water Cash Basis	LPWATER9-2	WATER SEWER MEMORIAL  VILLAGE OF LAGRANGE PARK	86.70		PKS
					86.70	
9/30/20	02-801 Supplies 02-717 Program Contractual Serv 06-801 Safety Supplies 02-801 Supplies 02-801 Supplies	AJ2595-9-2020	RT SUPPLIES  THEATER STORAGE  FACE MASKS  LOCKS FOR LEADERSHIP  THEATER SUPPLIES	362.33  249.00  70.81  32.98  43.79		PRT PTT ADM BRC PTD

## Community Pk District LaGrange Pk

## Purchase Journal

For the Period From Sep 1, 2020 to Sep 30, 2020

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by Vendor ID. Report is printed in Detail Format.

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount	Job ID
	Cash Basis		VISA		758.91	
9/30/20	01-707 Refuse Disposals	AK2436-9-202	GARBAGE 845	137.82		PKS
	02-720 Brochure Printing		USPS BROCHURE FLYER	275.00		PAD
	02-707 Refuse Disposals		GARBAGE 1501	307.95		PAD
	01-606 Telephones		COMCAST 845	138.40		BPK
	02-801 Supplies		TENNIS BALLS - YOUTH TENNIS	58.99		PSC
	01-606 Telephones		COMCAST 1501	440.72		OFF
	Cash Basis		VISA		1,358.88	
9/30/20	01-801 Supplies	FS2441-9-2020	GAS	95.00		VEH
	01-802 Equipment		CULITVATOR FOR 845	369.00		PKS
	Cash Basis		VISA		464.00	
9/30/20	01-801 Supplies	JC2629-9-2020	PLANTS FOR 1501	180.00		PKS
	01-607 Association Dues		NRPA ANNUAL DUES	450.00		ADM
	01-610 Subscriptions		ZOOM SURVEY MONKEY SUPSCRIPTIONS	411.84		ADM
	01-608 Professional Development		STAFF LUNCH	82.62		ADM
	02-801 Supplies		SUPPLIES FOR PHOTO SCAVENGER HUNT	257.49		PSE
	01-604 Public Relations		BANNERS FOR STRIVE 4 FITNESS	243.00		ADM
	Cash Basis		VISA		1,624.95	
9/30/20	06-801 Safety Supplies	MC2728-9-202	OZONE MACHINE CPR EQUIPMENT SUPPLIES	3,479.69		ADM
	02-801 Supplies		NUMBERS FOR EXT DOORWAYS & KEYS	22.45		BRC
	08-717 Special Rec-Instrutors		ADA WALKER/STAND	174.22		PAD
	02-801 Supplies		TRAINING VOLLEYBALLS	48.89		PSC
	Cash Basis		VISA		3,725.25	
9/30/20	01-804 Repair Parts	RD2439-9-202	REPAIR OIL LINE ON TRUCK	89.68		VEH
	01-709 Trade Services		BRAKE SWITCH REPAIR	973.51		VEH
	Cash Basis		VISA		1,063.19	
9/30/20	01-709 Trade Services	40042161	TIRES FOR 2002 GMC TRUCK	661.32		VEH
	Cash Basis		WENTWORTH TIRE-BENSENVILLE		661.32	
9/30/20	01-709 Trade Services	40042164	JOHN DEERE TRACTOR TIRES	85.58		VEH
	Cash Basis		WENTWORTH TIRE-BENSENVILLE		85.58	
				24,393.66	24,393.66	

## Community Pk District LaGrange Pk

## Check Register

For the Period From Sep 15, 2020 to Oct 12, 2020

Filter Criteria includes: 1) Accounts Payable only. Report order is by Date.

Check #	Date	Payee	Cash Accou	Amount
PRTR0918	9/16/20	FIRST NATIONAL BANK OF BROOK.	01-100	12,610.68
20742	9/18/20	IVY INVESTMENTS	01-100	50.00
FDTD0918	9/18/20	INTERNAL REVENUE SERVICE	01-100	3,842.71
STTD0918	9/18/20	ILLINOIS DEPT OF REV	01-100	749.46
20743	9/23/20	MISS ANGIE'S MUSIC LLC	02-100	564.90
PRTR100220	9/29/20	FIRST NATIONAL BANK OF BROOK.	01-100	15,409.87
FDTD10022	10/2/20	INTERNAL REVENUE SERVICE	01-100	4,605.74
STTD1002	10/2/20	ILLINOIS DEPT OF REV	01-100	897.74
20744	10/2/20	IVY INVESTMENTS	01-100	50.00
20745	10/12/20	AT&T	01-100	181.42
20746	10/12/20	COM-ED	01-100	1,858.75
20747	10/12/20	CRYSTAL CLEAN AQUARIUM MAINT.	02-100	45.00
20748	10/12/20	LAGRANGE PARK ACE HARDWARE	01-100	448.43
20749	10/12/20	LEAF	01-100	162.95
20750	10/12/20	LYONS ELECTRIC COMPANY	01-100	365.00
20751	10/12/20	NICOR	01-100	159.09
20752	10/12/20	NOVENTECH, INC.	01-100	3,328.00
20753	10/12/20	OVERDOORS OF ILLINOIS	01-100	874.00
20754	10/12/20	P.J. MESI & CO	01-100	975.00
20755	10/12/20	PIONEER PRESS/DOINGS	01-100	39.00
20756	10/12/20	PIT STOP	08-100	520.00
20757	10/12/20	PLEASANT DALE PARK DISTRICT	06-100	2,490.05
20758	10/12/20	QUILL CORPORATION	01-100	292.68
20759	10/12/20	REPUBLIC SERVICES	01-100	137.89
20760	10/12/20	SHAW MEDIA	01-100	72.62
20761	10/12/20	SOUTHWEST TOWN MECHANICAL	02-100	2,375.00
20762	10/12/20	US POSTAL SERVICE	02-100	240.00
20763	10/12/20	VILLAGE OF LAGRANGE PARK	01-100	86.70
20764	10/12/20	VISA	01-100	8,995.18
20765	10/12/20	WENTWORTH TIRE-BENSENVILLE	01-100	746.90
Total				63,174.76

