

AGENDA
REGULAR PARK DISTRICT BOARD MEETING
COMMUNITY PARK DISTRICT of La GRANGE PARK
1501 BARNSDALE ROAD, La GRANGE PARK, ILLINOIS
March 14, 2022 - 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 shall offer high quality, affordable and accessible park and recreation facilities, programs and services in a financially responsible manner.
4. Open Forum
5. Approval of the March 14, 2022 Agenda
6. Approval of Board Meeting Minutes
 - a. February 14, 2022 Regular Meeting Minutes
 - b. February 17, 2022 Special Meeting Minutes
7. Communications/Proclamations/Presentations
8. Staff Recognition
 - a. Footlight Players Team – Spencer Clark, Cole Burdick, Michele Ritacco, Ashely Jusk
9. 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
10. Approve Monthly Disbursements
11. Committee Reports
 - a. Sustainability
 - i. Tree Management Plan
 - b. Long Range Planning
 - i. Comprehensive Master Plan Update

12. Unfinished Business

13. New Business

- a. Draft Budget and Appropriations Ordinance
- b. Tree Management Plan
- c. Resolution R001-22 A RESOLUTION AUTHORIZING THE PARK DISTRICT TO ENTER INTO AN INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT
- d. Sourcewell Cooperative Purchasing Agreement

14. Adjourn to Executive Session

- a. 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.
- b. Approval of Minutes

15. Reconvene Open Session

16. Potential Action on Items Discussed in Executive Session

17. Next Regular Meeting: Monday, April 11, 2022, 6:30pm

18. 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.

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COMMUNITY PARK DISTRICT of La GRANGE PARK
1501 BARNSDALE ROAD, La GRANGE PARK, ILLINOIS
March 14, 2022 - 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 shall offer high quality, affordable and accessible park and recreation facilities, programs and services in a financially responsible manner.
4. Open Forum
5. Approval of the March 14, 2022 Agenda
Ask for a motion and a second to approve the March 14, 2022 Agenda
6. Approval of Board Meeting Minutes
 - a. February 14, 2022 Regular Meeting Minutes
Ask for a motion and a second to approve the February 14, 2022 Regular Meeting Minutes.
 - b. February 17, 2022 Special Meeting Minutes
Ask for a motion and a second to approve the February 17, 2022 Special Meeting Minutes.
7. Communications/Proclamations/Presentations
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 - a. Footlight Players Team – Spencer Clark, Cole Burdick, Michele Ritacco, Ashely Jusk
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10. Approve Monthly Disbursements
11. Committee Reports
 - a. Sustainability

- i. Tree Management Plan
- b. Long Range Planning
 - i. Comprehensive Master Plan Update

12. Unfinished Business

13. New Business

- a. Draft Budget and Appropriations Ordinance
Discussion. If consensus is reached, announced that the Public Hearing for the Budget and Appropriation Ordinance will be held on April 11, 2022 at 6:30pm.
- b. Tree Management Plan
Discussion.
- c. Resolution R001-22 A RESOLUTION AUTHORIZING THE PARK DISTRICT TO ENTER INTO AN INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT
Ask for a motion and a second to approve resolution R001-22 authorizing the park district to enter into an intergovernmental cooperative purchasing agreement.
- d. Sourcewell Cooperative Purchasing Agreement
If R001-22 passes, ask for a motion and a second to authorize the executive director to execute the Sourcewell Cooperative Purchasing Agreement.

14. Adjourn to Executive Session

Announce the time and ask for a motion and a second to adjourn to Executive Session in accordance with the Open Meetings Act under Section 29C0(1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees. Roll Call

- a. 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.

15. Reconvene Open Session

16. Potential Action on Items Discussed in Executive Session

17. Next Regular Meeting: Monday, April 11, 2022, 6:30pm

Adjournment

Announce the time and ask for a motion and a second to adjourn the March 11, 2022 meeting. All in favor?

MINUTES
REGULAR PARK DISTRICT BOARD MEETING
COMMUNITY PARK DISTRICT of LA GRANGE PARK
1501 BARNSDALE ROAD, LA GRANGE PARK, ILLINOIS
February 14, 2022 - 6:30 PM

1. CALL TO ORDER & ROLL CALL

President Stastny called the regular meeting to order at 6:30 p.m. Commissioners present were Alexandria Zuck, M.J. Dorris, Bob Corte, Peggy Ronovsky, and Lucy Stastny. Also present were Executive Director Jessica Cannaday, Marketing Coordinator Amanda Kennedy, Financial Consultant Phil Mesi, and Theresa Jackson as Recorder.

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

Present to address the board was La Grange Park resident Phil Griffin. Mr. Griffin expressed interest in a volunteer initiative for tree management and preservation. He stated that it is important to educate school-age children on the importance of and how to take care of trees. Mr. Griffin expressed his support for the district's efforts in developing an Urban Forestry Management Plan. He would like to see volunteer opportunities and community support in the plan's implementation.

5. APPROVAL OF THE FEBRUARY 14, 2022, AGENDA

Commissioner Zuck made a motion to approve the February 14, 2022 Agenda, seconded by Commissioner Corte. The motion passed unanimously by voice vote.

6. APPROVAL OF BOARD MEETING MINUTES

Commissioner Zuck requested an amendment to the minutes showing that she abstained from approving the December Board Meeting Minutes due to her absence at the December Meeting. Commissioner Ronovsky made a motion to approve the January 10, 2022 meeting minutes as amended, and Commissioner Corte seconded the motion. The motion passed unanimously by voice vote.

7. COMMUNICATIONS/PROCLAMATIONS/PRESENTATIONS

Executive Director Cannaday announced that the Community Park District of La Grange Park was awarded the Illinois Association of Park District's 2022 Outstanding Park and Facility of the Year Award for the Memorial Park Multi-Sport Court renovations. A plaque was presented, and photos were taken.

8. STAFF RECOGNITION

9. STAFF REPORTS

a. Executive Report

Executive Director Jessica Cannaday introduced her written report. Jessica mentioned the anticipated changes to the district's COVID mitigation strategies and the necessity of an immediate server replacement. She also commended Phil Mesi and staff for identifying a fraudulent check that was issued outside of the park district and taking the steps necessary to rectify the issue. The board requested that Cannaday only add police reports to the official record if there is activity to report. Discussion took place and questions were asked and answered.

b. Human Resource, Office Report

i. Office Manager Theresa Jackson was present to introduce her written report. Discussion took place and questions were asked and answered.

c. Recreation Report

- i. A written report from Ashley Jusk, Recreation Manager, was presented by Executive Director Cannaday. She announced that the Footlight Players were hosting a Cabaret fundraiser on Saturday, February 19, 2022, at the recreation center from 7-8:30 pm. There were no questions asked.
- ii. A written report from Zak Kerby, Recreation, Facilities & Safety Manager, was presented by Executive Director Cannaday. There were no questions asked.
- iii. Marketing & Finance Coordinator Amanda Kennedy was present to give her written report. Discussion took place and questions were asked and answered.

d. Parks Report

A written report from Ray Drexler, Building and Grounds Supervisor, was presented by Executive Director Cannaday. There were no questions asked.

e. Financial Report

Financial Consultant Phil Mesi, gave his report on financials and explained the details of the fraudulent checks he encountered while completing the financials. Phil also explained his multiple interactions with the bank to remedy the matter.

10. APPROVAL OF MONTHLY DISBURSEMENTS

Commissioner Ronovsky made a motion to approve the revised January disbursements for \$114,615.76, after the deduction of \$45.87 for an invoice that included sales tax. Commissioner Corte seconded the motion. The motion passed unanimously by roll call vote.

11. COMMITTEE REPORTS

a. Sustainability

The Tree Management Plan will be presented for approval in April.

b. Long Range Planning

The next meeting with JSD Strategic Planning with the board is Thursday, February 17, 2022, at 5:00 pm.

12. UNFINISHED BUSINESS

13. NEW BUSINESS

a. 2021/2022 Budget Projection – Executive Director Jessica Cannaday stated that the park district is in a strong position and will likely add to both the corporate and recreation fund balances at the end of the FY. She said a draft of the 2022/23 Budget will be presented next month. Discussion took place and questions were asked and answered.

b. 2022/2023 Agency Goals – Discussions took place and questions were asked and answered.

14. NEXT REGULAR MEETING

Monday, March 14, 2022, at 6:30 pm

15. ADJOURNMENT

Commissioner Ronovsky motioned to adjourn the meeting at 7:30 pm, and Commissioner Zuck seconded the motion. The motion was passed unanimously by voice vote.

Secretary

Approved, March 14, 2022

SPECIAL MEETING MINUTES
OF THE PARK DISTRICT BOARD OF COMMISSIONERS
COMMUNITY PARK DISTRICT OF LA GRANGE PARK
1501 BARNSDALE ROAD, LA GRANGE PARK, ILLINOIS
February 17, 2022 - 5:00 PM

1. CALL TO ORDER & ROLL CALL

President Stastny called the special meeting to order at 5:08 p.m. Commissioners present were M.J. Dorris, Bob Corte, Peggy Ronovsky, and Lucy Stastny. Also present were Executive Director Jessica Cannaday and Lori Vierow of JSD.

Commissioner Stastny made a motion to allow Commissioner Zuck to attend the meeting via video conference (Zoom) as she was unable to physically attend and provided adequate notice as provided in section 3.6 of the Board Policy Manual. Commissioner Dorris seconded the motion. The 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

None

5. COMMUNICATIONS/PROCLAMATIONS/PRESENTATIONS

None

6. APPROVAL OF THE FEBRUARY 17, 2022, AGENDA

Commissioner Zuck made a motion to approve the February 17, 2022 Agenda, seconded by Commissioner Dorris. The motion passed unanimously.

7. UNFINISHED BUSINESS

None

8. NEW BUSINESS

Executive Director Jessica Cannaday left the meeting at 5:15pm. Lori Vierow facilitated a review and discussion of the Comprehensive Master Plan. Executive Director Cannaday returned at 5:52pm.

9. NEXT REGULAR MEETING

Monday, March 14, 2022, at 6:30 pm

10. ADJOURNMENT

Commissioner Dorris motioned to adjourn the meeting at 5:55 pm, seconded by Commissioner Corte. The motion passed unanimously.

Secretary

Approved, March 14, 2022

DATE: March 7, 2022

TO: Lucy Stastny, President, Community Park District Board of Commissioners

FROM: Jessica Cannaday, Executive Director

RE: February Board Report

Executive Office Report

Master Plan - February Update

- Our community survey closed and the results are currently being tabulated.
- The Comprehensive Master Plan will include recommendations and priorities for facility maintenance. We also anticipate recommendations for the development of a routine maintenance plan. Staff is currently working on the beginning phases of this plan.

Master Plan - Coming Up March/April

- We have a public input meeting regarding facility space scheduled for March 15 at 6:30pm. There will be virtual and in-person attendance options available. All are welcome.
- A draft of the Comprehensive Master Plan will be presented in May for public input. We hope to approve the plan in June.

Police Reports

There were no significant reports in February.

COVID-19 Mitigations

Illinois and Cook County lifted their masking and vaccination requirements. February was busy with adjusting and communicating those changes to our community. We continue to follow quarantining practices as well as stringent cleaning protocol.

Coming Up March/April

We anticipate wrapping up our Urban Forestry Management Plan, as well as finalizing our Master Plan. Work will begin on our policies and procedures manuals, which will likely take 12-18 months to complete.



To: Jessica Cannaday, Executive Director

From: Theresa Jackson, Office Manager

Date: March 9, 2022

Re: February 2022 Board Report

PROJECTS/MEETINGS/DUTIES

- Strategic Planning Meeting with Campfire Concepts
- DDDN Dance Event
- Hosted Senior Club for February
- Coding and Allocations for February
- Office Budget Projection to Jessica
- Created Customer Service Strategy
- Team Building Calendar
- Senior Programming Analysis
- Revised Record Retention process
- Support Staff Meeting
- Attended February Board Meeting
- Process Payroll – 14th and 28th

SUPPORT STAFF SUMMARY

The support staff continues to do a great job handling resident inquiries along with registrations. February was a busy month for registrations for both Ready Teddy Preschool and Summer Camp programming. Summer Program registration began February 17th, by the end of the day we were at \$33K in revenue, of which the majority was summer programming. The support staff meetings are underway each month to discuss goals & ideas for the department as well as upcoming events and it ends with a Q&A session. Overall, things are running smoothly, and residents are happy!

FEBRUARY 2022 FINANCIAL REPORT

Total Gross Income: \$119,683.00 minus (\$2, 979.00) in refunds and a total of \$116,704.00 as Net Income. Summer programs (PSU) make up almost 50% of the total revenue and Ready Teddy Pre-school (PRT) is another 20% of total revenue. A little over 10% of revenue for both Theater (PTT) & Afternoon Antics (PAA) and the remaining revenue are divided by all other programs.

Date: March 14, 2022

To: Jessica Cannaday, Executive Director

From: Ashley Jusk, Recreation Manager

Re: February Board Report

PRESCHOOL

Ready Teddy registration started Monday, February 7th. We currently have 120 students enrolled with \$5650 in revenue. This time last year we had 118 students enrolled.

THEATRE

The footlight players hosted an amazing cabaret fundraiser on Saturday, February 19th. We had 11 singers, 4 hilarious emcees', around 90 people in attendance, and 7 families live streaming the event. Along with our performances, we had a photobooth, guessing jar, wine pull, and Footlight Player merchandise available for purchase. We currently have \$3252 raised to help purchase new microphones. It was a very successful night!

SUMMER CAMP

Summer camp registration began Thursday, February 17. We currently have 488 participants enrolled with over \$73,000 total revenue.

Afternoon Antics registration started Thursday, February 17. We currently have 104 participants enrolled with \$12,000 in revenue.

Date: March 10, 2022

To: Jessica Cannaday, Executive Director

From: Zak Kerby, Recreation, Facilities & Safety Manager

Re: February Board Report

FACILITIES

- Completed facility inspection for the month of February, replaced 1-ballast (s) and 2 bulbs. Purchased new bulbs as well
- New Server for housing office files has been ordered and installed. Still seeking alternative location
- Signed agreement with Johnson Controls to provide 6 new cameras for the building, which will increase our surveillance footprint
- Our monthly pest inspection came back clean, as well as our fire suppression system inspection

RECREATION

- Whiffle Ball season is off and running with 4 teams meeting at Park Jr High on Wednesdays
- Planned for a Community Yard Sale for the late summer of 2022
- Programming is still in a strong position as we get halfway through the W/S. Staple fitness programs are seeing equal amounts of registration as new programs such as our Adult Pickleball League and Beginner Karate classes.
- Worked with instructors to provide new and updated classes for the summer, as well as brought on some old instructors
- Budgeting for the 2022 Fiscal year has been completed
- Continuing to evaluate the Rental plan for the Multi-Purpose space as we look to introduce Birthday Party packages
- We are test piloting Nerf Warz birthday party #2 this month, and hoping to expand that program for the summer months

SAFETY

- Completed Facility and Playground Inspections throughout the week/month as required
- Looking to replace 2 swings that have started to show signs of heavy wear at Hanesworth Park
- Looking to replace outlet covers at the amphitheater per PDRMA recommendation
- Began looking into Operation Plans and Protocols for inclement weather, as well as beginning monthly safety trainings at staff meetings

TO: Jessica Cannaday, Executive Director

FROM: Ray Drexler, Parks Supervisor

DATE: March 8, 2022

SUBJECT: February Parks Report

SUMMARY

For the month of February a grand total of 52 hours plowing snow from parking lots, sidewalks around buildings, and parks and pathways in the parks including the Memorial wall pavers bricks.

MAINTENANCE WORK

- 30 hours total for the month of February spent building and park inspections while picking up trash and emptying trash cans.
- 7 summer camp registration yard signs were place in the parks.
- Three work trucks were cleaned; skid steer and mowing equipment were hot power washed.
- Changed the maintenance interior shop lights from fluorescent lights to LED lights.

MECHANICAL WORK

- A new 4x4 transfer case motor was installed on the 1999 Ford Ranger. Changed the oil and filter on the 2000 Skid Steer.
- Repaired the mobile salt spreader on the Chevy truck.
- Ray and Fily have both received certificates of completion from Groundskeeper U Ballfield maintenance program.

CPD - CASH ON DEPOSIT SUMMARY								
Account	1st NAT'L BK BROOKFIELD	08/31/21	09/30/21	10/31/21	11/30/21	12/31/21	01/31/22	02/28/22
01-100	Corporate Fund	-\$178,941.48	-\$216,861.45	-\$240,514.23	-\$226,115.27	-\$263,670.17	-\$277,352.54	-\$309,555.16
01-105	Corporate Fund-Sweep Acc	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
02-100	Recreation Fund	\$230,221.95	\$265,055.35	\$283,491.83	\$281,124.68	\$314,504.68	\$335,869.18	\$415,398.72
03-100	IMRF	-\$11,237.37	-\$11,237.37	-\$11,237.37	-\$11,237.37	-\$11,237.37	-\$11,237.37	-\$11,237.37
04-100	FICA	-\$8,895.61	-\$8,895.61	-\$8,895.61	-\$8,895.61	-\$8,895.61	-\$8,895.61	-\$8,895.61
05-100	Audit Fund	-\$3,826.21	-\$3,826.21	-\$3,826.21	-\$3,826.21	-\$3,826.21	-\$3,826.21	-\$3,826.21
06-100	PDRMA Fund	-\$6,248.66	-\$6,248.66	-\$6,248.66	-\$6,248.66	-\$6,248.66	-\$4,748.66	-\$4,702.79
08-100	SRA	-\$7,168.44	-\$7,168.44	-\$7,168.44	-\$7,168.44	-\$7,168.44	-\$7,168.44	-\$7,168.44
09-100	Bonds & Interest Fund	-\$8,522.16	-\$8,522.16	-\$8,522.16	-\$8,522.16	-\$8,022.16	-\$8,022.16	-\$8,022.16
10-100	Capital Projects Fund	\$20,210.96	\$20,210.96	\$20,210.96	\$20,210.96	\$25,210.96	\$50,210.96	\$50,210.96
11-100	Memorial Fund	\$594.53	\$594.53	\$594.53	\$594.53	\$939.53	\$1,139.53	\$1,959.53
	Sub Total Checking	\$26,287.51	\$23,200.94	\$17,984.64	\$30,016.45	\$31,686.55	\$66,068.68	\$114,261.47
	Book Bank Reconciliation	\$26,718.84	\$23,632.27	\$18,415.97	\$30,447.78	\$32,117.88	\$66,500.01	\$114,692.80
	Difference Book vs Computer	\$431.33	\$431.33	\$431.33	\$431.33	\$431.33	\$431.33	\$431.33
	Difference from Previous Mo	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$431.33
	CASH ASSETS - Current Balance as of					02/28/22		
	IPTIP Fund				\$2,009,195.50			
	Payroll Account				\$685.36			
	Real Estate Taxes received in February 2022				\$178,401.50			

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 28, 2022

	Current Month Actual	Year to Date Actual	Budget	%	Prev % Budget
Revenues					
01-401 Corporate Fund Taxes	\$ 81,565.18	\$ 380,982.81	\$ 540,000.00	70.55	57.75
01-402 Replacement Taxes	0.00	27,564.94	15,000.00	183.77	87.54
01-403 Interest Earned-Corp. Fun	0.00	0.00	0.00	0.00	47.11
01-410 Grants	0.00	0.00	8,265.00	0.00	0.00
01-412 Donations and Sponsorsh	0.00	27.94	0.00	0.00	0.00
01-420 Interest Earned	39.21	175.74	500.00	35.15	0.00
01-430 Other Income	1,200.00	7,567.80	4,110.00	184.13	0.00
01-490 Other Income - Corporate	0.00	0.00	0.00	0.00	325.40
02-401 Recreation Fund Taxes	17,180.06	75,947.83	111,250.00	68.27	57.36
02-403 Interest Earned - Rec. Fu	0.00	0.00	0.00	0.00	18.30
02-405 Programs Fees	113,070.46	571,672.96	539,880.00	105.89	41.19
02-408 Donations & Sponsorship	0.00	0.00	0.00	0.00	30.13
02-412 Donations and Sponsorsh	2,810.00	13,560.00	8,000.00	169.50	0.00
02-420 Interest Earned	0.00	2.73	1,500.00	0.18	0.00
02-430 Other Income	13.70	13.70	500.00	2.74	0.00
02-490 Other Income - Recreatio	0.00	0.00	0.00	0.00	400.00
03-401 Property Taxes-IMRF	6,315.41	29,818.18	41,000.00	72.73	57.38
03-403 Interest IMRF	0.00	0.00	50.00	0.00	33.42
03-420 Interest Earned	2.91	12.68	0.00	0.00	0.00
04-401 Property Taxes FICA	6,154.85	32,174.33	40,000.00	80.44	57.35
04-403 Interest-FICA	0.00	0.00	100.00	0.00	40.34
04-420 Interest Earned-FICA	2.39	22.62	0.00	0.00	0.00
05-401 Property Taxes Auditing	1,391.53	6,277.44	9,000.00	69.75	57.61
05-403 Interest Auditing	0.00	0.00	5.00	0.00	126.60
05-420 Interest Earned	0.24	1.04	0.00	0.00	0.00
06-401 Property Taxes-PDRMA	5,245.00	24,791.55	34,000.00	72.92	57.33
06-403 Interest-PDRMA	0.00	0.00	0.00	0.00	72.44
06-420 Interest Earned	0.88	6.11	50.00	12.22	0.00
06-430 Other Income	0.00	4,554.25	1,500.00	303.62	0.00
06-490 Other Income-PDRMA	0.00	0.00	0.00	0.00	100.00
08-401 Property Taxes-SEASPA	15,431.73	72,639.12	100,000.00	72.64	57.27
08-403 Interest-SEASPAR	0.00	0.00	0.00	0.00	1,204.4
08-420 Interest Earned	6.29	37.76	0.00	0.00	0.00
09-401 Property Taxes-Bond& In	45,117.74	182,168.34	287,000.00	63.47	58.10
09-403 Interest- Bond&Interest	0.00	0.00	25.00	0.00	667.60
09-420 Interest Earned	0.00	109.20	0.00	0.00	0.00
10-407 Fund Transfer In	0.00	0.00	60,000.00	0.00	0.00
10-410 Grants	0.00	25,000.00	25,000.00	100.00	0.00
10-412 Donations and Sponsorsh	0.00	6,200.00	15,500.00	40.00	0.00
10-420 Interest Earned	117.64	133.94	10.00	1,339.4	0.00
10-450 Transfer In	0.00	1,467,458.34	0.00	0.00	0.00
11-403 Interest Earned- Fund #11	0.00	0.00	0.00	0.00	82.45
11-408 VMF Donations	820.00	1,625.00	0.00	0.00	255.00
11-412 Donations and Sponsorsh	0.00	0.00	500.00	0.00	0.00
11-420 Interest Earned	0.78	3.20	0.00	0.00	0.00
Total Revenues	296,486.00	2,930,549.55	1,842,745.00	159.03	71.63

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 28, 2022

	Current Month Actual	Year to Date Actual	Budget	%	Prev % Budget
Expenses					
01-405 Program Fees	0.00	(1,200.00)	0.00	0.00	0.00
01-501 Full Time Wages	15,426.08	161,071.08	201,334.64	80.00	79.00
01-502 Part Time Wages	2,113.50	28,551.23	37,000.00	77.17	0.00
01-503 Overtime Wages	0.00	0.00	1,500.00	0.00	0.00
01-505 IMRF Wages	1,665.16	13,498.29	21,500.00	62.78	46.93
01-511 FICA Employer Contribu	0.00	0.00	0.00	0.00	43.64
01-512 Health/Life Insurance	7,903.53	82,824.06	97,600.00	84.86	0.00
01-513 Employee Reimbursemen	370.76	3,822.98	4,690.00	81.51	0.00
01-514 Professional Developmen	1,069.67	4,576.20	6,950.00	65.84	0.00
01-515 Uniforms	0.00	1,174.10	2,500.00	46.96	0.00
01-516 Incentives/Awards/Recog	15.00	2,000.90	1,500.00	133.39	0.00
01-517 EAP	0.00	405.00	405.00	100.00	0.00
01-601 Legal Publications	0.00	1,551.42	750.00	206.86	102.72
01-602 Postage	10.00	724.70	1,500.00	48.31	0.00
01-603 Postage Stamps	116.00	116.00	0.00	0.00	21.74
01-604 Public Relations	0.00	0.00	0.00	0.00	3.66
01-606 Telephones	0.00	0.00	0.00	0.00	88.08
01-607 Association Dues	0.00	0.00	0.00	0.00	101.48
01-608 Professional Developmen	0.00	0.00	0.00	0.00	12.66
01-610 Telephones	0.00	0.00	0.00	0.00	54.08
01-611 Natural Gas	287.60	1,464.22	3,300.00	44.37	0.00
01-612 Electric	839.31	8,940.92	16,000.00	55.88	84.61
01-613 Water	0.00	18,770.55	17,500.00	107.26	0.00
01-614 Internet	306.80	2,761.12	4,000.00	69.03	0.00
01-620 Association Dues	150.00	6,963.86	6,895.00	101.00	0.00
01-621 Park Board Expense	0.00	1,258.13	2,000.00	62.91	0.00
01-630 Office/Building/Prog Sup	1,252.42	4,515.97	9,400.00	48.04	0.00
01-631 Landscaping Supplies	77.66	12,268.44	22,000.00	55.77	0.00
01-632 Fuel	1,953.53	5,082.85	5,000.00	101.66	0.00
01-640 Repair Parts	57.48	2,719.73	8,000.00	34.00	0.00
01-701 Public Relations and Mar	0.00	647.27	2,000.00	32.36	7.27
01-702 Computer Services	1,192.10	8,863.00	12,000.00	73.86	105.84
01-703 Security Services	0.00	1,564.25	2,800.00	55.87	74.94
01-704 Legal Services	820.00	6,723.75	13,300.00	50.55	75.50
01-705 Financial Services	0.00	8,140.00	11,700.00	69.57	74.00
01-706 Architectural/Engineering	0.00	0.00	0.00	0.00	77.54
01-707 Landscaping Services	0.00	14,161.09	20,000.00	70.81	21.14
01-708 Printing and Design Servi	908.67	908.67	0.00	0.00	0.18
01-709 Other Professional Servic	9,607.95	28,762.19	32,500.00	88.50	49.74
01-710 Program Service Contract	0.00	0.00	0.00	0.00	62.29
01-711 Refuse Disposal	153.36	1,357.56	2,100.00	64.65	74.84
01-712 Portable Toilets	0.00	1,240.72	1,500.00	82.71	4.52
01-715 Bank Fees	0.00	0.00	750.00	0.00	0.00
01-719 Subscriptions	14.99	945.29	1,000.00	94.53	0.00
01-723 Bank Fees	0.00	0.00	0.00	0.00	21.15
01-801 Bond Principal	0.00	0.00	0.00	0.00	36.64
01-802 Bond Interest	0.00	0.00	0.00	0.00	90.31

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 28, 2022

	Current Month	Year to Date		%	Prev %
	Actual	Actual	Budget		Budget
01-804 Repair Parts	0.00	0.00	0.00	0.00	93.53
01-805 Awards & Remembrance	0.00	0.00	0.00	0.00	32.32
01-809 Staff Uniforms	0.00	0.00	0.00	0.00	2.43
01-901 Contingency	(749.98)	1,035.22	27,500.00	3.76	0.00
02-501 Full Time Wages	12,837.14	132,956.27	163,488.00	81.32	63.38
02-502 Part Time Wages	7,166.01	90,555.42	96,420.00	93.92	0.00
02-504 Interns Wages	0.00	976.25	1,100.00	88.75	0.00
02-505 IMRF Wages	10,027.12	57,701.94	108,400.00	53.23	43.21
02-511 Wages - Program Leaders	0.00	0.00	0.00	0.00	38.73
02-512 Health/Life Insurance	5,312.39	68,472.35	81,300.00	84.22	0.00
02-513 Employee Reimbursemen	100.00	980.00	1,350.00	72.59	0.00
02-514 Professional Developmen	1,326.26	2,484.96	3,500.00	71.00	0.00
02-602 Postage	0.00	1,457.94	0.00	0.00	0.00
02-604 Program Marketing	0.00	0.00	0.00	0.00	62.79
02-606 Telephones	0.00	0.00	0.00	0.00	27.68
02-608 Professional Developmen	0.00	0.00	0.00	0.00	25.73
02-611 Natural Gas	780.10	2,202.77	4,000.00	55.07	0.00
02-612 Electric	1,103.93	9,699.14	13,500.00	71.85	0.00
02-613 Water	0.00	1,300.50	1,500.00	86.70	0.00
02-630 Office/Building/Prog Sup	3,916.63	42,162.79	82,000.00	51.42	0.00
02-640 Repair Parts	0.00	1,757.52	4,000.00	43.94	0.00
02-641 Rentals	249.00	2,241.00	3,000.00	74.70	0.00
02-701 Public Relations and Mar	0.00	758.19	2,000.00	37.91	0.00
02-703 Security Services	1,676.32	5,464.46	7,500.00	72.86	61.83
02-704 Health Insurance Rec.	0.00	0.00	0.00	0.00	66.20
02-707 Landscaping Services	0.00	0.00	0.00	0.00	66.46
02-708 Printing and Design Servi	1,809.29	6,483.68	11,400.00	56.87	0.00
02-709 Other Professional Servic	1,067.50	10,072.00	17,575.00	57.31	80.30
02-710 Program Service Contract	2,320.00	21,298.00	36,145.00	58.92	53.20
02-711 Refuse Disposal	350.78	3,146.92	4,500.00	69.93	74.01
02-712 Portable Toilets	0.00	0.00	0.00	0.00	49.13
02-714 Credit Card Fees	0.00	0.00	11,500.00	0.00	0.00
02-716 Co-Op Fees	1,243.88	3,760.24	12,500.00	30.08	0.00
02-717 Program Contractual Serv	0.00	0.00	0.00	0.00	13.05
02-718 Credit Card Fees	1,019.34	10,389.62	0.00	0.00	47.05
02-720 Brochure Printing	0.00	0.00	0.00	0.00	13.50
02-722 Co-op Fees	184.00	184.00	0.00	0.00	21.19
02-723 Bank Fees	64.85	548.64	0.00	0.00	0.00
02-801 Supplies	0.00	0.00	0.00	0.00	21.55
02-802 Equipment	0.00	0.00	0.00	0.00	6.75
02-804 Repair Parts	0.00	0.00	0.00	0.00	92.41
02-901 Contingency	88.70	1,413.64	16,000.00	8.84	25.28
03-510 IMRF Employer Contribu	0.00	0.00	41,050.00	0.00	0.00
03-630 IMRF Contribution	2,357.79	29,120.07	0.00	0.00	62.86
04-511 FICA - Employer Contrib	3,854.55	38,072.42	48,552.00	78.42	0.00
04-640 Repair Parts	0.00	(17.67)	0.00	0.00	59.96
05-705 Financial Services	0.00	9,200.00	9,200.00	100.00	102.87
06-514 Professional Developmen	0.00	40.00	800.00	5.00	0.00
06-630 Safety Supplies	649.02	1,819.74	3,000.00	60.65	0.00

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 28, 2022

	Current Month	Year to Date	Budget	%	Prev %
	Actual	Actual			Budget
06-703 Security Services	0.00	638.04	750.00	85.07	0.00
06-705 Professional Services, Saf	0.00	0.00	0.00	0.00	57.56
06-709 Other Professional Servic	0.00	523.00	1,500.00	34.87	0.00
06-717 PDRMA Premium	0.00	25,914.72	26,500.00	97.79	26.67
06-760 PDRMA Premium	0.00	0.00	0.00	0.00	110.99
06-801 Safety Supplies	0.00	0.00	0.00	0.00	381.91
08-501 Full Time Wages	680.00	7,140.56	9,100.00	78.47	81.74
08-630 Office/Building/Prog Sup	0.00	11,144.64	75,000.00	14.86	0.00
08-707 Landscaping Services	0.00	1,870.00	0.00	0.00	0.00
08-708 ADA Portable Restrooms	0.00	0.00	0.00	0.00	49.47
08-710 Program Service Contract	0.00	733.65	7,600.00	9.65	0.00
08-712 Portable Toilets	167.00	5,130.91	5,900.00	86.96	0.00
08-717 Special Rec-Instrutors	0.00	0.00	0.00	0.00	8.30
08-718 SEASPAR Contribution	0.00	27,947.50	61,000.00	45.82	0.00
08-780 SEASPAR Contribution	0.00	0.00	0.00	0.00	94.67
08-950 Transfer Out	0.00	65,000.00	65,000.00	100.00	0.00
09-705 Bonds & Interest-Profess	0.00	0.00	0.00	0.00	100.00
09-790 Bond Principal	0.00	0.00	0.00	0.00	100.00
09-791 Bond Interest	0.00	0.00	0.00	0.00	100.00
09-801 Bond Principal	0.00	255,100.00	225,000.00	113.38	0.00
09-802 Bond Interest	0.00	31,729.46	57,246.21	55.43	0.00
09-803 Paying Agent Fee	250.00	500.00	1,000.00	50.00	0.00
10-705 Professional Services	69.41	69.41	0.00	0.00	0.00
10-706 Architectural/Engineering	11,284.49	28,542.65	15,000.00	190.28	0.00
10-709 Other Professional Servic	0.00	55.00	0.00	0.00	0.00
10-811 Land Improvements	0.00	273,623.35	305,000.00	89.71	0.00
11-630 Program Supplies	700.00	700.00	1,500.00	46.67	0.00
11-801 Supplies-Memorial Proj	0.00	0.00	0.00	0.00	29.80
	<u>118,217.09</u>	<u>1,731,276.45</u>	<u>2,240,850.85</u>	77.26	59.29
Total Expenses					
Net Income	\$ <u>178,268.91</u>	\$ <u>1,199,273.10</u>	\$ <u>(398,105.85)</u>	(301.24)	(938.06)

