

AGENDA
REGULAR PARK DISTRICT BOARD MEETING
COMMUNITY PARK DISTRICT of La GRANGE PARK
1501 BARNSDALE ROAD, La GRANGE PARK, ILLINOIS
January 8, 2024 - 6:30 PM

1. Call to Order & Roll Call:
2. Pledge of Allegiance
3. Park District Mission: The Community Park District of La Grange Park supports a healthy and inclusive community by positively impacting physical, social, emotional, and environmental well-being.
4. Open Forum
5. Approval of the January 8, 2024 Agenda
6. Approval of Board Meeting Minutes
 - a. December 11, 2023 Regular Meeting Minutes
 - b. December 11, 2023 Executive Meeting Minutes
7. Communications/Proclamations/Presentations
8. Staff Recognition
9. Staff Reports
 - a. Executive Report
 - b. Recreation Report
 - i. Superintendent of Recreation
 - ii. Recreation Manager
 - iii. Marketing and Event Manager
 - c. Parks Report
 - d. Financial Reports
10. Approve Monthly Disbursements
11. Committee Reports
 - a. Sustainability
 - i. Arbor Advocates
 - b. Long Range Planning
12. Unfinished Business
 - a. Nazareth Academy Rental Agreement
 - b. Master Plan Update
 - i. Mini Pitch
 - ii. Yena Park

13. New Business

- a. Mulch Contract Approval
- b. Commissioner Conference Attendance Approval
- c. Little League Affiliate Agreement Renewal
- d. Mandatory Paid Leave
- e. Surplus Property Ordinance

14. Next Regular Meeting: Monday, February 12, 2024 at 6:30pm

15. 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.

AGENDA
REGULAR PARK DISTRICT BOARD MEETING
COMMUNITY PARK DISTRICT of La GRANGE PARK
1501 BARNSDALE ROAD, La GRANGE PARK, ILLINOIS
January 8, 2024 - 6:30 PM

1. Call to Order & Roll Call: Announce the time and call the meeting to order. Ask for a roll call.
2. Pledge of Allegiance
3. Park District Mission: The Community Park District of La Grange Park supports a healthy and inclusive community by positively impacting physical, social, emotional, and environmental well-being.
4. Open Forum
5. Approval of the January 8, 2024 Agenda Ask for a motion and a second to approve the agenda. All in favor?
6. Approval of Board Meeting Minutes
 - a. December 11, 2023 Regular Meeting Minutes Ask for a motion and a second to approve the minutes. All in favor?
 - b. December 11, 2023 Executive Meeting Minutes Ask for a motion and a second to approve the Executive minutes. All in favor?
7. Communications/Proclamations/Presentations
8. Staff Recognition
9. Staff Reports
 - a. Executive Report
 - b. Recreation Report
 - i. Superintendent of Recreation
 - ii. Recreation Manager
 - iii. Marketing and Event Manager
 - c. Parks Report
 - d. Financial Reports
10. Approve Monthly Disbursements
Ask for a motion and a second to approve the monthly disbursements. Ask for a roll call vote:
11. Committee Reports
 - a. Sustainability
 - i. Arbor Advocates

- b. Long Range Planning

12. Unfinished Business

- a. Nazareth Academy Rental Agreement Ask for a motion and a second to approve the rental agreement with Nazareth Academy. Ask for a Roll Call Vote.
- b. Master Plan Update – Discussion Only
 - i. Mini Pitch
 - ii. Yena Park

13. New Business

- a. Mulch Contract Approval Ask for a motion and a second to approve a contract with Three Oaks Ground Covers in the amount of \$10,217.50 for the installation of ADA Engineered Wood Fibers. Roll Call Vote
- b. Commissioner Conference Attendance Approval Ask for a motion and a second to approve up to \$500 for Commissioner Zuck to attend the Soaring to New Heights Conference. Roll Call
- c. Little League Affiliate Agreement Renewal Discussion Only
- d. Mandatory Paid Leave Discussion Only
- e. Surplus Property Ordinance Ask for a motion and a second to approve Surplus Property Ordinance #001-24. Roll Call Vote

14. Next Regular Meeting: Monday, February 12, 2024 at 6:30pm

15. 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.

MINUTES
REGULAR PARK DISTRICT BOARD MEETING
COMMUNITY PARK DISTRICT of La GRANGE PARK
1501 BARNSDALE ROAD, La GRANGE PARK, ILLINOIS
December 11, 2023 - 6:00 PM

1. Call to Order & Roll Call:

President Corte called the meeting to order at 6:00pm. Present were Commissioners Stastny, Ogden, and Sauer. Additionally present were Executive Director Jessica Cannaday, Superintendent of Recreation Zachary Kerby, Recreation Manager Jacqueline Newton, Marketing and Event Manager Susan Zander, Superintendent of Parks Sara Earhart, Financial Assistant Eric Nelessen of Lauterbach & Amen and Executive Administrative Assistant Laura Raimondi as recorder. Commissioner Zuck arrived at 6:08.

2. Pledge of Allegiance

3. Park District Mission: The Community Park District of La Grange Park supports a healthy and inclusive community by positively impacting physical, social, emotional, and environmental well-being.

4. Open Forum

No one present for open forum.

5. Approval of the December 11, 2023 Agenda

Commissioner Stastny made a motion to approve the December 11, 2023 Agenda, seconded by Commissioner Ogden. Motion passed unanimously by voice vote.

6. Approval of Board Meeting Minutes

a. November 13, 2023 Regular Meeting Minutes

Commissioner Stastny made a motion to approve the November 13, 2023 Regular Meeting Minutes, seconded by Commissioner Sauer. Motion passed unanimously by voice vote.

7. Communications/Proclamations/Presentations

8. Staff Recognition

9. Staff Reports

a. Executive Report

Executive Director Jessica Cannaday presented her report.

b. Recreation Report

i. Superintendent of Recreation

Superintendent of Recreation Zak Kerby presented his report.