**To:** Tim Ogden  
President, Community Park District Board Commissioners

**From:** Jessica Cannaday

**Date:** October 9, 2020

**Re:** R003-20 Coronavirus Relief Fund Intergovernmental Agreement | Agenda Item 12a

**Recommendation**

A motion and a second to approve R003-20 an Intergovernmental Agreement between the Community Park District and Cook County for Coronavirus Relief Funds

**Background**

Cook County has announced that they are allocating up to \$5000 in Federal Coronavirus Relief Funds that park districts and other special districts may now apply for. To do so, we must first approve an intergovernmental agreement between the park district and Cook County that authorizes the county to include us as a subrecipient of the Federal relief funding at the County's discretion. Without the IGA, the Community Park District would be ineligible for the relief funding. We are applying for the full \$5,000 allowed for reimbursable expenses related to our COVID-19 response that were accrued March 1, 2020-August 31, 2020.



**RESOLUTION NO. R003-20**

**RESOLUTION AUTHORIZING THE PARK DISTRICT EXECUTIVE DIRECTOR TO EXECUTE AN  
INTERGOVERNMENTAL AND SUBRECIPIENT AGREEMENT FOR CORONAVIRUS RELIEF FUNDS WITH  
COOK COUNTY**

**WHEREAS**, the Community Park District of La Grange Park and Cook County, Illinois desire to enter into an Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds ("Agreement"), a copy of which is attached hereto as **Exhibit A**; and

**WHEREAS**, it would be in the best interests of the Park District and its citizens to enter into the attached Agreement (**Exhibit A**).

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PARK COMMISSIONERS OF THE  
COMMUNITY PARK DISTRICT OF LA GRANGE PARK COOK COUNTY, ILLINOIS:**

**SECTION ONE:** That the Executive Director, or her designee, be and is hereby authorized and directed to execute the attached Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds (**Exhibit A**) by and between the Park District and Cook County, Illinois, and to take such further steps to comply with the terms and conditions set forth therein.

**SECTION TWO:** That this Resolution shall be in full force and effect after passage and approval as required by law.

**PASSED this 12th day of October, 2020.**

**APPROVED this 12th day of October, 2020.**

AYES:

NAYS:

ABSENT:

Approved:

\_\_\_\_\_  
Tim Ogden, President

ATTEST: \_\_\_\_\_  
Bob Corte, Secretary

**INTERGOVERNMENTAL AND SUBRECIPIENT AGREEMENT**  
**FOR**  
**CORONAVIRUS RELIEF FUNDS**



**Between**

**COUNTY OF COOK, ILLINOIS**

**And**

Community Park District of La Grange Park

**(Cook County, Illinois Library or Park District (Subrecipient))**

**Entered into this 12 day of October, 2020**

## SUBAWARD INFORMATION

The following information is provided pursuant to 2 C.F.R. 200.331(a)(1):

- Subrecipient's name (must match the name associated with its unique entity identifier):  
Community Park District of La Grange Park
- Subrecipient's unique entity identifier (DUNS): 962470907
- Subaward Period of Performance Start and End Date: July 1, 2020, through December 30, 2020.
- Total Amount of Federal Funds allocated to the Subrecipient: \$ 5,000
- Federal Award Program Description:  

Cook County has received Coronavirus Relief Funds pursuant to the CARES Act, a portion of which it has chosen to allocate in the spirit of intergovernmental cooperation to other units of local government in Cook County. Available funds may be distributed to units of local government as allocated by the Cook County Bureau of Finance based upon the balance of funds available and proposed use of such funds.
- Name of Federal Awarding Agency: U.S. Department of Treasury
- Name of pass-through entity: Cook County, IL
- Contact Information for pass-through entity: Ammar M. Rizki, Chief Financial Officer, Cook County Bureau of Finance, 118 N. Clark Street, Suite 1127. Chicago, Illinois 60602. Email Info: [SuburbanCovidFundingRequest@cookcountyil.gov](mailto:SuburbanCovidFundingRequest@cookcountyil.gov)
- Award is for Research & Development (R&D):\_NO

**THIS AGREEMENT** entered this 12 day of October, 2020, by and between the County of Cook, Illinois, a body politic and corporate of the State of Illinois, through the Office of the Chief Financial Officer and Bureau of Finance (herein called "Cook County"), and Community Park District of La Grange Park (herein called "Subrecipient") a unit of local government under the Illinois Constitution. Cook County and Subrecipient shall sometimes be referred to herein individually as the "Party" and collectively as the "Parties."

**WHEREAS**, on March 13, 2020, the President of the United States issued a Proclamation on Declaring a National Public Health Emergency as a result of the COVID-19 outbreak; and

**WHEREAS**, on March 27, 2020, the President of the United States signed into law the Coronavirus Aid, Relief, and Economic Security Act (the "CARES Act"); and

**WHEREAS**, the CARES Act established the Coronavirus Relief Fund ("CRF"), which provides aid to certain eligible local governments to address necessary expenditures due to the COVID-19 Public Health Emergency; and

**WHEREAS**, Cook County qualified as an eligible local government and received CRF funding from the U.S. Department of Treasury; and

**WHEREAS**, federal guidance issued by the U.S. Department of Treasury indicates that a unit of local government may transfer a portion of its CRF funding to a smaller unit of local government provided that such transfer qualifies as a "necessary expenditure" to the Public Health Emergency and meets the criteria of Section 601 (d) of the Social Security Act as added by Section 5001 of the CARES Act; and

**WHEREAS**, Article VII, Section 10 of the 1970 Illinois Constitution and the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.) and other applicable law permit and encourage units of local government to cooperate with and support each other in the exercise of their authority and the performance of their responsibilities; and

**WHEREAS**, the Illinois Intergovernmental Cooperation Act authorizes units of local government to combine, transfer or jointly exercise any power, privilege, function, or authority which either of them may exercise, and to enter into agreements for the performance of governmental services, activities, or undertakings, and