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 28, 2022
CORPORATE FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Prev YTD	Prev % Budget
Revenues						
Corporate Fund Taxes	\$ 81,565.18	\$ 380,982.81	\$ 540,000.00	70.55	\$ 296,852.51	57.75
Replacement Taxes	0.00	27,564.94	15,000.00	183.77	13,131.72	87.54
Interest Earned-Corp. F	0.00	0.00	0.00	0.00	471.13	47.11
Grants	0.00	0.00	8,265.00	0.00	0.00	0.00
Donations and Sponsor	0.00	27.94	0.00	0.00	0.00	0.00
Interest Earned	39.21	175.74	500.00	35.15	0.00	0.00
Other Income	1,200.00	7,567.80	4,110.00	184.13	0.00	0.00
Other Income - Corpora	0.00	0.00	0.00	0.00	8,135.00	325.40
Total Revenues	82,804.39	416,319.23	567,875.00	73.31	318,590.36	59.83
Expenses						
Full Time Wages	15,426.08	161,071.08	201,334.64	80.00	125,659.04	79.00
Part Time Wages	2,113.50	28,551.23	37,000.00	77.17	0.00	0.00
Overtime Wages	0.00	0.00	1,500.00	0.00	0.00	0.00
IMRF Wages	1,665.16	13,498.29	21,500.00	62.78	13,421.87	46.93
FICA Employer Contri	0.00	0.00	0.00	0.00	26,181.25	43.64
Health/Life Insurance	7,903.53	82,824.06	97,600.00	84.86	0.00	0.00
Employee Reimburse	370.76	3,822.98	4,690.00	81.51	0.00	0.00
Professional Developm	1,069.67	4,576.20	6,950.00	65.84	0.00	0.00
Uniforms	0.00	1,174.10	2,500.00	46.96	0.00	0.00
Incentives/Awards/Rec	15.00	2,000.90	1,500.00	133.39	0.00	0.00
EAP	0.00	405.00	405.00	100.00	0.00	0.00
Legal Publications	0.00	1,551.42	750.00	206.86	513.58	102.72
Postage	10.00	724.70	1,500.00	48.31	0.00	0.00
Postage Stamps	116.00	116.00	0.00	0.00	217.37	21.74
Public Relations	0.00	0.00	0.00	0.00	293.00	3.66
Telephones	0.00	0.00	0.00	0.00	7,442.90	88.08
Association Dues	0.00	0.00	0.00	0.00	6,900.86	101.48
Professional Developm	0.00	0.00	0.00	0.00	917.80	12.66
Telephones	0.00	0.00	0.00	0.00	540.78	54.08
Natural Gas	287.60	1,464.22	3,300.00	44.37	0.00	0.00
Electric	839.31	8,940.92	16,000.00	55.88	2,538.36	84.61
Water	0.00	18,770.55	17,500.00	107.26	0.00	0.00
Internet	306.80	2,761.12	4,000.00	69.03	0.00	0.00
Association Dues	150.00	6,963.86	6,895.00	101.00	0.00	0.00
Park Board Expense	0.00	1,258.13	2,000.00	62.91	0.00	0.00
Office/Building/Prog S	1,252.42	4,515.97	9,400.00	48.04	0.00	0.00
Landscaping Supplies	77.66	12,268.44	22,000.00	55.77	0.00	0.00
Fuel	1,953.53	5,082.85	5,000.00	101.66	0.00	0.00
Repair Parts	57.48	2,719.73	8,000.00	34.00	0.00	0.00
Public Relations and M	0.00	647.27	2,000.00	32.36	545.47	7.27
Computer Services	1,192.10	8,863.00	12,000.00	73.86	8,996.70	105.84
Security Services	0.00	1,564.25	2,800.00	55.87	1,573.72	74.94
Legal Services	820.00	6,723.75	13,300.00	50.55	53,035.65	75.50
Financial Services	0.00	8,140.00	11,700.00	69.57	17,020.00	74.00
Architectural/Engineeri	0.00	0.00	0.00	0.00	15,507.67	77.54
Landscaping Services	0.00	14,161.09	20,000.00	70.81	1,162.89	21.14

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 28, 2022
CORPORATE FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Prev YTD	Prev % Budget
Printing and Design Ser	908.67	908.67	0.00	0.00	2.67	0.18
Other Professional Serv	9,607.95	28,762.19	32,500.00	88.50	11,440.73	49.74
Program Service Contr	0.00	0.00	0.00	0.00	1,557.27	62.29
Refuse Disposal	153.36	1,357.56	2,100.00	64.65	8,232.05	74.84
Portable Toilets	0.00	1,240.72	1,500.00	82.71	722.50	4.52
Bank Fees	0.00	0.00	750.00	0.00	0.00	0.00
Subscriptions	14.99	945.29	1,000.00	94.53	0.00	0.00
Bank Fees	0.00	0.00	0.00	0.00	105.74	21.15
Bond Principal	0.00	0.00	0.00	0.00	10,148.75	36.64
Bond Interest	0.00	0.00	0.00	0.00	4,850.04	30.31
Repair Parts	0.00	0.00	0.00	0.00	6,079.27	93.53
Awards & Remembran	0.00	0.00	0.00	0.00	484.79	32.32
Staff Uniforms	0.00	0.00	0.00	0.00	51.00	2.43
Contingency	(749.98)	1,035.22	27,500.00	3.76	0.00	0.00
Total Expenses	<u>45,561.59</u>	<u>439,410.76</u>	<u>598,474.64</u>	73.42	<u>326,143.72</u>	60.42
Net Income	<u>\$ 37,242.80</u>	<u>\$ (23,091.53)</u>	<u>\$ (30,599.64)</u>	75.46	<u>\$ (7,553.36)</u>	103.22

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 28, 2022
RECREATION FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Previous YTD	Prev % Budget
Revenues						
Recreation Fund Taxes	\$ 17,180.06	\$ 75,947.83	\$ 111,250.00	68.27	\$ 53,348.45	57.36
Interest Earned - Rec. F	0.00	0.00	0.00	0.00	274.54	18.30
Programs Fees	113,070.46	571,672.96	539,880.00	105.89	267,559.16	41.19
Donations & Sponsorsh	0.00	0.00	0.00	0.00	3,164.00	30.13
Donations and Sponsor	2,810.00	13,560.00	8,000.00	169.50	0.00	0.00
Interest Earned	0.00	2.73	1,500.00	0.18	0.00	0.00
Other Income	13.70	13.70	500.00	2.74	0.00	0.00
Other Income - Recreat	0.00	0.00	0.00	0.00	2,000.00	400.00
Total Revenues	133,074.22	661,197.22	661,130.00	100.01	326,346.15	43.22
Expenses						
Full Time Wages	12,837.14	132,956.27	163,488.00	81.32	107,201.56	63.38
Part Time Wages	7,166.01	90,555.42	96,420.00	93.92	0.00	0.00
Interns Wages	0.00	976.25	1,100.00	88.75	0.00	0.00
IMRF Wages	10,027.12	57,701.94	108,400.00	53.23	59,743.02	43.21
Wages - Program Lead	0.00	0.00	0.00	0.00	31,439.65	38.73
Health/Life Insurance	5,312.39	68,472.35	81,300.00	84.22	0.00	0.00
Employee Reimburse	100.00	980.00	1,350.00	72.59	0.00	0.00
Professional Developm	1,326.26	2,484.96	3,500.00	71.00	0.00	0.00
Postage	0.00	1,457.94	0.00	0.00	0.00	0.00
Program Marketing	0.00	0.00	0.00	0.00	1,255.79	62.79
Telephones	0.00	0.00	0.00	0.00	597.88	27.68
Professional Developm	0.00	0.00	0.00	0.00	1,029.00	25.73
Natural Gas	780.10	2,202.77	4,000.00	55.07	0.00	0.00
Electric	1,103.93	9,699.14	13,500.00	71.85	0.00	0.00
Water	0.00	1,300.50	1,500.00	86.70	0.00	0.00
Office/Building/Prog S	4,311.42	42,557.58	82,000.00	51.90	0.00	0.00
Repair Parts	0.00	1,757.52	4,000.00	43.94	0.00	0.00
Rentals	249.00	2,241.00	3,000.00	74.70	0.00	0.00
Public Relations and M	0.00	758.19	2,000.00	37.91	0.00	0.00
Security Services	1,676.32	5,464.46	7,500.00	72.86	4,946.57	61.83
Health Insurance Rec.	0.00	0.00	0.00	0.00	47,501.45	66.20
Landscaping Services	0.00	0.00	0.00	0.00	2,990.66	66.46
Printing and Design Ser	1,809.29	6,483.68	11,400.00	56.87	0.00	0.00
Other Professional Serv	1,067.50	10,072.00	17,575.00	57.31	4,014.76	80.30
Program Service Contr	2,320.00	21,298.00	36,145.00	58.92	1,596.07	53.20
Refuse Disposal	350.78	3,146.92	4,500.00	69.93	9,621.51	74.01
Portable Toilets	0.00	0.00	0.00	0.00	736.95	49.13
Credit Card Fees	0.00	0.00	11,500.00	0.00	0.00	0.00
Co-Op Fees	1,243.88	3,760.24	12,500.00	30.08	0.00	0.00
Program Contractual Se	0.00	0.00	0.00	0.00	15,292.20	13.05
Credit Card Fees	1,019.34	10,389.62	0.00	0.00	5,410.19	47.05
Brochure Printing	0.00	0.00	0.00	0.00	2,362.71	13.50
Co-op Fees	184.00	184.00	0.00	0.00	3,486.48	21.19
Bank Fees	64.85	548.64	0.00	0.00	371.70	0.00
Supplies	0.00	0.00	0.00	0.00	13,132.42	21.55

Community Pk District LaGrange Pk
 Income Statement
 For the Ten Months Ending February 28, 2022

RECREATION FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Previous YTD	Prev % Budget
Equipment	0.00	0.00	0.00	0.00	547.08	6.75
Repair Parts	0.00	0.00	0.00	0.00	5,544.38	92.41
Contingency	88.70	1,413.64	16,000.00	8.84	1,794.99	25.28
	<u>53,038.03</u>	<u>478,863.03</u>	<u>682,678.00</u>	70.14	<u>320,617.02</u>	42.60
Total Expenses						
Net Income	\$ <u>80,036.19</u>	\$ <u>182,334.19</u>	\$ <u>(21,548.00)</u>	(846.18)	\$ <u>5,729.13</u>	232.70

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 28, 2022
ILLINOIS MUNICIPAL RETIREMENT FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Previous YTD	Prev % Budget
Revenues						
Property Taxes-IM	\$ 6,315.41	\$ 29,818.18	\$ 41,000.00	72.73	\$ 23,641.39	57.38
Interest IMRF	0.00	0.00	50.00	0.00	58.15	33.42
Interest Earned	2.91	12.68	0.00	0.00	0.00	0.00
Total Revenues	<u>6,318.32</u>	<u>29,830.86</u>	<u>41,050.00</u>	72.67	<u>23,699.54</u>	57.28
Expenses						
IMRF Contributio	2,357.79	29,120.07	0.00	0.00	29,441.37	62.86
Total Expenses	<u>2,357.79</u>	<u>29,120.07</u>	<u>0.00</u>	0.00	<u>29,441.37</u>	62.86
Net Income	<u>\$ 3,960.53</u>	<u>\$ 710.79</u>	<u>\$ 41,050.00</u>	1.73	<u>\$ (5,741.83)</u>	105.17

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 28, 2022
SOCIAL SECURITY FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Previous YTD	Prev % Budget
Revenues						
Property Taxes FI	\$ 6,154.85	\$ 32,174.33	\$ 40,000.00	80.44	\$ 29,537.11	57.35
Interest-FICA	0.00	0.00	100.00	0.00	40.34	40.34
Interest Earned-FI	2.39	22.62	0.00	0.00	0.00	0.00
	<u>6,157.24</u>	<u>32,196.95</u>	<u>40,100.00</u>		<u>29,577.45</u>	
Total Revenues	6,157.24	32,196.95	40,100.00	80.29	29,577.45	57.32
Expenses						
FICA - Employer	3,854.55	38,072.42	48,552.00	78.42	0.00	0.00
Repair Parts	0.00	(17.67)	0.00	0.00	29,687.59	59.96
	<u>3,854.55</u>	<u>38,054.75</u>	<u>48,552.00</u>		<u>29,687.59</u>	
Total Expenses	3,854.55	38,054.75	48,552.00	78.38	29,687.59	59.96
Net Income	\$ 2,302.69	\$ (5,857.80)	\$ (8,452.00)	69.31	\$ (110.14)	(5.28)

Community Pk District LaGrange Pk
 Income Statement
 For the Ten Months Ending February 28, 2022
 AUDITING FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Previous YTD	Prev % Budget
Revenues						
Property Taxes Auditing	\$ 1,391.53	\$ 6,277.44	\$ 9,000.00	69.75	\$ 4,608.62	57.61
Interest Auditing	0.00	0.00	5.00	0.00	6.33	126.60
Interest Earned	0.24	1.04	0.00	0.00	0.00	0.00
Total Revenues	<u>1,391.77</u>	<u>6,278.48</u>	<u>9,005.00</u>	69.72	<u>4,614.95</u>	57.65
Expenses						
Financial Services	0.00	9,200.00	9,200.00	100.00	8,950.00	102.87
Total Expenses	<u>0.00</u>	<u>9,200.00</u>	<u>9,200.00</u>	100.00	<u>8,950.00</u>	102.87
Net Income	<u>\$ 1,391.77</u>	<u>\$ (2,921.52)</u>	<u>\$ (195.00)</u>	1,498.2	<u>\$ (4,335.05)</u>	623.75

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 28, 2022
LIABILITY INSURANCE FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Previous YTD	Prev % Budget
Revenues						
Property Taxes-PD	\$ 5,245.00	\$ 24,791.55	\$ 34,000.00	72.92	\$ 19,721.58	57.33
Interest-PDRMA	0.00	0.00	0.00	0.00	36.22	72.44
Interest Earned	0.88	6.11	50.00	12.22	0.00	0.00
Other Income	0.00	4,554.25	1,500.00	303.62	0.00	0.00
Other Income-PD	0.00	0.00	0.00	0.00	2,500.00	100.00
Total Revenues	<u>5,245.88</u>	<u>29,351.91</u>	<u>35,550.00</u>	<u>82.57</u>	<u>22,257.80</u>	<u>60.24</u>
Expenses						
Professional Devel	0.00	40.00	800.00	5.00	0.00	0.00
PDRMA Worksho	0.00	0.00	0.00	0.00	153.14	0.00
Safety Supplies	649.02	1,819.74	3,000.00	60.66	0.00	0.00
Security Services	0.00	638.04	750.00	85.07	0.00	0.00
Professional Servi	0.00	0.00	0.00	0.00	4,892.60	57.56
Other Professional	0.00	523.00	1,500.00	34.87	0.00	0.00
PDRMA Premium	0.00	25,914.72	26,500.00	97.79	200.00	26.67
PDRMA Premium	0.00	0.00	0.00	0.00	33,297.60	110.99
Safety Supplies	0.00	0.00	0.00	0.00	5,728.66	381.91
Total Expenses	<u>649.02</u>	<u>28,935.50</u>	<u>32,550.00</u>	<u>88.90</u>	<u>44,272.00</u>	<u>108.64</u>
Net Income	<u>\$ 4,596.86</u>	<u>\$ 416.41</u>	<u>\$ 3,000.00</u>	<u>13.88</u>	<u>\$ (22,014.20)</u>	<u>579.32</u>

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 28, 2022
SPECIAL RECREATION FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Previous YTD	Prev % Budget
Revenues						
Property Taxes-SE	\$ 15,431.73	\$ 72,639.12	\$ 100,000.0	72.64	\$ 57,273.79	57.27
Interest-SEASPAR	0.00	0.00	0.00	0.00	240.89	1,204.
Interest Earned	6.29	37.76	0.00	0.00	0.00	0.00
Total Revenues	<u>15,438.02</u>	<u>72,676.88</u>	<u>100,000.0</u>	<u>72.68</u>	<u>57,514.68</u>	<u>57.50</u>
Expenses						
Full Time Wages	680.00	7,140.56	9,100.00	78.47	6,948.07	81.74
Office/Building/Pr	0.00	11,144.64	75,000.00	14.86	0.00	0.00
Landscaping Servi	0.00	1,870.00	0.00	0.00	0.00	0.00
ADA Portable Res	0.00	0.00	0.00	0.00	2,721.04	49.47
Program Service C	0.00	733.65	7,600.00	9.65	0.00	0.00
Portable Toilets	167.00	5,130.91	5,900.00	86.96	0.00	0.00
Special Rec-Instrut	0.00	0.00	0.00	0.00	332.07	8.30
SEASPAR Contrib	0.00	27,947.50	61,000.00	45.82	0.00	0.00
SEASPAR Contrib	0.00	0.00	0.00	0.00	57,750.00	94.67
Transfer Out	0.00	65,000.00	65,000.00	100.00	0.00	0.00
Total Expenses	<u>847.00</u>	<u>118,967.2</u>	<u>223,600.0</u>	<u>53.21</u>	<u>67,751.18</u>	<u>65.15</u>
Net Income	<u>\$ 14,591.02</u>	<u>\$ (46,290.38)</u>	<u>\$ (123,600.0)</u>	<u>37.45</u>	<u>\$ (10,236.50)</u>	<u>257.20</u>

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 28, 2022
BONDS & INTEREST FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Previous YTD	Prev % Budget
Revenues						
Property Taxes-Bond&	\$ 45,117.74	\$ 182,168.34	\$ 287,000.00	63.47	\$ 104,588.61	58.10
Interest- Bond&Interest	0.00	0.00	25.00	0.00	166.90	667.60
Interest Earned	0.00	109.20	0.00	0.00	0.00	0.00
Total Revenues	<u>45,117.74</u>	<u>182,277.54</u>	<u>287,025.00</u>	63.51	<u>104,755.51</u>	58.19
Expenses						
Bonds & Interest-Profe	0.00	0.00	0.00	0.00	500.00	100.00
Bond Principal	0.00	0.00	0.00	0.00	125,000.00	100.00
Bond Interest	0.00	0.00	0.00	0.00	53,950.00	100.00
Bond Principal	0.00	255,100.00	225,000.00	113.38	0.00	0.00
Bond Interest	0.00	31,729.46	57,246.21	55.43	0.00	0.00
Paying Agent Fee	250.00	500.00	1,000.00	50.00	0.00	0.00
Total Expenses	<u>250.00</u>	<u>287,329.46</u>	<u>283,246.21</u>	101.44	<u>179,450.00</u>	100.00
Net Income	<u>\$ 44,867.74</u>	<u>\$ (105,051.92)</u>	<u>\$ 3,778.79</u>	(2,780.	<u>\$ (74,694.49)</u>	(12,990.

Income Statement
For the Ten Months Ending February 28, 2022
CAPITAL PROJECT FUND #10
Community Pk District LaGrange Pk

	Current Month Actual		Year to Date Actual		Budget
Revenues					
Interest Earned-Fund#10	\$ 0.00		\$ 0.00		\$ 0.00
Fund Transfer In	0.00		0.00		60,000.00
Donation & Grants-#10	0.00		0.00		0.00
Grants	0.00		25,000.00		25,000.00
Donations and Sponsorships	0.00		6,200.00		15,500.00
Interest Earned	117.64		133.94		10.00
Transfer In	0.00		1,467,458.34		0.00
	<hr/>		<hr/>		<hr/>
Total Revenues	117.64		1,498,792.28		100,510.00
	<hr/>		<hr/>		<hr/>
Expenses					
Professional Services	69.41		69.41		0.00
Architectural/Engineering	11,284.49		28,542.65		15,000.00
Other Professional Services	0.00		55.00		0.00
Land Improvements	0.00		273,623.35		305,000.00
	<hr/>		<hr/>		<hr/>
Total Expenses	11,353.90		302,290.41		320,000.00
	<hr/>		<hr/>		<hr/>
Net Income	\$ (11,236.26)		\$ 1,196,501.87		\$ (219,490.00)
	<hr/> <hr/>		<hr/> <hr/>		<hr/> <hr/>

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 28, 2022
MEMORIAL FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Previous YTD	Prev % Budget
Revenues						
Interest Earned- Fu	\$ 0.00	\$ 0.00	\$ 0.00	0.00	\$ 16.49	82.45
VMF Donations	820.00	1,625.00	0.00	0.00	1,275.00	255.00
Donations and Spo	0.00	0.00	500.00	0.00	0.00	0.00
Interest Earned	0.78	3.20	0.00	0.00	0.00	0.00
Total Revenues	<u>820.78</u>	<u>1,628.20</u>	<u>500.00</u>	325.64	<u>1,291.49</u>	248.36
Expenses						
Program Supplies	700.00	700.00	1,500.00	46.67	0.00	0.00
Supplies-Memoria	0.00	0.00	0.00	0.00	447.00	29.80
Total Expenses	<u>700.00</u>	<u>700.00</u>	<u>1,500.00</u>	46.67	<u>447.00</u>	29.80
Net Income	<u>\$ 120.78</u>	<u>\$ 928.20</u>	<u>\$ (1,000.00)</u>	(92.82)	<u>\$ 844.49</u>	(86.17)

Community Pk District LaGrange Pk
Purchase Journal

For the Period From Feb 1, 2022 to Feb 28, 2022

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
2/28/22	01-612 Electric Cash Basis	0000 FEB 2022	MEMORIAL PARK ELECTRIC COM-ED	215.26	 215.26
2/28/22	01-709 Other Professional Services Cash Basis	0358 FEB 2022	COLOR LASER JET CHARGES HEWLETT-PACKARD FINA	204.00	 204.00
2/28/22	01-709 Other Professional Services Cash Basis	03801421	WATER COOLER QUENCH	90.54	 90.54
2/28/22	01-630 Office/Building/Prog Supplies Cash Basis	04-2896127	OFFICE SUPPLIES QUILL CORPORATION	80.96	 80.96
2/28/22	02-709 Other Professional Services Cash Basis	100	DANCE RECITAL SOUND CHANEL KOEPKE	500.00	 500.00
2/28/22	01-709 Other Professional Services Cash Basis	12312023	MONTHLY ACCOUNTING FEE - DEC2021 EPMAN ENTERPRISES, INC	975.00	 975.00
2/28/22	01-702 Computer Services Cash Basis	13606	SERVER AND WORKSTATION MGMT NOVENTECH, INC.	374.00	 374.00
2/28/22	01-702 Computer Services Cash Basis	13680	PHONE HOSTING NOVENTECH, INC.	125.00	 125.00
2/28/22	01-702 Computer Services Cash Basis	13681	OFFICE 365 SUBSCRIPTION NOVENTECH, INC.	58.10	 58.10
2/28/22	06-630 Safety Supplies 01-702 Computer Services Cash Basis	13797	SERVER REPLACEMENT SERVER REPLACEMENT NOVENTECH, INC.	2,000.00 2,699.00	 4,699.00
2/28/22	02-611 Natural Gas Cash Basis	1501 BARNSDALE 0	GAS NICOR	681.65	 681.65
2/28/22	02-630 Office/Building/Prog Supplies Cash Basis	1501 FEB 2022	HAY BALES FOR EGG HUNT PETTY CASH COMMUNITY PARK DISTRICT OF LAG	60.00	 60.00
2/28/22	02-709 Other Professional Services Cash Basis	1606	DANCE RECITAL VIDEO TRUFOCUS PRODUCTIONS INC	1,350.00	 1,350.00
2/28/22	02-630 Office/Building/Prog Supplies Cash Basis	192000381339	MUSIC LICENSE FEES ASCAP	394.79	

Community Pk District LaGrange Pk

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2/28/22	02-709 Other Professional Services Cash Basis	20730	RT FISH TANK MAINTENANCE	50.00	
			CRYSTAL CLEAN AQUARIUM MAINT.		50.00
2/28/22	10-706 Architectural/Engineering Cash Basis	21-11041-4	MASTER PLANNING SERVICES	7,321.28	
			JSD PROFESSIONAL SER		7,321.28
2/28/22	01-630 Office/Building/Prog Supplies	2447FS 02 2022	SHELL OIL - FUEL	49.00	
	02-640 Repair Parts		HOME DEPOT - PLUMBING FOR 1501	312.73	
	02-640 Repair Parts Cash Basis		HOME PLUMBING - 1501 SUPPLIES VISA	330.97	692.70
2/28/22	02-710 Program Service Contracts Cash Basis	2592	SOCCER, T-BALL, FLAG FOOTBALL, AND VOLLEYBALL INSTRUCTION SPORTS R US	1,320.00	1,320.00
2/28/22	01-614 Internet	2736AK 02 2022	COMCAST 845	138.95	
	02-630 Office/Building/Prog Supplies		AMAZON - EVENT SUPPLIES	262.19	
	02-630 Office/Building/Prog Supplies		TARGET - DDDN SUPPLIES	44.93	
	02-630 Office/Building/Prog Supplies		AMAZON - DDDN SUPPLIES	35.96	
	02-630 Office/Building/Prog Supplies		ORIENTAL TRADING (OTC) - EVENT SUPPLIES	112.59	
	02-711 Refuse Disposal		REPUBLIC - GARBAGE 1501	352.68	
	01-711 Refuse Disposal		REPUBLIC- GARBAGE 845	152.86	
	02-630 Office/Building/Prog Supplies		JEWEL - DDDN	5.99	
	02-630 Office/Building/Prog Supplies		AMAZON - DDDN	101.03	
	01-614 Internet		COMCAST 1501	184.76	
	02-630 Office/Building/Prog Supplies		AMAZON RETURNS		15.62
	01-614 Internet		HELLO FAX	9.99	
	02-630 Office/Building/Prog Supplies		RGML- DJ SERVICE	150.00	
	01-602 Postage		USPS POSTAGE	26.95	
	02-701 Public Relations and Marketin		KIDLIST - SUMMER CAMP AD	250.00	
	02-630 Office/Building/Prog Supplies		ORIENTAL TRADING (OTC) EVENT SUPPLIES	102.43	
	01-602 Postage Cash Basis		FEDEX POSTAGE VISA	39.06	1,954.75
2/28/22	02-602 Postage	2827TJ 02 2022	USPS - STAMPS	125.20	
	01-630 Office/Building/Prog Supplies		AMAZON - CALENDAR	26.98	
	02-630 Office/Building/Prog Supplies		JEWEL - DDDN BALLOONS	15.92	
	02-630 Office/Building/Prog Supplies		JEWEL - ALLERGY FREE CUPCAKES DDDN		

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	02-630 Office/Building/Prog Supplies Cash Basis		BILL'S PLACE - SENIOR LUNCHEON VISA	65.00	237.59
2/28/22	02-630 Office/Building/Prog Supplies	2835AJ 02 2022	WEISSMAN THEATRE COSTUMES	599.41	
	02-641 Rentals		LIFE STORAGE	251.00	
	02-630 Office/Building/Prog Supplies		REV DANCE TAX REFUND		111.58
	02-630 Office/Building/Prog Supplies		AMAZON - RT SUPPLIES	35.98	
	02-630 Office/Building/Prog Supplies		WEISSMAN THEATRE COSTUMES	1,085.70	
	02-630 Office/Building/Prog Supplies		AMAZON - RT SUPPLIES	33.98	
	02-630 Office/Building/Prog Supplies		ZOOM - RT	14.99	
	02-630 Office/Building/Prog Supplies		JEWEL - LITTLE CHEFS SUPPLIES	25.53	
	02-630 Office/Building/Prog Supplies		TEACHERS PAY TEACHERS	1.00	
	02-630 Office/Building/Prog Supplies		FUN EXPRESS - RT SUPPLIES	17.99	
	02-630 Office/Building/Prog Supplies		FUNEXPRESS RT SUPPLIES	35.88	
	02-630 Office/Building/Prog Supplies		AMAZON RT SUPPLIES	21.98	
	02-630 Office/Building/Prog Supplies		4IMPRINT THEATRE TOTES	175.24	
	02-630 Office/Building/Prog Supplies		CAROLINA BIOLOGIC - BUTTERFLIES	58.54	
	02-630 Office/Building/Prog Supplies		JEWEL - LITTLE CHEFS	22.90	
	02-630 Office/Building/Prog Supplies		AMAZON - LITTLE CHEFS	27.05	
	02-630 Office/Building/Prog Supplies		JEWEL SENIOR CLUB	67.32	
	02-630 Office/Building/Prog Supplies		ROSATIS - FOOD FOR CABARET STAFF	174.48	
	02-630 Office/Building/Prog Supplies Cash Basis		AMAZON - RT SUPPLIES VISA	18.34	2,555.73
2/28/22	01-719 Subscriptions	2959JC 02 2022	ZOOM	14.99	
	01-514 Professional Development		INOS TACOS - ALL STAFF STRATEGIC PLAN LUNCH	339.38	
	01-514 Professional Development		NRPA - CPRP RENEWAL	65.00	
	01-514 Professional Development Cash Basis		DRIFTWOOD - EXEC DIRECTORS LUNCH VISA	22.36	441.73
2/28/22	02-514 Professional Development	2991ZK 02 2022	HYATT - CONFERENCE EXPENSES	487.67	
	02-901 Contingency		AMAZON - PERSONAL EXPENSE REIMBURSED # 3994	12.99	
	02-709 Other Professional Services		ROSE PEST CONTROL	136.00	
	02-630 Office/Building/Prog Supplies		CLEANIT BUILDING SUPPLIES	150.60	
	02-630 Office/Building/Prog Supplies		AMAZON - NERF WARZ EQUIPMENT	34.99	
	01-514 Professional Development		JEWEL - SODA FOR STRAT PLAN LUNCH	10.98	
	02-630 Office/Building/Prog Supplies		1000 BULBS BUILDING SUPPLIES		

Community Pk District LaGrange Pk
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	02-630 Office/Building/Prog Supplies		UPS STORE	106.73	
	02-630 Office/Building/Prog Supplies		MENARDS - NERF WARZ SUPPLIES	13.99	
	02-630 Office/Building/Prog Supplies		GLOBAL INDUSTRY BUILDING SUPPLIES	176.44	
	02-630 Office/Building/Prog Supplies		GLOBAL INDUSTRIAL BUILDING SUPPLIES	116.44	
	02-630 Office/Building/Prog Supplies		JEWEL LITTLE CHEFS	23.19	
	02-630 Office/Building/Prog Supplies		JEWEL RT SUPPLIES	9.98	
	02-630 Office/Building/Prog Supplies		WALGREENS READY TEDDY	15.55	
	02-630 Office/Building/Prog Supplies		CLEANIT BUILDING SUPPLIES	58.50	
	Cash Basis		VISA		1,525.86
2/28/22	01-612 Electric Cash Basis	3000FEB 2022	LA GRANGE PARK SIGN COM-ED	22.69	22.69
2/28/22	01-612 Electric Cash Basis	3011 FEB 2022	BEACH OAK ELECTRIC COM-ED	18.98	18.98
2/28/22	10-811 Land Improvements Cash Basis	30833	FINAL PAYOUT - MEMORIAL PARK MULTI SPORT COURTS E. HOFFMAN, INC	29,771.65	29,771.65
2/28/22	01-711 Refuse Disposal Cash Basis	36977512	SECURITY SERVICES JOHNSON CONTROLS SEC	504.75	504.75
2/28/22	02-612 Electric Cash Basis	5008 FEB 2022	REC CENTER ELECTRIC COM-ED	1,103.93	1,103.93
2/28/22	02-613 Water Cash Basis	5812-00 022022	1501 WATER VILLAGE OF LAGRANGE PARK	375.70	375.70
2/28/22	01-613 Water Cash Basis	5813 02 2022	845 BARNSDALE - NEW WATER CHARGE VILLAGE OF LAGRANGE PARK	50.89	50.89
2/28/22	01-612 Electric Cash Basis	6006 FEB 2022	YENA PARK ELECTRIC COM-ED	33.99	33.99
2/28/22	01-640 Repair Parts 01-630 Office/Building/Prog Supplies Cash Basis	6308-861292	FORD RANGER REPAIRS VEHICLE SUPPLIES NAPA AUTO PARTS	60.48 23.56	84.04
2/28/22	02-710 Program Service Contracts Cash Basis	6847	AUGUST DRAM SHOP INSURANCE MARKET ACCESS CORP	175.00	175.00

Community Pk District LaGrange Pk
Purchase Journal

For the Period From Feb 1, 2022 to Feb 28, 2022

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2/28/22	01-612 Electric Cash Basis	7005 FEB 2002	HANESWORTH ELECTRIC COM-ED	329.80	329.80
2/28/22	01-612 Electric Cash Basis	7017 FEB 2022	PAVILLION ELECTRIC/WOODLAWN COM-ED	25.92	25.92
2/28/22	02-710 Program Service Contracts Cash Basis	7022	DECEMBER DRAM SHOP INSRUANCE MARKET ACCESS CORP	350.00	350.00
2/28/22	02-405 Programs Fees Cash Basis	7072 FEB 2022	GYMNASTICS REFUND FRANCIELLE DALY	56.00	56.00
2/28/22	01-709 Other Professional Services Cash Basis	76411	CONSTRUCTION SPOILS REMOVAL AT 845 J & A CARTAGE, INC	3,300.00	3,300.00
2/28/22	01-611 Natural Gas Cash Basis	7748 MEMORIAL 02	GAS - MEMORIAL PARK NICOR	25.26	25.26
2/28/22	01-611 Natural Gas Cash Basis	845 BARNSDALE 02	GAS NICOR	450.87	450.87
2/28/22	01-704 Legal Services Cash Basis	87083	LEGAL SERVICES ANCEL, GLINK, DIAMOND, BUSH, DICIANNI &	390.00	390.00
2/28/22	01-612 Electric Cash Basis	9007 FEB 2022	845 BARNSDALE ELECTRIC COM-ED	180.90	180.90
2/28/22	02-716 Co-Op Fees Cash Basis	FALL 2021	CO-OP FEES PARK DIST. OF LG	2,134.53	2,134.53
2/28/22	02-710 Program Service Contracts 02-710 Program Service Contracts Cash Basis	FEB 2022	SPANISH CLASSES FOR KIDS SPANISH CLASSES FOR ADULTS LANGUAGE IN ACTION, INC	420.00 60.00	480.00
2/28/22	02-630 Office/Building/Prog Supplies Cash Basis	LP00045	RT PERFORMANCE MISS ANGIE'S MUSIC LLC	250.00	250.00
2/28/22	08-712 Portable Toilets Cash Basis	PS434170	MEMORIAL PARK PORT-A-LET PIT STOP	167.00	167.00
2/28/22	02-709 Other Professional Services Cash Basis	SI2069420	HVAC MAINTENANCE CONTRACT SOUTHWEST TOWN MECHANICAL	585.00	585.00

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

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
2/28/22	02-709 Other Professional Services Cash Basis	SUMMER 2022	SUMMER 2022 DEPOSIT JASON KOLLUM	150.00	150.00
				67,052.04	67,052.04

Community Pk District LaGrange Pk

Check Register

For the Period From Feb 15, 2022 to Mar 14, 2022

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

Check #	Date	Payee	Cash Account	Amount
21297	2/18/22	IVY INVESTMENTS	01-100	50.00
3001	3/4/22	IVY INVESTMENTS	01-100	50.00
3006	3/14/22	ANCEL, GLINK, DIAMO	01-100	390.00
3007	3/14/22	ASCAP	02-100	394.79
3008	3/14/22	CHANEL KOEPKE	02-100	500.00
3009	3/14/22	COM-ED	01-100	1,931.47
3010	3/14/22	COMMUNITY PARK DI	02-100	60.00
3011	3/14/22	CRYSTAL CLEAN AQU	02-100	50.00
3012	3/14/22	E. HOFFMAN, INC	10-100	29,771.65
3013	3/14/22	EPMAN ENTERPRISES,	01-100	975.00
3014	3/14/22	FRANCIELLE DALY	02-100	56.00
3015	3/14/22	HEWLETT-PACKARD F	01-100	204.00
3016	3/14/22	J & A CARTAGE, INC	01-100	3,300.00
3017	3/14/22	JASON KOLLUM	02-100	150.00
3018	3/14/22	JOHNSON CONTROLS	01-100	504.75
3019	3/14/22	JSD PROFESSIONAL SE	10-100	7,321.28
3020	3/14/22	LANGUAGE IN ACTIO	02-100	480.00
3021	3/14/22	MARKET ACCESS COR	02-100	525.00
3022	3/14/22	NAPA AUTO PARTS	01-100	84.04
3023	3/14/22	NICOR	02-100	1,157.78
3024	3/14/22	NOVENTECH, INC.	01-100	5,256.10
3025	3/14/22	PARK DIST. OF LG	02-100	2,134.53
3026	3/14/22	PIT STOP	01-100	167.00
3027	3/14/22	MISS ANGIE'S MUSIC L	02-100	250.00
3028	3/14/22	QUENCH	01-100	90.54
3029	3/14/22	QUILL CORPORATION	01-100	80.96
3030	3/14/22	SOUTHWEST TOWN M	01-100	585.00
3031	3/14/22	SPORTS R US	02-100	1,320.00
3032	3/14/22	TRUFOCUS PRODUCTI	02-100	1,350.00
3033	3/14/22	VILLAGE OF LAGRAN	01-100	426.59
3034	3/14/22	VISA	01-100	7,408.36
FDTD021822	2/18/22	INTERNAL REVENUE S	01-100	5,639.74
FDTD030422	3/4/22	INTERNAL REVENUE S	01-100	5,425.57
INSMARCH2022	3/1/22	IPBC-HEALTH INS	01-100	13,215.92
PRTR030422	3/2/22	FIRST NATIONAL BAN	01-100	19,977.45
PRTR21822	2/15/22	FIRST NATIONAL BAN	01-100	19,722.79

Community Pk District LaGrange Pk

Check Register

For the Period From Feb 15, 2022 to Mar 14, 2022

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

Check #	Date	Payee	Cash Account	Amount
STTD021822	2/18/22	ILLINOIS DEPT OF REV	01-100	1,169.33
STTD030422	3/4/22	ILLINOIS DEPT OF REV	01-100	1,120.47
Total				<u>133,296.11</u>

To: Lucy Stastny
President, Community Park District Board Commissioners
From: Jessica Cannaday
Date: March 9, 2022
Re: Draft Budget and Appropriations Ordinance | Agenda Item 13a

Recommendation

For review and discussion. Set the Budget and Appropriations Public Hearing for April 11, 2022 at 6:30pm.