Questions were asked and answered.

- ii. Recreation Manager
Recreation Manager Jacqueline Newton presented her report.
- iii. Marketing and Event Manager
Marketing and Event Manager Susan Zander presented her report.
Questions were asked and answered.
- c. Parks Report
Superintendent of Parks Sara Earhart presented her report.
- d. Financial Reports
Lauterbach & Amen Financial Assistant Eric Nelessen presented the financial report.

10. Approve Monthly Disbursements

Commissioner Ogden made a motion to approve monthly disbursements in the amount of \$249,962.13 seconded by Commissioner Stastny. Motion was passed unanimously by roll call vote.

11. Committee Reports

- a. Sustainability
 - i. Arbor Advocates
Meeting was rescheduled due to the Tree Lighting ceremony.
- b. Long Range Planning

12. Unfinished Business

- a. 2023 Annual Tax Levy Ordinance No. 003-23
Commissioner Stastny made a motion to approve ordinance number 003-23 the 2023 Annual Tax Levy Ordinance seconded by commissioner Zuck. Motion was passed unanimously by roll call vote.
- b. PTELL Ordinance No. 004-23
Commissioner Stastny made a motion to approve ordinance number 004-23, the 2023 PTELL Ordinance seconded by Commissioner Sauer. Motion was passed unanimously by voice vote.

13. New Business

14. Adjourn to Executive Session

At 6:18 President Corte asked for a motion and a second to adjourn to Executive session. Commissioner Stastny made a motion to adjourn to Executive session In Accordance with the Open Meetings Act under Section 2(c)(1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, seconded by Commissioner Ogden. The motion passed unanimously.

15. Reconvene Open Session

President Corte reconvened Open Session at 6:24pm. Additionally present were Commissioners Zuck, Stastny, Ogden, Sauer, and Executive Director Cannaday.

16. Potential Action on Items Discussed in Executive Session

Commissioner Stastny made a motion to approve a \$1500 merit bonus for the

Lead Mechanic, seconded by Commissioner Zuck. The motion passed unanimously by roll call vote.

17. Next Regular Meeting: Monday, January 8th, 2024, 6:30pm

18. Adjournment

At 6:25pm, Commissioner Stastny made a motion to adjourn the meeting, seconded by Commissioner Sauer. The motion passed unanimously.

Secretary

Approved January 8, 2024

DATE: January 5, 2024

TO: Bob Corte, President, Community Park District Board of Commissioners

FROM: Jessica Cannaday, Executive Director

RE: November Board Report

Executive Office Report

Police Reports

In December, staff reported criminal defacement of property at Beach Oak Park. Other than that there were no notable police reports.

Beach Oak Park

Visible work for the Beach Oak Project is on hold. Fily is currently refurbishing the train for reinstallation, and I am working with the Trolley Dodgers to develop historical storyboards. We are still sitting well within the budget for the project.

Grants

Unfortunately, we were not a PARC Grant recipient. In speaking with the IDNR, there were 60 applications and ours was in upper part of the top 30. They only awarded 13 grants, and priority was given to distressed communities. The list of recipients has not yet been released.

We are still waiting on OSLAD.

Sara has successfully received a CRTI Grant for 10 trees and has applied for a 2024 Prairie Garden Grant.

Gymnasium Addition

I will be meeting with JSD at the end of the month to discuss next steps and budget numbers.

Timekeeping System

We will be implementing our new timekeeping system in January.

Illinois Park and Recreation Foundation

I am excited to announce that I have been recruited to serve on the Board of the Illinois Park and Recreation Foundation. This 501(c)3 organization raises awareness of parks and recreation and generates funding for professional scholarships for individuals in the field of parks and recreation. It will give us some insight into potential revenue streams for our own agency.

Office Revenue Report

The district generated \$60,574 in program revenue in November. Nearly \$35,000 was from preschool tuition and Enrichment programming. Another \$10,000 was generated by Youth Sports Programming.

Date: January 3rd, 2024

To: Jessica Cannaday, Executive Director

From: Zak Kerby, Superintendent of Recreation

Re: January 2024 Board Report

Facilities

- Monthly Pest Inspection came up free of problems at our Recreation Center
- Completed the December building inspection with minimal issues noted – Outdoor lighting to be addressed by Lyons Pinner.
- Working with Superintendent of Parks, we are evaluating the ADA compliance of the Rec Center and planning for budget adjustments to meet compliance.

Recreation

- In 2024, we are excited to begin offering an indoor Futsal league for youth in the community at Park Jr High. League play will take place on Friday nights and will be run jointly with Lyons Township Soccer Club.
- Working on collaborating with Holy Guardian Angels Parish to secure additional space for our Indoor Spring pickleball league.
- Adult Women's Volleyball League has been ongoing at Park Jr High. We have 8 teams registered this year, bringing our total revenue to \$3,800.
- Indoor Pickleball is wrapping up for the season, with January 16th as our last day at Park Jr High.
- I have an agreement with a new youth athletics vendor, Hot Shot Sports, to prepare and execute Saturday morning youth sports classes alongside Sports R Us. Enrollment numbers are looking up!
- Movie Matinee Club has enjoyed 3 monthly gatherings, averaging about 25 community members for movies and a light lunch.
- Basic Yoga is seeing surging enrollment, with the class seeing 25+ enrolled moving into 2024
- Nerf Warz is back and is running with its usual class size of 10-20 youth per session
- Our 3 Santa events, Santa calls – Santa visits – and Santa Paws, all went off without a hitch and we are excited to continue to serve this population in our community.
- Registered for the 2024 Soaring to New Heights IPRA Conference in Chicago in late January
- Signed and returned a Memorandum of Understanding with the US Soccer Foundation. They will take this back to the National Sponsor, who will then determine where they would like to sponsor a mini-pitch.