**WHEREAS**, Cook County acknowledges that there are units of local government within Cook County that were not eligible to receive a portion of CRF and Cook County, through the spirit of intergovernmental cooperation, desires to provide a portion of its CRF funding to aid such units of local government in addressing the impacts of the COVID-19 Public Health Emergency; and

**WHEREAS**, Section 601(d) of the Social Security Act, as added by section 5001 of the CARES Act requires that units of local government use the funds received to cover only those costs that (1) are necessary expenditures incurred due to the public health emergency with respect to the COVID-19; (2) were not accounted for in the budget most recently approved as of March 27, 2020, (the date of enactment of the CARES Act) for the state or local government; and (3) were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020; and

**WHEREAS**, in order to provide funds for Subrecipient to pay necessary expenditures it has or will incur due to the COVID-19 public health emergency, the Parties have agreed that Cook County, in its sole and absolute discretion, may reimburse Subrecipient for eligible expenses as provided herein.

**NOW, THEREFORE**, the Parties mutually agree as follows:

**I. AGREEMENT TERM**

- A. This Agreement shall become effective on the date of execution, and end on December 30, 2020 (the

“Initial Term”).

- B. This Agreement may be extended beyond the Initial Term only upon the written approval of both Parties; provided, however, that all terms and conditions of this Agreement shall remain in full force and effect unless this Agreement is specifically amended.
- C. Cook County, in its sole and absolute discretion, may terminate this Agreement at any time.

## **II. ACTIVITIES & ELIGIBLE EXPENSES**

### **A. Activities**

Subrecipient shall be responsible for administering all COVID-19 response activities in a manner satisfactory to Cook County and consistent with any standards required as a condition of providing these funds. Allowable activities must be directly tied to response and recovery efforts related to COVID-19 and must be allowable pursuant to the CRF requirements.

### **B. Eligible Expenses**

Cook County, in its sole and absolute discretion, may reimburse and/or provide funding to Subrecipient for “Eligible Expenses” as described on Attachment A of this Agreement. Notwithstanding anything herein to the contrary, “Eligible Expenses” shall not include lost revenue. Failure of Subrecipient to comply with the provisions of this Agreement, including non-compliance with 2 C.F.R. 200, may result in expenses being disallowed, withholding of federal funds, and/or termination of this Agreement.

## **III. NOTICES**

Notices to Cook County as required by this Agreement shall be delivered in writing, via email and addressed to Cook County as set forth below. Notices to Subrecipient as required by this Agreement shall be in writing, via email and addressed to Subrecipient as set forth below. All such notices shall also be deemed duly given if personally delivered, or if deposited in the United States mail, registered or certified return receipt requested.

Ammar M. Rizki  
Chief Financial Officer  
Cook County Bureau of Finance  
118 N. Clark Street, Suite 1127  
Chicago, IL 60602  
[SuburbanCovidFundingRequest@cookcountyil.gov](mailto:SuburbanCovidFundingRequest@cookcountyil.gov)

Name of Subrecipient: Community Park District of La Grange Park  
Address: 1501 Barnsdale Rd., La Grange Park, Illinois  
Email: jcannaday@communityparkdistrict.org

## **IV. TERMS & CONDITIONS**

The following requirements are applicable to all activities undertaken with CRF funds.

### **A. Compliance with State and Local Requirements**

Subrecipient acknowledges that this Agreement requires compliance with the regulations of the State of Illinois and with all applicable state and local orders, laws, regulations, rules, policies, and certifications governing any activities undertaken during the performance of this Agreement.

#### B. Compliance with Federal Requirements

Subrecipient acknowledges that Eligible Expenses funded or reimbursed by Cook County to Subrecipient are not considered to be grants but are “other financial assistance” under 2 C.F.R. 200.40. This Agreement requires compliance with certain provisions of Title 2 C.F.R. 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Subrecipient agrees to comply with all applicable federal laws, regulations, and policies governing the funds provided under this Agreement. Subrecipient further agrees to utilize available funds under this Agreement to supplement rather than supplant funds otherwise available.

During the performance of this Agreement, the Subrecipient shall comply with all applicable federal laws and regulations, including, including, but not limited to, the following:

- Fund payments are considered to be federal financial assistance subject to the Single Audit Act (31 U.S.C. 7501-7507).
- Subrecipients are subject to a single audit or program specific audit pursuant to 2 C.F.R. 200.501(a) when Subrecipient spends \$750,000 or more in federal awards during their fiscal year.
- Fund payments are subject to 2 C.F.R. 200.303 regarding internal controls.
- Fund payments are subject to 2 C.F.R. 200.330 through 200.332 regarding subrecipient monitoring and management.
- Fund payments are subject to Subpart F regarding audit requirements.

Subcontracts, if any, shall contain a provision making them subject to all of the provisions stipulated in this Agreement, including but not limited to 2 C.F.R. 200.303, 2 C.F.R. 200.330-332, 2 C.F.R. 200.501(a), and 2 C.F.R. Part 200 Subpart F.

With respect to any conflict between such federal requirements and the terms of this Agreement and/or the provisions of state law and except as otherwise required under federal law or regulation, the more stringent requirement shall control.

#### C. Hold Harmless

Subrecipient shall hold harmless, release, and defend Cook County from any and all claims, actions, suits, charges and judgments whatsoever that arise out of the Subrecipient’s performance or nonperformance of the services or subject matter called for in this Agreement.

#### D. Indemnification

Subrecipient shall indemnify Cook County, its officers, agents, employees, and the federal awarding agency, from any claim, liability, loss, injury or damage arising out of, or in connection with, performance of this Agreement by Subrecipient and/or its agents, employees or sub-contractors, excepting only loss, injury or damage determined to be solely caused by the gross negligence or willful misconduct of personnel employed by Cook County. It is the intent of the Parties to this Agreement to provide the broadest possible indemnification for Cook County. Subrecipient shall reimburse Cook County for all costs, attorneys' fees, expenses and liabilities incurred with respect to any litigation in which Subrecipient is obligated to indemnify,

defend and hold harmless Cook County under this Agreement.