Background

Prepared for your review is the draft 2022/23 Budget and Appropriations Ordinance. By law, the park district has until July to pass the next budget. Over the past two years, we have taken advantage of that timeframe to manage uncertainties related to COVID. With some good data under our belt, it is reasonable to consider passing a budget as early as next month, in time for the May 1 start of our Fiscal Year.

The following pages include material changes and information pertaining to the proposed budget. After discussion, the board can choose to display the draft BOA ordinance as early as March 15 and set the Public Hearing as early as April 11, 2022 at 6:30pm.

General Notes:

Contingency: The proposed budget includes allocations in account 901 Contingency or Other Expenses in the Corporate and Recreation funds. There are no planned expenditures for this rainy-day account. Planning for contingency has allowed us to begin adding to our fund balances over the past two years.

Corporate Fund Net Income without contingency: 22,000

Recreation Fund Net Income without contingency: (\$10,525)

Our Corporate Fund is budgeted to perform \$25,000 better than FY 21/22

Our Recreation Fund is budgeted to perform about the same as FY 21/22

Corporate Fund

We are anticipating an 11% increase in revenues due in part to a new tax levy that was signed into law and will go into effect this year. The recapture levy is an amount equal to the refunds from assessment reductions granted in the prior 12-month period.

430 Other Income: We also have new revenue coming in from our cooperative agreement with the La Grange Park Library for Snowplowing, which

Corporate Wages and Benefits

A proposed restructure will result in a net 0 increase in Full Time Wages year over year, a 35% reduction in part time wages, and a 108% increase in IMRF. All in all, we see a decrease of approximately \$3400 in Corporate salaries and insurance.

514 Professional Development

We've increased the professional development allocation 23% to increase training for parks staff for tree management as well as required and desired certifications.

516 Incentives/Awards/Recognition

This budget has been increased by \$1500 to improve our employee recognition and team building programs.

613 Water

With the addition of a new water meter at 845 Barnsdale, village rate increase, and increased use at the Splash Pad, we have to double our water allocation for 2022/23. This accounts for \$17,500 or 46% of our total corporate budget increase.

631 Landscaping Supplies

With planned capital improvements in the park, and the addition of a full time parks laborer, we reduced landscaping supplies by 9%.

632 Fuel

We are anticipating 100% increase in fuel costs, and we hope that this allocation is enough.

702 Computer Services

There is an 83% increase in computer services for identified IT infrastructure improvements, including an update (not an overhaul) of our website.

Recreation Fund

We anticipate an 18% increase in revenue and a 17% increase in expenditures resulting in a net 0% increase from FY 21/22. We are still operating conservatively as we recover from the COVID-19 crisis. However, as inflation rises, we anticipate the need for affordable programming close to home will grow.

Recreation Fund Wages and Benefits

Our most significant increase is due, in part, to the required minimum wage increases and trying to stay competitive in a labor crisis. You will notice 52% and 27% increases in part time and IMRF wages. We are also adding an IMRF position to the Recreation Fund as part of our proposed restructure.

514 Professional Development

Investment in our staff is critical in providing the best, most efficient services. We have increased professional development by 43%.

701 Public Relations/Marketing

With the elimination of our printed brochure, we need to ensure that we are continuing to reach our residents, especially new homeowners.

Other Professional Services

This is a recovery increase. Field trips, sound and lighting for theatre as well as dance are all allocated to this account. As we can begin to build back our programming, we accounted for a 154% to this type of expenditure.

710 Program Service Contracts and 716 Co-Op Fees

These numbers decrease as we continue to grow our own program models, and become less reliant on outside vendors and neighboring agencies for programming opportunities.

Non-Major Funds: IMRF, Social Security, Auditing, Liability, SEASPAR, and Veterans

We have adjusted our levy to ensure that expenditures, which have remained relatively flat, are adequately funded and operate within our fund balance policies. There is some fine tuning to do next year, but we are operating well.

Liability – Safety Supplies

We have increased this line for COVID cleaning and safety supplies as well as Cyber Security upgrades.

Special Recreation

We have significantly increased this levy to help fun accessibility projects.

Capital Project Fund

This is a shot in the dark. With inflation, continued supply chain issues, increased labor costs, and social unrest, we will do what we can to work within the parameters of these figures to improve our parks. The allocation has been increased 50% instead of 10% to give us the spending authority to account for anything that may come up.



CORPORATE FUND

		2022-2023	2022-23	2021-22	
		BUDGET	ACTUAL	BUDGET	
Revenues					
401	Corporate Fund Taxes	\$ 560,000.00	\$ -	\$ 540,000.00	4%
402	Replacement Tax	\$ 53,000.00	\$ -	\$ 15,000.00	253%
405	Program Fees	\$ -	\$ -	\$ -	
410	Grants	\$ 8,265.00	\$ -	\$ 8,265.00	0%
412	Donations and Sponsorships	\$ 2,500.00	\$ -	\$ -	
420	Interest Earned	\$ 500.00	\$ -	\$ 500.00	0%
430	Other Income	\$ 7,000.00	\$ -	\$ 4,110.00	70%
450	Transfer In	\$ -	\$ -	\$ -	

Total Revenues		\$ 631,265.00	\$ -	\$ 567,875.00	11%
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Expenses					
501	Wages Full Time	\$ 201,621.50	\$ -	\$ 201,334.64	0%
502	Wages Part Time	\$ 24,000.00	\$ -	\$ 37,000.00	-35%
503	Wages Overtime	\$ 1,500.00	\$ -	\$ 1,500.00	0%
504	Wages Interns	\$ -	\$ -	\$ -	
505	Wages IMRF	\$ 44,800.00	\$ -	\$ 21,500.00	108%
512	Health/Life Insurance	\$ 83,600.00	\$ -	\$ 97,600.00	-14%
513	Employee Reimbursements	\$ 4,690.00	\$ -	\$ 4,690.00	0%
514	Professional Development	\$ 8,548.50	\$ -	\$ 6,950.00	23%
515	Uniforms	\$ 3,000.00	\$ -	\$ 2,500.00	20%
516	Incentives/Awards/Recognition	\$ 3,000.00	\$ -	\$ 1,500.00	100%
517	EAP	\$ 405.00	\$ -	\$ 405.00	0%
601	Legal Publications	\$ 1,000.00	\$ -	\$ 750.00	33%
602	Postage	\$ 1,600.00	\$ -	\$ 1,500.00	7%
610	Telephones	\$ -	\$ -	\$ -	
611	Natural Gas	\$ 3,500.00	\$ -	\$ 3,300.00	6%
612	Electric	\$ 16,850.00	\$ -	\$ 16,000.00	5%
613	Water	\$ 35,000.00	\$ -	\$ 17,500.00	100%
614	Internet	\$ 4,250.00	\$ -	\$ 4,000.00	6%
615	Cable	\$ -	\$ -	\$ -	
620	Association Dues	\$ 7,225.00	\$ -	\$ 6,895.00	5%
621	Board Expenses	\$ 2,000.00	\$ -	\$ 2,000.00	0%
630	Office/Building/Program Supplies	\$ 10,300.00	\$ -	\$ 9,400.00	10%
631	Landscaping Supplies	\$ 20,000.00	\$ -	\$ 22,000.00	-9%
632	Fuel	\$ 10,000.00	\$ -	\$ 5,000.00	100%
640	Repair Parts	\$ 8,175.00	\$ -	\$ 8,000.00	2%
641	Rentals	\$ -	\$ -	\$ -	
701	Public Relations/Marketing	\$ 2,500.00	\$ -	\$ 2,000.00	25%
702	Computer Services	\$ 22,000.00	\$ -	\$ 12,000.00	83%
703	Security Services	\$ 2,800.00	\$ -	\$ 2,800.00	0%
704	Legal Services	\$ 14,600.00	\$ -	\$ 13,300.00	10%
705	Financial Services	\$ 12,100.00	\$ -	\$ 11,700.00	3%
706	Architecture/Engineering Services	\$ -	\$ -	\$ -	
707	Landscaping Services	\$ 20,000.00	\$ -	\$ 20,000.00	0%
708	Printing and Design Services	\$ 1,000.00	\$ -	\$ -	
709	Other Professional Services	\$ 33,125.00	\$ -	\$ 32,500.00	2%
711	Refuse Disposal	\$ 2,200.00	\$ -	\$ 2,100.00	5%
712	Portable Toilets	\$ 1,575.00	\$ -	\$ 1,500.00	5%
715	Bank Fees	\$ 800.00	\$ -	\$ 750.00	7%
719	Subscriptions	\$ 1,500.00	\$ -	\$ 1,000.00	50%
901	Other Expenses	\$ 27,500.00	\$ -	\$ 27,500.00	0%
950	Transfer Out	\$ -	\$ -	\$ -	

Total Expenses		\$ 636,765.00	\$ -	\$ 598,474.64	6%
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Net Income		\$ (5,500.00)	\$ -	\$ (30,599.64)	
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2021/22

270000	Fund Balance	\$ 264,500.00	\$ 270,000.00
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Fund Balance Policy is 50%

50% Expenses	Proposed FB
\$ 318,382.50	\$ 264,500.00

Fund Balance is deficient \$ (53,882.50)

3/11/2022



RECREATION FUND

		2022-2023	2022-23	2021-2022	
		BUDGET	ACTUAL	BUDGET	
Revenues					
401	Recreation Fund Taxes	\$ 111,000.00	\$ -	\$ 111,250.00	0%
405	Program Fees- General	\$ 634,340.00	\$ -	\$ 518,380.00	22%
410	Grants	\$ -	\$ -	\$ -	
412	Donations and Sponsorships	\$ 20,850.00	\$ -	\$ 22,000.00	-5%
420	Interest Earned	\$ 1,500.00	\$ -	\$ 1,500.00	0%
430	Other Income	\$ 500.00	\$ -	\$ 500.00	0%
450	Transfer In	\$ -	\$ -	\$ -	
Total Revenues		\$ 768,190.00	\$ -	\$ 653,630.00	18%
Expenses					
501	Wages Full Time - Recreation	\$ 176,901.28	\$ -	\$ 163,488.00	8%
502	Wages Part Time - Recreation	\$ 146,275.00	\$ -	\$ 96,420.00	52%
503	Wages Overtime - Recreation	\$ -	\$ -	\$ -	
504	Wages Interns - Recreation	\$ 1,100.00	\$ -	\$ 1,100.00	0%
505	Wages IMRF	\$ 138,000.00	\$ -	\$ 108,400.00	27%
512	Health/Life Insurance	\$ 66,200.00	\$ -	\$ 81,300.00	-19%
513	Employee Reimbursements	\$ 1,350.00	\$ -	\$ 1,350.00	0%
514	Professional Development	\$ 5,000.00	\$ -	\$ 3,500.00	43%
515	Uniforms	\$ -	\$ -	\$ -	
610	Telephones	\$ -	\$ -	\$ -	
611	Natural Gas	\$ 4,400.00	\$ -	\$ 4,000.00	10%
612	Electric	\$ 14,850.00	\$ -	\$ 13,500.00	10%
613	Water	\$ 2,000.00	\$ -	\$ 1,500.00	33%
614	Internet	\$ -	\$ -	\$ -	
615	Cable	\$ -	\$ -	\$ -	
630	Office/Building/Program Supplies	\$ 85,850.00	\$ -	\$ 82,000.00	5%
640	Repair Parts	\$ 4,000.00	\$ -	\$ 4,000.00	0%
641	Rentals	\$ 3,000.00	\$ -	\$ 3,000.00	0%
701	Public Relations/Marketing	\$ 4,000.00	\$ -	\$ 2,000.00	100%
703	Security Services	\$ 7,500.00	\$ -	\$ 7,500.00	0%
708	Printing and Design Services	\$ 13,000.00	\$ -	\$ 11,400.00	14%
709	Other Professional Services	\$ 44,700.00	\$ -	\$ 17,575.00	154%
710	Program Service Contracts	\$ 33,989.00	\$ -	\$ 36,145.00	-6%
711	Refuse Disposal	\$ 4,600.00	\$ -	\$ 4,500.00	2%
712	Portable Toilets	\$ -	\$ -	\$ -	
714	Credit Card Fees	\$ 12,000.00	\$ -	\$ 11,500.00	4%
716	Co-Op Fees	\$ 10,000.00	\$ -	\$ 12,500.00	-20%
901	Contingency	\$ 18,600.00	\$ -	\$ 16,000.00	16%
950	Transfer Out	\$ -	\$ -	\$ -	
Total Expenses		\$ 797,315.28	\$ -	\$ 682,678.00	17%
Net Income		\$ (29,125.28)	\$ -	\$ (29,048.00)	0%

2021/22

209000	Fund Balance	\$ 179,874.72	\$ 209,000.00	119890
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Fund Balance Policy is 50%

50% Expenses	Proposed FB
\$ 398,657.64	\$ 179,874.72

Fund Balance is deficient \$ (218,782.92)

3/11/2022



IMRF FUND

		2022-2023	2022-23	2021-2022
		BUDGET	ACTUAL	BUDGET
	Revenues			
401	Property Taxes - IMRF	\$ 30,900.00	\$ -	\$ 41,000.00
420	Interest IMRF	\$ 50.00	\$ -	\$ 50.00

	Total Revenues	\$ 30,950.00	\$ -	\$ 41,050.00
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	Expenses			
510	IMRF Contribution	\$ 40,500.00	\$ -	\$ 40,306.00

	Total Expenses	\$ 40,500.00	\$ -	\$ 40,306.00
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	Net Income	\$ (9,550.00)	\$ -	\$ 744.00
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	Fund Balance	\$ 17,396.00		\$ 26,946.00
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Fund Balance Policy is 25-50% of expenses

2021/22	25 % Expenses	Proposed FB	50% Expenses
26946	\$ 10,125.00	\$ 17,396.00	\$ 20,250.00

Fund Balance is overfunded by \$ 7,271.00



SOCIAL SECURITY FUND

		2022-2023	2022-23	2021-2022
		BUDGET	ACTUAL	BUDGET
	Revenues			
401	Property Taxes FICA	\$ 51,500.00	\$ -	\$ 40,000.00
420	Interest - FICA	\$ 100.00	\$ -	\$ 100.00
	Total Revenues	\$ 51,600.00	\$ -	\$ 40,100.00
	Expenses			
511	FICA - Employer Contribution	\$ 57,000.00	\$ -	\$ 48,552.00
	Total Expenses	\$ 57,000.00	\$ -	\$ 48,552.00
	Net Income	\$ (5,400.00)	\$ -	\$ (8,452.00)
	Fund Balance	\$ 12,329.00	\$ 17,729.00	\$ 17,729.00

Fund Balance Policy is 25-50% of expenses

	25 % Expenses	Proposed FB	50% Expenses
17729	\$ 14,250.00	\$ 12,329.00	\$ 28,500.00

Fund Balance is overfunded by \$ (1,921.00)

3/11/2022



AUDITING FUND

	2022-2023	2022-23	2021-2022
	BUDGET	ACTUAL	BUDGET
Revenues			
Property Taxes Audit	\$ 10,500.00	\$ -	\$ 9,000.00
Interest Audit	\$ 5.00	\$ -	\$ 5.00
Total Revenues	\$ 10,505.00	\$ -	\$ 9,005.00
Expenses			
705 Financial Services	\$ 9,200.00	\$ -	\$ 9,200.00
Total Expenses	\$ 9,200.00	\$ -	\$ 9,200.00
Net Income	\$ 1,305.00	\$ -	\$ (195.00)
Fund Balance	\$ 2,645.00	\$ 1,340.00	\$ 1,145.00

Fund Balance Policy is 25-50% of expenses

2020/21	25 % Expenses	Proposed FB	50% Expenses
1340	\$ 2,300.00	\$ 2,645.00	\$ 4,600.00

Fund Balance is overfunded by \$ (345.00)

3/11/2022

\$8950 in 20-21
\$9200 in 21-22



LIABILITY INSURANCE FUND

		2022-2023	2022-23	2021-2022
		BUDGET	ACTUAL	BUDGET
Revenues				
401	Property Taxes - PDRMA	\$ 33,990.00	\$ -	\$ 34,000.00
420	Interest - PDRMA	\$ 50.00	\$ -	\$ 50.00
430	Other Income	\$ 1,500.00	\$ -	\$ 1,500.00
Total Revenues		\$ 35,540.00	\$ -	\$ 35,550.00
Expenses				
514	PDRMA Workshops	\$ 800.00	\$ -	\$ 800.00
630	Safety Supplies	\$ 12,800.00	\$ -	\$ 3,000.00
703	Security Services	\$ 1,950.00	\$ -	\$ 750.00
709	Other Professional Services	\$ 1,500.00	\$ -	\$ 1,500.00
717	PDRMA Premium	\$ 26,500.00	\$ -	\$ 26,500.00
Total Expenses		\$ 43,550.00	\$ -	\$ 32,550.00
Net Income		\$ (8,010.00)	\$ -	\$ 3,000.00
Fund Balance		\$ 6,990.00	\$ 15,000.00	\$ 11,348.00

Fund Balance Policy is 25-50% of expenses

2020/21	25 % Expenses	Proposed FB	50% Expenses
\$ 15,000.00	\$ 10,887.50	\$ 6,990.00	\$ 21,775.00

Fund Balance is overfunded by \$ (3,897.50)

3/11/2022



SPECIAL RECREATION FUND

		2022-2023	2022-23	2021-2022
		BUDGET	ACTUAL	BUDGET
Revenues				
401	Property Taxes - SEASPAR	\$ 169,950.00	\$ -	\$ 100,000.00
420	Interest - SEASPAR	\$ 20.00	\$ -	\$ 20.00
Total Revenues		\$ 169,970.00	\$ -	\$ 100,020.00
Expenses				
501	Full Time Wages	\$ 9,100.00	\$ -	\$ 9,100.00
630	Office Building and Program Supplies	\$ 75,000.00	\$ -	\$ 75,000.00
712	ADA Portable Restrooms	\$ 5,900.00	\$ -	\$ 5,900.00
710	Aides (Program service contracts)	\$ 7,600.00	\$ -	\$ 7,600.00
718	SEASPAR Contribution	\$ 61,000.00	\$ -	\$ 61,000.00
950	Transfer Out	\$ 65,000.00	\$ -	\$ 65,000.00
Total Expenses		\$ 223,600.00	\$ -	\$ 223,600.00
Net Income		\$ (53,630.00)	\$ -	\$ (123,580.00)
Fund Balance		\$ 99,622.00	\$ 153,252.00	\$ 29,672.00

No Fund Balance Policy

2020/21	25 % Expenses	Proposed FB	50% Expenses
\$ 153,252.00	\$ 55,900.00	\$ 99,622.00	\$ 111,800.00

3/11/2022



BONDS & INTEREST FUND

		2022-2023	2022-23
		BUDGET	ACTUAL
	Revenues		
401	Property Taxes - B&I	\$ 225,000.00	\$ 287,000.00
420	Interest - B&I	\$ 100.00	\$ 100.00

	Total Revenues	\$ 225,100.00	\$ 287,100.00
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	Expenses		
803	Paying Agent Fees	\$ 1,000.00	\$ 1,000.00
801	Bond Principal	\$ 205,000.00	\$ 225,000.00
802	Bond Interest	\$ 18,000.00	\$ -
950	Transfer Out	\$ -	\$ -

	Total Expenses	\$ 224,000.00	\$ 226,000.00
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	Net Income	\$ 1,100.00	\$ 61,100.00
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	Fund Balance		
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No Fund Balance Policy



CAPITAL PROJECT FUND

		2022-2023	2022-23	2021-2022
		BUDGET	ACTUAL	BUDGET
Revenues				
410	Grants	\$ 400,000.00	\$ -	\$ 25,000.00
412	Donations and Sponsorships	\$ 500.00	\$ -	\$ 15,500.00
420	Interest Earned	\$ -	\$ -	\$ 10.00
430	Other Income		\$ -	
450	Funds Transferred In	\$ 1,200,000.00	\$ -	\$ 60,000.00
Total Revenue		\$ 1,600,500.00	\$ -	\$ 100,510.00
Expenses				
706	Architectural/Engineering services	\$ 120,000.00	\$ -	\$ 15,000.00
810	Land			
811	Land Improvements	\$ 1,070,000.00	\$ -	\$ 305,000.00
812	Building Improvements			
813	Machinery			
814	Equipment			
815	Vehicles	\$ 50,000.00	\$ -	\$ -
Total Expenses		\$ 1,240,000.00	\$ -	\$ 320,000.00
Net Income		\$ 360,500.00	\$ -	\$ (219,490.00)

No Fund Balance Policy

2020/21	25% Expenses	Proposed FB	50% Expenses
\$ 220,065.00	\$ 310,000.00	\$ 580,565.00	\$ 620,000.00

3/11/2022



VETERANS FUND

		2022-2023	2022-23	2021-2022
		BUDGET	ACTUAL	BUDGET
Revenues				
410	Grants			
412	Donations and Sponsorships	\$ 500.00	\$ -	\$ 500.00
420	Interest Earned	\$ 1.00	\$ -	\$ 5.00
430	Other Income	\$ -	\$ -	\$ -
412	Transfer In	\$ -	\$ -	\$ -
Total Revenues		\$ 501.00	\$ -	\$ 505.00
Expenses				
502	Part Time Wages	\$ -	\$ -	\$ -
706	Architectural/Engineering	\$ -	\$ -	
707	Landscaping Services	\$ -	\$ -	
709	Other Professional Services	\$ -	\$ -	\$ -
630	Program Supplies	\$ 1,500.00	\$ -	\$ 1,500.00
631	Landscaping Supplies	\$ -	\$ -	\$ -
Total Expenses		\$ 1,500.00	\$ -	\$ 1,500.00
Net Income		\$ (999.00)	\$ -	\$ (995.00)

No Fund Balance Policy

2021/22	25% Expenses	Proposed FB	50% Expenses
\$ 8,512.00	\$ -	\$ 7,513.00	\$ -

DRAFT ORDINANCE # 001-22

COMBINED BUDGET AND APPROPRIATION ORDINANCE OF THE COMMUNITY PARK DISTRICT OF LA GRANGE PARK, COOK COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING MAY 1, 2022 AND ENDING APRIL 30, 2023

WHEREAS, this Combined Budget and Appropriation Ordinance has been prepared in tentative form and has been conveniently made available to public inspection for at least 30 days prior to final action thereon, and

WHEREAS, notice of the meeting and hearing, and the conduct of the meeting and hearing, held on April 11, 2022, were in compliance with the Open Meetings Act, as amended by P.A. 101-640; and

WHEREAS, all other legal requirements have heretofore been performed for the adoption of the annual budget and appropriations ordinance of this District for the fiscal year beginning May 1, 2022 and ending April 30, 2023.

NOW, THEREFORE, be it hereby ordained by the Board of Park Commissioners of the Community Park District of La Grange Park, Cook County, Illinois, as follows:

SECTION 1: That the following sums of money, or so much thereof as may be authorized by law for the following objects and purposes, be and the same are hereby budgeted and appropriated for the fiscal year beginning the May 1, 2022 and ending April 30, 2023. That each of said sums of money and the aggregate thereof are deemed necessary by the Board to defray the necessary expenses and liabilities of this District during the fiscal year beginning May 1, 2022 and ending April 30, 2023.

Corporate Fund

	2022-2023	2022-2023
	BUDGET	APPROPRIATION
Revenues		
Corporate Fund Taxes	\$ 613,000.00	\$ 674,300.00
Grants	\$ 8,265.00	\$ 9,091.50
Donations and Sponsorships	\$ 2,500.00	
Interest Earned	\$ 500.00	\$ 550.00
Other Income	\$ 7,000.00	\$ 7,700.00
Transfer In	\$ -	
Total Revenue	\$ 631,265.00	\$ 691,641.50
Expenses		
Wages Full Time	\$ 201,621.50	\$ 221,783.65
Wages Part Time	\$ 24,000.00	\$ 26,400.00
Wages Overtime	\$ 1,500.00	\$ 1,650.00
Wages IMRF	\$ 44,800.00	\$ 49,280.00
Health/Life Insurance	\$ 83,600.00	\$ 91,960.00
Employee Reimbursements	\$ 4,690.00	\$ 5,159.00
Professional Development	\$ 8,548.50	\$ 9,403.35
Uniforms	\$ 3,000.00	\$ 3,300.00
Incentives/Awards/Recognition	\$ 3,000.00	\$ 3,300.00
EAP	\$ 405.00	\$ 445.50
Legal Publications	\$ 1,000.00	\$ 1,100.00
Postage	\$ 1,600.00	\$ 1,760.00
Natural Gas	\$ 3,500.00	\$ 3,850.00
Electric	\$ 16,850.00	\$ 18,535.00
Water	\$ 35,000.00	\$ 38,500.00
Internet	\$ 4,250.00	\$ 4,675.00
Association Dues	\$ 7,225.00	\$ 7,947.50
Board Expenses	\$ 2,000.00	\$ 2,200.00
Office/Building/Program Supplies	\$ 10,300.00	\$ 11,330.00
Landscaping Supplies	\$ 20,000.00	\$ 22,000.00

Fuel	\$ 10,000.00	\$ 11,000.00
Repair Parts	\$ 8,175.00	\$ 8,992.50
Public Relations/Marketing	\$ 2,500.00	\$ 2,750.00
Computer Services	\$ 22,000.00	\$ 24,200.00
Security Services	\$ 2,800.00	\$ 3,080.00
Legal Services	\$ 14,600.00	\$ 16,060.00
Financial Services	\$ 12,100.00	\$ 13,310.00
Landscaping Services	\$ 20,000.00	\$ 22,000.00
Printing and Design Services	\$ 1,000.00	\$ 1,100.00
Other Professional Services	\$ 33,125.00	\$ 36,437.50
Refuse Disposal	\$ 2,200.00	\$ 2,420.00
Portable Toilets	\$ 1,575.00	\$ 1,732.50
Bank Fees	\$ 800.00	\$ 880.00
Subscriptions	\$ 1,500.00	\$ 1,650.00
Other Expenses	\$ 27,500.00	\$ 30,250.00
Transfer Out	\$ -	\$ -

Total Expenses	\$ 636,765.00	\$ 700,441.50
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Net Income	\$ (5,500.00)	\$ (8,800.00)
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Recreation Fund

	2022-23	2022-23
	BUDGET	APPROPRIATION
Revenues		
Recreation Fund Taxes	\$ 111,000.00	\$ 122,100.00
Program Fees- General	\$ 634,340.00	\$ 697,774.00
Grants	\$ -	\$ -
Donations and Sponsorships	\$ 20,850.00	\$ 22,935.00
Interest Earned	\$ 1,500.00	\$ 1,650.00
Other Income	\$ 500.00	\$ 550.00
Transfer In	0	\$ -

Total Revenues	\$ 768,190.00	\$ 845,009.00
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Expenses		
Wages Full Time - Recreation	\$ 176,901.28	\$ 179,837.00
Wages Part Time - Recreation	\$ 146,275.00	\$ 160,902.50
Wages Interns - Recreation	\$ 1,100.00	\$ 1,210.00
Wages IMRF	\$ 138,000.00	\$ 151,800.00
Health/Life Insurance	\$ 66,200.00	\$ 72,820.00
Employee Reimbursements	\$ 1,350.00	\$ 1,485.00
Professional Development	\$ 5,000.00	\$ 5,500.00
Natural Gas	\$ 4,400.00	\$ 4,840.00
Electric	\$ 14,850.00	\$ 16,335.00
Water	\$ 2,000.00	\$ 2,200.00
Office/Building/Program Supplies	\$ 85,850.00	\$ 94,435.00
Repair Parts	\$ 4,000.00	\$ 4,400.00
Rentals	\$ 3,000.00	\$ 3,300.00
Public Relations/Marketing	\$ 4,000.00	\$ 4,400.00
Security Services	\$ 7,500.00	\$ 8,250.00
Printing and Design Services	\$ 13,000.00	\$ 14,300.00
Other Professional Services	\$ 44,700.00	\$ 49,170.00
Program Service Contracts	\$ 33,989.00	\$ 37,387.90
Refuse Disposal	\$ 4,600.00	\$ 5,060.00

Credit Card Fees	\$ 12,000.00	\$ 13,200.00
Co-Op Fees	\$ 10,000.00	\$ 11,000.00
Contingency	\$ 18,600.00	\$ 20,460.00
Transfer Out	\$ -	\$ -

Total Expenses	\$ 797,315.28	\$ 862,292.40
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Net Income	\$ (21,548.00)	\$ (89,664.40)
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IMRF Fund

	2022-23	2022-23
	PROPOSED	APPROPRIATION
Revenues		
Property Taxes - IMRF	\$ 30,900.00	\$ 33,990.00
Interest IMRF	\$ 50.00	\$ 55.00

Total Revenues	\$ 30,950.00	\$ 34,045.00
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Expenses		
IMRF Contribution	\$ 40,500.00	\$ 44,550.00

Total Expenses	\$ 40,500.00	\$ 44,550.00
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Net Income	\$ (9,550.00)	\$ (10,505.00)
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Social Security Fund

	2022-23	2022-23
	BUDGET	APPROPRIATION
Revenues		
Property Taxes FICA	\$ 51,500.00	\$ 56,650.00
Interest - FICA	\$ 100.00	\$ 110.00
Total Revenues	\$ 51,600.00	\$ 56,760.00
Expenses		
FICA - Employer Contribution	\$ 57,000.00	\$ 62,700.00
Total Expenses	\$ 57,000.00	\$ 62,700.00
Net Income	\$ (5,400.00)	\$ (5,940.00)

Auditing Fund

	2022-23	2022-23
	BUDGET	APPROPRIATION
Revenues		
Property Taxes Audit	\$ 10,500.00	\$ 11,550.00
Interest Audit	\$ 5.00	\$ 6.00

Total Revenues	\$ 10,505.00	\$ 11,556.00
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Expenses		
Professional Service - Audit	\$ 9,200.00	\$ 10,120.00

Total Expenses	\$ 9,200.00	\$ 10,120.00
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Net Income	\$ 1,305.00	\$ 1,436.00
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LIABILITY INSURANCE FUND

	2022-23	2022-23
	BUDGET	APPROPRIATION
Revenues		
Property Taxes - PDRMA	\$ 33,990.00	\$ 37,389.00
Interest - PDRMA	\$ 50.00	\$ 55.00
Other Income	\$ 1,500.00	\$ 1,650.00

Total Revenues	\$ 35,540.00	\$ 39,094.00
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Expenses		
PDRMA Workshops	\$ 800.00	\$ 880.00
Safety Supplies	\$ 12,800.00	\$ 14,080.00
Security Services	\$ 1,950.00	\$ 2,145.00
Other Professional Services	\$ 1,500.00	\$ 1,650.00
PDRMA Premium	\$ 26,500.00	\$ 29,150.00

Total Expenses	\$ 43,550.00	\$ 47,905.00
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Net Income	\$ (8,010.00)	\$ (8,811.00)
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SPECIAL RECREATION FUND

	2022-23	2022-23
	BUDGET	APPROPRIATION
Revenues		
Property Taxes - SEASPAR	\$ 169,950.00	\$ 186,945.00
Interest - SEASPAR	\$ 20.00	\$ 22.00

Total Revenues	\$ 169,970.00	\$ 110,022.00
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Expenses		
Full Time Wages	\$ 9,100.00	\$ 10,010.00
Office Building and Program S	\$ 75,000.00	\$ 82,500.00
ADA Portable Restrooms	\$ 5,900.00	\$ 6,490.00
Program Service Contracts	\$ 7,600.00	\$ 8,360.00
SEASPAR Contribution	\$ 61,000.00	\$ 67,100.00
Transfer Out	\$ 65,000.00	\$ 71,500.00

Total Expenses	\$ 223,600.00	\$ 245,960.00
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Net Income	\$ (53,630.00)	\$ (135,938.00)
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CAPITAL PROJECT FUND

	2022-23	2022-23
	PROPOSED	APPROPRIATION
Revenues		
Grants	\$ 400,000.00	\$ 400,000.00
Donations and Sponsorships	\$ 500.00	\$ 500.00
Interest Earned	\$ -	\$ -
Other Income	\$ -	\$ -
Funds Transferred In	\$ -	\$ -

Total Revenue	\$ 400,500.00	\$ 400,500.00
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Expenses		
Arcjotectural/Engineering Services	\$ 120,000.00	\$ 180,000.00
Land	\$ -	\$ -
Land Improvements	\$ 1,070,000.00	\$ 1,605,000.00
Building Improvements	\$ -	\$ -
Equipment	\$ -	\$ -
Vehicles	\$ 50,000.00	\$ 75,000.00

Total Expenses	\$ 1,240,000.00	\$ 1,860,000.00
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Net Income	\$ (839,500.00)	\$ (1,459,500.00)
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VETERANS FUND

	2021-22	2021-22
	PROPOSED	APPROPRIATION
Revenues		
Grants	\$ -	\$ -
Donations and Sponsorships	\$ 500.00	\$ 550.00
Interest Earned	\$ 1.00	\$ 1.10
Other Income	\$ -	\$ -
Transfer In	\$ -	\$ -

Total Revenues	\$ 501.00	\$ 551.10
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Expenses		
Part Time Wages	\$ -	\$ -
Architectural/Engineering	\$ -	\$ -
Landscape Services	\$ -	\$ -
Other Professional Services	\$ -	\$ -
Program Supplies	\$ 1,500.00	\$ 1,650.00
Landscape Supplies	\$ -	\$ -

Total Expenses	\$ 1,500.00	\$ 1,650.00
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Net Income	\$ (999.00)	\$ (1,098.90)
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SUMMARY OF FUNDS

	Budget	Appropriations
Corporate Fund	\$636,765	\$700,441.50
Recreation Fund	\$797,315.28	\$862,292.40
IMRF Fund	\$40,500	\$44,550
Social Security Fund	\$57,000	\$62,700
Auditing Fund	\$9,200	\$10,120
Liability Insurance Fund	\$43,550	\$47,905
Special Recreation Fund	\$223,600	\$245,960
Capital Fund	\$1,240,000	\$1,860,000
Veterans Fund	\$1,500	\$1,650
 TOTAL	 \$3,049,430.28	 \$3,835,618.90

SECTION 3: That all unexpended balances of any item or items or any general appropriation made in this ordinance may be expended in making up an insufficiency in any item or items in the same appropriation made for this Ordinance, subject to applicable statutes. All unexpended balances of the appropriation for the fiscal year ending the April 30, 2022 and prior years to the extent not otherwise reappropriated for other purposes herein are hereby specifically reappropriated for the same general purposes for which they were originally made.