Safety

- Installed a new Exit sign for the main hallway at the Rec Center, our previous exit sign was damaged by a rental
- PDRMA kickoff for the 2023 Slips, Trips, and Falls assessment have gone out and been completed internally, with minimal changes from years past. Our district is one of the better performing districts in the pool when it comes to personnel/ property claims
- Replaced 10 can light fixtures in the office hallway to increase visibility
- Meeting with staff to determine membership on our Safety Action Team by the end of January 2024
- Weekly staff safety trainings this past month included – Statement of Admissions, Lockdown procedure, and Cold weather safety

Date: January 3rd, 2024

To: Jessica Cannaday, Executive Director

From: Jacqueline Newton, Recreation Manager

Re: December 2023 Board Report

PRESCHOOL

- St. Nick Nite was Wednesday, December 13th from 6-7:30 pm, we had over 30 families join us.
- Jodi has organized another fundraiser at Flying High on February 4th.
- Jodi and I met to discuss other potential fundraising opportunities for Ready such as a “Parents’ Day Out.”
- Ready Teddy Palooza (Open house) is set for Wednesday, January 17th.

Enrichment

- Creative Steam has 4 classes starting January 8th, generating \$1816.
- Rocket Readers has 1 class starting January 9th.
- Little Chefs has 4 classes starting January 10th, generating \$2643.
- Mickey Math has 1 class starting January 11th.
- High Five Sports has 4 classes starting January 12th, generating \$1599.

General Interest/Early Childhood

- Miss Angie Music has 3 classes starting January 9th.
- A new class has been added to the Winter/Spring brochure; Kindergarten Readiness, which is partnered with Huntington Learning Center, currently a sponsor of Ready Teddy, this class focuses on setting students up for kindergarten academic success.
- Safe Sitter has been added back to the Winter/Spring Brochure.
- Beginner Horseback Riding has been added back to the Winter/Spring brochure.
- Spring Break Camp has been added back to the Winter/Spring Brochure. We are now offering a discounted combined option. (mornings and afternoons) Dates are March 25th – March 28th.

Theatre

- SpongeBob Jr. has been added to the Winter/Spring brochure. Performance dates are May 17th-19th.
- Auditions for SpongeBob Jr are February 3rd and call backs are February 4th.
- Footlight Players Fundraiser ‘Karaoke’ on January 21st.

December 2023 Marketing & Special Events



SPECIAL EVENTS NOTE

- Special Events programs for the month of December included: Santa Paws, the Annual Tree Lighting, Santa Calls and Santa Visits. A huge 'thank you' to Bob Corte and Jeff Beyer for stepping up and doing the Santa visits, and Bryan Zander for doing Santa Calls.

FACEBOOK ANALYTICS

Followers: 2,240

Posts: 25

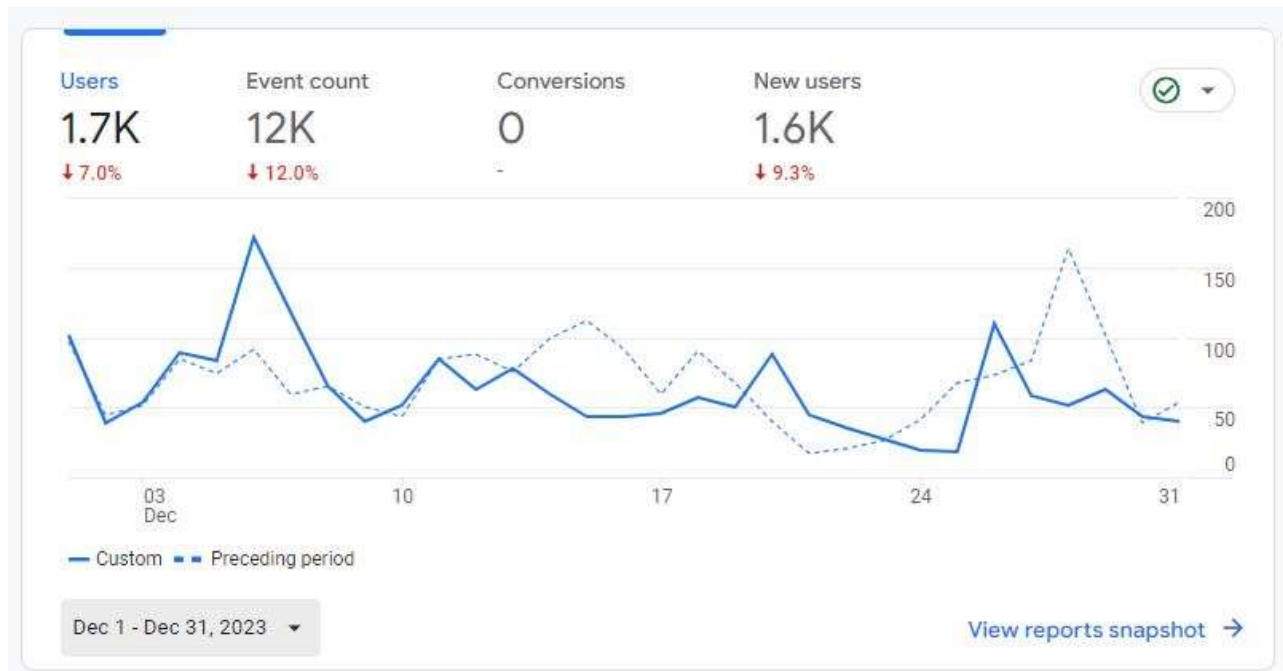
Overall Page Reach: 9,915



Facebook Year End Comparison

| | 2022 | 2023 |
|-----------|--------|--------|
| Followers | 1,900 | 2,250 |
| Posts | 340 | 500+ |
| Visits | 9,735 | 23,187 |
| Reach | 39,297 | 59,526 |

WEBSITE – The number of users in December was roughly the same as November, with a little downtick due to the holidays.