#### E. Misrepresentations & Noncompliance

Subrecipient hereby asserts, certifies and reaffirms that all representations and other information contained in Subrecipient's application, request for funding, or request for reimbursement are true, correct and complete, to the best of Subrecipient's knowledge, as of the date of this Agreement. Subrecipient acknowledges that all such representations and information have been relied on by Cook County to provide the funding under this Agreement.

Subrecipient shall promptly notify Cook County, in writing, of the occurrence of any event or any material change in circumstances which would make any Subrecipient representation or information untrue or incorrect or otherwise impair Subrecipient's ability to fulfill Subrecipient's obligations under this Agreement.

#### F. Workers' Compensation

Subrecipient shall provide Workers' Compensation Insurance coverage for all of its employee involved in the performance of this Agreement.

#### G. Insurance

Subrecipient shall carry sufficient insurance coverage to protect any funds provided to Subrecipient under this Agreement from loss due to theft, fraud and/or undue physical damage. Subrecipients that are self-insured shall maintain excess coverage over and above its self-insured retention limits.

#### H. Amendments

This Agreement may be amended at any time only by a written instrument signed by both Parties. Such amendments shall not invalidate this Agreement, nor relieve or release either Party from its obligations under this Agreement. Cook County may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by both Parties.

#### I. Suspension or Termination

Cook County may suspend or terminate this Agreement if Subrecipient materially fails to comply with any terms of this Agreement, which include (but are not limited to), the following:

1. Failure to comply with any of the rules, regulations or provisions referred to herein, or such statutes, regulations, executive orders, and Federal awarding agency guidelines, policies or directives as may become applicable at any time;
2. Failure, for any reason, of Subrecipient to fulfill in a timely and proper manner its obligations under this Agreement;
3. Ineffective or improper use of funds provided under this Agreement; or
4. Submission by the Subrecipient to Cook County reports that are incorrect or incomplete in any material respect.

#### J. Program Fraud & False or Fraudulent Statements or Related Acts

Subrecipient and any subcontractors must comply with 31 U.S.C. Chapter 38, Administrative Remedies for False Claims and Statements, which shall apply to the activities and actions of Subrecipient and any subcontractors pertaining to any matter resulting from a contract.

**K. Debarment / Suspension and Voluntary Exclusion**

1. Non-Federal entities and contractors are subject to the debarment and suspension regulations implementing Executive Order 12549, Debarment and Suspension (1986) and Executive Order 12689, Debarment and Suspension (1989) at 2 C.F.R. Part 180 and the Department of Homeland Security's regulations at 2 C.F.R. Part 3000 (Nonprocurement Debarment and Suspension).
  2. These regulations restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs and activities. A contract award must not be made to parties listed in the Systems of Award Management ("SAM") Exclusions. SAM Exclusions is the list maintained by the General Services Administration that contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. SAM exclusions can be accessed at [www.sam.gov](http://www.sam.gov).
- L. Governing Law and Venue. This Agreement shall be interpreted under, and governed by, the laws of the State of Illinois, without regard to conflicts of laws principles. Any claim, suit, action, or proceeding brought in connection with this Agreement shall be in the Circuit Court of Cook County and each party hereby irrevocably consents to the personal and subject matter jurisdiction of such court and waives any claim that such court does not constitute a convenient and appropriate venue for such claims, suits, actions, or proceedings.

**V. ADMINISTRATIVE REQUIREMENTS**

**A. Financial Management**

Subrecipient agrees to comply with and agrees to adhere to appropriate accounting principles and procedures, utilize adequate internal controls, and maintain necessary source documentation for all Eligible Expenses.

**B. Duplication of Benefits; Subrogation**

Subrecipient shall not carry out any of the activities under this Agreement in a manner that results in a prohibited duplication of benefits as defined by Section 312 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5155) and in accordance with Section 1210 of the Disaster Recovery Reform Act of 2018 (division D of Public Law 115-254; 132 Stat. 3442), which amended section 312 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5155).

If Subrecipient receives duplicate benefits from another source, Subrecipient must refund the benefits provided by Cook County to Cook County.

Subrecipient must execute and deliver a Duplication of Benefits and Subrogation Agreement ("Duplication of Benefits Certification"), in the form attached hereto as Attachment B. Subrecipient shall comply with all terms and conditions of the Duplication of Benefits Certification, including, without limitation, Subrecipient's obligation to promptly notify Cook County of any disaster assistance received from any other source.

**C. Documentation & Recordkeeping**

As required by 2 C.F.R. 200.331(a)(5), Cook County, or any duly authorized representative of Cook County, shall have the right of access to any records, documents, financial statements, papers, or other records of Subrecipient that are pertinent to this Agreement, in order to comply with any audits pertaining to funds allocated to Subrecipient under this Agreement. The right of access also includes timely and reasonable access



to Subrecipient's personnel for the purpose of interview and discussion related to such documents. The right of access is not limited to the required retention period, as set forth in paragraph D below, but lasts as long as the records are retained.

#### D. Record Retention

Subrecipient shall retain sufficient records, which may include, but are not limited to financial records, supporting documents, statistical records, and all other Subrecipient records pertinent to the Agreement to show its compliance with the terms of this Agreement, as well as the compliance of all subcontractors or consultants paid from funds under this Agreement, for a period of five (5) years from the date of submission of the final expenditure report.

#### E. Internal Controls

Subrecipient must comply with 2 C.F.R. 200.303 and establish and maintain effective internal control over the funds allocated under this Agreement and provide reasonable assurance that the Subrecipient is managing the award in compliance with Federal statutes, regulations, and the terms and conditions of the award. These internal controls should be in compliance with guidance in "Standards for Internal Control in the Federal Government" issued by the Comptroller General of the United States or the "Internal Control Integrated Framework" issued by the Committee of Sponsoring Organizations of the Treadway Commission.