SECTION 4: That the Secretary of the Board of Park Commissioners is hereby directed to file a certified copy of this Ordinance with the Cook County Clerk within the time specified by law.

SECTION 5: The receipts and revenues of the Community Park District of La Grange Park derived from sources other than taxation and not specifically appropriated, and all unexpended balances in unrestricted funds from the preceding fiscal year not required for the purposes for which they were appropriated and levied, shall constitute the general fund and shall first be placed to the credit of such fund.

SECTION 6: Pursuant to law, the following determinations have been and are hereby made a part hereof:

- (a) Statement of cash on hand at the beginning of the fiscal year: \$2,060,018.
- (b) Estimate of cash expected to be received during the fiscal year from all sources: \$2,099,021
- (c) Estimate of expenditures contemplated for the fiscal year: \$3,049,430.28
- (d) Statement of estimated cash expected to be on hand at the end of the fiscal year: \$1,109,608.72.
- (e) An estimate of the amount of taxes to be received during the fiscal year is: \$1,020,840.

SECTION 7: This ordinance is not intended or required to be in support of or in relation to any tax levy made by the Park District during the fiscal year beginning May 1, 2022 or any other fiscal year.

**CHIEF FINANCIAL OFFICER'S CERTIFICATE OF ESTIMATED REVENUE
FOR THE COMMUNITY PARK DISTRICT OF LA GRANGE PARK,
COOK COUNTY, ILLINOIS**

I, Peggy Ronovsky, do hereby certify as follows:

1. I am the chief fiscal officer of Community Park District of La Grange Park, Cook County, Illinois
2. I estimate the revenue, by source, of said district for the fiscal year beginning May 1, 2022 and ending April 30, 2023, to be as follows:

<u>SOURCE</u>	<u>AMOUNT</u>
PROPERTY TAXES	\$1,020,840
INTEREST	\$2226
PROGRAM FEES	\$634,340
DONATIONS & SPONSORS	\$24,350
GRANTS	\$408,265
OTHER RECEIPTS	\$9,000
FUND TRANSFER	\$0
 TOTAL	 \$2,099,021

Signed: _____
Peggy Ronovsky (Treasurer)

Dated: _____

(SEAL)

To: Lucy Stastny
President, Community Park District Board Commissioners

From: Jessica Cannaday

Date: March 9, 2022

Re: Tree Management Plan | Agenda Item 13b

Recommendation

For review and discussion.

Background

The full Urban Forestry Management Plan will be presented for approval April 11. Please save the date for our Arbor Day celebration of this milestone on April 29 from 4-5:30pm.

We have a few small areas of clarification regarding fines and the tree protection ordinance that are being reviewed by our attorney.

We also need to address the need for a public advisory board or group.

A copy of the plan can be made available to you in electronic format.

To: Lucy Stastny
President, Community Park District Board Commissioners

From: Jessica Cannaday

Date: March 9, 2022

Re: Cooperative Purchasing Agreement | Agenda Item 13c

Recommendation

A motion and a second to approve Resolution R001-22 A Resolution Authorizing the Park District to Enter into an Intergovernmental Cooperative Purchasing Agreement.

Background

Our parks department is in desperate need of vehicle replacement. We have allocated a portion of our bond proceeds for vehicles and equipment.

With supply chain issues, increasing costs, and delivery issues, a cooperative purchasing agreement will allow us to obtain this equipment as quickly as possible.

Cooperative Purchasing groups follow all state and federal procurement laws, from bidding to contract awards. Participating agencies can then obtain items that have already been determined to be at the lowest cost with established vendors.

By participating in a co-op, we are not limiting ourselves to standard equipment. Contract awards are written so we can get vehicles that serve our needs.

RESOLUTION NO. R001-22

A RESOLUTION AUTHORIZING THE PARK DISTRICT TO ENTER INTO AN INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT

WHEREAS, the Community Park District of La Grange Park, is a public agency within the meaning of the Illinois Intergovernmental Cooperation Act (Act), 5 ILCS 220/2, and is authorized by such Act to exercise any power or powers, privileges, functions, or authority which may be exercised by a public agency of the State of Illinois in combination, transfer or joint enjoyment with any other public agency of the State of Illinois and jointly with any public agency of any other state or the United States to the extent that the laws of such other state or the United States do not prohibit joint exercise or enjoyment, and except where specifically and expressly prohibited by law. 5 ILCS 220/3; and

WHEREAS, the Community Park District of La Grange Park, as such an authorized public agency, may from time to time be interested in entering into intergovernmental cooperative purchasing agreements through coordination with cooperative entities and with other suitable public agencies; and

WHEREAS, the Community Park District of La Grange Park anticipates, expects and finds that by entering into intergovernmental cooperative purchasing agreements as it deems necessary for the public good and convenience, such agreements will be utilized to achieve efficiency and save taxpayer funds;

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

That the Board of Park Commissioners of the Community Park District of La Grange Park does hereby determine and find that it may from time to time enter into intergovernmental cooperative purchasing agreements as permitted by law, including without limitation, entering into agreements with lead and other public agencies whether within or outside the State of Illinois, such as Sourcewell. Entering into such agreements as it sees fit shall be for the public good, efficiency and best interests of the Community Park District of La Grange Park; provided that, such agreements and actions are implemented and performed in compliance with the requirements of the Illinois Park District Code, Intergovernmental Cooperation Act and other applicable law.

PASSED this 14th day of March, 2022.

APPROVED this 14th day of March, 2022.

AYES:

NAYS:

ABSENT:

Approved:

Lucy Stastny, President

ATTEST: _____
Alexandria Zuck, Secretary

SOURCEWELL AGREEMENT

This Agreement, made effective on the date hereof, by and between Sourcewell (formerly known as National Joint Powers Alliance) and _____ (hereinafter referred to as the "Member").

Agreement

1. Sourcewell, a public entity whose creation was authorized by Minn. Stat. § 123A.21, has followed procurement procedures for products and services offered by this Agreement in accordance with Minn. Stat. § 471.345. Sourcewell is permitted to engage in cooperative purchasing pursuant to Minn. Stat. § 123A.21 Subd. 7(23).
2. It is the sole responsibility of each Member to follow state and local procurement statutes and rules as it pertains to cooperative purchasing or joint power Agreements with in-state or out-of-state public agencies.
3. Sourcewell makes cooperative purchasing contracts available to Members "as is," and is under no obligation to revise the terms, conditions, scope, price, and/or any other conditions of the contract for the benefit of the Member. Members are permitted to negotiate and agree to additional terms and conditions with Vendors directly.
4. Each party shall be responsible for its acts and the results thereof, to the extent authorized by law, and will not be responsible for the acts of the other party and the results thereof. The Member will be responsible for all aspects of its purchase, including ordering its goods and/or services, inspecting and accepting the goods and/or services, and paying the Vendor who will have directly billed the Member placing the order.
5. The use of each contract by the Member will adhere to the terms and conditions of the Sourcewell contract.
6. Any dispute which may arise between the Member and the Vendor are to be resolved between the Member and the Vendor.
7. This Agreement incorporates all Agreements, covenants and understandings between Sourcewell and the Member. No prior Agreement or understanding, verbal or otherwise, by the parties or their agents, shall be valid or enforceable unless embodied in this Agreement. This Agreement shall not be altered, changed or amended except by written amendment executed by both parties.

Member Name

Sourcewell

By _____
Its _____
TITLE

TITLE

DATE

DATE

Rev. 5/2018

MEMBER INFORMATION

Indicate an address to which correspondence may be delivered.

Organization Name* _____

Address* _____

City _____

State/Province Code _____ ZIP code* _____

Country _____

Employer Identification Number _____

Website _____

Contact person* (First, Last) _____

Job Title* _____

Job Role* _____

E-mail* _____

Phone* _____

Organization Type:

Government

- Federal
- State
- County
- Municipality
- Tribal
- Township
- Special District

Education

- Pre-K
- Public K-12
- Private K-12
- Public Higher Ed
- Private Higher Ed

Non-Profit (Please include documentation demonstrating non-profit status)

- Church
- Medical Facility
- Other

REFERRED BY

- Advertisement
- Colleague/Friend
- Vendor Representative
- Conference/Trade Show _____
- Search Engine/Web Search

RETURN COMPLETED AGREEMENT TO:

Sourcewell
202 12th Street NE
P.O. Box 219
Staples, MN 56479

877-585-9706
membership@sourcewell-mn.gov

**Denotes required information*

OVERVIEW OF CPDLP's URBAN FORESTRY MANAGEMENT PLAN

The Community Park District of LaGrange Park (CPDLP) currently manages 257 trees throughout its park system. There is also a fair amount of room in the parks for future tree planting, which represents tremendous potential for growth of the park district's urban forest. These trees were inventoried as part of a project this past year culminating in this Urban Forestry Management Plan, which will detail how these trees will be managed for the benefit of the Community Park District of LaGrange Park and its residents and patrons over the next 10 years, with a focus which begins in 2021, and projects out to 2031.

In terms of the condition of the Urban Forest in CPDLP, there are both strengths and opportunities for improvement. In terms of strengths, the park district has a smaller tree population to contend with, and has been managing that resource very well in the past, and there is very little to do in terms of near term maintenance, allowing CPDLP to focus on enhancements rather than remedial action. In terms of opportunities, the diversity level and overall number of species could be higher. This will be examined in further detail below, but diversifying new plantings based on our recommendations is the general recommendation. Also, the current budget being applied towards forestry management should likely be larger. At \$_____ per year, this is enough to fulfill basic needs, even a modest increase in budget would allow CPDLP to accomplish much more.

In order to enhance the Urban Forestry program so it will create long term benefits to the community while reducing costs, the following Urban Forest Management Plan will address each one of these strengths and opportunities, and create goals and milestones for each. Further detail is given in the body of the Plan, with separate sections detailing specific Urban Forestry activities, and how we propose they are achieved, along with standards and Best Management Practices for each.

An urban forestry program has been created in this Plan which attempts to achieve the greatest benefit for the community, based on the available data we have from the inventory, as well as input from stakeholders and residents of the Village of LaGrange Park. However, all plans are subject to change based on new information, budgets, or other unforeseen circumstances. For this reason, it is asked that readers consider this plan to be a living, breathing document, and goals and strategies will be updated to fit new circumstances as needed.

This Urban Forestry Management Plan should be reviewed periodically, at which point the park district, and its residents, business owners, and other stakeholders will have an opportunity to provide input and help improve the Plan during those annual reviews. These strategies and goals are not absolute, but rather serve as guideposts to mark the road to success.

MISSION STATEMENT

It shall be the mission of this Urban Forest Management Plan to outline goals, budgets, and Arboricultural Best Management Practices for the management of the Urban Forest for the Community Park District of LaGrange Park in order to increase canopy cover and maximize the benefits trees provide, while minimizing cost, and create a program to manage the Urban Forest for the greatest public good in a manner that is both financially and programmatically sustainable, while maintaining flexibility for future adaptive management.

CPDLP's URBAN FOREST: AT A GLANCE...



DIRECT GOALS

Listed below are the direct goals of this Urban Forest Management Plan (herein referred to as “UFMP”, or “the Plan”), as well as a brief discussion of how they shall be met. Direct goals are those which this plan addresses very explicitly in describing pruning, removal, planting, and other activities. Every attempt was made to make these goals realistic and achievable, so they do not place an undue burden on the Community Park District of LaGrange Park, its residents and patrons, or its resources. Instead, the direct goals of this UFMP are to save money and provide greater benefits over time through proactive, as opposed to reactive, management. The Plan is also meant to be adaptive: New concepts, the introduction of new pests or pathogens, or changing climate (both social and meteorological) may all change the way the Urban Forest is viewed.

The Plan is intended to be reviewed periodically by the CPDLP, it’s Board of Commissioners, and any additional stakeholders. The review process should include evaluation of progress made towards these goals. Goals may be altered after the review as conditions warrant. This UFMP is written with the understanding that organizations, stakeholders, and residents change over time, and therefore its goals require a degree of flexibility. Since trees represent a long term (50-80 year) commitment, this UFMP is intended to provide guidance and continuity through those changes, while also adapting to them as the need arises.

Create a Needs Analysis for the Current Tree Population

Every tree population today is the result of decades of past management decisions. Over time, we increase our overall level of knowledge, skill, and efficiency in managing trees. Based on that new knowledge, we sometimes discover that decisions made decades ago may appear in retrospect to have been wrong, even though they seemed like a good idea at the time. It is the goal of this Plan to assess the current state of the Park District of LaGrange’s Urban Forest and examine its overall strengths and benefits, as well as look for opportunities for improvement to inform future decisions.

Each aspect of the park district’s tree data has been analyzed: How many trees, what condition they are in, how old they are, what needs do they have, and more were all examined to create goals to improve the tree population for the benefit of the organization, its residents and patrons, and other stakeholders. Specific goals in terms of planting, removals, pruning, budgets, personnel, and maintenance are all addressed by acknowledging both strengths and opportunities, and suggesting how they might be used to the park district’s advantage. These strengths and opportunities will be the guiding principles for the management strategies and specific goals outlined in each section below. The Plan shall also attempt to leave room for adaptive management, so it may be changed when appropriate.

Establish Goals in Order to Enhance Strengths and Realize Opportunities

In order to accomplish anything, goals are necessary to help guide organizations through the process. Establishing or enhancing an urban forestry program will require a series of attainable goals to be effectively achieved. This UFMP seeks to accomplish those goals within a realistic budget and attainable timespan. As stated previously, goals are intended to change over time as the park district's capacity to manage the resource may increase or be reduced.

In each section of the Plan related to direct goals, language has been included which incorporates both a budget and time frame in which those goals can be accomplished. The overarching goal will be to have the park district have a sustainable and adaptable forestry program within a 10 year period.

This program will include tree planting, tree maintenance, and tree removal for the park district's Urban Forest, so that the tree population will be healthy, and provide the greatest benefits to the community while maximizing benefits and minimizing risk. To learn more about the budgets, see the individual goals in each section below, or turn to the budget table in [section 14](#).

Update Language for Enforcement of Tree Policies

[A review was performed with our forestry consultant, working in tandem with the Community Park District of LaGrange Park, its staff, and relevant community stakeholders to edit and improve internal policies governing trees in CPDLP.](#) Though as a park district, LaGrange does not have traditional municipal ordinances, these internal policies are meant to reinforce proper tree care practices while discouraging improper practices and care. These are intended to encourage the staff and community to become engaged with the urban forest in CPDLP. These policies are common industry regulations, such as enforcing rules about what trees cannot be planted because they are unsafe trees, or defining exactly what trees are the park district's and the resident's responsibility for border trees, among other things. The goal of these policies is to create a tree population which is diverse, healthy, and improving, providing the greatest benefit to the park district and its residents and patrons over the long term. To learn more about policies, turn to [Appendix_](#).

Increase Overall Diversity by 2050 Through Tree Planting

Tree species diversity is one of the most important concepts in Urban Forestry today. The reason pests and diseases like Emerald Ash Borer (EAB) and Dutch Elm Disease were so devastating is that there were too many Ash and Elm trees. When EAB arrived, many communities' Ash population was 20% or more, resulting in mass tree loss. This can be avoided by planting a greater diversity of tree species, so that when new pests or pathogens are introduced, we only lose small amounts of specific tree species. Diversity leads to stability, and stability leads to reduced costs and increased benefits over time.

An achievable “Diversity Vision” has been created for 2031 which will see the tree population become far more diverse than it is at present. Currently, the tree population in CPDLP is composed predominantly of Maples, Lindens, Honeylocust, Oaks, and Spruces. This is typical for many park Districts and tree populations overall in the Midwest region, but this Plan will seek to introduce far more diversity and create a more robust and resilient tree population overall. Though it should be pointed out that having Oaks in the top 5 species is commendable!

For this Plan, trees will be planted which are underrepresented in the current population, and planted in a manner that selects the right tree for the right site. A direct goal will be to create a tree planting program where trees are matched to existing sites for the next 10+ years. Currently, the Park District plants approximately ___ trees each year, and this plan seeks to _____ that number from ___ to 7 trees per year, to both be able to replace older declining trees, as well as to grow the tree population by approximately 75 trees overall by 2031. Ideas such contract growing, creating in in house liner nursery and others will be explored. To learn more about tree planting and reforestation, turn to Section __, and Appendices ____.

Maintain an Acceptable / Unacceptable Species List

The urban environment is a difficult place for a tree to live. Between road salts, urban pollutants, limited soil, and other challenges, not all trees will thrive in the urban environment. Fortunately, parks are much more forgiving than street tree sites. That said, trees which have very weak wood, are known invasive species, which produce messy or foul-smelling fruits, or which create a public nuisance should also be avoided. Acceptable species are those which are adapted to our Midwest climate, are not invasive, and meet diversity goals. Included in this Plan is an “acceptable and unacceptable” species list which will detail specific trees which may be planted in the parks. The park district and Board of Commissioners will review the list periodically to ensure that it is maintained in accordance with the latest information on specific trees. For more information on what species can and cannot be planted, see the Acceptable Species list in Appendix__.

Manage Tree Removals

For public safety, or to prevent the spread of tree pests and pathogens, sometimes tree removal is unavoidable. During the inventory, only 8 trees were located which require removal. To keep the patrons of Park District of LaGrange safe, a tree removal program has been created in this Plan which budgets for the safe removal of all these trees over the next year after adoption of this plan in order to maintain public safety. Beginning this year, these 8 trees can be budgeted for removal. Cost projections for tree removals have been made based on the number, age, and condition of trees in CPDLP’s parks for the next 10 years, so that long term budgeting projections can be made. Also included are ANSI and ISA safety standards, as well as suggested staff and contractor qualifications to ensure the park district is hiring staff and contractors who will be held to the highest industry standards. For more information on CPDLP’s proposed tree removal program, turn to section __.

Create a Cycle Pruning Program

Properly pruned trees establish faster, grow quicker, and live longer lives than trees which are not pruned, or improperly pruned. Since large trees provide the greatest benefits to the community, pruning is a critical part of the Urban Forestry program in CPDLP. Pruning is planned to be performed by park district staff, **Certified Arborist contractors**, and for some of the newer trees to be planted, potentially by local, well-trained volunteers. **Currently, the park district prunes approximately ___ trees** each year. The initial goal will be to prune the 10 trees which were identified in the inventory as being in the greatest need of pruning, as well as 40 additional trees.

With only a slight budget increase over the next 10 years, we hope to continue a cyclical pruning program. This program will ensure that all trees on park district property are pruned at a minimum every 5 years, increasing tree health and vigor while reducing costs associated with storm damage and tree failure. **We also propose that a volunteer group be trained in proper pruning and maintenance of young trees, so that the community can assist in caring for this important Urban Forest resource.** This group may assist in other tasks as well, such as watering, and monitoring for new insects and diseases. For more information on tree pruning and maintenance, **turn to ___.**

Maintain an Accurate Tree Inventory on an Annual Basis

Managing an urban forest requires a clear understanding of the trees, their ages, conditions, and maintenance needs, so that park district crews and contractors can perform work on these trees. A stem-by-stem tree inventory was completed in February of 2021. This inventory and consulting resulted in an unbiased assessment of all trees in CPDLP's parks, and will serve as the data which will guide the forestry program throughout the next 10 years.

All inventories are a snapshot in time. With 257 trees in LaGrange's parks, the tree inventory should be maintained at a high level of accuracy so that it doesn't become out of date. **BRIEF DETAIL ON HOW INVENTORY IS CURRENTLY / IS PLANNED ON BEING MAINTAINED - GIS/ETC.**

However, we also recommend that the inventory be updated periodically by a Forestry Consultant, to keep the information at its most current on a park district-wide scale. Maintaining this tree data at a high level is vital in the execution of this Management Plan.

Proper Mulching of All New Plantings

The urban environment is a difficult place for a tree to become established and to live a long, healthy life. Proper mulching can significantly increase a tree's ability to do this. Mulch helps to conserve water during the summer by preventing it from evaporating from the soil. It also helps prevent weeds from growing around the tree and competing for water and nutrients, and keeps lawn equipment such as weed whips away from the trunk where they can damage the tree. All new park district plantings will be properly mulched at the time of planting by the planting contractor.

Another intended outcome of this initiative will be to educate neighboring residents about proper mulching care, and notify them when poor mulching techniques are being used. Of particular concern is the practice known as “Volcano Mulching” which has the opposite effect of proper mulching and can severely damage a tree over time. For more information on proper mulching, turn to [section __](#).

Incorporation of Best Management Practices in Tree Care operations

“Best Management Practices” is a term which means being on the cutting edge of your industry. All contractors working for the park district should be compliant with the latest industry Best Management Practices, based on the appendices in this report. The ANSI and ISA Best Management Practices shall be integral parts of any Request for Proposal (RFP) or bid documents when seeking qualified contractors. Full text of all referenced standards shall be made available to all park district employees and contractors performing tree care operations. [Public outreach and education shall be performed by the park district’s staff, ensuring that residents understand these practices as well.](#) This UFMP will be placed in the public domain for all residents to use as a reference.

Creation, utilization, and maintenance of a Tree Risk Assessment policy

Trees create great benefits, but they may also pose various degrees of risk. Tree limb failure can have catastrophic effects on people or property, and trees need to be well-managed and healthy to avoid that risk. A risk assessment policy has been created for Park District of LaGrange as part of this Plan. This policy will aid in identifying, documenting, and designating for removal or mitigation trees which may pose a threat to public safety in a timely manner. This will reduce the overall level of risk posed by trees, as well as exposure to liability from tree related incidents. Basic risk assessment language is included in this document, and a basic Tree Risk Assessment Policy has been created in [Section __](#), and [Appendix __](#).

Increase Urban Tree Canopy from 42.7% to 45%

Tree canopy is important to the community because more and larger trees provide greater benefits such as decreased heating and cooling costs, pollution reduction, and increased storm water uptake. Tree lined parks and streets are more attractive to homebuyers and potential new businesses, which increases home values, home ownership, and tax revenue. All of these factors benefit the community, so a direct goal will be to increase tree canopy in the Village of LaGrange Park overall. Currently, LaGrange Park contains 42.7% tree canopy coverage, compared to other land cover types. Increases in tree canopy also come with increases in total benefits provided to the community.

Based on data from the Chicago Region Trees Initiatives, we believe that an increase to 45% canopy cover is a realistic goal for LaGrange Park by 2031. This will be accomplished by increasing the number of trees on park district owned property, as well as improving tree care allowing trees to live longer, become larger, and create more canopy cover. Tree planting on private property will also be

incentivized through public-private partnerships between the park district, Village of LaGrange Park, and local organizations and businesses. As we will show in the detailed portions of this Plan, these are real benefits that will help LaGrange Park residents save money. For more information on Urban Tree Canopy, tree benefits, and other such information, [turn to sections ____](#).

Tree Preservation / Invasive Species Management

Sometimes trees can become damaged by construction activities, costing the park district money, and eliminating the benefit the tree had to the community. A basic tree survey and assessment should be conducted prior to any construction activities on park district owned land. A tree protection zone must be established and maintained during construction. The park district should also confer with the Village when removing trees to ensure compliance with local ordinances. The removal of invasive species such as European Buckthorn and Bush Honeysuckle is also strongly encouraged. This not only increases the amount of usable land in the parks by eliminating thickets of such invasives, but also increases public safety. A direct goal of this Urban Forestry Management plan is to preserve trees during construction, and reduce the amount of invasive species within Park District of LaGrange.

Increase Awareness of the Urban Forest in Park District of LaGrange, and Engage Stakeholders

The reason for the establishment and enhancement of an Urban Forestry program in the Community Park District of LaGrange Park is to improve the lives of the residents, business owners, and other stakeholders to create a healthier, happier community. In order to make this happen, the park district is looking for partners in the community to provide support for this program. [Park District of LaGrange staff is reaching out to local garden clubs, philanthropic organization, residents, and business owners to make the forestry program innovative and community based.](#) In this manner, residents and business owners in LaGrange Park can take ownership of this important and beneficial resource, and allow it to work for them, their families, businesses, and the good of the whole village. For more on these innovative programs, and how you can get involved, turn to [sections ____](#).

Increase Tree Count from 257 to 330 Trees

Currently, the stocking density of CPDLP's parks is quite high. What is meant by this is that it would be difficult to plant more trees in the parks than are already there without interfering with sports fields and other amenities. However, this plan seeks to increase the overall number of trees by creating a multilayered canopy, consisting of large canopy trees with medium sized trees and smaller ornamentals growing beneath them. By using this approach, and also finding areas where new trees of any size would be welcome in the landscape, the number of trees in CPDLP's parks can be increased by nearly 30%, which will correspond with an increase in overall benefits of these trees to the community, and aid in growing the overall canopy in the Village of LaGrange Park.

Additional Goals

There are no strategic timelines set forth here for these programs. As the direct goals of the Urban Forestry program in Community Park District of LaGrange Park are met or exceeded, these are goals to be discussed by the Park District of LaGrange and its Board of Commissioners as time and budgets become available. We believe that many of these programs represent some of the most progressive Urban Forestry policies currently, and that they should all be considered for implementation.

Volunteer Labor (TreeKeepers/Local Organizations)

As mentioned above, the ability to use well-trained residents as volunteer labor for pruning of young trees and planting of smaller sized nursery stock during Spring and Fall planting cycles may benefit the park district's bottom line. In order to accomplish this, several training sessions will be required for these volunteers to be confident enough that they can perform these activities with minimal supervision. The Forestry Consultant, working in tandem with park district staff and local organizations, will educate residents on the proper way to prune young trees, as well as how to plant container-grown trees, water and mulch trees, identify trees, and other basic tree knowledge.

There is a local chapter of the Open Lands Tree Keepers program which is currently being planned for. This organization is a non-profit which assist in educating people about trees, how to prune, plant, and manage them, and their benefits to society. There are other local organizations with which CPDLP could partner with as well, please see section ____ for more details. Upon acceptance of this Plan, we expect the park district will reach out to Open Lands or a similar local organization in order to establish a relationship, and assist in the creation of this volunteer program, which will engage the community, as well as save the park district money overall on its maintenance program.

For residents who may not be interested in joining the volunteer program, but still want to know a little bit more about how to take care of their trees, it is recommended that CPDLP hold several annual tree education sessions, to coincide with annual Spring and Fall planting cycles. These sessions could be taught by park district staff, the Forestry Consultant, or other such qualified parties, and cover tree watering, fertilization, pruning, and the basics of how to spot insects and diseases. In addition, basic tree care pamphlets shall be made available at park district offices. An Arbor Day celebration is an example of one such outreach event where trees could be planted and education sessions run.

Establishment of Park District of LaGrange Propagation Nursery

Consideration should be given to the establishment of a small propagation nursery on CPDLP-owned land. The Community Park District of LaGrange Park can grow a share of its own trees, using much smaller trees obtained from wholesale nurseries at a fraction of the cost of a full-sized tree. Small trees can be purchased wholesale, and then grown to maturity in LaGrange Park. Such programs have been successfully instituted in many park districts, and represents a quality investment that results in cost savings over the long term. Trees can be purchased when small, or donated from residents, and grown to plantable size on park district or Village-owned land. Since the annual planting

requirement will be very small, very little land would be required for this cost saving and community involvement measure.

We would recommend that the park district work with the Forestry Consultant, local nurserymen, and other strategic partners in order to explore this concept. The amount of time required for the care of young trees is minimal, and at an average cost of \$250 per tree wholesale, the park district could save a significant amount of money in their tree planting program by pursuing this goal. In addition, not unlike a community garden, local residents could assist with the care of these nursery trees.

Contract Growing Program

One of the keys to a successful Tree Planting Program is the availability of high-quality nursery stock from local sources. Incorporated with the UFMP for the Community Park District of LaGrange Park is a diversity vision for 2031 that includes a great variety and diversity of different trees. A new approved species list has also been developed, as well as the tree species that are prohibited on public property. Having this information is an advantage for the district, in that the nature of the urban forest's species composition is already known. It is believed that a comprehensive tree planting plan will be an important part of this process as well.

This knowledge, however, does not guarantee the availability of those specific trees when the time arrives to fill a particular site. One way to assure the availability of nursery stock the district desires each year is to have trees contract grown by local nurseries, and reserved specifically for CPDLP. This way, the park district will not have to compete with the landscape industry, other local organizations responsible for tree planting, or local retailers. The way contract growing works is that trees are ordered in annual increments. Each year, CPDLP will purchase the trees previously ordered for that year, and place an order for the following year. This gives the supplying nursery time to procure, plant, and bring the agreed upon trees to the size and branching habit specified.

As numbers of trees required for planting vary from year to year, tree order projections should be made conservatively. In agreement with the nursery, the park district would reserve the right to increase orders when needed. Nurseries should be located within a specified distance of LaGrange Park, to ensure climatic zone compatibility and reduced transportation costs, and planting stock exposure to the elements. Nurseries should be of sufficient production capacity to furnish all trees ordered in advance, as well as possible increases. Nurseries should be chosen on their capacity to produce stock, and meet quality, form, and health standards as specified by the district. The nursery should allow tagging by park district staff or other representative such as the Forestry Consultant.

A long-term tree planting contract may be developed alongside the nursery supply contract. This contract would specify all pick-up, transportation, planting, and spoil disposal procedures, as well as establish costs for planting trees. Trees should be evaluated one year after planting and assessed for health and survival. Responsibility for replacement of trees that have not survived the one year guarantee period is divided equally between the supplier, the planter, and the park district. Trees that are dug or balled improperly will be replaced by the nursery. Trees improperly handled or

planted are replaced by the planter. Trees that do not survive because of lack of maintenance are replaced by the park district.

Memorial Tree Planting Program

Seeing as park trees belong to CPDLP, and not the residents, the district should ultimately make the decisions on what trees will be planted at specific sites. However, if residents are interested in planting a specific species of tree in a park location to memorialize a loved one or group, a cost-share program should be considered, whereby the resident can pay for a portion of the cost of the installed tree which they have requested. Species must be approved by park district staff or Forestry Consultant, to ensure that the species selected is a good choice that is fit for the site, but the memorial tree purchaser would have more say as to species selection.

A memorial placard or similar device could be used to memorialize whoever the purchaser sees fit. This cost sharing program would not only reduce annual planting costs, but also gives patrons and residents a sense of ownership about the urban forest.

Private Property Tree Planting Incentive Programs

Tree planting on private property is a direct goal of this Urban Forestry Management Plan, as noted above. Though the park district has no formal jurisdiction to plant trees on private property, the benefits of tree planting on private property are substantial in terms of energy savings, storm water benefits, and other benefits, and helps meet the canopy cover goals described above. The district should consider incentivizing residents and business owners to plant trees on their property.

One of the ways this could be accomplished ties in with the volunteer programs outlined above. When holding educational sessions, Arbor Day events, or other such programs, the park district could purchase or otherwise obtain small seedlings from nurseries or other organizations, and either give them away, or purchase them at wholesale and sell them to residents at a slight markup. This would allow residents of LaGrange access to young trees to plant at home, while also educating them on how to care for their new tree. Similar programs have been instituted at other park districts in the area, with trees being supplied by local nurseries, or by groups such as the Metropolitan Water Reclamation District (MWRD) which often supplies Oak saplings at little or no cost.

Wood Utilization Program

As the UFMP recommendations take effect, a considerable amount of wood will be generated from that may be suitable for use as urban timber. Urban timber is defined as saw logs generated from urban tree removal operations. Larger and longer logs are suitable for dimensional lumber production, and smaller material may be used to produce many other products. Forming strategic partnerships with local sawmills, woodworkers, and carpenters would be an important early goal of this program, while creating a market for the finished goods will be an ongoing goal.

Urban timber can be utilized to mill wood into a large variety of products including dimensional lumber, fine furniture, and artisan pieces. In order to successfully upcycle urban timber into usable lumber, several steps must be followed in order to produce logs suitable for milling.

Urban timber production will include specifications for tree removal operations that will produce saw logs of the proper dimension and quality. Specifications for the construction of public buildings that require a specified amount of upcycled, local urban timber may qualify for LEED certification points, and raising awareness of the benefits of the urban forest in general, creating a saleable product that can serve as a revenue stream. A sample Urban Timber Harvesting specification in appendix _

Strategic Partnerships

Strategic partnerships are a very effective means of getting forestry projects funded when tax funding may present a shortfall, or when additional volunteer labor is needed. These typically involve either public-private partnerships or partnering with other public entities. Typically, the organizations seen participating in these programs include local garden clubs, scout groups, rotary clubs, businesses, state departments of natural resources, and other such groups. This will be an ongoing goal, and continuing partnerships with new organizations shall always be sought.

PARTNER ORGANIZATIONS AND LOGOS HERE

Cook County Forest Preserve District

Metropolitan Water Reclamation District

Village of LaGrange Park

OpenLands TreeKeepers

Illinois Department of Natural Resources

LaGrange Garden Club

SEASPAR

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Personnel

In order to streamline Urban Forestry Operations, tasks will be assigned to various staff and contractors/consultants. Below is a representation of tasks, and which of the above parties is responsible for these tasks.

Buildings and Grounds Supervisor

The Buildings and Grounds Supervisor is responsible for overseeing and coordinating the activities of both in house staff and outside contractors when it comes to maintaining the grounds. They create Requests for Proposals, manage field staff, and deal with daily operations related to trees, and are the

decision makers when it comes to the planting, pruning, maintenance, and removal of trees in the parks. The Buildings and Grounds Supervisor takes direction from the Board of Commissioners, works in tandem with the Forestry Consultant, and directs field staff and contractors when it comes to maintenance of the Urban Forest

Board of Commissioners

The Board of Commissioners is responsible for the allocation of funds to specific Urban Forestry initiatives. They take direction from their constituents, are informed by the Park and Maintenance Foreman and Forestry Consultant, and are tasked with reviewing this information to make sound decisions about funding these programs. The Board of Commissioners will also be tasked with being part of the team that review this Plan on a periodic basis to make recommendations for edits to help adaptively manage the Urban Forestry program for the district.

Executive Director

Planning Staff

Planning staff will exercise authority related to planning of large scale programs related to the Urban Forest, with the assistance and guidance of the Board of Commissioners and Urban Forestry Consultant.

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Urban Forestry Consultant

The Forestry Consultant is responsible for impartially assessing the tree population on an a periodic basis, at the discretion of the Board of Commissioners and the Buildings and Grounds Supervisor. The Forestry Consultant communicates the needs of the trees to the Commissioners and the Buildings and Grounds Supervisor so that individual needs in terms of tree planting, removal, and maintenance can be performed. The Forestry Consultant may also function as the Park District Arborist during periods of CPDLP staff absence at the request of the park district.