Google Analytics for 2023

| | |
|---|--------|
| Total Number of Users | 21,000 |
| Total Number of Views (All Pages) | 55,134 |
| (Most Viewed, in order:) Home Page Views | 21,605 |
| Music Under the Stars Views | 3,333 |
| Programs Views | 2,367 |
| Pickleball Views | 1,976 |
| Theater Views | 1,663 |
| Ready Teddy Views | 1,592 |

Date: January 3rd 2024

To: Jessica Cannaday, Executive Director

From: Sara Earhart, Superintendent of Parks

RE: December Board Report, Parks Department

- Safety trainings completed: Playground Safety Inspections.
- Staff attended Chicago Regional Tree Initiative (CRTI) *Urban Trees and Drought - A Workshop for Practitioners*.
- Staff managed set-up and tear down of Holiday light event at Memorial Park and decorated F-150 truck for Santa Visits.
- Removed Memorial tennis and Pickleball nets and windscreens, closed courts for winter.
- Staff began repairs on the Beach Oak play train.
- Retrofit lighting fixtures in 1501 and installed LED light bulbs in main entrance way.
- Conducted playground safety inspections, documented damage and wear.
- Playground repairs: Replaced 1 damaged swing at Memorial, replaced 1 damaged swing at Robinhood, tightened all loose handrails and fittings.
- Installed ADA accessible ramp and swing at Hanesworth playground.
- Daily garbage removal at all parks.
- Vehicle repairs: Installed new brake calipers, driver's seatbelt, and suspension system on Silverado. Installed new brake calipers on Ranger.
- Firestone serviced Silverado; Front end alignment.
- Premistar performed annual service on heating systems at 845 Barnsdale.
- Approved contract for Homer Tree to remove one large dead tree at Yena.
- Submitted estimate requests for playground mulch, playground swing mats, repairing retaining wall at Memorial Amphitheatre, and additional fencing at Memorial baseball.
- Ordered new ball field equipment for 2024 season.
- Ordered 20 swing mats for playgrounds to improve ADA accessibility.

To: Bob Corte
President, Community Park District Board Commissioners

From: Jessica Cannaday

Date: January 5, 2024

Re: Agenda Item 12a – Nazareth Rental Agreement

Recommendation

Motion and a second to approve the Nazareth Academy Rental Agreement

Background

The board has already approved the rental terms for Nazareth Academy's use of Memorial Park field. The park district has completed and submitted payment for field improvements. The agreement has been in the hands of the attorneys for both organizations to hammer out liability specifics.

The following pages contain the finalized terms and conditions. Once executed, the park district will deliver the contract to Nazareth Academy and request reimbursement for the field improvement expenses.

**LICENSE AGREEMENT BETWEEN
COMMUNITY PARK DISTRICT OF LAGRANGE PARK
AND NAZARETH ACADEMY**

THIS AGREEMENT made and entered into this 8th day of January, 2024, by and between the Community Park District of LaGrange Park (hereinafter referred to as “Park District”) and Nazareth Academy, an Illinois not-for-profit corporation (“Nazareth”).

WITNESSETH:

WHEREAS, Park District is the owner of the property improved with a ballfield that is commonly known as Memorial Park, and which is described and depicted on Exhibit A attached hereto (hereafter, the “Memorial Field”).

WHEREAS, Nazareth has determined that it would like to use Memorial Field property for its extracurricular baseball program; and

WHEREAS, the Park District and Nazareth have recognized the need to make substantial physical improvements to Memorial Field; and

WHEREAS, the Park District has determined that issuing a license to Nazareth for Memorial Field will not interfere with the Park District’s delivery of recreational services to its residents, and has further determined that said usage by Nazareth may enhance the delivery of such recreational services; and

WHEREAS, the Park District has determined that it would be in the best interests of the citizens of the community that community baseball groups and the Park District be able to utilize the Memorial Field when said facilities are not being used for the purposes described herein by Nazareth.

WHEREAS, this Agreement is authorized by the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act of the State of Illinois, providing for the execution of

agreements and implementation of cooperative ventures between public agencies of the State of Illinois and private parties.

NOW THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth, the Park District hereby grants to Nazareth the following license for use of Memorial Field—being real property legally described in Exhibit A--on the following terms and conditions:

1. **Incorporation of Recitals.** The Recitals set forth above are hereby incorporated by this reference into this Agreement as though they were restated in their entirety in this Section.

2. **Purpose.** Through this License and in accordance with its terms, Nazareth shall have priority use of Memorial Field from March 1 through May 21 of each calendar year for the years 2024 through and including 2033 (each such year hereafter referred to as a “Season”) in order to utilize Memorial Field. However, the parties intend that when the Memorial Field is not being used by Nazareth for its purposes, then Memorial Field shall be available for use by the Park District and community groups.

3. **Term.** Unless otherwise terminated in accordance with the provisions herein, the initial term of this License shall commence on October 1, 2023 and shall expire on June 1, 2033, subject to the termination provisions set forth herein. The parties may negotiate any renewal or extension of this License following the conclusion of the 2033 season, or at any point.

4. **Scheduling and Use**

ALL USE IS SUBJECT TO THE PARTIES’ DETERMINATIONS, AS OUTLINED BELOW, THAT WEATHER AND FIELD CONDITIONS ARE SAFE FOR PLAY.

A. Nazareth Right's and Responsibilities

i) During each season, Nazareth shall have priority of use from 3:30 to 5:30 pm each weekday for a scheduled practice; Nazareth shall have priority of use from 3:30 to 7:00 pm each weekday for a scheduled game; and Nazareth shall priority of use from 8:30 am to 3:00 pm each Saturday during the season. The parties agree that for purposes of calculation, they shall use 170 Hours as the amount of time licensed by Nazareth each season, regardless of actual time present on Memorial Field.

ii) Subject to circumstances beyond Nazareth's control, Nazareth shall provide a schedule of games and practices to the Park District no later than September 1 of each calendar year for the following year's season.

iii) For each day of practice or game use during each Season, Nazareth shall—beginning two hours before Nazareth's intended use—make the determination as to whether field and weather conditions are safe for the intended use.