#### F. Personally Identifiable Information

Subrecipient must comply with 2 C.F.R. 200.303(e) and take reasonable measures to safeguard protected personally identifiable information, as defined in 2 C.F.R. 200.82, and other information designated as sensitive or the Subrecipient considers sensitive consistent with applicable Federal, state, local, and tribal laws regarding privacy and obligations of confidentiality.

#### G. Monitoring & Compliance

Cook County shall evaluate the Subrecipient's risk of noncompliance and monitor the activities of Subrecipient as necessary to ensure that the CRF funds are used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of this Agreement. Monitoring of Subrecipient shall include reviewing invoices for eligible expenses, reviewing payroll logs, applicable contracts and other documentation that may be requested by the County to substantiate eligible expenses. Failure to submit proper documentation verifying eligible expenses may result in termination of this agreement and recoupment of awarded funds from the Subrecipient.

Cook County shall verify that Subrecipient is audited as required by 2 C.F.R. Part 200 Subpart F—Audit Requirements. Cook County may take enforcement action against noncompliant Subrecipient as described in 2 C.F.R. 200.338 Remedies for noncompliance of this part and in program regulations

#### H. Close-Outs

Subrecipient shall close-out its use of funds under this Agreement by complying with the closeout procedures set forth in 2 C.F.R. 200.343 and the procedures described below. Subrecipient's obligation to Cook County will not terminate until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to:

Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that Subrecipient has control over funding provided under this Agreement.

#### I. Audits & Inspections

All Subrecipient records with respect to any matters covered by this Agreement shall be made available to Cook County, the Federal awarding agency, and the Comptroller General of the United States or any of their authorized representatives, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be resolved by Subrecipient within 30 days after notice of such deficiencies by the Subrecipient. Failure of Subrecipient to comply with the audit requirements will constitute a violation of this Agreement and may result in the withholding of future payments.

If Subrecipient expends \$750,000 or more in total federal assistance (all programs) in a single year, must have an audit conducted of Coronavirus Relief Funds in accordance with 2 C.F.R. Part 200, Subpart F—Audit Requirements. Subrecipient shall submit a copy of that audit to Cook County.

Subrecipients who do not meet the Single Audit threshold are required to have a program-specific Coronavirus Relief Funds audit conducted in accordance with § 200.507 - Program-Specific Audits and may be required to submit such copy of that audit to Cook County.

Issues arising out of noncompliance identified in a Single or Program-Specific Coronavirus Relief Funds audit are to receive priority status of remediation or possible return of all funds to Cook County.

#### **J. Payment & Reporting Procedures**

##### **1. Payment Procedures**

Cook County will pay to the Subrecipient funds available under this Agreement based upon information submitted by the Subrecipient and consistent with the allocations and disbursement policies established by Cook County. With the exception of certain advances, payments will be made for eligible expenses actually incurred by the Subrecipient; payments made for advances will require proof that the advance was used for an eligible expense on or before December 30, 2020.

Subrecipients should maintain a financial file with copies of back-up documentation for all paid eligible expenditures made by the Subrecipient during the eligible period. Documentation of expenditures will be reviewed and verified upon receipt by Cook County.

- a. Requests for reimbursement or funding must be submitted via email to [SuburbanCovidFundingRequest@cookcountyil.gov](mailto:SuburbanCovidFundingRequest@cookcountyil.gov).
- b. Notification letters approving requested funds will contain detailed instructions regarding delivery of approved funds to Subrecipient. Receipt of approved funds will be contingent on a fully executed Intergovernmental and Subrecipient Agreement. All CRF funds not expended by Subrecipient must be returned to Cook County by December 30, 2020, in compliance with the Close-Out Procedures contained in this Agreement.

2. Reporting Procedures. Subrecipient will be required to periodically report the status of projects approved for advance funding and will be required to tender to the County records addressing how the funding was used for eligible expenses on or before December 30, 2020. Such reporting may include documentation of invoices, submission of payroll logs, proof of contracts, etc. to substantiate eligible expenses. Failure to submit proper documentation verifying eligible expenses may result in termination of this agreement and recoupment of awarded funds from the Subrecipient.

#### **VI. Personnel & Participation Conditions**

1. Hatch Act

Subrecipient must comply with provisions of the Hatch Act of 1939 (Chapter 15 of Title V of the U.S.C.) limiting the political activities of public employees, as it relates to the programs funded.

2. Conflict of Interest

The Subrecipient shall maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

## **VII. ATTACHMENTS**

All attachments to this Agreement are incorporated as if set out fully. In the event of any inconsistencies or conflict between the language of this Agreement and the attachments, the language of the attachments shall control, but only to the extent of the conflict or inconsistency.

This Agreement contains the following attachments:

- Attachment A – Library & Park District Application for CRF
- Attachment B – Duplication of Benefits Certification

## **VII. SEVERABILITY**

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

## **VIII. WAIVER**

Cook County's failure to act with respect to a breach by the Subrecipient does not waive its right to act with respect to subsequent or similar breaches. The failure of Cook County to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

## **IX. CERTIFICATION**

The subrecipient hereby certifies that they have the authority and approval from the governing body to execute this Agreement and request reimbursement or advance funding from Cook County from the allocation of the Coronavirus Relief Fund provided to Cook County for eligible expenditures. The subrecipient further certifies the funds received for reimbursement or advances from the Coronavirus Relief Funds were or will be used only to cover those costs that:

- a. Are *necessary expenditures* incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
- b. Were not accounted for in the budget most recently approved as of March 27, 2020; and
- c. Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

Subrecipient understands any award of funds pursuant to this agreement must adhere to official federal guidance issued or to be issued on what constitutes a necessary expenditure and that the subrecipient has reviewed the guidance established by U.S. Department of the Treasury and certify costs meet the required guidance. Any funds expended by the subrecipient or its subcontractor(s) in any manner that does not adhere to official federal guidance shall be returned to Cook County.