Tree Care Contractors

Tree Care Contractors are responsible for performing work identified by the Board of Commissioners, Forestry Consultant, and CPDLP staff in a timely, safe, and expeditious manner. The Tree Care Contractor must have at least one International Society of Arboriculture Certified Arborist on site when work is being performed. The contractors will also guide and participate in the performance of Tree Trimming, Pruning, Removal, and Plant Health Care operations. Other operations, such as Tree Planting, Tree Watering, and Tree Mulching do not have to be performed under the direct supervision of a Certified Arborist.

State of the Urban Forest

In February of 2021, Certified Arborists from Great Lakes Urban Forestry Management began data collection for a comprehensive inventory of the publicly managed park trees in the community of LaGrange, Illinois. This inventory resulted in a total of 257 trees and 2 stumps. The charts and statistics in this portion of the Management Plan illustrate that the tree population in LaGrange can be characterized as younger to middle aged, and the stocking density is relatively high. The species diversity in LaGrange is fair, but could certainly use improvement. Based on the following data in the Management Plan, the Park District of LaGrange will be equipped to use this valuable information to address short term concerns, long term management considerations, and overall planning objectives.

Basic Statistics - Managed Trees

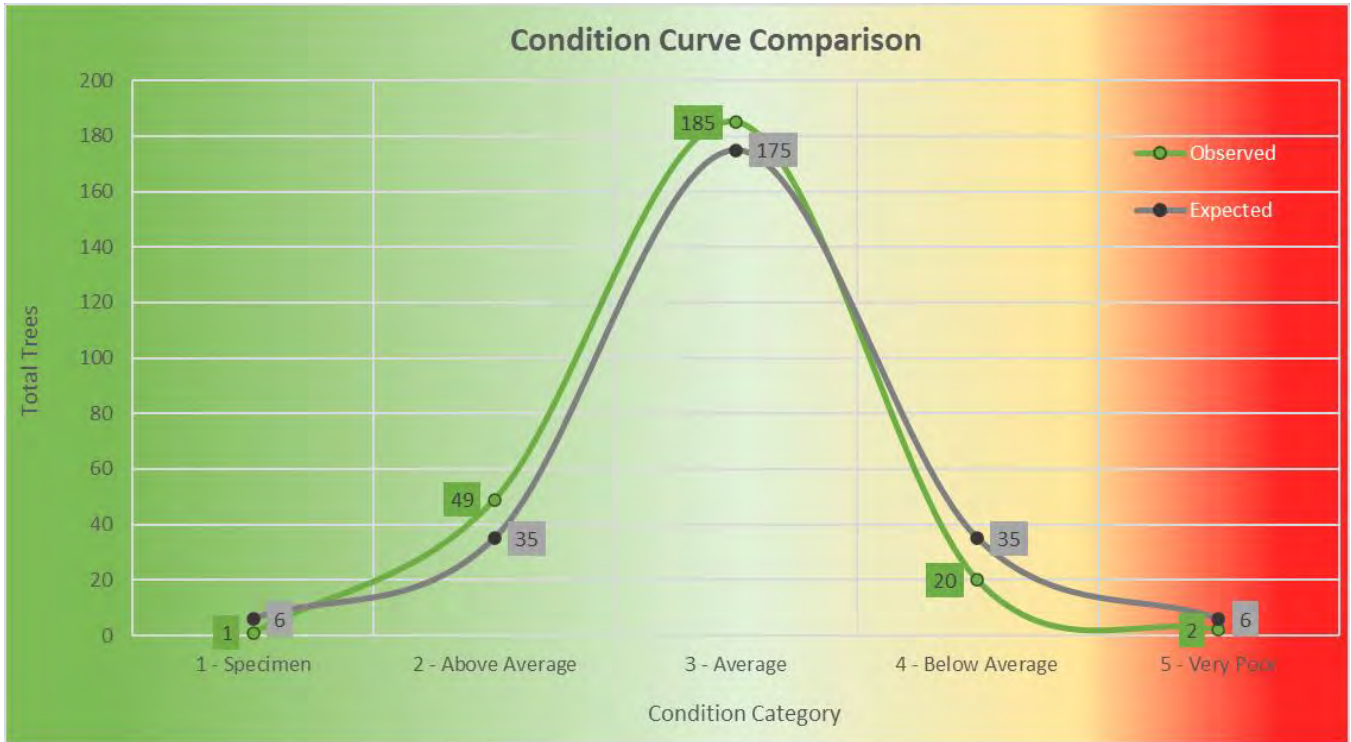
Total Number of Trees	257
Total Number of Stumps	2
Total Number of Species	39
Total Diameter Inches	3,403"
Average Tree Diameter	13.24"
Average Tree Condition	2.89 (Above Average)
Average Mature (8" and up) Tree Condition	2.80 (Well Above Average)

Condition Curve

During the tree inventory, the Forestry Consultant rated the condition of each tree using a 1-5 rating system. The rating criteria is as follows:

Condition 1	Specimen - Tree has no observable defects, wounds, diseases, and has perfect form for the species. Since younger trees are generally trouble free, a condition 1 tree must by the Forestry Consultant's definition be greater than 16" DBH. These are legacy trees, and as such are rare.
Condition 2	Above Average - Tree may have a small amount of deadwood, or a very limited number of minor defects. The overall form of the tree must be good, and consistent for the species. These trees, by the Forestry Consultant's definition, must be larger than 8" DBH.
Condition 3	Average - Tree has moderate amounts of deadwood, wounds, or other defects, but is generally healthy. A wide variety of forms is acceptable for this group, which is meant to define the middle ground around which better or worse trees can be defined.

Condition 4	Below Average – Tree has defects, deadwood, wounds, disease, etc. which are likely to cause a need for removal. Very poor form or architecture can put an otherwise healthy tree in this category as well.
Condition 5	Very Poor – Tree must be removed. Defects are too far advanced for the tree to be reasonably saved. Like condition 1 trees, these are rare, as generally trees approaching this level are removed before they deteriorate to this level.



The chart above represents the distribution of trees in each of the 5 categories. We have included the tree condition ratings we observed in the field, as well as a curve representing an “average” distribution so that comparisons can be made. The green line represents what we observed in the field, and the grey line represents an average or “normal” tree population.

As can be seen from the above table and chart, the tree population is in significantly better condition than statistics alone would predict, with more trees in above average and average condition and fewer trees in below average conditions than a standard bell curve. This shows a high level of care for the trees overall.

The number of specimen trees is almost always lower than statistics alone would predict, but in a smaller tree population of 257 trees, having even 1 specimen trees is commendable! And due to the size requirement of 16” DBH, we expect even more trees to move into this category as they age and continue to be well cared for. These specimen trees should be highlighted to the public as being very important to the community.

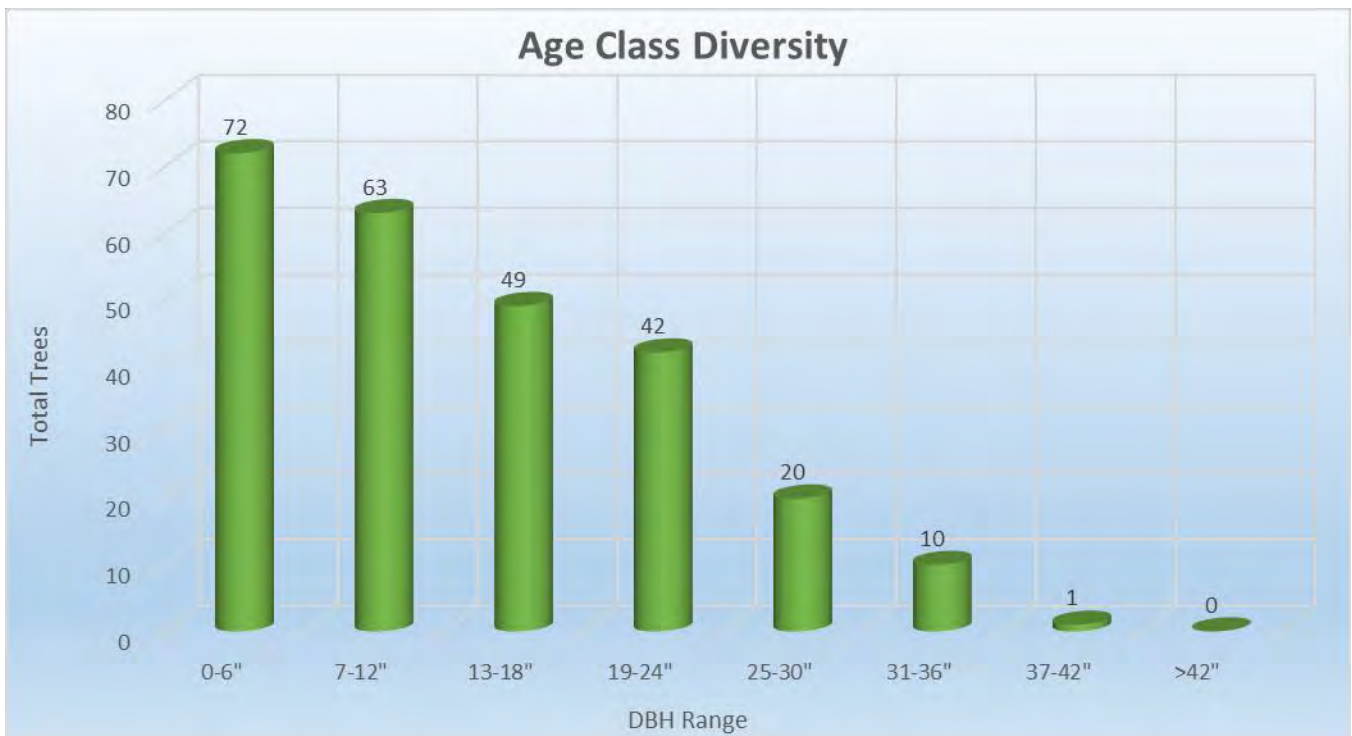
The number of above average trees was much higher than expected at nearly 40% greater which in a smaller tree population is very much something to be excited about! This shows a high level of care and maintenance of the trees in CPDLP. The number of trees in the “average” condition category always skews slightly high, and this has to do with the 8” diameter size requirement to become better than average or specimen. As these trees grow, and the level of care continues to be high and improves even more as a result of standards and practices outlined in this Plan, we can expect to see more of these trees move into higher condition ratings.

Also, the number of trees in the lower than average or very poor classes is lower than would be expected. Once again, this points to a proactive program and a high level of care for the trees.

Overall, this curve shows a well-cared for tree population!

Age Class Analysis

In terms of the ages of trees in LaGrange, the tree population was split into 8 classes of 6” diameter each. This shows how many trees are in each “age class”. Because trees are measured by trunk diameter, this breakdown can help show where trees are in their life cycles. Some trees like Cottonwood and Silver Maple grow in diameter very quickly, up to 1” per year or possibly more. Other slower growing trees such as Oak and Hickory may only add ¼” or less every year. As a broad generalization, it can be said that most trees on average grow at around ½” per year.



What this chart shows is a very well distributed tree population overall, with gradual decreases in tree numbers as they age, and with a strong commitment to tree planting, as evidenced by the high numbers of trees in the 1-6” age class.

The table of LaGrange Park’s population growth since 1920 is shown at the upper right, and it is apparent that the growth in the number of trees in the CPDLP system increases around the same time as the population of the village was increasing dramatically. For the Village, population growth spiked between 1950 and 1960. For the trees, there is a fairly large increase at about the 25” mark, which at ½” growth per year on average, corresponds to around 50-60 years ago, or right around 1960.

Year	Population Size
1920	1,684
1930	2,939
1940	3,406
1950	6,176
1960	13,793
1970	15,459
1980	13,359
1990	12,861
2000	13,295
2010	13,579
2020	13,178

A goal of this plan will be to increase tree plantings in coming years to not only replace removed trees, but grow the population as well.

Arborist Recommendation / Maintenance

During the inventory, the Forestry Consultant’s staff recorded an Arborist Recommendation for each tree which outlines what maintenance work needs to be performed in the coming years.



By and large, most trees fell into the “Prune-Cycle” category, which simply means the trees just need to be pruned on the 5-year cycle that we have proposed, with no other work in the interim. Again, this shows a high level of care for the trees.

Only 10 trees were found during the inventory to be in need of any priority pruning, which is highly commendable, and represents only 4% of the total tree population!

In terms of removals, there were only 8 total removals identified in the entire population, which once again is evidence of a very high level of care and monitoring. It is anticipated that CPDLP will be able to complete all 8 removals in the 2021/2022 calendar year **based on past performance.**

Outside of these standard Urban Forestry maintenance activities, there are a handful of stumps which require removal, as well as 12 total trees which the Forestry Consultant deemed as being in need of monitoring. Long term monitoring means the tree is in a state of change, and it should be reviewed periodically to look for signs of either improvement or worsening condition.

Risk Assessments



Each tree inventoried was subject to a rapid tree risk assessment. The International Society of Arboriculture has a professional qualification program called “TRAQ” (Tree Risk Assessment Qualification) which uses specific information for assessing how much risk a tree poses. The Forestry Consultant’s staff used a rapid tree risk assessment based on this protocol. Such rapid assessments are used in applications such as disaster relief assessments after extreme weather events where tree risk must be documented, but time frames are very short. For this reason, we must state unequivocally that these assessments are NOT meant to be legally binding, and do not represent a full TRAQ evaluation of the level of risk individual trees may pose.

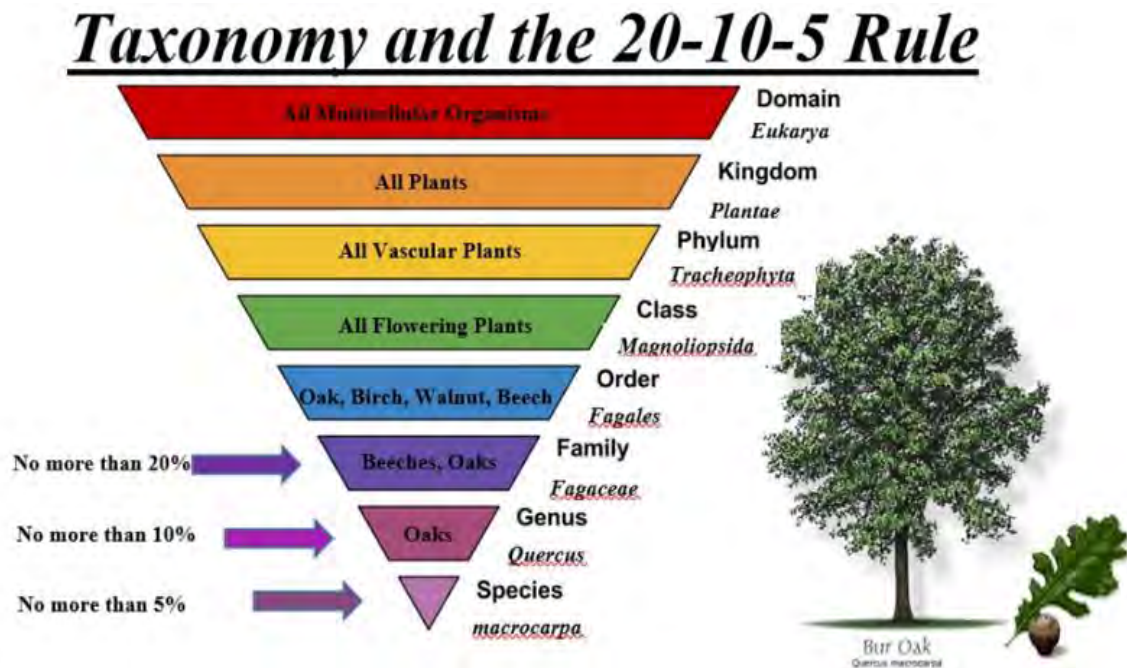
The vast majority of trees (252) showed no observable signs of risk, which is very positive. 4 trees showed signs of elevated risk, though this is not saying they pose any measurable risk to the public at present, more that they have some defects that could evolve over time to become higher risk trees.

The categories of risk most concerning are the Substantial and Critical risk levels. There was only 1 tree in the Substantial category, and none in the critical category. The tree in the Substantial category area is already marked for removal in the Arborist Recommendation field, and therefore this risk should be mitigated within a year of this writing per the maintenance analysis above.

No trees were found to need any form of advanced risk assessment, which is very positive overall.

Diversity Analysis

Taxonomy is the method by which scientists classify plants, animals, and other life forms into distinct categories. A species is unique. There is only one type in that category, such as Burr Oak (*Quercus macrocarpa*), which refers to only one specific type of tree. A genus, however, is a group that may contain multiple species. All Oak trees, for instance, are in the genus *Quercus*. The further down the taxonomic ladder you go, the more similar things become.



The more similar tree species are to each other, the higher the likelihood that an insect or pathogen can exploit every species of that genus. Emerald Ash Borer is a classic example of this, as it affected every tree species in the ash genus. The most effective prevention of tree loss we have is to limit the number of trees planted that a new pest or pathogen can affect. While diversity at the species level is important, it is also important to achieve diversity on the genus and family levels.

The “20-10-5” rule for CPDLP’s future tree plantings is recommended, which states that no more than 20% of any one family, 10% of any one genus, and 5% of any one species shall be planted during any one planting cycle. It will also be a long-term direct goal of the forestry program to have the tree population as a whole in compliance with the 20-10-5 Rule, although it may not be possible by the 2031 date used in this document. This level of taxonomic diversity is consistent with today’s arboricultural industry standards (see above graphic).

The old paradigm of urban forestry was to create landscapes in which every tree was the same type, shape, age, and height. This was thought to produce a uniform appearance. Urban foresters have since learned that once a pest or pathogen is introduced into a monoculture planting, an epicenter of infestation is created that may cause serious damage, both ecologically and financially. Diversity in the urban forest helps to prevent and reduce the impacts of pests and pathogens. There are three aspects of diversity in the urban forest. We will examine these in detail below.

Taxonomic (Species) Diversity

Why is it important to plant a diverse set of trees at the species, Genus, and Family levels? Simply put, it is to ensure that communities will not fall victim to mass tree loss from pests and pathogens in the future. The reason Emerald Ash Borer (EAB) was such a devastating expense for many organizations was because their tree populations were composed of over 20% Ash trees. When these trees died and had to be removed, those organizations lost 20% of their trees.

This comes with the obvious expenses of having to remove these trees and replace them. But it also comes with hidden expenses as well, namely the loss of the ecological services that those trees provided: Homes cost more to heat and cool, storm water infrastructure falls under heavier pressure, and increases in pollutants and greenhouse gases may be observed. For all these reasons, a more diverse group of trees needs to be planted, such that we are never at risk of losing more than 5-10% of our trees at any given time due to a pest or pathogen.

The diversity in LaGrange's parks overall is moderate for a smaller tree population, and dominated by Maples, Lindens, Honeylocust, Oak, and Spruce. This is not uncommon in park district settings, where the need for privacy demands a high number of evergreens, and traditionally "urban tolerant" species such as Maple and Linden dominate. That said, having Oak appear in the top 5 species list is a very good thing, as a native Illinois species. It also appears that recent plantings have been of a more diverse nature, and this Plan will assist in reinforcing and guiding that effort.

Spatial Diversity

Spatial diversity is the concept of mixing tree species over the whole geographic area. The easiest way to slow the spread of any new pest or pathogen is to increase the distance between potential host trees. Every pest or disease, such as EAB or Dutch Elm Disease (DED), has a limited area to which it can spread in a given time frame. The more difficult it is to get to the next host tree, the less of a problem the pest or pathogen becomes, and the easier quarantine becomes.

In addition to the functional benefits provided by increasing spatial diversity, organizations which have implemented diverse planting over the past several decades have demonstrated that such diversity yields an arboretum-like landscape that is both functional and aesthetically pleasing. At present, the Spatial Diversity in LaGrange is moderate. During the tree planting planning phase, care should be taken to ensure that new plantings are done in a manner that yields a spatially diverse tree population, and creation of areas of low spatial diversity (monocultures) will be avoided. The creation of the multilayered canopy discussed throughout is one such strategy.

Age-Class Diversity

Age-class diversity is also an important consideration. A healthy natural forest has trees of many ages. Young, intermediate and mature trees allow for regeneration, replacement and vigor in the overall forest community. A mixture of tree species, locations, and ages will lead to great diversity, which insulates a natural forest against pest and pathogen outbreaks. The Urban Forest is no different. The old urban forestry paradigm promoted even-aged tree plantings, so that all trees were approximately the same size and age. However, once these trees begin to decline, most will require removal and replanting simultaneously. This can leave an entire street segment or neighborhood without shade and aesthetics for a long time.

The current approach of the urban forestry community is to strategically plant trees on streets or in neighborhoods over a longer timeframe. With this strategy, trees will grow to maturity in different stages, and decline at different times. When declining trees are eventually removed, there will always be a variety of age classes and tree sizes on a block or in a neighborhood. This reduces the pressure to plant trees in an area immediately after tree removal, helping to manage costs. A mixed age-class planting ensures that mature trees are always present in a neighborhood. It also will allow for strategic planting of smaller or medium sized trees.

An additional benefit of mixed-age plantings is the ability to plant shade-loving trees as well as sun-loving trees. When a street or neighborhood is newly planted with trees of the same age, all the trees are essentially in full sun. This reduces the ability to plant shade loving trees, as they have a tendency to dry out in the summer sun. With mixed-age stands, shade-tolerant, trees may be planted underneath the canopy of larger, mature trees. This approach will be used for future tree removal and replacement, and help to create an Urban Forest that has mature trees, middle aged trees, and young trees in similar quantities.

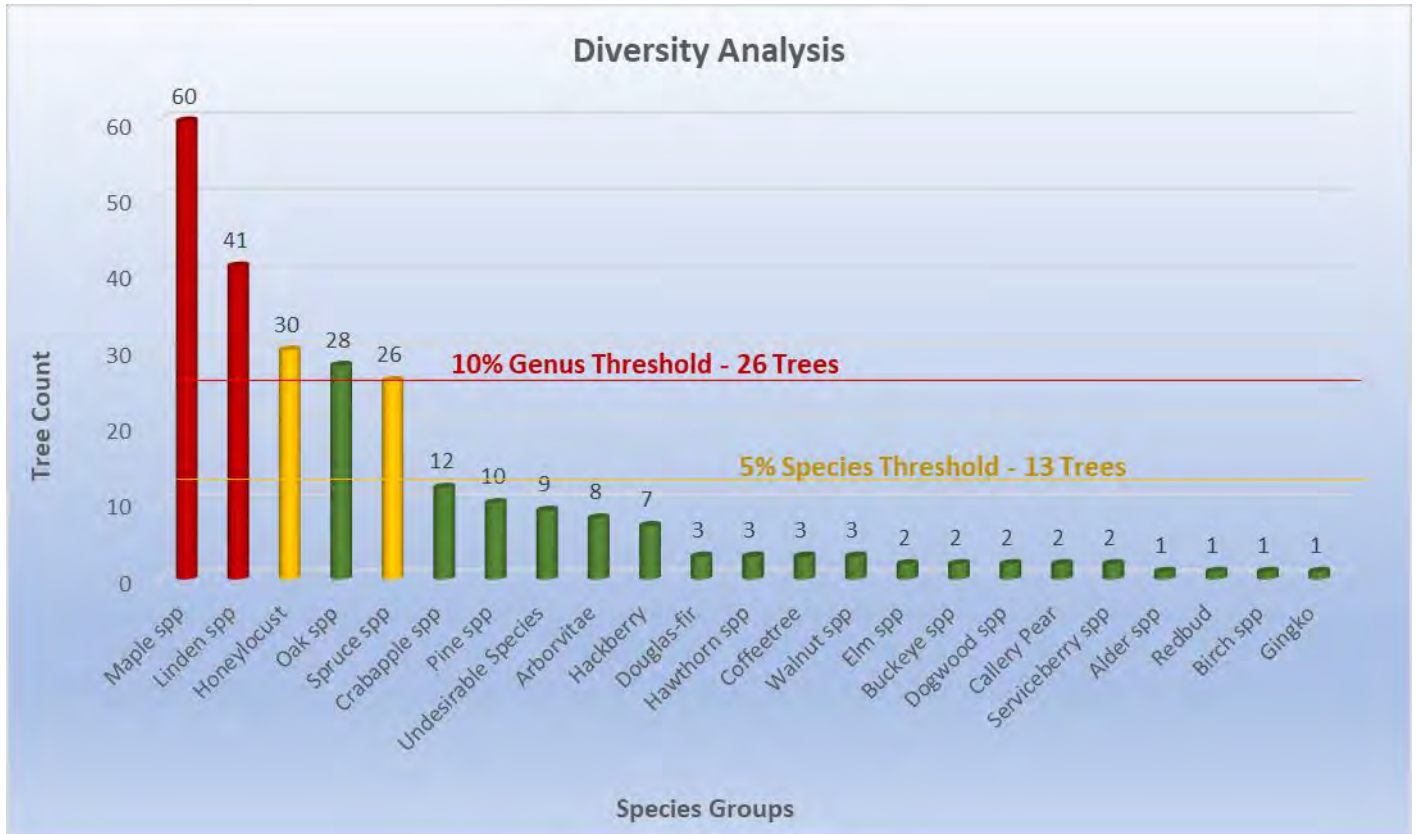
Current Tree Population

<u>SPECIES</u>	<u>COUNT</u>	<u>% OF TOTAL</u>	<u>AVG DBH</u>	<u>AVG COND</u>
HONEYLOCUST	30	11.67%	21.90	2.73
LINDEN-LITTLELEAF	28	10.89%	14.68	2.68
MAPLE-NORWAY	27	10.51%	16.74	3.19
SPRUCE-BLUE	23	8.95%	8.09	2.83
MAPLE-RED	19	7.39%	7.00	3.05
OAK-SWAMP WHITE	14	5.45%	5.29	2.79
LINDEN-AMERICAN	13	5.06%	25.31	2.92
APPLE-CRAB SPP	12	4.67%	7.25	3.25
ARBOR VITAE	8	3.11%	6.63	3.00
ELM-SIBERIAN	7	2.72%	23.29	3.14
HACKBERRY	7	2.72%	23.71	2.14
MAPLE-AUTUMN BLAZE	6	2.33%	7.83	2.83
OAK-RED	6	2.33%	10.00	2.67
PINE-AUSTRIAN	6	2.33%	14.17	3.00
MAPLE-SUGAR	5	1.95%	17.20	2.80

COMMUNITY PARK DISTRICT OF LAGRANGE PARK URBAN FORESTRY MANAGEMENT PLAN

DOUGLAS FIR	3	1.17%	8.33	2.67
HAWTHORN-SPP	3	1.17%	5.00	3.00
KENTUCKY COFFEETREE	3	1.17%	9.67	3.00
OAK-BURR	3	1.17%	4.00	3.33
OAK-ENGLISH	3	1.17%	3.00	3.00
PINE-WHITE	3	1.17%	8.00	3.33
WALNUT-BLACK	3	1.17%	19.33	2.67
BOXELDER	2	0.78%	20.50	3.50
BUCKEYE-OHIO	2	0.78%	13.50	2.50
DOGWOOD-SPP	2	0.78%	7.50	3.50
ELM-AMERICAN	2	0.78%	12.50	2.50
MAPLE-SILVER	2	0.78%	24.00	2.50
PEAR-CALLERY	2	0.78%	6.50	3.00
SERVICEBERRY-SPP	2	0.78%	4.50	3.00
SPRUCE-SPP	2	0.78%	1.00	3.00
ALDER-SPP	1	0.39%	23.00	2.00
AMERICAN REDBUD	1	0.39%	3.00	3.00
BIRCH-WHITE	1	0.39%	5.00	3.00
GINKGO	1	0.39%	9.00	3.00
MAPLE-PAPERBARK	1	0.39%	3.00	3.00
OAK-CHINQUAPIN	1	0.39%	2.00	3.00
OAK-SHINGLE	1	0.39%	2.00	3.00
PINE-SCOTCH	1	0.39%	12.00	3.00
SPRUCE-WHITE	1	0.39%	3.00	3.00

The Community Park District of LaGrange Park tree population consists of 39 distinct tree species, accounting for 257 total trees. The above table shows the percent of the total population each species makes up, as well as the percent of the total population each represents, average Condition, and average Trunk Diameter. To see which trees are performing well, we would look for trees with a Condition rating of less than 3, with a large DBH. This population is shown graphically below:

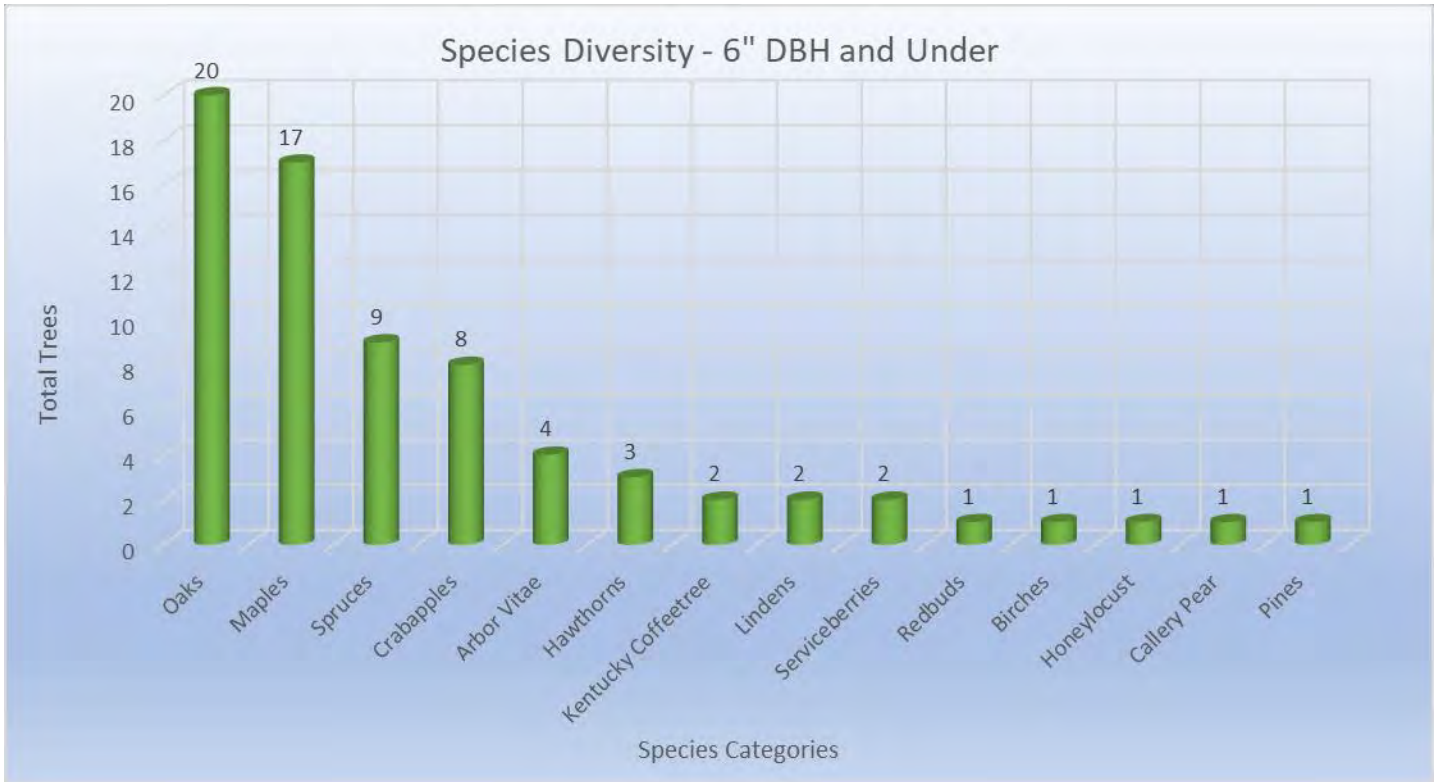


As can be seen above, and has been discussed several times, the tree population of CPDLP is dominated by Maples, Lindens, Honeylocusts, Oaks, and Spruces. From there, the number of tree species representing more than 1% of the total tree population drops off considerably. It should generally be said that reducing the number of Maples and Lindens overall while increasing lesser represented species should be a strategic goal, and our Diversity Vision has accomplished this. It should also be said that even though the number of Oaks is high, Oaks are disappearing in our native ecosystems, and we need more Oaks in general, so they are in a manner of speaking exempt from diversity standards, within reason.

However, what is in the parks now may not be an accurate reflection of the current tree planting practices. For this, we examine the diversity of trees planted in the past 10 years has been below.

Young Tree Diversity

This Management Plan has spent significant time discussing the existing diversity. It should be noted that the diversity of new plantings has been much improved, as can be seen from the chart showing all trees 6” in diameter and less below. This chart represents the trees planted in the last 10 years or thereabouts. As can be seen, Maples and Spruces are still among the most planted species. However, after these 2 groups, the planting has gotten more diverse in general. In this plan, and the Future of the Urban Forest section below, it will be examined how to not only continue this effort, but enhance it as well thorough strategic and targeted plantings.



A long term tree planting plan would be an invaluable tool for CPDLP to pursue in the future. Such a plan would not only further improve overall diversity, but also maximize the lifespan of trees in the parks by carefully matching tree species requirements and tolerances with each individual planting site. Trees that are well adapted to their growing conditions will establish more quickly, require less maintenance, be healthier overall, and more resistant to disease and insect problems. By matching the right trees with the right planting spaces using a tree planting plan, the Community Park District of LaGrange Park can help protect its investment in each new tree.

Going forward it is recommended that the CPDLP sets a goal to limit widespread planting of Maple species and to opt for improved varieties of Maple species when necessary. It is also recommended to significantly slow the planting of any new Honeylocust, and to find a more diverse selection of evergreens to plant as screening trees. In addition, the planting of more, and more diverse, sets of smaller ornamentals other than crab apples is recommended to help build the multilayered canopy discussed above, and help the district increase its stocking density without needing too much more space to do so.

The district has many species to choose from which are commercially available and currently underrepresented in their population. As mentioned above, the Urban Forest Management Plan will lay out strategies to correct this imbalance, and we will examine the specific species recommended in the “Future of the Urban Forest” Section below.

iTree Report / Urban Tree Canopy Assessment

iTree is a state-of-the-art, peer-reviewed software suite from the USDA Forest Service that provides Urban Forestry analysis and benefits assessment tools. The i-Tree tools help communities of all sizes to strengthen their forest management and advocacy efforts by quantifying the structure of trees and forests, and the environmental services that trees provide.

The iTree suite calculates hard dollar values that trees provide to communities. Trees provide “ecological services” that saves the district money, such as in heating and cooling costs, where large trees help shade facilities in the summer, saving on air conditioning and electricity bills, and provide windbreaks during the winter, saving on heating and natural gas costs. They also provide CO2 uptake, reducing the effects of climate change, as well as air quality improvements by the absorption of urban pollutants. Trees also absorb stormwater, which reduces strain on stormwater infrastructure, and saves money in replacement costs. Finally, trees contribute up to 15% of the total value of a property, so they have monetary aesthetic benefits as well.