B. Park District's Rights and Responsibilities

i) During each season, the Park District may schedule use of Memorial Field at times other than provided to Nazareth for Nazareth's priority of use. With no less than 24 hours notice to Nazareth, the Park District may schedule use of Memorial Field during a time normally reserved for Nazareth's priority use if Nazareth has previously disclosed that it will not be using Memorial Field (e.g., such as all teams are playing an away game).

ii) For each day of practice or game use during each Season, the Park District—up to two hours before Nazareth's intended use—shall make the determination as to whether field and weather conditions are safe for the intended use and shall notify Nazareth if use is prohibited.

5. Maintenance and Improvements

A. Nazareth Right's and Responsibilities

i) During each season, Nazareth will groom Memorial Field (raking, dragging the infield) following each day's use and, as necessary or appropriate, between uses by different teams.

ii) Nazareth and the Park District will meet each December to plan and determine funding for any field or other capital improvements to be completed for Memorial Field prior to the next Season.

iii) During each season, Nazareth is permitted to place one banner, measuring no larger than 4'x8,' on the fence at Memorial Field. The artwork and content of the banner permitted hereunder shall be consistent with the terms of this Agreement and the mission and policies of the Park District, and Nazareth shall obtain the Park District's written approval of the artwork and message content in advance of installation and such approval shall not be unreasonably withheld.

iv) Nazareth shall have access to on-site storage as specifically agreed each season by the Parties.

B. Park District's Responsibilities

i) The Park District shall, at the Park District's expense, maintain Memorial Field during each Season in a safe and playable manner, consistent with its customary maintenance standards, and in compliance with IHSA's requirements for this type of Competition Area. The Park District will keep Nazareth reasonably and timely informed of any maintenance requirements, procedures, or improvements, or emergency work that could impact Nazareth's

scheduled use. If the Park District deems any procedures, or improvements, or emergency work necessary due to the allegedly wrongful acts of Nazareth or its invitees, the Park District shall provide reasonable written notice of the same to Nazareth and shall request and receive advanced written permission from Nazareth to complete such work for the same to be eligible for reimbursement by Nazareth. If such advanced written approval is impracticable due to an exigent threat to public safety, the Park District shall immediately alert Nazareth of the same and take only the limited action necessary to remove the exigent threat to public safety before seeking Nazareth's approval for any remaining work, as outlined in the preceding sentence. The Park District will also specifically prepare Memorial Field on scheduled game days (prepping for games includes raking, dragging, chalking of lines, and mowing if necessary).

ii) Nazareth and the Park District will meet each December to plan and determine funding for any field or other capital improvements to be completed for Memorial Field prior to the next Season.

iii) The Park District shall make on-site storage space available to Nazareth in such sizes and locations as the parties shall mutually agree.

6. Common Areas.

To facilitate its use of Memorial Field as described in this Agreement, the Park District grants Nazareth and its employees, agents, students, and invitees, the right during the term hereof to use in common with others entitled to the use thereof, the "common areas" immediately surrounding Memorial Field. As used herein, the term "common area" shall mean and refer to parking areas, sidewalks, curbs, and walkways from the parking areas to Memorial Field. The Park District agrees that it is solely responsible for the operation, management, and maintenance of these common areas. The manner in which such areas shall be maintained

shall be at the reasonable discretion of the Park District and the use of such areas and facilities shall be subject to the reasonable rules and regulations promulgated by the Park District from time to time.

7. License Fees.

i) Nazareth shall make a one-time payment to the Park District--within 5 business of days of the date of approval of this License by the Park District's Board of Commissioners—of \$6,200. Nazareth shall make a second one-time payment to the Park District prior to February 1, 2024, in the amount of \$6,200. These payments shall be used by the Park District in its sole discretion for maintenance and improvements of Memorial Park in advance of the 2024 season.

ii) No other fees shall be due from Nazareth for the 2024 and 2025 seasons.

iii) Beginning with the 2026 Season, Nazareth shall, on or before the first of February preceding the Season, pay the Park District a License fee calculated as follows: 170 hours multiplied by the ordinary hourly rental rate set by the Board of Commissioners and charged by the Park District as of February 1 of that year for field rental (e.g., in 2023, the hourly rental rate was \$20.00 per hour), given—however—that, for purposes of this provision, the ordinary hourly rental rate for a given year shall not increase by more than 3% from the prior year's ordinary hourly rental rate unless agreed to in writing by the Parties.

8. Notices. Notices hereunder shall be in writing. All notices shall be served by either party upon the other at the location of its principal office, as written below, or at such other locations as the party may designate in writing from time to time; such written designation shall be deemed to be effective five (5) days after delivery thereof. Notices may be delivered in person or by deposit in an appropriate United States Postal Service receptacle, by registered or

certified mail, return receipt requested, postage fully pre-paid. Notices shall be deemed to have been received as evidenced by the return card.

9. Special Provisions.

A. Park District Need for Sites Notice Requirement. If the Park District, at its discretion, determines a need to cancel the license due to its programming considerations or sell or transfer the Memorial Field because the retention of same is not in the best interest of the Park District, a minimum 180 day written notification must be served upon Nazareth prior to termination of this Agreement and License. If this escape provision is invoked, and if capital improvements wo which Nazareth contributed funds will be destroyed or unavailable to Nazareth for use, the Park District hereby agrees to repay Nazareth based upon its original contribution to the total value of the Public Improvements, depreciated at the rate of ten (10%) percent per year for ten years.