Subrecipient agrees that they will retain documentation of all uses of the funds, including but not limited to invoices and/or sales receipts in a manner consistent with §200.333 *Retention requirements for records* of 2 CFR Part 200 *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Subrecipient understands any funds provided pursuant to this agreement cannot be used as a revenue replacement for lower than expected tax or other revenue collections and cannot be used for expenditures for which the subrecipient has received any other emergency COVID-19 supplemental funding (whether state, federal or private in nature) for that same expense.

#### **X. ENTIRE AGREEMENT**

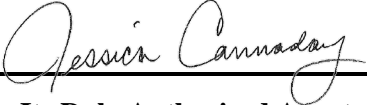
This Agreement constitutes the entire agreement between the Parties for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the Parties relating to Cook County's allocation of CRF funding to Subrecipient. This Agreement is subject to availability of Federal assistance under the Coronavirus Relief Funds as authorized under the CARES Act. Cook County has no legal requirement to provide funding to any Subrecipient.

#### **VI. SIGNATURE AUTHORITY**

The following specific officers/officials, or their authorized designees, are required to sign this Agreement on behalf of the of Subrecipient. Note: If this Agreement is signed by a designee, a duly authenticated delegation of authority evidencing the signer's authority to execute the Agreement for and on behalf of the Subrecipient must be attached to the Agreement for review by Cook County.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Agreement on the dates hereafter set forth below.

**[INSERT SUBRECIPIENT]** Community Park District of La Grange Park

Signed:   
**Its Duly Authorized Agent**

Printed Name: Jessica Cannaday  
Title: Executive Director  
Date: October 12, 2020

**COOK COUNTY, ILLINOIS**

Signed: \_\_\_\_\_  
**Its Duly Authorized Agent**

Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**Approved as to form:**

Signed: \_\_\_\_\_

Office of the Cook County State's Attorney

## ATTACHMENT A – LIBRARY & PARK DISTRICT APPLICATION FOR CRF



### Cook County Library & Park District Application for Coronavirus Relief Funds

In order to request funding from Cook County under the Cook County COVID-19 Funding Response Plan, the Cook County applying organization must complete the fields below in their entirety for Coronavirus Relief Funds and include all required documentation.

Questions regarding the Cook County COVID-19 Funding Response Plan and/or the application process should be submitted via email to [SuburbanCovidFundingQuestions@cookcountyil.gov](mailto:SuburbanCovidFundingQuestions@cookcountyil.gov).

Completed applications must be submitted via email to:  
[SuburbanCovidFundingRequest@cookcountyil.gov](mailto:SuburbanCovidFundingRequest@cookcountyil.gov). Please note that incomplete applications may cause a delay in processing.

General Information		
Organization Name	Name of Requesting Official	Submission Date
Community Park District of La Grange Park	Jessica Cannaday Executive Director	October 13, 2020

Request Description and Background Information
<p>Explain <i>what</i> the expenditure will be or has been utilized for (materials, projects, services, etc.):</p> <p>Since March 16, 2020, the Community Park District of La Grange Park has accrued more than \$10,000 in unanticipated expenditures for supplies, materials, and services in direct response to the COVID-19 Pandemic. This includes PPE for staff and youth program participants, fully restocking our cleaning supplies with EPA N-List products, fencing and staff time to secure and shut down playgrounds to protect our community, regulatory park and facility signage, implementing mandated outdoor safety modifications to summer camp operations in order to safely serve working parents in our community, consulting with our legal counsel in regards to staff furloughs and layoffs, a 15% increase electrical costs at the maintenance garage due to daily washing of mop heads and cleaning clothes, and implementing IT infrastructure necessary to maintain OMA compliance.</p> <p>As we are operating both in-person and virtual preschool programs and providing out of school time activities for our community, we anticipate spending an additional \$2,733 on N-List cleaning supplies, PPE, and educational signage for our parks and facilities through December 31.</p> <p>The Community Park District is anticipating a 60% program revenue loss due to COVID-19 restrictions and \$5,000 in relief funds will help us continue to ensure that we have the supplies needed to continue to safely provide valuable educational, physical, and recreational services to our community.</p>

Indicate the total amount requested (project specific and date specific to the extent possible):	
<p>Explain <i>how</i> expenditures will be or have been used to respond to the public health emergency (utilize the guiding questions below along with the attached Funding Guidance and FAQ document). Note: incomplete descriptions may lead to funding delays or denials of requests.</p> <ul style="list-style-type: none"> <li>• <i>What impact will this project have or has had on your organization's service level / ability to reopen or maintain operations?</i></li> <li>• <i>What segment and size of the population is the project expected to serve or has served?</i></li> <li>• <i>How is the success of this project related to other projects?</i></li> <li>• <i>What are the projected consequences, if the request is not approved or project is not reimbursed?</i></li> </ul> <p>This program allows the Community Park District to provide PPE and acquire essential cleaning supplies so we may continue to offer out of school time programming and early childhood education programming that is safe for participants and staff and compliant with IDPH and CDC recommendations. It also allows us to ensure we have the IT infrastructure required to maintain OMA compliance.</p> <p>The Community Park District serves the 13,178 residents of La Grange Park as well as countless other residents in the neighboring communities of Brookfield, La Grange, Western Springs, and Westchester.</p> <p>In response to the public health emergency, the Community Park District shut down all but the essential government functions of park maintenance and essential business services on March 16, including outdoor playgrounds and all recreational programming. 40%-42.5% of the Community Park District's operating budget is generated from recreational program revenue. This revenue offsets the cost of program supplies, staff costs, and subsidizes free community programs and services, and funds capital improvement projects.</p> <p>Should the park district receive the requested funding, we will be able to better ensure we have adequate supplies to safely run our limited preschool and recreational programs, better educate our community on social distancing and best health practices in our public spaces, improve virtual access to our open meetings, and resume routine preventative maintenance practices at our facilities and parks.</p> <p>The park district is committed to providing safe recreational services to our community and will invest in the equipment and supplies necessary to do so. However, if this request is not approved, we will be unable to complete routine scheduled fall outdoor maintenance, and funding for snowplowing will be reduced. This will reduce the quality of our outdoor public spaces and continue to negatively impact resident access to outdoor parks, playgrounds, and facilities through the winter, spring, and summer of 2021. Not only is quality access to these amenities essential for our community's physical, social, and emotional health, the longterm results of this deferred maintenance will most certainly negatively impact property values in La Grange Park.</p>	
Are any requested funds expected to be expended after December 30, 2020?	No
If any requested funds in this application are for expenses not yet incurred, when are such funds expected to be incurred ( <i>please be as precise as possible</i> )?	