Using the data from the tree inventory, several i-Tree reports has been prepared the Community Park District of LaGrange Park. Below you will find reports on the net annual benefits of the tree population, replacement values, and breakdown of benefits per species. We performed both the iTree Streets analysis which looks primarily at energy savings, and an iTree Eco analysis which focuses more on ecological benefits such as Carbon Storage and Sequestration. The results of these analyses are below, and full tables and iTree Reports are appended.

iTree Streets Analysis Results

La Grange Park			
Total Annual Benefits, Net Benefits, and Costs for Public Trees			
3/20/2021			
Benefits	Total (\$)	Standard Error	\$/tree Standard Error
Energy	1,496 (N/A)		5.82 (N/A)
CO2	405 (N/A)		1.58 (N/A)
Air Quality	538 (N/A)		2.09 (N/A)
Stormwater	21,747 (N/A)		84.62 (N/A)
Aesthetic/Other	16,117 (N/A)		62.71 (N/A)
Total Benefits	40,304 (N/A)		156.82 (N/A)

Total Standing Value of CPDLP’s Tree Population

\$328,845

(Per CTLA’s 9th Guide to Plant Appraisal)

iTree Eco Analysis Results

- Number of trees: 257
- Tree Cover: 2.805 acres
- Most common species of trees: Honeylocust, Littleleaf linden, Norway maple
- Percentage of trees less than 6" (15.2 cm) diameter: 28.0%
- Pollution Removal: 161.7 pounds/year (\$2.73 thousand/year)
- Carbon Storage: 120.4 tons (\$20.5 thousand)
- Carbon Sequestration: 2.052 tons (\$350/year)
- Oxygen Production: 5.472 tons/year
- Avoided Runoff: 8.359 thousand cubic feet/year (\$1.75 thousand/year)
- Building energy savings: N/A – data not collected
- Avoided carbon emissions: N/A – data not collected
- Structural values: \$471 thousand

Total Standing Eco Value of LaGrange Parks Trees **\$491,500**

Total Annual Eco Value of LaGrange Parks Trees **\$5,600/year**

To summarize these values together, we have created the following summary table

<u>Annual Values</u>	
Benefits to Residents	\$40,304/year
Benefits to Environment	\$5,600/year
SUBTOTAL	\$45,904
<u>Standing Values</u>	
As a Commodity	\$328,845
As an Ecological Resource	\$491,500
SUBTOTAL	\$820,345

As can be seen from the above tables, the tree population in the Community Park District of LaGrange Park currently provides approximately \$45,904 in benefits every year, directly related to trees and their effect on facilities and the environment. It should be noted that the annual budget for all forestry activities recommended in this plan total approximately \$20,000 per year, so the benefits from the tree population are worth double what the cost put into them is. We will examine this further below. In addition, the total standing value as a commodity and an ecological resource of the whole tree population is \$820,345.

These benefits can be viewed as income to LaGrange Parks's residents, and so long as the trees are well maintained, they will continue to provide these benefits, and more as the tree population grows in size. As trees grow, they also increase their benefits! For example, a 3" diameter tree provides less than \$50/year in benefits, whereas a 20" tree can provide up to \$500 per year. The goal is to increase benefits even more, where the tree population pays for itself and even yields "profits"!

The replacement value of trees was also calculated. Currently, the standing value of all trees in the Community Park District of LaGrange Park population is \$328,845. This value is calculated using the industry standard reference, the *9th Edition Guide to Tree and Landscape Appraisal*, which is published by the Council of Tree and Landscape Appraisers.

The iTree Eco data looks at the value of the trees in the absence of the effect of homes or businesses, and looks at trees more from an ecological perspective, mostly what the tree's value is in sequestering and storing Carbon. These numbers are based on peer reviewed science in both Arboriculture as well as Climatology and other disciplines.

The goal of this Plan is to create a tree population which maximizes all of these ecological services to LaGrange Park residents by increasing the number of trees in the parks, and how long they live, while minimizing costs in order to create a healthy, well maintained, and vibrant tree population.

Urban Tree Canopy Assessment

Based on data available from the USDA Forest Service and Morton Arboretum, the total Urban Tree Canopy of LaGrange Park can be determined. This is expressed as the percent of the Village covered by tree canopy from an aerial view. This assessment included 7 total land cover types, including trees, grass and shrub, bare soil, water, buildings, roads/railroads, and other paved surfaces. The result of this tree canopy assessment was that LaGrange Park contains 42.71% total tree canopy. The map of the canopy assessment appears on the page after next.

The tree inventory itself was only conducted on publicly owned land in the parks themselves. Detailed information on each tree is not included in this assessment, only total coverage. Aerial images were used to estimate how much tree and other land cover types were in the Village using a software which is similar to Google Earth.

The goal is to increase the total tree canopy in LaGrange Park to 45% by 2031. This goal has been estimated by analyzing data from many different urban tree populations in the Chicago and Northwest Indiana regions, and is based on preliminary data from the Chicago Region Trees

Initiative’s (CRTI) Forest Composition Workgroup. We believe this is an attainable goal over this time period. LaGrange Park as a whole has a very significant amount of tree canopy, far above the average for the northeast Illinois region. This is due mostly to the presence of forested lands on the northwest part of town in addition to the vibrant urban tree canopy. This is why the goal set is a rather small increase, as even maintaining the current tree canopy coverage would be considered significant. So even a small increase would be beneficial.

This will be accomplished through increasing the number of trees in the parks, municipal campuses, schools, and on the parkways. It will also be accomplished by maintaining the existing tree population in a proactive fashion, by enhancing the Urban Forestry program in CPDLP. This will ensure that existing trees will live longer as they are given appropriate care. Tree planting and maintenance will also be encouraged on private property, by incentivizing residents and business owners to plant trees through public private partnerships such as those outlines above.

Outreach and education will also be provided to residents through events such as Arbor Day and Earth Day celebrations. This goal will be monitored by using aerial imagery analysis like the analysis presented below. Every 10 years, the imagery will be assessed, and a new canopy cover percentage will be calculated for LaGrange.

Land Cover Type	% Cover
Tree Canopy	42.71%
Grass/Shrub	21.43%
Buildings	15%
Other Paved	8.45%
Roads/Railroads	6.75%
Bare Soil	0.77%
Water	0.22%



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LAND COVER TYPES
COOK COUNTY, IL**

The Future of the Urban Forest

In this section, a diversity vision of what the tree population of CPDLP could become by 2031 was created, and compared with the current population. Using the tree data, and the diversity vision, we will then define how CPDLP can move to where it is envisioned it could be.

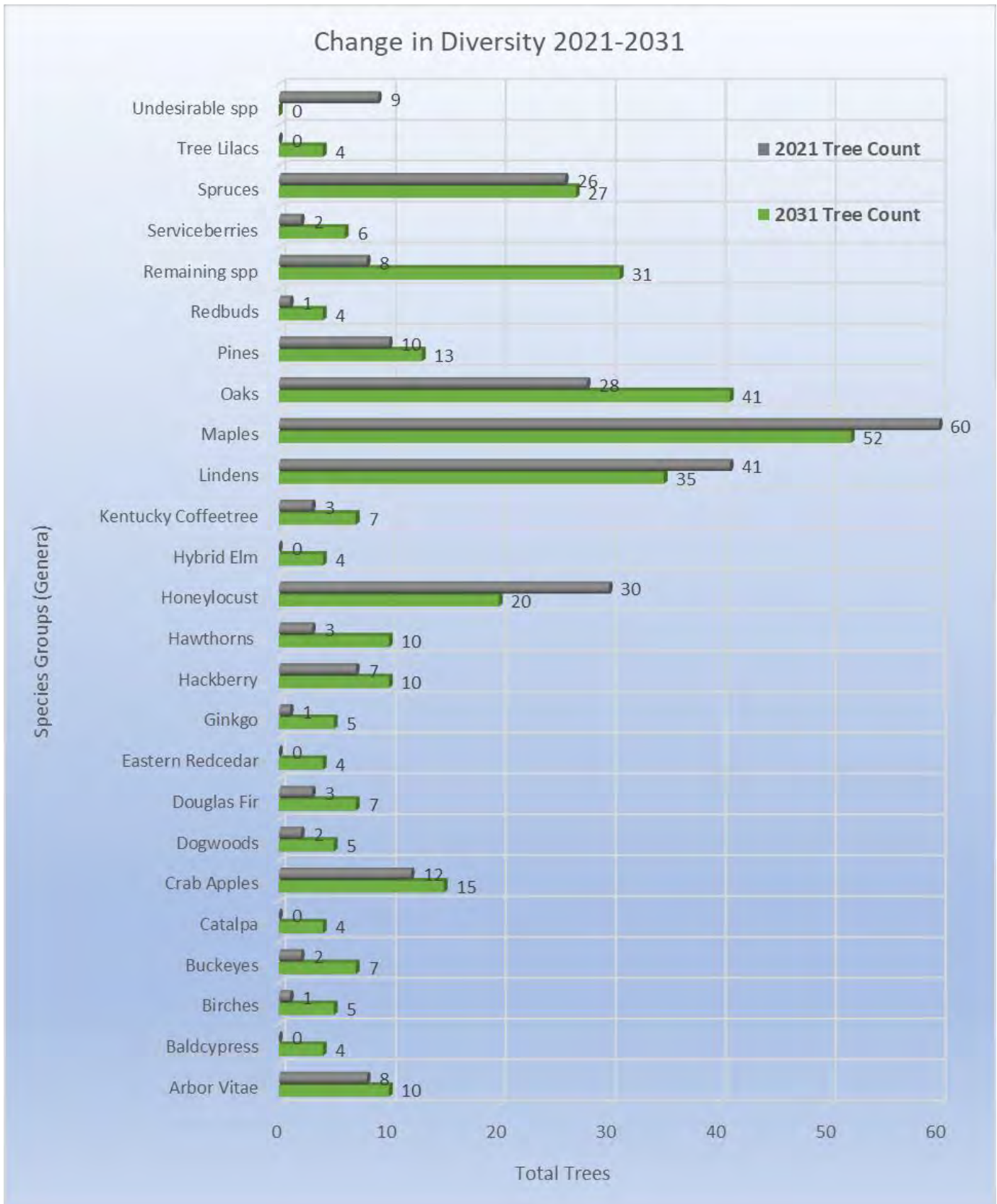
Change in Species Composition 2021 - 2031

The full calculations for this change in diversity were performed by hand, not using automated software. Local knowledge of the trees, their conditions, what is growing well and what isn't were all used, and yielded this very customized forest composition change list. These goals are meant as general guideposts, and not absolutes. Please be aware that this plan, and particularly the species composition goals, are meant to be adaptively managed over time, and as new information becomes available.

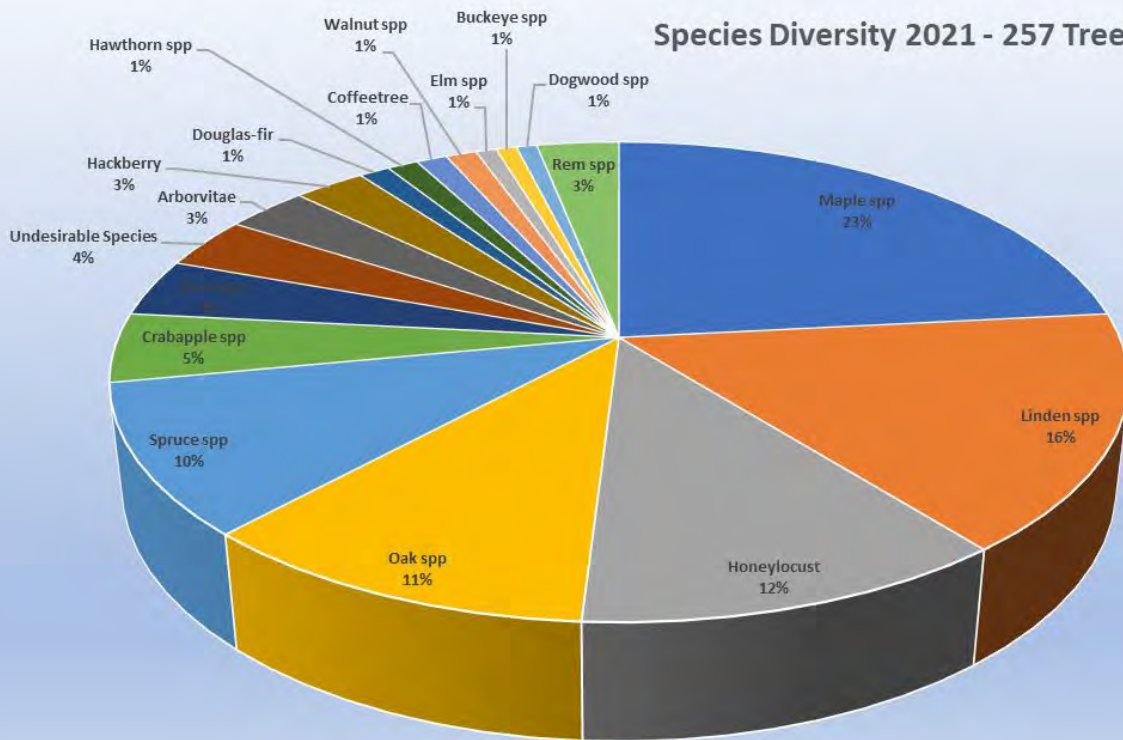
SPECIES	COUNT 2021	COUNT 2031	SPECIES	COUNT 2021	COUNT 2031	SPECIES	COUNT 2021	COUNT 2031
LINDEN-LITTLELEAF	28	25	GINKGO	1	5	BLACKGUM	0	2
HONEYLOCUST	30	20	OAK-ENGLISH	3	5	BUCKEYE-RED	0	2
MAPLE-NORWAY	27	20	PINE-AUSTRIAN	6	5	HORNBEAM-AMERICAN	0	2
SPRUCE-BLUE	23	20	PINE-WHITE	3	5	FIR-CONCOLOR	0	2
APPLE-CRAB SPP	12	15	AMERICAN REDBUD	1	4	HICKORY-SPP	0	2
MAPLE-RED	19	15	SPRUCE-SPP	2	4	KATSURATREE	0	2
OAK-SWAMP WHITE	14	15	BALDCYPRESS	0	4	IRONWOOD	0	2
ARBOR VITAE	8	10	BIRCH-RIVER	0	4	LONDON PLANETREE	0	2
HACKBERRY	7	10	CATALPA	0	4	MAGNOLIA-SAUCE	0	2
HAWTHORN-SPP	3	10	EASTERN REDCEDAR	0	4	SMOKETREE	0	2
LINDEN-AMERICAN	13	10	ELM-HYBRID	0	4	YELLOWWOOD	0	2
MAPLE-AUTUMN BLAZE	6	8	LILAC-TREE	0	4	ZELKOVA	0	2
OAK-RED	6	8	ALDER-SPP	1	3	TULIPTREE	0	2
DOUGLAS FIR	3	7	OAK-CHINQUAPIN	1	3	BIRCH-WHITE	1	1
KENTUCKY COFFEETREE	3	7	OAK-SHINGLE	1	3	ELM-AMERICAN	2	1
MAPLE-SUGAR	5	7	PINE-SCOTCH	1	3	WALNUT-BLACK	3	1
OAK-BURR	3	7	SPRUCE-WHITE	1	3	BOXELDER	2	0
SERVICEBERRY-SPP	2	6	MAPLE-PAPERBARK	1	2	ELM-SIBERIAN	7	0
BUCKEYE-OHIO	2	5	SWEETGUM	0	2	MAPLE-SILVER	2	0
DOGWOOD-SPP	2	5				PEAR-CALLERY	2	0

	Plant in Abundance
	Plant in Limited Quantities
	Maintain Existing Population
	Reduce Population Size

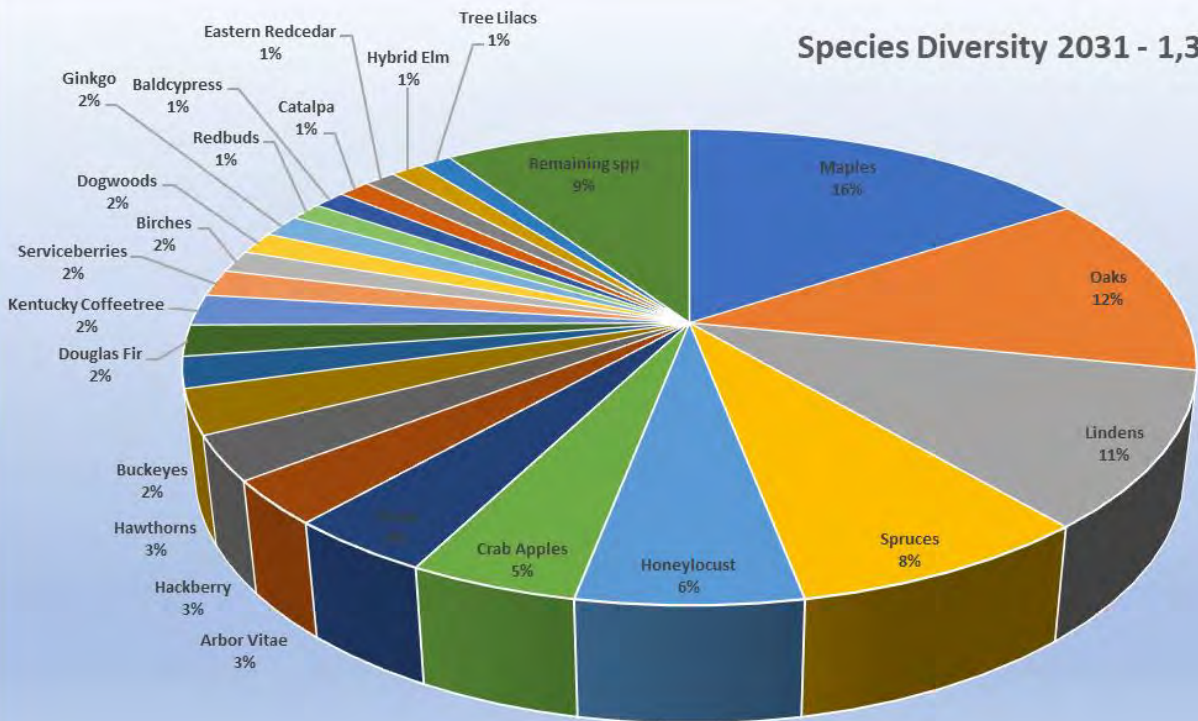
Change in Species Composition 2020 - 2031



Species Diversity 2021 - 257 Trees



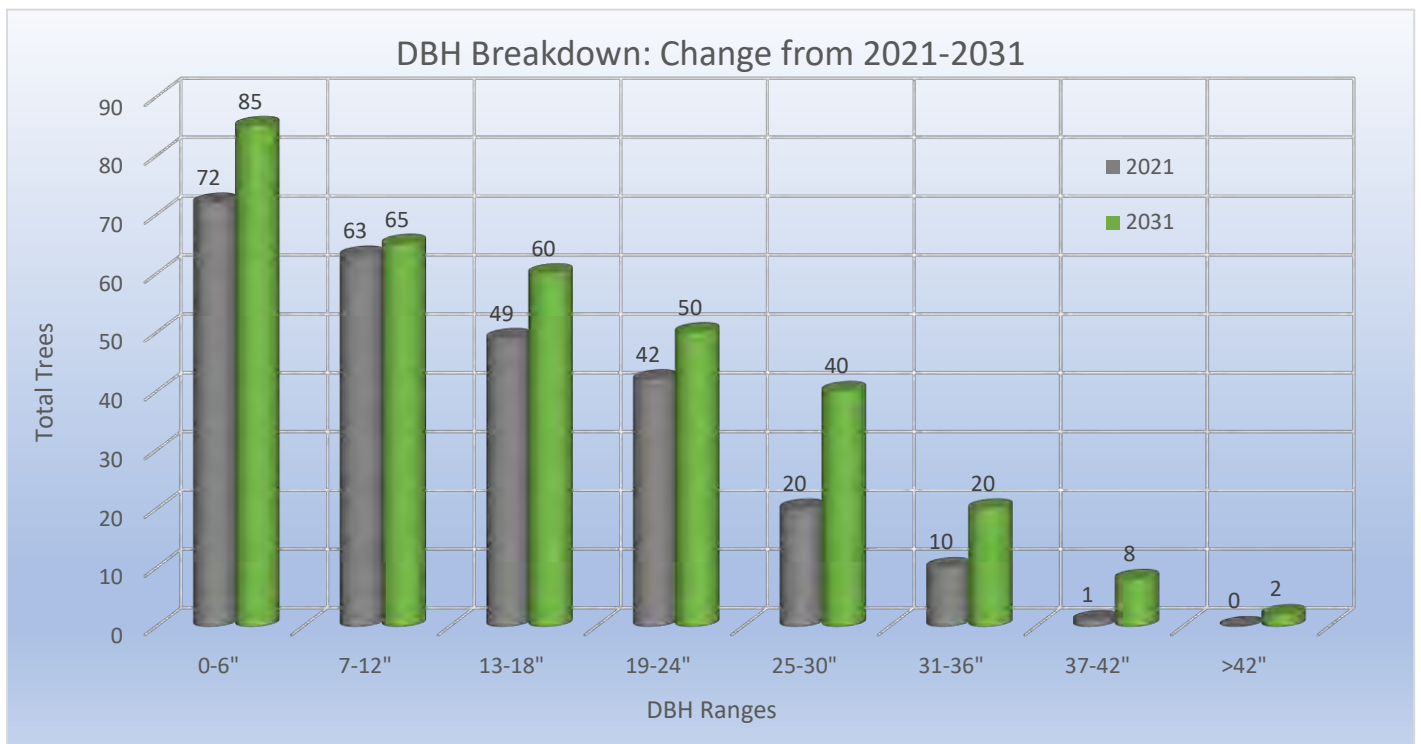
Species Diversity 2031 - 1,330 Trees



As can be seen from the above several pages of charts showing the change in species composition over the next 10 years, there will broadly be a move away from the overrepresented and overplanted species discussed above, and a proliferation of new species, and those which are underrepresented. This will lead to an increase from 257 to 330 trees total in the parks by creating a multilayered canopy, as well as an increase from the current total of 39 species up to a total of 59 species, or an increase of over 50% in overall species diversity. This will also create a more diverse Urban Forest which is resistant to pest and pathogen outbreaks by not relying on only a few species with which to fill it's parks.

The Benefits of Larger, Healthier Trees

Larger trees provide greater benefits to the community: They create more shade to offset cooling costs, absorb more storm water, create greater buffers against cool winter winds for heating costs, and absorb and sequester more carbon than smaller trees do. For the 2031 vision of the tree population, a variety of methods were used to arrive at a reasonable age-class distribution. We used the current population structure, and anticipated high rates of survival based on new planting practices which would involve a “right tree/right site” approach, as well as increased survivorship of existing trees due to better management and care practices. Predicted growth, survivorship, and eventual tree losses are based on current species composition and future plantings and removals. This allowed the creation of a vision of what the tree population will look like 30 years from now.



It can be seen from the above chart that the existing tree population (grey bars) shows what was described as a younger to middle aged tree population with a good distribution of age classes. The projected age class chart shows not only a dramatic uptick in the number of young trees in the population, but also more trees surviving into the older age classes, where they will provide the greatest benefits in terms of ecological services to the community.

	<u>2021</u>	<u>2026</u>	<u>2031</u>
0-6"	72	80	85
7-12"	63	60	65
13-18"	49	55	60
19-24"	42	50	50
25-30"	20	30	40
31-36"	10	15	20
37-42"	1	5	8
>42"	0	0	2

This is based on the fact that increased levels of care for existing trees will enable them to survive longer. The table in the upper right of this page shows a general expectation of how the changes in tree diameters might change over the next 10 years based on the methods to be applied in this Urban Forestry Management Plan. These numbers were projected by hand, based on our prior experience, and the methods detailed below. If these projections hold, CPDLP could see a 35% increase in annual benefits of \$16,275 for a total of \$62,175. Standing values of the tree population could increase from their current level of \$820,000 to approximately \$1,052,900.

For projections of future age classes of trees, a ½" per year average growth rate was roughly estimated by assuming that it would take an average tree 10 years to go from one age class to the next (6" = appx 10 years growth). Also used were the number of trees to be planted and removed annually, as calculated below in the Tree Planting and Tree Removal sections. These numbers were arrived at based on all the above, as well as the best professional opinion of the Forestry Consultant. As time goes by, these projections will likely change.

The overall increase in size of the tree population and diameters of the individual trees will yield a much greater dollar figure when it comes to the ecological services provided, and provide park patrons with a greater sense of being in a more arboretum like setting when they are enjoying the parks.

Below are several examples of Ecological Services provided by trees:

Energy Savings: During the summer when temperatures are warm, trees create shade, and temperatures are cooler in the shade. Cooler temperatures cause air conditioners to have to work less, which reduces the amount of energy a household uses. During the winter when temperatures are cold, winter winds cool your home quickly. Trees act as windbreaks, causing heating systems to use less natural gas, saving energy and money.

Carbon Dioxide (CO2): The amount of CO2 which is put into the atmosphere each year has a direct correlation with global climate change. That change causes more severe storms, greater drought conditions, and many other costly outcomes. Reducing CO2 from our atmosphere lessens these effects. Trees uptake CO2 and act as a carbon sink, putting carbon into long term storage in its woody tissues, removing it from our atmosphere, creating a net benefit to society, and saving money.

Air Quality: Industrial processes and vehicle emissions put pollutants into our air. These pollutants can cause or worsen health conditions such as heart disease, asthma, and lung disease. In addition, these pollutants can mix with water in the atmosphere and create nitric and sulfuric acid, causing acid rain, which can destroy fisheries and contaminate water supplies. Trees absorb these compounds with their leaves and other tissues, and prevent them from remaining in the atmosphere. Reductions in these pollutants results in overall better health, reducing the cost of healthcare to society, and saving communities money.

Storm water: The cost of delivering fresh water to homes, as well as removing and treating wastewater and storm water is considerable. One of the greatest costs comes when these systems are overwhelmed, such as during flooding, which can cause millions of dollars of damage to homes and vehicles, or when these systems need to be replaced. Fortunately, trees take water from the soil and put it back into the atmosphere through the process of transpiration. Therefore, the more trees an organization has, the less flooding is an issue, and the less strain is put on storm water infrastructure, resulting in fewer repairs and replacements. In addition, tree canopy slows rainfall’s effects on flooding by “intercepting” it with leaves and branches, delaying how quickly rainfall can become floodwater. All of this adds up to savings for an organization.

Aesthetic/Other: up to 15% of the value of a property can be attributed to its trees and other landscaping. Tree lined streets are much more appealing to homebuyers than streets devoid of trees, resulting in increased home sales, and therefore increased tax revenue, or increased tax revenue with which to fund initiatives relating to trees, attract new businesses, etc.

Return on Investment

Return On Investment (ROI) for an individual tree is strongly favorable over the life of a tree in terms of investment in planting, care, and removal versus the ecological benefits the tree provides. As we strive to justify the expenditures on trees and tree care, it is important that organizations and their staff are aware of this.

On the following page, we have provided an ROI calculation sheet. This sheet breaks the tree’s lifetime down into three phases, based on the anticipated costs of pruning in the budgets sections below. These phases are the young (3-12” DBH), mature (13-24” DBH), and full grown (25-36”) ranges shown below.

Data was taken from the iTree algorithm, and applied towards the average benefits provided by a tree at each of these life stages, and multiplies it out over the 20 year period each phase accounts for. We also looked at costs for planting, watering, routine maintenance, emergency maintenance, and eventual removal of that tree over 60 years. The results are pictured below, with the calculations on the following page.

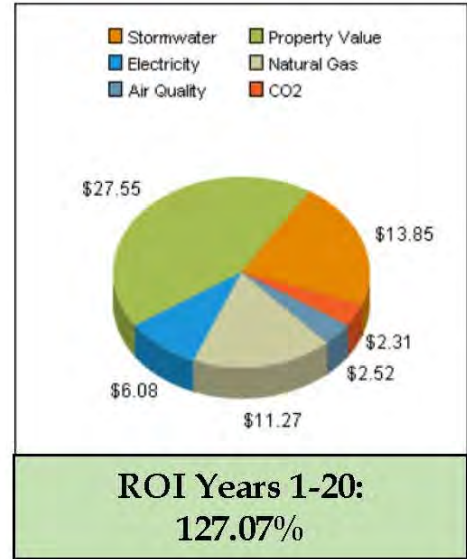
Total Investment	\$3,610.00
Total Return	\$10,819.60
Total ROI Over 60 Years	199.71%

Return on Investment: Years 1-20 (3-12" Diameter)

Costs

Initial Purchase and Installation	\$300.00
Watering for 2 Years	\$100.00
Pruning - 4x @ \$40/prune	\$160.00
TOTAL INVESTMENT	\$560.00

Benefits	Avg/Year	Over 20 Years
Electricity	\$6.08	\$121.60
Natural Gas	\$11.27	\$225.40
Property Value	\$27.55	\$551.00
Stormwater	\$13.85	\$277.00
Air Quality	\$2.52	\$50.40
CO2 Reduction	\$2.31	\$46.20
TOTAL RETURN		\$1,271.60

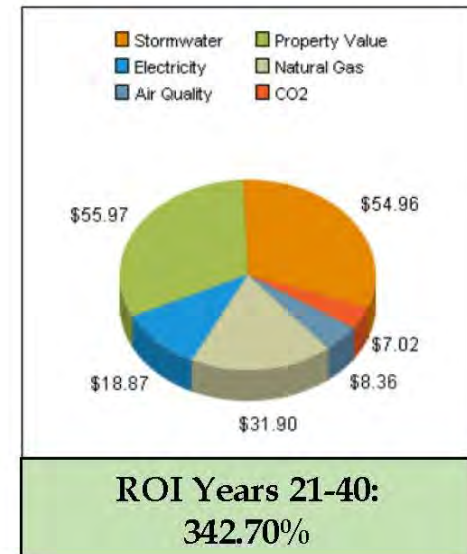


Return on Investment: Years 21-40 (13-24" Diameter)

Costs

Pruning - 4x @ \$75/prune	\$300.00
Emergency Maintenance (2x)	\$500.00
TOTAL INVESTMENT	\$800.00

Benefits	Avg/Year	Over 20 Years
Electricity	\$18.87	\$377.40
Natural Gas	\$31.90	\$638.00
Property Value	\$55.97	\$1,119.40
Stormwater	\$54.96	\$1,099.20
Air Quality	\$8.36	\$167.20
CO2 Reduction	\$7.02	\$140.40
TOTAL RETURN		\$3,541.60

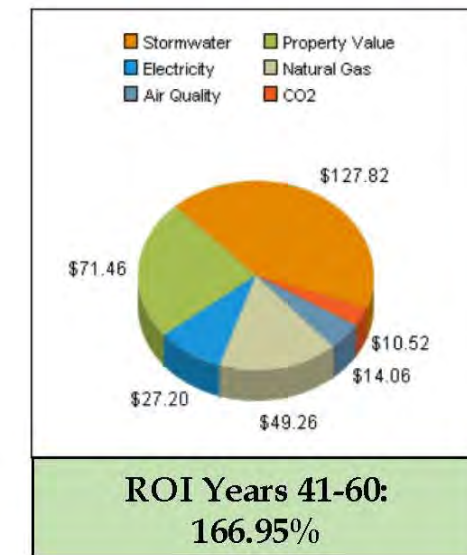


Return on Investment: Years 41-60 (25-36" Diameter)

Costs

Pruning - 4x @ \$150/prune	\$600.00
Emergency Maintenance (2x)	\$650.00
Eventual Cost of Removal	\$1,000.00
TOTAL INVESTMENT	\$2,250.00

Benefits	Avg/Year	Over 20 Years
Electricity	\$27.20	\$544.00
Natural Gas	\$49.26	\$985.20
Property Value	\$71.46	\$1,429.20
Stormwater	\$127.82	\$2,556.40
Air Quality	\$14.06	\$281.20
CO2 Reduction	\$10.52	\$210.40
TOTAL RETURN		\$6,006.40



Tree Removals

The first step towards attaining the Community Park District of LaGrange Parks’s forestry goals will be to remove trees which are diseased, dying, or present a hazard. At present, there are 8 trees which have been called for removal during the inventory. Of these, 1 is listed as a Priority Removal, 5 are listed as Standard Removals, and 3 are listed as Low Priority Removals based on the tree inventory data. All of these trees can be removed within the next calendar year based on CPDLP’s existing budget. A direct goal of this Urban Forestry Management Plan is to have all identified trees marked as Removals during the inventory to be removed within 1 calendar year of this plan’s adoption.

By percentage, this is a fairly standard to low number of removals in terms of comparably sized park districts, with removals representing 3% of the total population. Typically, park district inventories reveal between 3-5% of the tree population requiring some form of removal. Once again, this shows a high level of care and responsiveness to declining trees in the park tree population.

After this initial 1 year period to address the removals identified in the inventory, in order to attain the goals set forth in the Diversity Standards, it is anticipated that the background rate of tree removal will be approximately 3-6 trees per year. From 2022 forward, reevaluation of the tree population on an annual or semiannual basis by CPDLP staff or the Forestry Consultant will specify which trees require removal. These numbers, detailed below, are meant to be placeholders for budget calculations and diversity standards. This does not require that this number of trees be removed each year, this is simply a projection based on the existing inventory data.

For purposes of projection, costs have been estimated using a rate of \$25/ diameter inch for tree removal and stump grinding, which is a conservative estimate based on current market pricing. Rates could certainly be found lower than this in a competitive bid process or using in-house labor. As is the case with all cost projections for this Plan, no cost increase is assumed for the first 5 years, and a 3% annual cost increase is assumed thereafter. This is also a conservative estimate based on the Consumer Price Index, and actual costs are likely to be lower than projected.

The number of removals, based on the data, will remain relatively steady based on projections at 3-6 trees per year. Based on discussions with the park district, this should be well within their existing annual budget. This same process was also used for the remainder of the trees which were marked for removal. Using this data, cost estimates were prepared for the long-term removals, based on the tree inventory data. As this is a program to be adaptively managed, these budget tables can be updated periodically to reflect actual costs being paid.

Milestones	2021	2022	2023	2024	2025	2026-2031
Trees Removed	8	3	4	5	6	6/year avg
Diameter Inches	91"	40"	55"	70"	85"	85"
Notes	8 Priority Removals from Inventory	Update Inventory for New Removals	Update Inventory for New Removals	Update Inventory for New Removals	Update Inventory for New Removals	Update Inventory for New Removals
Removal Cost (2021)	\$2,275	\$1,000	\$1,375	\$1,875	\$2,125	\$2,125
Removal Cost (CPI)	\$2,275	\$1,000	\$1,375	\$1,875	\$2,125	\$2,444

Tree Removal Activities

Safe Removal of a Tree to an Appropriate Flush Cut

Tree removal can be dangerous, but when performed by professionals is very safe. Therefore, all tree removal activities on CPDLP's property should be performed under the guidance of a Certified Arborist or Arborist Trainee. This may be the supervision of CPDLP staff or the Forestry Consultant alongside a contractor. The safe removal of a tree involves the safe removal and lowering of all portions of the tree according to all relevant ANSI standards and Best Management Practices. The stump must be flush cut such that the highest portion of the cut is no greater than two inches from the highest part of the ground surface to prevent a tripping hazard on public property.