B. Termination. Nazareth may terminate the license by 90 days' written notice to the Park District.

C. Insurance. Nazareth agrees to obtain and to maintain, at its own expense during the term of this license agreement, comprehensive public liability insurance in amounts of at least \$500,000 per person for injuries or death arising out of the use of Memorial Field, or the maintenance thereof, and not less than \$1,000,000 for each such occurrence. A self insurance program with similar limits shall be deemed acceptable during the term of this Agreement and License. Nazareth shall name the Park District as an additional insured on these policies or programs for purposes related to this Agreement and License, including contractual indemnity. Evidence of said insurance policies or programs shall be kept on file at Nazareth during the term of this license.

10. Miscellaneous Provisions.

A. It is mutually understood and agreed that all agreements and covenants herein are severable and that in the event any of them shall be held to be invalid by any Court of competent jurisdiction, this Agreement shall be interpreted as if such invalid agreement or covenant were not contained herein.

B. The agreements, covenants, terms and conditions herein contained may be modified only through the written mutual consent of the parties hereto.

IN WITNESS WHEREOF, the parties have hereto set their hands and seals the day and year first above written.

COMMUNITY PARK DISTRICT OF
LAGRANGE PARK

NAZARETH ACADEMY

By _____
Its President

by _____
Its President

Attest _____
Its Secretary

Attest _____
Its Secretary

EXHIBIT A

“Memorial Field” as referred to in this License Agreement refers only to the ballfield shown in the Plat of Survey on the following page.

| Date | Practice or Game | Practice or Game Time | | |
|-------------|-------------------------|------------------------------|--|--|
| 3/4-3/8 | Practice | 3:30-5:30 | | |
| 3/12 | Game | 3:30-6:30 | | |
| 3/13 | Practice | 3:30-5:30 | | |
| 3/14 | Game | 3:30-6:30 | | |
| 3/15 | Practice | 3:30-5:30 | | |
| 3/16 | Practice | 9:00-11:00 | | |
| 3/18-3-3/20 | Practice | 3:30-5:30 | | |
| 3/21 | Game | 3:30-6:30 | | |
| 3/25 | Practice | 3:30-5:30 | | |
| 3/27 | Practice | 3:30-5:30 | | |
| 3/30 | Game (Doubleheader) | 9:00-3:00 | | |
| | | | | |
| 4/2 | Game | 3:30-6:30 | | |
| 4/8-4/10 | Practice | 3:30-5:30 | | |
| 4/11 | Game | 3:30-6:30 | | |
| 4/12 | Practice | 3:30-5:30 | | |
| 4/16 | Game | 3:30-6:30 | | |
| 4/17 | Practice | 3:30-5:30 | | |
| 4/19 | Practice | 3:30-5:30 | | |
| 4/20 | Game (Doubleheader) | 9:00-3:00 | | |
| 4/22 | Game | 3:30-6:30 | | |
| 4/24 | Practice | 3:30-5:30 | | |
| 4/25 | Game | 3:30-6:30 | | |
| 4/26 | Practice | 3:30-5:30 | | |
| 4/27 | Game (Doubleheader) | 9:00-3:00 | | |
| 4/30 | Practice | 3:30-5:30 | | |

| Date | Practice or Game | Practice or Game Time | | |
|-----------|---------------------|-----------------------|--|--|
| | | | | |
| | | | | |
| | | | | |
| 5/2 & 5/3 | Practice | 3:30-5:30 | | |
| 5/4 | Game (Doubleheader) | 10:00-4:00 | | |
| 5/7-5/10 | Practice | 3:30-5:30 | | |
| 5/13-5/17 | Practice | 3:30-5:30 | | |
| 5/18 | Game (Doubleheader) | 9:00-3:00 | | |

To: Bob Corte
President, Community Park District Board Commissioners

From: Jessica Cannaday

Date: January 5, 2024

Re: Agenda Item 12b – Master Plan Update

Recommendation

For Discussion

Background

We are still waiting on word from the US Soccer Foundation regarding funding for a potential Mini Pitch at Robinhood. We are also still waiting on the OSLAD Grant announcement for Yena Park.

Below you will find a comprehensive update of the goals outlined in the 2022-2027 Master Plan. I'm happy to report that we are on track and making great progress. This is a good time to review these objectives as we are kicking off budget season.

OPERATIONAL OBJECTIVES FROM MASTER PLAN

| Short Term Goal (To be completed 4/2024) | Objectives | Progress |
|---|--|--|
| Hire additional staff to meet programming needs | -Recreation Programming Staff -Marketing/Sponsorship staff -Building & Grounds staff | Ongoing: We have some great stability and talent in leadership roles now for both Marketing and Parks. Parks seasonal staff also increased. We will be evaluating Rec staff needs for the 24/25 budget |
| Drinking Fountains in Parks | Cost analysis of water in parks | Ongoing |
| Create Community Gardens | Explore locations, invest in rain barrels and offer to community | Ongoing We worked with an Eagle Scout to install an educational garden at Hanesworth and Beach Oak has interpretive garden space planned. |
| DEI Committee | Develop Mission, annual goals, and evaluation | Not started |
| Improve or enhance on ball field per year | Create a plan, budget a park per year, apply for grants | Ongoing/Complete: Thanks to staff, our relationship with LGPLL and Nazareth Academy, we have made huge strides in this area |

| | | |
|--|--|---|
| Address Wildlife in Parks | Work with IDNR to develop a management plan | Evaluating – |
| Improve space and facilities | Shovel Ready Plan including walking track and gym space | Completed – we have plans and passed the first referendum for the park district in 70 years to build additional indoor space. |
| Enhance CPD Foundation | Create Goals and promote fundraisers | Resolved – We have developed a new way to accept tax deductible donations. The Foundation has dissolved |
| Long Term Initiatives (By 2027) | Objectives | Progress |
| Create Marketing and Branding Program | Program to be consistent with Mission, Vision, and Values | Started – Data gathering, improved signage and community events |
| Create a 5-year capital plan | Implement needs assessment of all parks and facilities | Started – planning for capital improvements beginning with the 2023/2024 budget |
| Redesign Website | Budget redesign and promote request for professional services | Not started |
| Develop a Preventative Maintenance Plan | Inventory equipment, schedule preventative maintenance goals | Started – gathering information and current practices |
| Establish a Recreation Program Plan | Document the life-span of programming and events, include adult wellness programs, concerts and movies in the park, and group exercise | Started – gathering data |
| Create Emergency Operations Plan and Safety Manual | Provide structure and processes to utilize when responding to an event | Started-Superintendent of Rec is developing a safety committee |