*Cook County Reimbursement Information:* Cook County (“County”) can only utilize Coronavirus Relief Funds (“CRF”) for documented COVID-19 related expenses. The information below will assist the County to remain federally compliant. Please indicate below which type(s) of expenses your organization is submitting. You can click on the embedded link for a detailed list of eligibility criteria.

Description	Indicate CRF Eligibility Category
<p>The <a href="#">Coronavirus Relief Fund</a> is used to cover costs that:</p> <ul style="list-style-type: none"> <li>• Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);</li> <li>• Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and</li> <li>• Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Expenses of actions to facilitate compliance with COVID-19 related public health measures.</li> <li><input checked="" type="checkbox"/> Any other COVID-19 – related expenses reasonably necessary to the function of government that satisfy the fund’s eligibility criteria.</li> </ul>
<p>Department of the Treasury <a href="#">Coronavirus Relief Fund Frequently Asked Questions</a></p>	

### Required Attachments

- Signed IGA from applying organization
- Board resolution authorizing the IGA
- Relevant invoices and/or receipts
- Vendor ID Form and relevant W-9

Signatures and Certification
<p>1. The undersigned hereby certify that they have the authority and approval from the governing body on behalf of the applying organization to submit this application and request reimbursement from Cook County from the allocation of the Coronavirus Relief Fund provided to Cook County for eligible expenditures.</p> <p>2. I understand that this application is a component of the executed Intergovernmental and Sub-recipient Agreement between the parties.</p> <p>3. I understand Cook County will rely on this certification as a material representation in reviewing and potentially approving this application.</p> <p>4. I certify the use of funds submitted in this application for reimbursement from the Coronavirus Relief Funds were or will be used only to cover those costs that:</p> <ul style="list-style-type: none"> <li>d. Are <i>necessary expenditures</i> incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);</li> <li>e. Were not accounted for in the budget most recently approved as of March 27, 2020; and</li> <li>f. Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.</li> </ul> <p>5. I understand any award of funds pursuant to this application must adhere to official federal guidance issued or to be issued on what constitutes a necessary expenditure. We</p>



have reviewed the guidance established by U.S. Department of the Treasury and certify costs meet the required guidance. Any funds expended by the organization or its subcontractor(s) in any manner that does not adhere to official federal guidance shall be returned to Cook County.

6. I understand any funds provided pursuant to this application and certification cannot be used as a revenue replacement for lower than expected tax or other revenue collections.

7. I understand funds received pursuant to this application and certification cannot be used for expenditures for which the organization has received any other emergency COVID-19 supplemental funding (whether state, federal or private in nature) for that same expense.

I certify that I have read the above certification and my statements contained herein as well as the application are true and correct to the best of my knowledge.



**Organization Head (signature)**

Executive Director

**Title**

October 13, 2020

**Date**

Jessica Cannaday

**Organization Head (printed)**

*Effective: [\_\_NA\_\_]*

## ATTACHMENT B – DUPLICATION OF BENEFITS CERTIFICATION

In consideration of Subrecipient's receipt of funds or the commitment of funds by the Cook County, Subrecipient hereby assigns to Cook County all of Subrecipient's future rights to reimbursement and all payments received from any grant, subsidized loan, or insurance policies or coverage or any other reimbursement or relief program related to or administered by the Federal Emergency Management Agency, the Small Business Administration or any other source of funding that were the basis of the calculation of the portion of the Coronavirus Relief Funding transferred to the Subrecipient under the Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds Agreement entered into by and between Cook County, Illinois, and Community Park District of La Grange Park on October 13, 2020. Any such funds received by the Subrecipient shall be referred to herein as "additional funds."

Additional funds received by the Subrecipient that are determined to be a Duplication of Benefits ("DOB") shall be referred to herein as "DOB Funds." Subrecipient agrees to immediately notify Cook County of the source and receipt of additional funds related to the COVID-19 pandemic. Cook County shall notify the Federal awarding agency of the additional funding reported by Subrecipient to Cook County. Subrecipient agrees to reimburse Cook County for any additional funding received by the Subrecipient if such additional funding is determined to be a DOB by Cook County, the Federal awarding agency or an auditing agency. Subrecipient further agrees to apply for additional funds that the Subrecipient may be entitled to under any applicable Disaster Program in an effort to maximize funding sources available to the Subrecipient and Cook County.

Subrecipient acknowledges that in the event that Subrecipient makes or files any false, misleading, or fraudulent statement and/or omits or fails to disclose any material fact in connection with the funding under this Agreement, Subrecipient may be subject to civil and/or criminal prosecution by federal, State and/or local authorities. In any proceeding to enforce this Agreement, the Grantee shall be entitled to recover all costs of enforcement, including actual attorney's fees.

Subrecipient: Community Park District of La Grange Park

Signed:   
Its Duly Authorized Agent

Printed Name: Jessica Cannaday

Title: Executive Director

Date: October 13, 2020

**To:** Tim Ogden  
President, Community Park District Board Commissioners

**From:** Jessica Cannaday

**Date:** October 9, 2020

**Re:** Estimated Tax Levy Ordinance Draft

**Recommendation**

For discussion only.

**Background**

The total 2020 tax levy for Community Park District corporate, recreation, and special purposes levies (i.e. aggregate levy) is \$915,050. An additional \$180,200 will be levied for debt service on our 2011A bonds and the levy for the new general obligation bonds will be prepared after the bond sale in November.

The aggregate levy amount represents a 4.98% increase over the prior year's final levy amount and therefore does not require a public hearing in accordance with the Truth in Taxation Act.