Stump Grinding

Within a reasonable amount of time following the removal, stumps and surface roots should be removed using an approved stump grinding machine, such that the stump is ground to a minimum depth of 6 inches, and no surface roots are visible. If the site is to be planted with a new tree, that depth should be increased to 12 inches below the soil surface. This will ensure that a new tree may be successfully planted, and that no re-sprouting will occur from the old stump. The depths to which the stump must be ground may be altered by the CPDLP depending on needs for specific circumstances or contracts. Until the planting space is fully restored, the stump hole should be filled and compacted to ground level using the debris resulting from the stump removal.

Planting Site Restoration

Once the tree has been safely removed and the stump has been ground out, the open planting space must be fully restored if a tree is not scheduled to be planted in or adjacent to the old hole. Site restoration consists of removing the stump chips from the hole, filling it with a quality mineral topsoil, tamping down to match the surrounding grade, spreading grass seed over the top of the topsoil, and securing green turf blanket over the topsoil. This will ensure that grass grows to restore the aesthetics and function of the old site, and prevents tripping hazards from the removal scar.

Reasons for Tree Removal

Removal of trees on public spaces is an unavoidable reality of managing large tree populations. When the trunk, branches or roots fail, a standing tree can cause personal injury or property damage, and even small dead trees can be an eyesore. Old trees can hold great sentimental value, and many people become attached to them. However, there are times when their presence creates a public hazard, and it is at those times that action must be taken to ensure public safety. It is also important to remember that the removal of a tree today is the promise of a new tree for tomorrow!

Removal of trees on CPDLP property shall always be at the discretion of park district staff and/or the Forestry Consultant. Trees will never be removed without a sound reason from the park district or Forestry Consultant. Neighboring residents and concerned park patrons may request a tree to be removed for reasons NOT detailed below, and these requests will be reviewed by park district staff, the Board of Commissioners, or the Forestry Consultant.

Generally speaking, however, trees with a greater need for removal based on public safety will always hold a higher priority. Under no circumstances will CPDLP be responsible for trees which are not on park property, with the exception of pruning potentially hazardous limbs overhanging park property.

Dead or Dying

If a tree is biologically dead or nearly dead, it will require removal. Trees which are standing dead, have approximately 50% dead crown or greater, or have less than approximately 40% structurally sound wood in the cross-section of the trunk shall be removed as expediently as practical. These determinations shall be at the discretion of park district staff or the Forestry Consultant.

Diseased or Infested

Diseases are caused by viral, fungal, or bacterial pathogens. Infestations are caused by insects or other small animals. Dutch Elm Disease and Oak Wilt, for example, are fungal diseases that kill Elm and Oak trees when they are infected. Emerald Ash Borer is an insect which kills Ash trees by infesting them. The prompt removal of diseased or infested trees limits the exposure of other nearby trees. The removal of 1 tree may save dozens of others. Trees deemed to be diseased or infested by park district staff or the Forestry Consultant shall be removed as expediently as possible in order to slow the spread of such insects and diseases.

High or Extreme Risk

“Tree Risk” is the potential of a tree or tree part to impact a nearby person or piece of property and cause property damage or personal injury. This topic is of great interest in Arboriculture today, and the insurance industry is becoming increasingly involved in the process of assessing and managing the risk posed by trees. Litigation involving trees is a perennial concern for public entities. All trees in CPDLP were assessed for a basic level of risk during the initial inventory, and several trees were found to be at elevated risk levels. If such risk can only be safely mitigated by tree removal, as opposed to pruning or other measures, then timely removal is critical because of potential exposure of the public or property to potential harm.

Park district staff, the Forestry Consultant or another TRAQ Qualified Risk Assessor must assess the tree and prepare a Tree Risk Assessment Report to document the details of the situation prior to removal. Often, risk can be mitigated by removing a portion of the tree, or other corrective measures. If the entire tree is deemed to be at high or extreme risk of failure, however, the entire tree shall be removed as a means of reducing its residual risk to zero.



Emergency / Storm Damage Removals

A tree shall be removed if it has been severely damaged and/or compromised by lightning, wind, or other such weather event. "Storm-damaged" shall be generally defined as a tree which has lost 33% or more of its crown, has a large crack or other wound in the trunk, has a lean of greater than ten degrees from vertical resulting directly from strong winds, has sustained a lightning strike, or other such issues directly related to storm events. Park district staff or the Forestry Consultant shall determine the need for removal of a tree in these cases. Though in emergency situations such as a tree impacting a person, vehicle, power lines, or other such emergency, CPDLP may perform any actions necessary to abate public hazards so long as they are in compliance with all relevant Arboricultural standards and practices.

Damage from Construction or Vehicle Strike

Park district staff or Forestry Consultant shall assess trees that have been impacted by a vehicle strike or piece of construction equipment. If the tree has suffered physical damage or extreme root compaction and is likely to decline and become high risk, it will be scheduled for removal in order to maintain public safety. That decision will be based on the best professional judgement of the Forestry Consultant or park district staff.

Reasonable Resident Request

If a tree has non-terminal pest or pathogen issues, moderately poor structure or is in somewhat poor condition, a concerned resident or park patron may request the removal of the tree. These requests will be reviewed by park district staff and/or the Forestry Consultant, and evaluated on a case-by-case basis. If the tree shows significant potential to decline or pose a threat, the park district may agree to the removal **within a reasonable time frame**. Young and healthy trees will generally not be considered eligible. Priority will always be given to trees in danger of threatening public safety.

Interference with Utility or Signage

A tree shall be removed if it is interfering with the function or visibility of official traffic control devices or has impacted above or belowground utilities in a manner that cannot be mitigated by pruning or other measures. In these cases, it is likely that no new tree will be planted in these sites.

Overplanted and Underperforming

No healthy tree shall be removed for the sole reason of having been overplanted. As a result of this Plan, CPDLP will be enhancing diversity in the urban forest, with the goal of building a diverse urban forest. Overplanted species listed as being in poor condition will be reviewed to assess further decline or recovery. Those trees in noticeable decline shall be removed at the discretion of park district staff and/or the Forestry Consultant. This will be used as a preventative measure so that these trees do not continue to decline to a point where they become hazardous, and not used as a reason to remove an otherwise healthy tree.

Basic Park District Tree Removal Requirements and Standards

All of the following requirements and standards shall be met during tree removal activities as matter of local policy. For a more detailed view of the specific ANSI and ISA standards, please see

Appendix___:

Park District of LaGrange Internal Policies

- 1. All personnel directly involved with process of chainsaw operation, climbing, bucket truck operation, and rigging limbs shall be provided with sufficient training and experience to perform such duties while employed by the Community Park District of LaGrange Park, as either grounds maintenance, or performing work as a contractor employed by the park district.**
- 2. Only qualified utility arborists may perform tree removal operations within ten feet of an electric utility line. CPDLP employees or contractors may complete the process of trunk removal and stump grinding only if the remaining portion of the tree is greater than ten feet away from a transmission line.**
- 3. The park district will not remove healthy trees in order to meet diversity goals, unless the tree poses a risk to persons or property.**
- 4. The park district shall not perform or assist, programmatically or financially, with the removal of trees on private property. Public/Private tree ownership is defined as having 51% or greater of its trunk diameter on park property. Limbs overhanging park property may be pruned back to the property line with adjacent properties**

Tree Planting

Whereas tree removal is necessary to promote public safety, planting of new trees must occur to increase diversity and canopy cover. As a means of attaining the goals of increasing canopy cover to 45%, and increasing overall diversity significantly, this plan calls for the planting of nearly 170 trees over the coming 10 years. These trees will be planted by park district staff, contractors, and possibly volunteers who have been properly trained. This plan has a direct goal of planting trees where they have the best chances to establish and thrive based on their specific sites and species requirements.

For the goals and milestones shown below, the program began with being able to at least replace 7 out of the 8 trees called out for removal above. After this, plantings are expected hold steady for a few years before gradually increasing to approximately 9 per year on average, which will outpace the 6 removals called for each year.

For the costs of planting, \$300 per tree (installed) has been used. This is a conservative estimate based on retail costs, and likely the park district will be able to perform planting at a more favorable rate. Costs have been estimated using mostly containerized smaller stock, with the occasional 2.5" balled and burlapped tree installed. If volunteer labor is employed, these costs could reduce significantly as mentioned above in the Strategic Partnerships section.

Milestones	2021	2022	2023	2024	2025	2026-2031
Trees Planted	7	7	7	8	9	9/year avg
Planting Cost (2021)	\$2,100	\$2,100	\$2,100	\$2,400	\$2,700	\$2,700
Planting Cost (CPI)	\$2,100	\$2,100	\$2,100	\$2,400	\$2,700	\$3,105

The Importance of Planning Your Tree Planting

The Right Tree in the Right Site

Urban Forestry has an unfortunate history of not planning carefully for tree planting. Whatever was readily available, inexpensive, urban tolerant, and grew fast was seen as desirable, and often planning of tree plantings was left to developers, or nurseries and plantsmen. With our history of invasive insects and diseases in the Midwest region, and knowing these will only get worse in the future, it is more crucial than ever that we have a process to plan our tree plantings.

This process should involve assessing each site to be planted in much the same way we would assess a tree, except that in this case, we look for factors such as available above and below ground growing space, how much light the site receives, amount of soil moisture present, and possibly other factors such as soil pH and texture. Once this information is collected, planting sites can be matched with trees which are well suited to those sites. Matching the right tree to the right site like this will result in trees which establish faster, grow more vigorously, live longer, and provide far greater benefits. Even a simpler version of this process is better than nothing.

Playing an active role in tree planting planning also allows for meeting diversity standards such as the taxonomic, spatial, and age class diversity principles outlined above, and attempts to get the tree population into compliance with the “20-10-5 Rule”. Park districts have a distinct advantage here over street tree populations, as trees can be planted nearly anywhere vs needing to replace a tree very close to the removal site of an old tree on the parkway. Being targeted about species selection also allows the use of species which are slightly more difficult to find appropriate sites for. These species that are considered “less urban tolerant” can still be planted when the appropriate site is found!

The success of a tree depends on where and how it is planted. Park District staff or the Urban Forestry Consultant should assess planting sites before trees are purchased and installed each year, to ensure the correct tree is being planted for the correct site. Each tree planted represents a 25-75+ year commitment, and this planning helps to increase the benefits to the community from this commitment. A list of acceptable species to be planted appears in [Appendix __](#).

Nursery Stock Procurement

Nursery stock quality is yet another aspect of planning which can help a tree establish, survive, and thrive to provide great benefits to the community. Park district staff or the Urban Forestry consultant should inspect and select every tree which is to be planted on park property to minimize the possibility of installing lower quality nursery stock. Specifications should be for material no smaller than 1.75” caliper, with good form for the species, planted as either balled and burlapped or minimum 5-gallon containerized stock.

Currently, the nursery industry is recovering from a nursery stock shortage due to high demand to replace Ash trees lost to Emerald Ash Borer, which impacted the availability of some species. We strongly recommend to not to accept substitutions in the requested species lists, as many nurseries may still attempt to substitute overplanted trees for some of the higher diversity species which may still be difficult to obtain. It is recommended to have an approved substitution prepared for each requested tree species. A list of species and acceptable substitutes has been included in **Appendix ___**.

Tree Transport and Planting

Proper transport and planting procedures determine a tree's success after planting. Even healthy trees from the field, if improperly transported, may dry out during transport, or suffer structural damage to root balls.

When it comes time to plant, trees planted too deeply will suffer from root compaction and trunk decay. Trees planted without properly dug holes may suffer from stunting. Trees planted without proper removal of packaging materials may develop girdling roots. Trees planted too high may have surface root desiccation. Trees improperly staked or with improper trunk protection may suffer from trunk wounds or girdling of the entire trunk. The standards and Best Management Practices for tree transport and planting are detailed later in this section, as well as **Appendix ___**. Trees may be planted by a local volunteer work force so long as the workers have been adequately trained by the Forestry Consultant or other local **qualified organization prior** to planting, and trees are of a smaller size such as containerized stock.



Tree Spacing and Visibility Requirements

Minimum tree spacing between large, medium, or small sized deciduous shade trees should be appropriate for the species and conform to **LOCAL STANDARDS**. It is generally recommended this be no less than 40 feet between plantings, with some exceptions for smaller trees. This will allow trees to grow to their full potential without heavy competition for water and nutrients with neighboring trees, and without limited space for crown growth. As mentioned previously, a direct goal is to create a multilayered canopy, and this may involve some degree of latitude when it comes to spacing requirements.

Watering

Watering of newly planted trees is essential to their establishment, growth, and survival, particularly during the first 2 years of their lives. There are several different options for watering trees, including outside contractors, use of in-house staff, or use of volunteer labor. Since these costs can vary greatly, they have not been included in the budget table above, but it is worthy of note that determining how trees are watered may have a significant impact on the budget. Use of volunteer or in-house labor is strongly recommended to keep costs down.

Challenges of Urban Plantings

Urban planting sites are a difficult environment for a tree to thrive in, and based on long term data, it is expected that 5-10% of new plantings fail each planting cycle. The park district's contracts for tree planting should include a one to two-year replacement warranty for any new trees that fail to thrive in their new environment. Urban tree plantings can pose an uphill battle in many ways, due to limited soil volume, salt runoff, airborne pollutants, and other factors. New planting mortality is to be expected, despite best efforts to prevent such an outcome, but the planning measures outlined above will help to mitigate annual new planting mortality

Tree Planting Requirements and Standards

Community Park District of LaGrange Park Internal Policies

1. Planting sites shall be determined and monitored using the park district's tree inventory, in conjunction with park district staff and Forestry Consultant input.
2. New planting sites should be 10 feet away from signage, driveways, intersections, and utility structures. If this distance cannot be maintained, the site should not be planted, even if a tree was removed from the same site.
3. Choice of species for planting should be done so according to the park district's taxonomic, spatial, and age-class diversity goals. A diverse and resilient urban forest minimizes exposure to financial, environmental, and health risks while maximizing aesthetics, environmental benefits, and ecosystem services to its residents and patrons.
4. All planting stock shall be grown within 150 miles of the Village of LaGrange Park.
5. Acceptable nursery stock shall conform to the following standards:
 - A. Minimum of 1.75 inch caliper, measured at six inches from the trunk flare
 - B. Root ball conforms to ANSI Z60.1 Standards for Nursery Stock
 - C. Less than 10% deadwood in the crown
 - D. Architecture consistent for the species, cultivar, or variety in question
 - E. No included bark or other such narrow branch attachments, unless consistent with species or variety
 - F. Free of pests or pathogens
 - G. Approved species list for the Community Park District of LaGrange Park
6. Planting and digging of certain species shall only occur at certain times of year, in accordance with nursery industry best management practices and professional judgement. These times are subject to the professional opinions of both CPDLP and its contractors.

7. JULIE, or another similar utility locating service, shall be contacted, and all utilities located a minimum of three days before planting is scheduled to begin.
8. A minimum of a one-year replacement guarantee shall be extended from approved nurseries and plantsmen for all new plantings rated to hardiness zone five or lower.

Tree Pruning

When maintaining a tree population for its greatest benefits and lowest risk, tree pruning is one of the most cost-effective maintenance activities which can be performed. Pruning provides several important services for a tree: It reduces the risk of failure, provides clearance for utilities or other structures, reduces wind resistance and wind damage, maintains overall tree health, and improves overall aesthetics.

For the goals and Milestones, the most critical needs of the Park District of LaGrange were prioritized. This priority list begins with trees identified as Hazard Prunes, Priority Prunes, or young trees in need of establishment or training pruning. During the inventory, only 10 such trees were identified, and can be pruned under the park district’s existing annual forestry budget. For the next 6 years, it is recommended that CPDLP slowly increase the number of trees pruned each year through 2026 until they are at full capacity to handle the 5-year pruning cycle which has been proposed for CPDLP. Once in the full 5 year pruning cycle for the estimated tree population of 330 total trees by 2031, it is anticipated that approximately 65 trees per year will require pruning to maintain this cycle. For cost estimates associated with these activities, several assumptions were made:

First, because young trees (12” and less in diameter) are easy to prune, it is assumed that park district staff can prune all trees less than 12”, and \$40 per tree was used as an estimate for this group, based on average cost in the industry at this time. For medium (12”-24”) and large (24”+)trees, average figures of \$75 and \$150 per tree (respectively) were used, once again based on average cost in the industry (see tables below). Consistent with other budget tables, a 3% annual CPI increase was added for the final 5 years.

Currently, CPDLP prunes approximately ___ trees per year using a combination of in-house labor and contracted services. Using well-trained volunteer labor to prune young, newly planted trees and smaller trees which can safely be pruned from the ground without power equipment, it is believed that these budget figures could become even more favorable. This makes the budget estimates below fairly conservative, as is the case with all budget projections in this Plan.

Milestones	2021	2022	2023	2024	2025	2026-3031
Trees Pruned	50	50	50	50	60	65/year avg
Notes	10 Priority Prunes + 40 Additional Cycle Prunes	50 Cycle Prunes	50 Cycle Prunes	50 Cycle Prunes	60 Cycle Prunes	Approximately 65 Cycle Prunes / year in perpetuity
Cost (2021)	\$3,000	\$3,000	\$3,000	\$3,000	\$3,650	\$4,150
Cost (CPI)	\$3,000	\$3,000	\$3,000	\$3,000	\$3,650	\$4,773

Provided below is a series of estimates based on the change in composition of the Urban Forest over time. As larger underperforming trees are removed and smaller trees planted in their place, the size breakdown of the Urban Forest will change. Given this expected change in the average size of trees, we have included several breakdowns below estimating costs as the composition of the Urban Forest changes. Overall, the tree population of CPDLP will become younger, which mostly offsets the increase in the number of trees being pruned by providing an overall lower cost of pruning per tree. Please note these are estimates, and should be reviewed periodically to ensure accuracy.

2021 Cost Breakdown - Pruning 50 Trees/Year by 2021

	<u>Total Trees</u>	<u>Avg %</u>	<u>Cost/Tree</u>	<u>Pruned/year</u>	<u>Cost/year</u>
Evergreen	47	18.29%	\$20	9	\$ 182.88
Large (>24")	31	12.06%	\$150	6	\$ 904.67
Medium (13-24")	84	32.68%	\$75	16	\$ 1,225.68
Small (1-12")	95	36.96%	\$40	18	\$ 739.30
					\$ 3,052.53

2026 Cost Breakdown - Pruning 60 Trees/Year by 2026

	<u>Total Trees</u>	<u>Avg %</u>	<u>Cost/Tree</u>	<u>Pruned/year</u>	<u>Cost/year</u>
Evergreen	60	20.34%	\$20	12	\$ 244.07
Large (>24")	40	13.56%	\$150	8	\$ 1,220.34
Medium (13-24")	85	28.81%	\$75	17	\$ 1,296.61
Small (1-12")	110	37.29%	\$40	22	\$ 894.92
					\$ 3,655.93

2031 Cost Breakdown - Pruning 65 Trees/Year by 2031

	<u>Total Trees</u>	<u>Avg %</u>	<u>Cost/Tree</u>	<u>Pruned/year</u>	<u>Cost/year</u>
Evergreen	65	19.70%	\$20	13	\$ 256.06
Large (>24")	55	16.67%	\$150	11	\$ 1,625.00
Medium (13-24")	90	27.27%	\$75	18	\$ 1,329.55
Small (1-12")	120	36.36%	\$40	24	\$ 945.45
					\$ 4,156.06

Pruning Activities

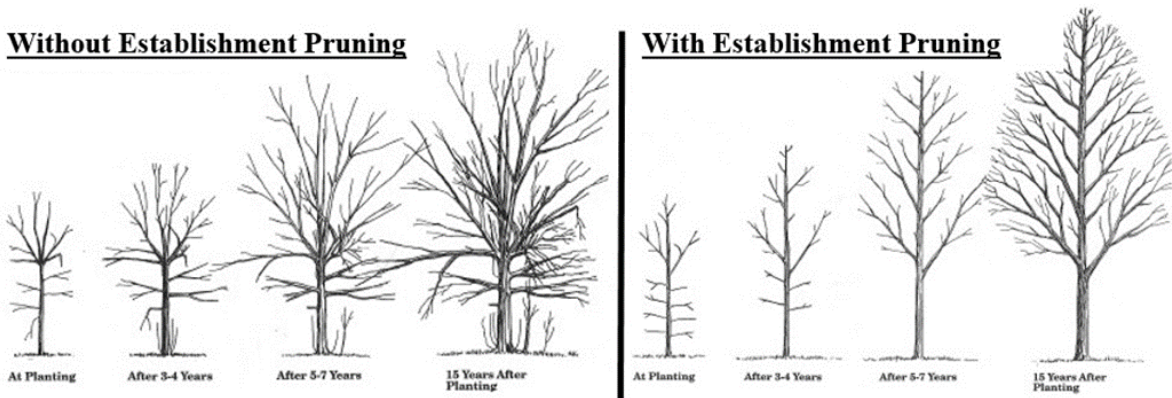
Creation of a Pruning Cycle

Initially, trees have been prioritized which have been identified in the inventory as requiring either Priority, Dead Limb, or Training pruning, regardless of where they are located. This is to prioritize public safety before routine maintenance. After these trees are pruned, CPDLP should aim to create a 5 year pruning cycle based on the size of its tree population both now and in 2031. With approximately 330 trees total by 2031, this would mean that over a 5 year period, approximately 65 trees would require pruning each year. As noted above, the number of trees as well as their overall sizes will be changing, hence the above tables showing adaptive management of the tree pruning program. **We believe this is a realistic goal based on communications with park district staff.**

Though tree pruning may seem expensive, the cost of maintaining trees is significantly less than the costs associated with trees damaging property or injuring residents or patrons. The benefits trees provide when healthy and well maintained can be prolonged and significantly increased, as shown in the projections above. A cycle pruning program is the hallmark of an effective forestry program, and it is highly recommended that CPDLP plan to increase budgets for this essential expense.

Pruning of Young Trees

For the purposes for this Plan, a young tree will is considered to be under 12” DBH. Young trees are still trying to acclimate to their sites. The pruning of young trees has different goals and outcomes than the pruning of larger, mature trees. Standard nursery stock has been meticulously pruned for four to ten years to have a single trunk, and the specific branching patterns which are considered common to the various tree species. Without proper establishment pruning, these trees might have multiple trunks, poor branch structure, and overall poor form and architecture.



Pruning of young trees to establish proper form is one of the most cost-effective maintenance activities which can be performed. It is an inexpensive task that does not require a great time commitment, and saves thousands of dollars in pruning and maintenance costs later in the tree’s life. As mentioned above, due to not having to climb trees or use dangerous equipment, young trees may be pruned by park district staff or well-trained volunteer labor, with proper training from the Forestry Consultant or a **similar qualified organization.**

Pruning of Mature Trees

A mature tree, for the purposes of this Plan, is considered to be 12” or greater in diameter. Mature trees are established in and acclimated to their sites. The pressure these trees face from their environment generally comes from above-ground factors such as pests, pathogens, man-made structures, other trees, storms or lightning strikes, as well as some below ground factors like girdling roots, limited soil volume, or poor soil quality. Pruning is performed to mitigate the above-ground issues, as well as balance out any below ground issues when possible. Natural aging and limb dieback are additional reasons these trees are pruned.

Pruning of mature trees may mitigate a short-term risk, such as after a storm, or pruning may be done to maintain a tree's long-term health and structure. In the wild, trees shed limbs frequently. This is called self-pruning. Allowing trees to self-prune over time is not advisable in an urban setting. Safety factors may arise, and the process of self-pruning may bring up aesthetic issues in an urban environment. Mature public trees should only be pruned by professional Certified Arborists, and done in accordance with industry Best Management Practices and accepted ISA and ANSI standards.

Private Property Trees

The Community Park District of LaGrange Park shall not be responsible for the pruning of trees located on private property. The park district reserves the right to prune portions of trees overhanging their property back to the adjacent property line, but is under no obligation to do so, and will perform such pruning at the discretion of park district staff and/or the Forestry Consultant

Reasons for Pruning

Establishment Pruning

Establishment pruning of newly planted trees is the single most cost-saving measure in tree care, as it establishes good form and branch structure for the life of the tree. Establishment pruning should be performed a minimum of one time prior to the tree reaching six inches in diameter. Once established, the tree will only require periodic cycle pruning to maintain an appropriate form for the urban forest and to maintain health and keep the tree free of dead limbs. As mentioned above, because establishment pruning can be done without the use of dangerous equipment, the use of well-trained volunteers can be an effective means of pruning these young trees.

Cycle Pruning

A Best Management Practice in Urban Forestry is that trees should be pruned on a cyclical basis as preventative maintenance. No tree should go more than seven years without proper pruning. Cycle pruning ensures that dead branches, storm damaged limbs, or unsightly growth are removed before becoming hazardous or bad for the health of the tree. Cyclical pruning also ensures the proper leaf to stem ratio, which provides structural support for the tree. It also ensures that pruning stays relatively inexpensive, as severe issues do not have time to develop. Cycle pruning is a maintenance activity which if performed regularly, actually needs to be performed less often!

Emergency / Storm Damage Pruning

Emergency pruning is nearly always necessary to mitigate severe risk after storm events, such as limbs which have fallen and are blocking traffic, have impacted a structure or playground, are interfering with a utility, or are hanging and in imminent danger of doing any of the above. Emergency and Storm Damage Pruning should be conducted at the discretion of the park district, with the best interests of the public in mind. This is one of the few occasions on which the recommendations of this Plan may be temporarily suspended. When life or property are in imminent danger due to conditions associated with a downed tree or tree part, the park district may take whatever remedial action is practical and reasonable to mitigate such imminent risk.

Sanitation Pruning

When a tree has been diagnosed as having been diseased or infested with a pest or disease, sanitation pruning may be employed to maintain the tree while removing the diseased or infested portions. This technique is only effective when the host tree is infected/infested with certain pests and pathogens, and only in a localized area of the tree. With more widespread cases of disease or insect infestation, removal will be the most cost-effective and safest option to avoid endangering other nearby trees, as these pests and diseases tend to spread, particularly when there is more of the same species nearby.

Removal of High Risk Limbs

At times, a tree as a whole may not pose a high risk, but a single limb may have defects that make it hazardous. At these times, the removal of such limbs or parts may render the tree to be low risk again, without causing permanent damage to the tree.

Community Park District of LaGrange Park Internal Policies

1. All activities directly related to the operation of a chainsaw, bucket truck, limb rigging, or tree climbing shall be performed by a qualified park district employee, or under the supervision of a certified arborist or arborist trainee.
2. No pruning or maintenance activity that takes place within ten feet of a power transmission line shall be performed by a CPDLP employee unless certified as a qualified Utility Arborist.
3. No cabling, bracing, or other such support systems shall be installed in CPDLP-owned trees, either by the CPDLP, its residents, or any contractors. Exception may be made by obtaining prior written approval of the park district or its Board of Commissioners.
4. No heading, pollarding or espalier pruning shall be conducted on park district-owned trees, and no wound dressings shall be used under any circumstances, without prior approval of the Community Park District of LaGrange Park.
5. The need for pruning and maintenance of individual trees shall be at the discretion of CPDLP and/or the Forestry Consultant.
6. No more than 25% of a tree's crown shall be removed during pruning operations in order to preserve the health of the tree. Any more than 25% of the crown being removed put the tree in danger of severe dieback, and removal should be considered at that point.

Other General Maintenance

Maintenance Activities

Retaining a Consultant

The task of enhancing an Urban Forestry program can be difficult! There may be new challenges and learning curves, contracts to renegotiate, bid documents to create, resident or patron concerns to manage, and other experiences which may require the assistance of a professional. **Currently, CPDLP does not have a Certified Arborist on staff**, though they do have knowledgeable grounds staff. That said, at least during the initial years of navigating the goals outlined in this plan, retaining an Urban Forestry Consultant would be a wise decision.



The Forestry Consultant may be involved in sourcing and interviewing contractors and vendors for tree pruning, removal, and planting operations, assisting in maintaining the tree inventory, training park district staff on tree health and risk assessments, assisting in explaining policies to residents and patrons, and preparing contract and bid specifications. The importance of this early relationship cannot be overstated, no matter how large or small the organization.

Chemical Applications

Trees, like people, sometimes contract pests and pathogens. Often these pests and pathogens can be controlled with a simple chemical application just as illnesses in humans can be controlled with medication. This practice is called Plant Health Care. When financially practical, chemical control for common pests or pathogens may be utilized as a preventative or curative method, and increase the aesthetics and benefits of the tree population.



At present, **DESCRIBE WHETHER OR NOT YOU TREAT AND WHY.**

Residents of LaGrange Park may not perform chemical applications on any park district owned trees under any circumstances. Treatments performed by the park district on it's own trees must be performed by a Certified Arborist who holds a valid Pesticide Applicators license.

Water Management

The importance of water in the establishment, growth, and survivorship of trees cannot be overstated. Most trees adapted to our climate zone (USDA Zone 5b) are also adapted to the amount of moisture we have in an average year. However, younger trees with less expansive root systems are susceptible to prolonged drought. Young trees need supplemental watering, which is an essential maintenance activity and can prevent newly planted tree mortality.

As we anticipate nearly 170 additional trees being planted over the course of the next 10 years, this concept becomes very important. A watering program, as mentioned previously, may be performed by well-trained volunteer labor, in-house staff, or by an outside contractor. Whichever way the park district chooses to perform this task, it is vital, even though it is not represented in our budget tables due to high variability in who will perform this work. A general rule would be to expect to pay somewhere on the order of \$50/tree for the first 2 years of it's life to water it several times throughout the first 2 growing seasons. So with planting 7 trees per year, there would be 14 trees requiring water at any given time, for a total cost of around \$700 each year. Once again however, these numbers can be highly variable.

Mulch

Proper application of mulch is a necessary and cost-effective maintenance activity. Mulch has many benefits, including reducing weed growth in the root zone, protecting the tree trunk and root flare from lawn maintenance equipment, allowing water to move into the soil, reducing evaporation and drought stress, and creating a naturally fertile soil environment. Turf grass typical of parkways competes for water and nutrients, and mulch reduces this competition. But not all mulching is beneficial. The practice known as "Volcano Mulching" is the practice of piling mulch against the trunk in excess of 3" deep. This causes moisture build up against the trunk, and can cause decay of the trunk tissue, and possibly death. Material such as crushed limestone, red volcanic rock, or rubber pellets can alter the soil chemistry in an undesirable way, and cause dieback or tree death.



Fortunately, mulch is a commodity most communities can get for free so long as they are pruning and removing trees each year. A marshalling yard for wood chips can be/is established in Village limits. These chips can be made available for free to residents as well as planting contractors. This arrangement works well for everyone: Removal contractors do not have to pay to dispose of chips, residents get free woodchips, and planting contractors don't have to charge the park district for mulch when new trees are planted. All newly planted trees should have mulch applied appropriately. A goal for LaGrange should be to mulch all trees 12" DBH and smaller, but for now, mulch for all newly planted trees, and preventing volcano mulching should be a primary concern.

Tree Preservation and Management During Construction

Though park districts do not have the same ordinances as municipalities when it comes to tree protection on private property, they should still abide by Best Management Practices when performing development work on their own property. Therefore, tree and shrub protection and preservation during construction represents an investment in the community! Ensuring the protection and preservation of these trees while minimizing burdens to businesses, developers, and residents is essential to a healthy urban forest.



Tree protection and preservation during periods of construction involves protecting trees from damage caused by construction activities. This damage includes physical and chemical damage to the trunk, branches, and roots. Damage may be caused by equipment such as backhoes, skid steers, or other appendage-type equipment. Effects of damage to the visible above ground portions of the tree can be obvious, as when branches are broken. But hidden effects such as root compaction or improper grading may not become evident for years until the tree begins to die back. The standards set forth below and in [Appendix ____](#) are industry standards with a proven record of success.

Community Park District of LaGrange Park Internal Policies

1. A tree survey shall be performed by a qualified individual prior to the beginning of any development activities on park district property. The survey shall detail the size, species, and condition of each tree six inches DBH and greater OR managed landscape tree (intentionally planted, non-volunteer tree) of any size.
2. The Tree Survey and a Tree Protection Plan shall be submitted to the Village of LaGrange Park and all relevant architects, engineers, and workers, detailing the following:
 - A. Trees to be removed
 - B. Trees to be preserved
 - C. Location and size of the Tree Protection Zone (TPZ) for each tree

3. The Tree Protection Zones for each tree shall be visibly delineated by the site engineer, using orange snow fencing or other high visibility exclusion material. When such a delineation is not possible, all workers on site shall be made aware of the TPZ verbally.

Tree Risk Assessment Policy

Trees provide ecosystem and aesthetic benefits, but all trees also pose some degree of risk. Determining the acceptable level of risk, along with effectively managing that risk, is a key priority for urban forestry operations. As a tree manager, the Community Park District of LaGrange Park must always assume some degree of risk. It is up to the park district to track that risk and ultimately decide how to mitigate risk from trees in a manner which is responsible both economically as well as in the interest of public safety.

Levels of Risk Assessment - An Overview

These Risk Assessment Levels are based on the International Society of Arboriculture’s (ISA) Tree Risk Assessment Qualification (TRAQ) protocols, as well as the ANSI A300 Part 9 (Tree Risk Assessment) Standards. The TRAQ forms can be found in [Appendix ___](#) at the end of this report. All trees in CPDLP parks were assessed for a basic level of risk during the inventory. These assessments were rapid assessments, and do not represent any formal level of TRAQ risk assessment, and are not legally binding. They are solely intended to provide the district with data showing a need for a more detailed assessment of individual trees such as those listed below.



Level 1 Assessment

Also called a “limited visual assessment”, whereby a tree has a basic analysis of obvious physical defects and condition. The assessor walks or drives by the tree, assesses it quickly for defects, evaluates the risk posed by the subject tree, and reports the results of the assessment to the tree owner. Often, prior to a recommendation, a more detailed (Level 2 or Level 3) assessment will be required to gather additional data.

Level 2 Assessment

A Level 2 Assessment, also called a “basic assessment”, is a report detailing the information collected during a detailed visual inspection of the tree and the surrounding site. Such an inspection requires a 360 degree walk around, and may include the use of simple tools, such as binoculars, magnifying lenses, mallets, probes, and trowels or shovels. The goal is to get a more complete picture of the tree in its environment, as well as previous histories of failures, and a root to branch evaluation of not only the tree but also potential “targets” which falling tree limbs may impact. Targets are things such as structures, people, vehicles, or other things which may be damaged or injured by trees.

Level 3 Assessment

A Level 3 Assessment, also called an “advanced assessment”, provides detailed information about specific tree parts, targets, and risk associated with each potential interaction. By definition it requires specialized equipment known as “advanced tools”, such as bucket trucks, resistance drills, sonic tomographs, and other such equipment. This is the most detailed and time-intensive type of assessment, and is typically only performed when a decision to retain or remove a tree is very difficult, as would be the case for a high quality tree near a potential target that has significant defects, the extent of which are not known, but must become known before making a decision.



Considerations in Assessing Risk

The following are meant for the reader to gain additional insight into the TRAQ process. One again, TRAQ inspections were not performed on park district trees, but this information will help to understand the terminology better, and help inform staff and residents as to how and why these inspections are performed.

Likelihood of Tree Part Failure

Like it sounds, this is a process of determining how likely a tree part is to fail, and then how likely that failure is to impact a target. Likelihood of failure is an assessment of the tree’s defects, and the load on those defects, like weight, gravity, ice, or wind. The parts impacted are generally the roots, root plate, trunk, branches, or potentially whole tree failure at multiple points.