CAPITAL OBJECTIVES FROM MASTER PLAN

| Beach Oak Park | | |
|------------------------|--|--|
| Priority | Recommendation | Progress |
| A | Park Redevelopment | Scheduled/Complete to open in the spring |
| A | Apply for OSLAD | Not needed |
| A | Research IHB Land Swap | In progress – Information is with the County |
| Hanesworth Park | | |
| Priority | Recommendation | Progress |
| A | Ballfield Regrading | Complete |
| A | Add Drinking Fountain | Evaluating |
| A | Add ADA Ramps in play area | ADA ramps to be installed by spring 24 |
| A | Add and relocate benches to concrete pad for accessibility | In progress |

| | | |
|----------------------|---|-------------------------------------|
| A | Paint Grandstand building | Complete (\$40K+ donation) |
| B | Creative Play Area Reno | Evaluating |
| B | New Batting Cages | Evaluating |
| B | Repave Path Network | Evaluating |
| C | Redevelop Ballfields with new fencing and seating | Not started |
| C | Repave North parking lot | Not started |
| C-A | Building Renovation | Evaluating – Referendum passed |
| Memorial Park | | |
| Priority | Recommendation | Progress |
| A | Add drinking fountain | Evaluating |
| A | Replace Lights at multi-use court | Complete |
| A | Re-set dry stack wall | Partial/evaluating |
| A | Install new benches | Complete |
| B | Remove Bocce | Not feasible/Grant Funded |
| B | Resurface Basketball | Planning/Evaluating |
| C | Creative Play Renovation | Not Started |
| C | Splash Pad Redevelopment | Not Started |
| Robinhood | | |
| Priority | Recommendation | Progress |
| A | Ballfield Regrading | Complete |
| A | Redevelop ballfields with new fencing and spectator seating | Evaluating – may reduce # of fields |
| A | Add and relocate benches to concrete pad for accessibility | Evaluating |
| A | Add basketball hoop to tennis court fencing | Evaluating |
| A | Resurface Tennis Courts | Evaluating |
| B | Add drinking fountain | Not started |
| B | Creative Play Renovation | Not started |
| C | Park Redevelopment | Evaluating |
| Stone Monroe | | |
| Priority | Recommendation | Progress |
| A | Renovate Tennis Court Surface | Evaluating |
| A | Add ADA Ramps to play area | Complete |
| A | Install New Benches | Evaluating |
| A | Verify tree in safety zone | Complete |
| B | Paint Bang Wall | Not started |
| B | Add drinking fountain | Not started |
| B | Creative Play Renovation | Not started |
| C | Redevelop Ballfields | Not started |
| Yena | | |

| Priority | Recommendation | Progress |
|----------|-------------------------------------|--|
| A | Add walking path around site | Started – plans drawn, grant applied for |
| A | Add porta potty enclosure | Started see above |
| B | Add drinking fountain | Started see above |
| B | Park redevelopment | Started see above |

To: Bob Corte
President, Community Park District Board Commissioners

From: Jessica Cannaday

Date: January 5, 2024

Re: Agenda Item 13a – Mulch Contract Approval

Recommendation

Motion and a second to approve a contract with Three Oaks Ground Covers in the amount of \$10,217.50 for the installation of ADA Engineered Wood Fibers

Background

We have adequately budgeted for this project, but the expense for all the parks combined exceeds the Executive Director's purchasing authority of \$10,000.

Three Oaks Groundcovers

1509 52nd St
Grand Rapids, MI 49508 US
travis@threeoaksgroundcover.com
threeoaksgroundcover.com

Estimate

ADDRESS
Sara Earhart
La Grange Park District

ESTIMATE 1277
DATE 12/13/2023

| DATE | SERVICE | DESCRIPTION | QTY | RATE | AMOUNT |
|----------|------------------|---|-----|-------|--------------------|
| | Playground Mulch | Playground Mulch Installed at various Parks via Blower Truck | 305 | 33.50 | 10,217.50 |
| ----- | | | | | |
| SUBTOTAL | | | | | 10,217.50 |
| TAX | | | | | 0.00 |
| ----- | | | | | |
| TOTAL | | | | | \$10,217.50 |

Accepted By

Accepted Date

To: Bob Corte
President, Community Park District Board Commissioners

From: Jessica Cannaday

Date: January 5, 2024

Re: Agenda Item 13b – Conference Attendance Approval

Recommendation

Motion and a second to approve up to \$500 for Commissioner Zuck to attend the Soaring to New Heights Conference.

Background

Board approval is needed for commissioners to attend conferences. Should Commissioner Zuck's schedule allow, it is recommended that she attend.

To: Bob Corte
President, Community Park District Board Commissioners

From: Jessica Cannaday

Date: January 5, 2024

Re: Agenda Item 13c – Little League Affiliate Agreement

Recommendation

For Discussion Only

Background

I will be meeting with Little League this month to review the affiliate agreement, discuss projects and costs. This item is on the agenda for discussion for board input.

To: Bob Corte
President, Community Park District Board Commissioners

From: Jessica Cannaday

Date: January 5, 2023

Re: Agenda Item 13d - Paid Leave Act Requirements

Recommendation

For Discussion Only

Background

On Dec. 14, 2023, the Cook County Commission (the commission) passed an ordinance amending its existing Earned Sick Leave Ordinance to become a Paid Leave Ordinance. The ordinance largely tracks with the Illinois Paid Leave For All Workers Act (PLFAWA). The ordinance is effective Dec. 31, 2023, to avoid pre-emption by PLFAWA (effective Jan. 1, 2024), and the commission has publicly stated it will enforce the ordinance beginning Feb. 1, 2024. Essentially, the act states that part time and seasonal employees must be granted an hour of PTO for every 40 hours worked. This accrued time must be paid out at the end of their employment.