Upon analyzing the fund balances on our special purposes funds, the levy allocation has been adjusted to offset deficits in the recreation budget while ensuring that the adjusted funds remain within our fund balance policy. While our Liability Fund has levied for more than required in years past, this line has not been adjusted to compensate for 2019 expenses incurred due to COVID-19 response efforts.

Once approved, staff will file the levy ordinance with the Cook County Clerk.

**COMMUNITY PARK DISTRICT OF LA GRANGE PARK  
DRAFT 2020 ANNUAL TAX LEVY ORDINANCE NO. 02-2020**

**AN ORDINANCE LEVYING TAXES FOR THE FISCAL YEAR BEGINNING MAY 1,  
2021 AND ENDING APRIL 30, 2022 FOR THE COMMUNITY PARK DISTRICT OF LA  
GRANGE PARK, STATE OF ILLINOIS, COUNTY OF COOK**

Be it ordained by the Board of Park Commissioners of the Community Park District of La Grange Park, Cook Counties, Illinois, that:

**SECTION 1:** A tax for the following sum of money, totaling \$915,050 or as much thereof as may be authorized by law, is hereby levied to defray expenses and liabilities of the Park District.

**I. CORPORATE FUND**

Personnel Services	\$	380,000	
Administrative Expenses	\$	24,500	
Contractual Services	\$	110,000	
Equipment and Supplies	\$	<u>60,000</u>	\$ 574,500

(70 ILCS 1205/5-1; 5-3 and P.A. 97-974)

**II. RECREATION FUND**

For Recreation Program Expense Not Paid with Program Fees and Charges	\$	116,550
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(70 ILCS 1205/5-2; 5-3a and P.A. 97-974)

**III. ILLINOIS MUNICIPAL RETIREMENT FUND**

For payment of Employer Contributions to the Illinois Municipal Retirement Fund Pursuant to 40 ILCS 5/7-17	\$	41,000
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**IV. SOCIAL SECURITY FUND**

For funding the Employer portion of a Social Security Obligation pursuant to 40 ILCS 5/21-110	\$	40,000
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**V. AUDIT FUND**

For Payment of Independent Annual Audit by a Certified Public Accountant Pursuant to 50 ILCS 310/9	\$	9,000
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**VI. LIABILITY FUND**

For Payment of Insurance Premiums and Related Risk Management Expenses Pursuant to 745 ILCS10/09	\$	34,000
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VII. SPECIAL RECREATION FUND

For Payment of Expenses to Offer Joint  
Recreation Services for Persons that Have a  
Disability pursuant to 70 ILCS 1205/5-8

\$ 100,000  
\$915,050

**RECAPITULATION**

CORPORATE FUND LEVY	\$ 574,500
RECREATION FUND LEVY	\$ 116,550
ILLINOIS MUNICIPAL RETIREMENT FUND LEVY	\$ 41,000
SOCIAL SECURITY FUND LEVY	\$ 40,000
AUDIT FUND LEVY	\$ 9,000
LIABILITY FUND LEVY	\$ 34,000
SPECIAL RECREATION FUND LEVY	\$ 100,000
	\$ 915,050

**SECTION 2.** The Secretary of the Park District is hereby directed to file a certified copy of this Ordinance with the County Clerk of Cook County, Illinois as provided by law, accompanied by the certificate of the presiding officer as to compliance with the Truth-in-Taxation Law, and said County Clerk is hereby directed to extend taxes sufficient to produce the amounts levied herein in accordance with applicable law.

**SECTION 3.** Pursuant to Section 4-4 of the Park District Code (70 ILCS 1205/4-4) neither the Budget and Appropriation Ordinance of the District for the current fiscal year nor any other Budget and Appropriation Ordinance is intended or required to be in support of the tax levy made in this ordinance.

**SECTION 4.** The unexpended balance of any item or items levied in and by this ordinance may be expended in making up any deficit of any item or items in the same general appropriation and levy made by this ordinance. The unexpended balance of the tax for general corporate purposes from the preceding year may be accumulated and set aside for the purposes of building repairs and improvements in a capital improvement fund, provided that the balance of such fund does not exceed 1.5% of the aggregated assessed valuation of all taxable property within the District.

**SECTION 3.** This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

PASSED this 9th day of November 2020.

APPROVED this 9th day of November 2020.

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Tim Ogden, President

ATTEST: 

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Robert Corte, Secretary

AYES:

NAYS:

ABSENT:

CERTIFICATE OF COMPLIANCE

COMMUNITY PARK DISTRICT OF LA GRANGE PARK, ILLINOIS

COUNTY OF COOK

I, Tim Ogden, do hereby certify that I am duly qualified and acting President and presiding officer of the COMMUNITY PARK DISTRICT OF LA GRANGE PARK, Cook County, Illinois; and as such presiding officer I certify that the levy ordinance, a copy of which is attached, was adopted pursuant to, and in all respects in compliance with the provisions of the Illinois Property Tax Code – Truth in Taxation Law, 35 ILCS 200/18-60 through 18-100.

This certificate applies to the 2020 levy.

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Tim Ogden, President  
Community Park District of La Grange Park  
1501 Barnsdale Road  
La Grange Park, Illinois 60526

Date: November 9, 2020

(SEAL)

COMMUNITY PARK DISTRICT OF LA GRANGE PARK, ILLINOIS

COUNTY OF COOK

I, Robert Corte, do hereby certify that I am duly qualified and acting Secretary of the Board of Park Commissioners of the Community Park District of La Grange Park, Cook County, Illinois, and as such am the keeper of the records and files of the Board of Commissioners of said park District.

I further certify that the foregoing is a full, true and complete copy of the ordinance adopted at the regular meeting of said Board of Commissioners of said District held on the 9th day of November, 2020 entitled:

“2020 ANNUAL TAX LEVY ORDINANCE”

IN WITNESS THEREOF I affix my official signature and seal of this office at La Grange Park, Illinois, this ninth day of November 2020.

(SEAL)

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Robert Corte, Secretary