The State's PLFAWA specifically excluded park districts. As a result, during our levy process, we did not account for the budgetary impact of this unfunded mandate. Unfortunately, even if we decided to request a levy amount outside of the PTELL limitation, it still wouldn't cover the cost of providing paid leave to all part-time and seasonal employees. Cook County Park Districts have been lobbying their commissioners to educate them on the incredibly detrimental impact of this mandate.

This past year, our agency invested more than \$265,702 in seasonal and part time wages. **Not counting the minimum wage increase mandate**, the new paid leave requirement would require us to allocate an additional 6% in part time wages to cover the PTO cost. Each of our seasonal and part time employees serve essential roles, meaning the park district must pay a sub as well as cover the PTO cost. Again, the act also requires us to pay out any unused accrued PTO upon the end of their employment.

Due to the PTELL laws, the amount we can levy is restricted well below the cost of this mandate. Unfortunately, our essential youth programs (summer camp and preschool) account for 63% of the increased cost, and the cost recovery would have to be passed on to working parents.

This mandate will also destroy equitable access to cultural arts and community programming – specifically services like room rentals, and our theater and dance programs. Fees may have to increase as much as 50% to cover the cost of PTO for part-time staff in those areas.

The Cook County Commission is meeting later this month and will hopefully entertain an exemption for park districts and SRAs. As we already provide PTO for our IMRF employees, and the majority of our part time employees are summer seasonal, I feel it is prudent to wait to pass a new policy until we have all the information.

Please consider contacting our Commissioner, Sean Morrison, to share this information, and encourage him to support an exemption for Park Districts and Special Recreation Associations.

Commissioner, 17th District - Sean M. Morrison

Phone: (312) 603-4215

Email: sean.morrison@cookcountyil.gov

To: Bob Corte
President, Community Park District Board Commissioners

From: Jessica Cannaday

Date: January 5, 2024

Re: Ordinance 001-24: An Ordinance Declaring Surplus Personal Property and Authorizing Conveyance or Sale Thereof

Recommendation

Motion and a second to approve Ordinance #001-24: An Ordinance Declaring Surplus Personal Property and Authorizing Conveyance or Sale Thereof

Background

Staff has identified surplus property and means of disposal as attached in Ordinance #001-24.

ORDINANCE NO. 001-24
AN ORDINANCE DECLARING
SURPLUS PERSONAL PROPERTY AND
AUTHORIZING CONVEYANCE OR SALE THEREOF

WHERE AS, the Park District Code (70 ILCS 1205/8-22) provides that whenever a Park District owns any personal property that in the opinion of three-fifths (3/5) of the Board members then holding office, is no longer necessary, useful to or for the best interests of the District, three-fifths (3/5) of the Board members then holding office may, by ordinance, authorize the conveyance or sale of that personal property in any manner they may designate, with or without advertising for sale; and

WHERE AS, the Community Park District of La Grange Park (the “District”) owns certain personal property as follows:

| Property | | | | | |
|--------------------------|-------------------|-------------------|----------|----------------------|----------------------|
| Equipment Type | Make | Model | Quantity | Reason for Surplus | Method of Disposal |
| Farm plow for tractor | Turfline | GB260 | 1 | Not Needed | Sale thru Closed Bid |
| Gasoline caddy 30 gallon | Handy | GC-30 | 2 | Not needed | Sale thru Closed Bid |
| Water Hose Reel | | B140P | 1 | Not needed | Sale thru Closed Bid |
| Skid Steer V Plow | Boss | 65 | 1 | Not working properly | Dispose |
| Snow Brush | John Deere | Worskite Pro BA72 | 1 | Not needed | Sale thru Closed Bid |
| Leaf Vacuum | Briggs + Stratton | SV8930ICSP | 1 | Not needed | Sale thru closed bid |

(hereinafter collectively referred to from time to time as the “Property”), which, according to the advice and recommendation of the District’s staff is no longer necessary, useful to or for the best interests of the District; and

WHERE AS, the District’s staff has recommended that the Property, except for the Property designated to be recycled/discarded, can best be sold directly by the District’s Executive

Director to a municipality, school district, or park district, or posted for public sale to the highest bidder with a minimum acceptable price as determined by the District's Executive Director, in the event no bid is received for any portion of the Property to be sold, any remaining Property shall be donated or disposed of as determined by the Executive Director; and

WHEREAS, the Board hereby accepts and adopts the recommendation of the District's staff with respect to the Property.

NOW, THEREFORE, BE IT ORDAINED by the Board of Park Commissioners of the Community Park District of La Grange Park, in Cook County, Illinois as follows:

Section 1: The Property is hereby declared, by a three-fifths (3/5) vote of the Board members now holding office, to be no longer necessary or useful to or for the best interests of the District, and the Board hereby finds that it is in the best interest of the District to dispose of the Property as set forth in Section 2 of this Ordinance.

Section 2: The Board hereby authorizes:

- a) The sale of the Property, not designated to be discarded, may be sold directly by the District's Executive Director to a municipality, school district, or park district, or posted for public sale with a minimum acceptable price as determined by the District's Executive Director, in the event no bid is received for any portion of the Property to be sold, any remaining Property shall be donated or disposed of as determined by the Executive Director; and
- b) All other Property to be discarded.

Section 3: All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed to the extent of the conflict.

Section 4: This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

PASSED AND APPROVED THIS 8th DAY OF JANUARY, 2024

Ayes: _____

Nays: _____

Absent: _____

COMMUNITY PARK DISTRICT OF LA GRANGE PARK

By: _____
Robert Corte, President

ATTEST:

By: _____
Alexandria Zuck, Secretary