Likelihood of Impacting a Target

Determining the likelihood of impacting a target is figuring out the occupancy rate, or the amount of time that targets (people or high value property) are within the fall zone of a tree. A large tree in the middle of a field could fail with little impact, but that same tree in a playground might have serious consequences. In many roadways, motor traffic is present day and night. All of the park district’s inventoried 257 trees are on publicly owned land, where failure of a tree not only could impact motorists, but also park patrons and structures.

Consequences of a Tree Failure Impacting a Target

The potential consequences of the tree failure impacting a target is a cumulative function of both the “value” of the target (person vs car) and the consequences to that target if the tree fails. Whereas the previous step was concerned with occupancy rates, this step looks at the consequences of the impact, and assumes that the target is always present.

To follow with the above example, it is assumed that if a park tree were to fail, that a car, utility line, and person are all underneath it at the time of failure, and the consequences to those targets is evaluated. Consequences are generally considered to be “minor” for targets that can be easily replaced or repaired, and step up through 4 levels with the highest level being “severe”, which would constitute severe injury to a person, or even a fatality.

Weather

Every tree, no matter how healthy, can fail from wind, lightning strikes, ice loading or soil saturation. “Normal” weather can cause tree or tree part failures for trees which have existing defects, like deadwood, cavities, or poor architecture. Extreme weather events, by contrast, can cause the failure of perfectly healthy trees. For all Tree Risk Assessments, Risk should be assessed assuming “normal” weather conditions. Though it should be noted that “normal” weather conditions for northeastern Illinois do include gusty winds, thunderstorms, snow, and even an occasional ice storm. It is the extremes of these events that should be considered abnormal.

Community Park District of LaGrange Park Tree Risk Assessment Policy

The Community Park District of LaGrange Park (CPDLP) has created this policy to maintain an acceptable level of risk as it pertains to its park tree population. In order to maintain an acceptable level of public safety, while mitigating undue burden, CPDLP shall adopt the following risk assessment protocols:

1. The CPDLP maintains a tree inventory detailing the species, size, and condition of all trees on park district owned land, as well as a basic level of risk posed by each tree. This Urban Forestry Management Plan recommends that the trees listed as being in elevated risk categories during the initial inventory be audited on an ad hoc basis. During these audits, qualified park district staff and/or the Forestry Consultant should inspect these trees and identify trees potentially posing an unacceptable level of risk. Such trees identified shall either be scheduled for a more detailed risk assessment (Level 2 or 3), or shall be mitigated, either by pruning, bracing, or removal, as soon as practical following the assessment.
2. Park district staff or the Forestry Consultant shall perform limited visual assessments on an ad hoc basis by monitoring the trees during the normal course of daily operations. Trees which may appear to present an elevated risk level shall be scheduled for a more detailed risk assessment (Level 2 or 3), or shall be mitigated, either by pruning, bracing, or removal, as soon as practical following the assessment.
3. Upon notification from a resident or patron of a concern about a potentially high-risk tree, qualified park district staff and/or the Urban Forestry Consultant shall perform a Level 1 limited visual inspection within (14) business days of the notification by the resident. If a Level 2 or Level 3 Risk Assessment is required based on that inspection, it shall be performed within an additional (14) business days. A decision shall be made by park district staff, the Board of

Commissioners, and/or the Forestry Consultant as to what the appropriate mitigation measures are, if any.

4. All trees determined to be in need of mitigating actions (removal, pruning, etc.) should be documented in writing by park district staff and/or the Urban Forestry Consultant. This documentation shall include the date the assessment was performed, the species, size, and condition of the tree, and a brief narrative detailing which parts of the tree are likely to fail, the likelihood of failure, the likelihood of impacting a target, the consequences of tree or tree part failure, and the overall tree risk rating, per the ISA’s TRAQ system of risk assessment.
5. A minimum branch diameter of three (3) inches, by ocular estimate, shall be the standard to which this risk assessment policy applies. Assessing all branches smaller than three inches represents an undue burden to the park district.

Full TRAQ Forms can be found in **Appendix ___** at the end of this report.

TRAQ Tree Risk Assessment Matrices

Likelihood of Tree Failure Impacting Target

<u>Likelihood of Tree Failure</u>	<u>Likelihood of Impacting Target</u>			
	Very Low	Low	Medium	High
Imminent	Unlikely	Somewhat Likely	Likely	Very Likely
Probable	Unlikely	Unlikely	Somewhat Likely	Likely
Possible	Unlikely	Unlikely	Unlikely	Somewhat Likely
Improbable	Unlikely	Unlikely	Unlikely	Unlikely

Risk Rating Matrix

<u>Likelihood of Failure and Impact</u>	<u>Consequences</u>			
	Negligible	Minor	Significant	Severe
Very Likely	Low	Moderate	High	Extreme
Likely	Low	Moderate	High	High
Somewhat Likely	Low	Low	Moderate	Moderate
Unlikely	Low	Low	Low	Low

Projected Budget

The budget numbers below, as mentioned several times through this Urban Forestry Management Plan, are conservative figures based on current industry rates for the services listed. Based on input from park district staff, the budget begins this year with a dollar amount that is within their current annual budget for tree related expenses. From there, generally the budget increases slightly each year, and projects through 2031, at which time, including CPI, the budget will have increased approximately 60% from the current level of approximately \$10,000 in 2021 to approximately \$16,000 by 2031. This represents a modest budget increase for such an increase in values of the Urban Forest.

REMOVALS	Milestones	2021	2022	2023	2024	2025	2026-2031
	Trees Removed	8	3	4	5	6	6/year avg
	Diameter Inches	91"	40"	55"	70"	85"	85"
	Notes	8 Priority Removals from Inventory	Update Inventory for New Removals	Update Inventory for New Removals	Update Inventory for New Removals	Update Inventory for New Removals	Update Inventory for New Removals
	Removal Cost (2021)	\$2,275	\$1,000	\$1,375	\$1,875	\$2,125	\$2,125
	Removal Cost (CPI)	\$2,275	\$1,000	\$1,375	\$1,875	\$2,125	\$2,444

PLANTINGS	Milestones	2021	2022	2023	2024	2025	2026-2031
	Trees Planted	7	7	7	8	9	9/year avg
	Planting Cost (2021)	\$2,100	\$2,100	\$2,100	\$2,400	\$2,700	\$2,700
	Planting Cost (CPI)	\$2,100	\$2,100	\$2,100	\$2,400	\$2,700	\$3,105

PRUNING	Milestones	2021	2022	2023	2024	2025	2026-2031
	Trees Pruned	50	50	50	50	60	65/year avg
	Notes	10 Priority Prunes + 40 Additional Cycle Prunes	50 Cycle Prunes	50 Cycle Prunes	50 Cycle Prunes	60 Cycle Prunes	Approximately 65 Cycle Prunes / year in perpetuity
	Cost (2021)	\$3,000	\$3,000	\$3,000	\$3,000	\$3,650	\$4,150
	Cost (CPI)	\$3,000	\$3,000	\$3,000	\$3,000	\$3,650	\$4,773

FORESTRY CONSULTANT	Milestones	2021	2022	2023	2024	2025	2026-2031
	Notes	Basic Assistance with contract prep, etc	Appraisals and Risk Management	Inventory Updates / Risk Management	Inventory Updates / Risk Management	Inventory Updates / Risk Management	Inventory Updates / Risk Management
	Cost (2019)	\$2,500	\$2,500	\$5,000	\$5,000	\$5,000	\$5,000
	Cost (CPI)	\$2,500	\$2,500	\$5,000	\$5,000	\$5,000	\$5,750

TOTALS	TOTALS - 2021 \$	\$9,875	\$8,600	\$11,475	\$12,275	\$13,475	\$13,975
	TOTALS - CPI 3%	\$9,875	\$8,600	\$11,475	\$12,275	\$13,475	\$16,071

Summary / Conclusion

TBD based on edits from CPDLP

Glossary of Terms

Aerial Device: Any piece of equipment expressly intended to elevate a human worker above the level at which they typically stand with their feet on the ground surface. Can include but is not limited to bucket trucks, scissor lifts, etc

Aggressive: A floral or faunal organism which is native (endemic) to the United States or northern Indiana, but which is known to outcompete other more desirable organisms

Arborist: An individual engaged in the profession of arboriculture who is educated, trained and licensed to provide for or supervise the management of trees and other woody plants

Arborist Trainee: Any person working under the direct supervision of an Arborist or Certified Arborist

Balled and Burlapped: A tree, shrub, or other plant prepared for transplanting by allowing the roots to remain covered by a ball of soil around which canvas or burlap is tied and secured with a basket.

Bare Root: Harvested plants from which the soil or growing medium has been removed

Best Management Practices (BMP): Methods or techniques found to be the most effective and practical means in achieving an objective while making the optimum use of resources.

Caliper: Standard nurseryman's measure of tree diameter (size). Caliper measurement of the trunk shall be taken six inches above the ground up to and including four-inch caliper size. If the caliper at six inches above the ground exceeds four inches, the caliper should be measured at 12 inches above the ground.

Certified Arborist: An individual who has sufficient experience in the field of Arboriculture, and has been certified by the International Society of Arboriculture as being a Certified Arborist

Border Trees: Trees whose trunks, when measured at DBH, are situated on both Public and private property

Branch Collar: The branch collar is the point where a branch joins the trunk or another branch. This is the area the arborist chooses to make a proper cut.

Climbing Line: Any rope or other such material explicitly intended for bearing the weight of a human being

Collected Plants: Trees or shrubs which have been sourced from private property for the intent of transplanting elsewhere

Compacted Soil: A high-density soil lacking structure and porosity, characterized by restricted water infiltration and percolation (drainage), and limited root penetration

Consumer Price Index: an index of the variation in prices paid by typical consumers for retail goods and other items

Containerized: A tree, shrub, or other plant prepared for transplanting, or grown in, a solid-walled container such as a plastic pots or wooden boxes

Contracted Staff: People working for the park district as part of an independently owned and operated private company which performs work for the park district, but who are not directly employed by the park district

Controlling Authority: An agency, organization, or corporate entity with the legal authority and/or obligation to manage individual trees or tree populations

Crew Leader: Any personal who has by direction or implication been chosen to lead a team of In-House or Contracted Staff

Crown: The upper part of a tree, measured from the lowest branch, including all branches and foliage

Critical Root Zone (CRZ): The minimum volume of roots necessary for a tree to have health and stability

Cycle Pruning: The process of routine maintenance pruning of trees, not related to storm damage or other hazard or emergency related-pruning, that occurs on a set and predictable time scale set forth by the park district

Deadwood: Wood on a tree or shrub which is no longer biologically living and becomes brittle or prone to failure

Decline/Declining: Trees or shrubs which are experiencing symptoms of a general decline on health due to age, pest, or pathogen related issues

Desirable: A Tree or other plant whose characteristics are sought after due to ecology, aesthetics, or public safety

Diameter or DBH: Diameter at Breast Height. A standard forestry measure of tree diameter (size), measured at 4.5' above ground level on the uphill side of a tree using a Diameter Tape or Biltmore Stick

Digging Machine(s): Any piece of mechanical equipment whose express purpose is to remove soil and plants from their current locations

Diseased: The status of a tree which has been negatively impacted by a pathogen, bacterial, fungal, viral, or similar lower life forms

Drip Line: The soil surface delineated by the branch spread of a single plant or group of plants

Drought: A period of two weeks or greater, during which there is less than one inch of rainfall, when the average daytime temperature during that same period exceeds 75 degrees Fahrenheit.

Dutch Elm Disease: A fungal pathogen which causes the decline and death of specific species of Elm trees.

Dying: A tree which is in the process of biological death due to senescence, disease, infestation, or other such malady from which there is very little to no hope of long-term survival

EAB: Emerald Ash Borer. An invasive beetle pest which affects all Ash trees.

Establishment Pruning: The pruning of a young tree in order to establish proper form and branching habit.

Established Trees: Those trees which have been permanently planted for a period of no less than 6 months, and which have permanent roots established in the soil

Failure (tree failure): Breakage of stem or branches, or loss of mechanical support in the root system

Feeder Root: Any portion of the below ground portions of the tree whose purpose is to absorb water and nutrients

Floodplain: Land which has been determined to be periodically inundated with water from a nearby moving or static water body, such as a lake or river. Determined by the Federal Emergency Management Agency

Flush Cut: Either a pruning cut or final cut to remove a stump, for which the maximum acceptable distance from the ground or the branch bark ridge shall be no greater than 2 inches.

Full-Time: An employee who has regular employment through the park district and whose work hours exceed 36 hours in a week, and who is employed year-round.

Fungal: Any of a group of spore-producing organisms feeding on organic matter, including molds, yeast, mushrooms, and toadstools.

Grade: The level or pitch of a certain piece of land, as defined by the trees or shrubs which inhabit it

Hardscape: The nonliving or man-made fixtures of a planned outdoor area, such as sidewalks, retaining walls, street lamps, etc.

Hazard: A known and documented state of imperiling public safety

Healthy Tree: Any tree which is successfully adapting to its environment, and shows no signs of disease, pests, pathogens, or other such maladies, as determined by park district staff or the Forestry Consultant

Host: An organism which is susceptible to a known pest or pathogen

Indiana811: The Indiana underground utility locating service

Infested: The status of a tree which has been negatively impacted by pests

In-House Staff: Staff directly employed by the Park District of LaGrange, on either a full-time or Part-Time Basis

Invasive: A floral or faunal organism which is not native (endemic) to the United States or northern Indiana

Job Site: Any geographic location where a person or persons will be performing activities related to the care and maintenance of Park District of LaGrange property

Liner Nursery: A privately owned plant propagation facility which specializes in the growth of small trees which are intended to be planted for growth into a full form

Managed: A tree or shrub which is in an area of the park district which is routinely mowed and managed. Not a wild forest grown tree or shrub, or area containing such trees and shrubs

Manufacturer's Recommendations: Any expressly written instruction manual for a given piece of equipment that details how said equipment is supposed to be managed or maintained

Mineral Soil: Any substrate which is composed of a variety of rocks and minerals in various states of decomposition, leading to the development of a substance on which living plants may live

Mitigation: The process of diminishing risk

Monoculture: A population of trees in close proximity to one another which is comprised of 3 species or less of trees and shrubs which is prone to pest or pathogen outbreak

Natural Resources: Flora, fauna, and other such living and non-living parts of the environment which the Park District of LaGrange maintains

Nursery Stock: Woody Perennials which are of a "Tree Form" growth habit and are supplied by a nursery contractor for planting. Not established trees.

Park District Property: Land which, by deed or title, belongs to the Park District of LaGrange

Parkway Tree: Any woody plant within a Publicly-Owned right-of-way, or any other property owned or managed by the Park District of LaGrange

Part-Time: An employee who has regular employment through the park district and whose work hours are less than 36 hours in a week, and who is employed year-round.

Pathogen: A fungus, virus, or other such microscopic organism which causes decline or death of trees

Pest: An insect or other macrofaunal organism which causes decline or death of trees

Private Property: Land which, by deed or title, does not belong to the Park District of LaGrange

Public Safety: The welfare and protection of the general public

Reforestation: The process by which trees are planted to replace trees which have been removed

Rigging Line: Any rope or other such material explicitly intended for bearing the weight of a tree limb. Not to be used for supporting a human being.

Right-of-Way (ROW): The publicly-owned land on which a road, drainage ditch, trail, or other public access is built

Risk: A situation involving potential exposure to danger or endangering public safety

Root Protection Zone (RPZ): The area on the ground surrounding a tree in which excavation, compaction, and other construction-related activities should be avoided or mitigated

Saddle: A piece of equipment expressly intended to hold a human being above ground level with the assistance of a rope or other such device

Sanitation Pruning: The removal of tree limbs that have become diseased or infested, in order to prevent the spread of disease or infestation from spreading throughout the rest of the tree e.g., Dutch Elm Disease, Black Knot Fungus, etc.

Seasonal Employees: Those employees retained by the park district for less than 6 months out of the calendar or budget year

Shrub: Any woody perennial which has a multi-stemmed growth habit not consistent with being considered a tree. Can be subject to interpretation by LaGrange Staff.

Sound Wood: Structurally sound, non-decayed, non-compromised wood in the trunk or Scaffold Branches

Staff: Those employees retained by the park district on a full-time basis with benefits provided

Structural Root: Any portion of the below ground portions of the tree whose purpose is to stabilize the plant against the forces of wind and gravity

TRAQ: Tree Risk Assessment Qualification. The International Society of Arboriculture's formal status of an individual who is qualified to assess the risk that trees may bring to the general public

Tree Protection Zone (TPZ): The area surrounding a tree in which excavation and other construction-related activities should be avoided.

Tree Risk: The likelihood and consequences of failure of a tree or tree parts

Tree Risk Assessment: A systematic process used to identify, analyze, and evaluate tree risk

Underperforming: Trees which have systematic health and vigor issues resulting in poor health, architecture, or other such maladies as determined by park district staff

Undesirable: A tree which is not desired in the landscape due to ecological, aesthetic, or public safety reasons, as determined by LaGrange Staff.

Unmanaged: A tree or shrub which is in an area of the Park District of LaGrange which is not routinely mowed and managed. A wild forest grown tree or shrub, or area containing such trees and shrubs.

Urban Wood: Any tree or other woody perennial material which has been harvested for the sole purpose of long term storage in the form of furniture, recreational material, etc. Differentiated from “Reclaimed Wood”

Utility Arborist: A person explicitly trained in the management of trees and other plants in relation to energized power lines. Someone who is licensed to work with conflicts between trees and such energized power lines.

Appendix A: Acceptable and Unacceptable Species

Species not appearing on this list can be approved or disallowed by consensus of the Tree Commission, acting under the supervision of park district staff and/or the Forestry Consultant

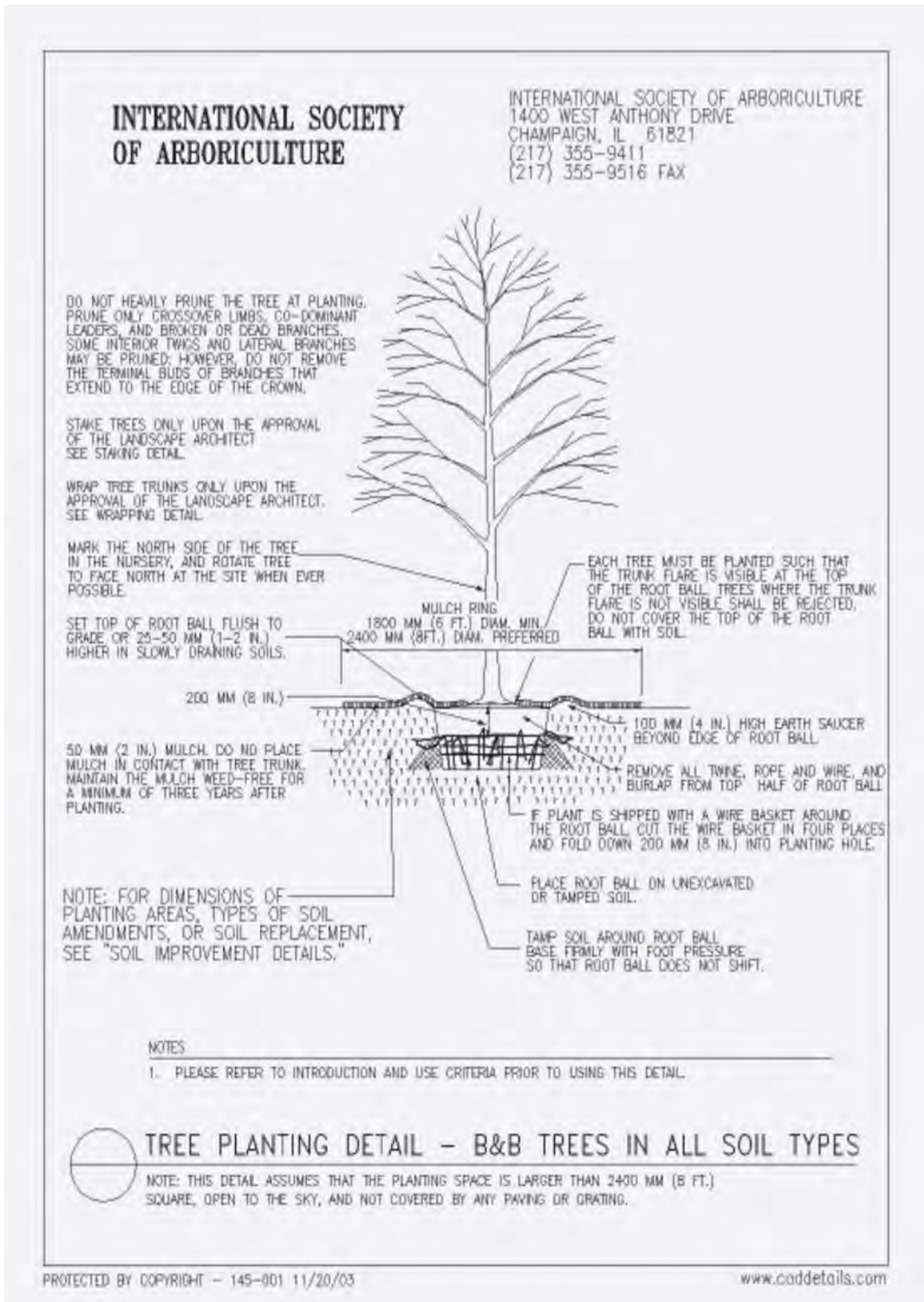
NOT APPROVED	APPROVED SPECIES (ANYWHERE)			PARKS ONLY
	Large Trees	Medium Trees	Small Trees	
AILANTHUS	BALDCYPRESS	ALDER	AMERICAN REDBUD	CHESTNUT-CHINESE
AMUR CORKTREE	BEECH-AMERICAN	AMUR MAACKIA	APPLE-CRAB SPP	MAGNOLIA-CUCUMBER
ASH-EUROPEAN	BEECH-EUROPEAN	BIRCH-RIVER	BUCKEYE-RED	Medium Trees
ASH-GREEN	BLACK LOCUST	BIRCH-WHITE	DOGWOOD-SPP	GOLDEN RAIN TREE
ASH-WHITE	BUCKEYE-OHIO	BLACKGUM	HAWTHORN-COCKSPUR	MOUNTAIN ASH
BOXELDER	BUCKEYE-YELLOW	ELM-CHINESE	HAWTHORN-SPP	PEAR-EDIBLE
BUCKTHORN	CATALPA	HARDY RUBBER TREE	LILAC-TREE	SASSAFRASS
BURNING BUSH	DAWN REDWOOD	HAZELNUT-TURKISH	ROSE OF SHARON	SEVENTH SON FLOWER
CHERRY-BLACK/PIN	ELM-HYBRID	HORNBEAM-AMERICAN	SERVICEBERRY-SPP	Small Trees
COTTONWOOD	GINKGO	HORNBEAM-EUROPEAN	SMOKETREE	APPLE-EDIBLE
ELM-AMERICAN	HACKBERRY	IRONWOOD		CHERRY-ORNAMENTAL
ELM-SIBERIAN	HICKORY-SPP	KATSURA		LILAC-SHRUB
HONEYSUCKLE	HONEYLOCUST	MAPLE-HEDGE		MAGNOLIA-SAUCE
MAPLE-NORWAY	HORSECHESTNUT	MAPLE-MIYABEI		MAPLE-AMUR
MAPLE-SILVER	KENTUCKY COFFEETREE	MAPLE-PAPERBARK		MAPLE-JAPANESE
MULBERRY-SPP	LARCH	MAPLE-RED		PEACH/NECTARINE
POPLAR-SPP	LINDEN-AMERICAN	MAPLE-SHANTUNG		PLUM-SPP
POPLAR-WHITE	LINDEN-LITTLELEAF	MAPLE-TRIFLORUM		WITCH HAZEL
PRINCESS TREE	LONDON PLANETREE	OAK-CHINKQUAPIN		Evergreens
RUSSIAN OLIVE	MAPLE-ARMSTRONG	OAK-ENGLISH		ARBOR VITAE
WALNUT-ANY	MAPLE-AUTUMN BLAZE	OAK-SHINGLE		DOUGLAS FIR
WILLOW-SPP	MAPLE-SUGAR	PEAR-CALLERY		EASTERN REDCEDAR
	OAK-BURR	PERSIAN IRONWOOD		FIR-CONCOLOR
	OAK-PIN	YELLOWWOOD		HEMLOCK-SPP
	OAK-RED			JUNIPER-COMMON
	OAK-SWAMP WHITE		Do Not Plant	PINE-AUSTRIAN
	OAK-WHITE			PINE-MUGO
	PAGODATREE		Plant limited quantities	PINE-WHITE
	PERSIMMON			SPRUCE-BLUE
	SWEETGUM		Plant in abundance	SPRUCE-NORWAY
	SYCAMORE			SPRUCE-SPP
	TULIPTREE			YEW
	ZELKOVA			

Appendix B: Additional Comments on Species

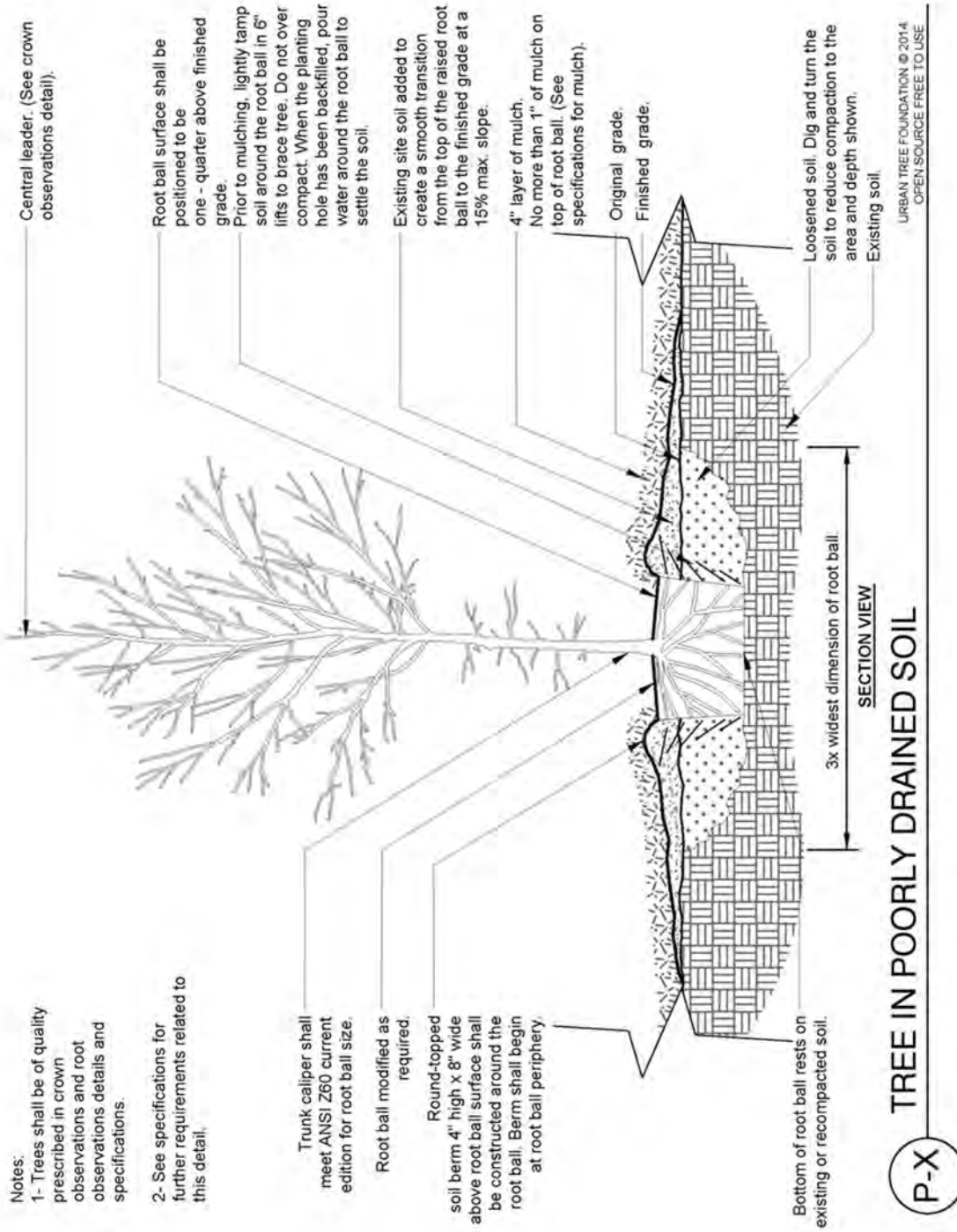
SPECIES	COMMENTS	SPECIES	COMMENTS
AILANTHUS	NOT APPROVED	LILAC-SHRUB	Parks Only
ALDER-SPP		LILAC-TREE	Improved varieties, tree form only
AMERICAN HORNBEAM		LINDEN-AMERICAN	
AMERICAN REDBUD		LINDEN-LITTLELEAF	
AMUR MAACKIA		LINDEN-SILVER	
APPLE-CRAB SPP	Apple Scab resistant varieties only	LINDEN-SPP	
APPLE-EDIBLE	Parks Only	LONDON PLANETREE	Prefer 'Exclamation!', 'Bloodgood' not allowed
APRICOT	NOT APPROVED	MAGNOLIA-CUCUMBER	
ARBOR VITAE	Parks only	MAGNOLIA-SAUCCER	Scale resistant varieties only
ASH-BLUE	NOT APPROVED	MAGNOLIA-SHRUB	Star Magnolia or similar Magnolia pruned to tree form
ASH-GREEN	NOT APPROVED	MAPLE-AMUR	Parks only unless pruned to tree form
ASH-WHITE	NOT APPROVED	MAPLE-AUTUMN BLAZE	Or other similar Acer x freemannii
ASPEN	Improved varieties only	MAPLE-BLACK	
BALDCYPRESS	Prefer 'Shawnee Brave'	MAPLE-HEEDGE	
BEECH-AMERICAN		MAPLE-JAPANESE	Small growing space only
BEECH-SPP	Prefer 'Tricolor' or 'Riversii'	MAPLE-MIYABEI	Prefer 'State Street'
BIRCH-RIVER	Prefer Single stem only	MAPLE-NORWAY	NOT APPROVED
BIRCH-SPP	Sweet Birch, Yellow Birch, or other newintroductions	MAPLE-PAPERBARK	
BIRCH-WHITE	Bronze Birch Borer resistant only, prefer 'Whitespire'	MAPLE-RED	Improved varieties only
BLACK LOCUST	Improved varieties only, prefer 'Purple Robe'	MAPLE-SILVER	NOT APPROVED
BLACKGUM		MAPLE-SUGAR	Prefer 'Green Mountain'
BOXELDER	NOT APPROVED	MOUNTAIN ASH	Improved varieties only
BUCKEYE-OHIO		MOUNTAIN ASH-EUROPEAN	Improved varieties only
BUCKEYE-RED	Prefer 'Ft. McNair' or Bottlebush	MULBERRY-SPP	NOT APPROVED
BUCKEYE-YELLOW		OAK-BURR	
BUCKTHORN	NOT APPROVED	OAK-CHESTNUT	
BURNING BUSH	NOT APPROVED	OAK-CHINKQUAPIN	
CAROLINA SILVERBELL	Protected sites only	OAK-ENGLISH	
CATALPA		OAK-PIN	
CHERRY-BLACK	NOT APPROVED	OAK-RED	
CHERRY-PURPLE LEAF		OAK-SWAMP WHITE	
CHERRY-SPP	Ornamental, Black Knot resistant varieties only	OAK-WHITE	
COTTONWOOD	NOT APPROVED	OTHER	Open for new introductions
DAWN REDWOOD		PAGODATREE	
DOGWOOD-SPP	Hardy varieties only	PEACH	Parks only
DOUGLAS FIR	Parks only	PEAR-CALLERY	NOT APPROVED
EASTERN REDCEDAR	Parks only	PEAR-EDIBLE	Parks Only
ELM-AMERICAN	NOT APPROVED	PERSIAN IRONWOOD	Medium growing space only
ELM-HYBRID	Hardy varieties only	PERSIMMON	American variety preferred (Diospyros virginiana)
ELM-RED	NOT APPROVED	PINE-AUSTRIAN	Parks Only
ELM-SIBERIAN	NOT APPROVED	PINE-SCOTCH	Parks only
ELM-SPP	New cultivar introductions	PINE-WHITE	Parks only
EUONYMUS	Eastern Wahoo ONLY no non-native varieties	PLUM-SPP	Parks Only
FIR-SPP	Parks only	PUSSYWILLOW	Parks only
FRINGETREE		ROSE OF SHARON	
GINKGO	Male only	SASSAFRAS	
GOLDEN RAINTREE		SERVICEBERRY-SPP	Prefer 'Autumn Brilliance'
HACKBERRY		SEVENTH SON FLOWER	
HARDY RUBBER TREE		SHRUB-SPP	Parks only, open for new introductions
HAWTHORN-SPP	Thornless varieties only	SMOKETREE	American variety preferred, small growing space only
HICKORY-BITTERNUT		SPRUCE-BLUE	Parks only
HICKORY-SHAGBARK		SPRUCE-NORWAY	Parks only
HONEYLOCUST	Prefer 'shademaster' or 'inermis'	SPRUCE-SPP	Parks only
HONEYSUCKLE	NOT APPROVED	SUMAC	Parks only
HORNBEAM-EUROPEAN		SWEETGUM	Prefer 'Happidaze'
HORSECHESTNUT		SYCAMORE	In natural areas only, London Planetree preferred
HYDRANGEA-PEEGEE		TULIPTREE	
IRONWOOD		VIBURNUM	Tree form only
JUNIPER-COMMON	Parks Only	WALNUT-BLACK	NOT APPROVED
KATSURA		WILLOW-SPP	NOT APPROVED
KENTUCKY COFFEETREE	Fruitless varieties only	YELLOWWOOD	
LARCH		YEW	Parks Only
		ZELKOVA	Prefer 'Green Vase'

Appendix C: Species Substitutions

Appendix D: Balled and Burlapped Planting Detail



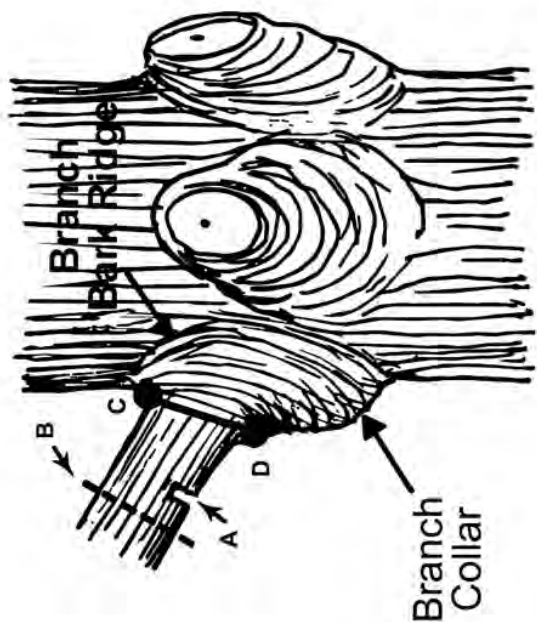
Appendix E: Containerized Planting Detail



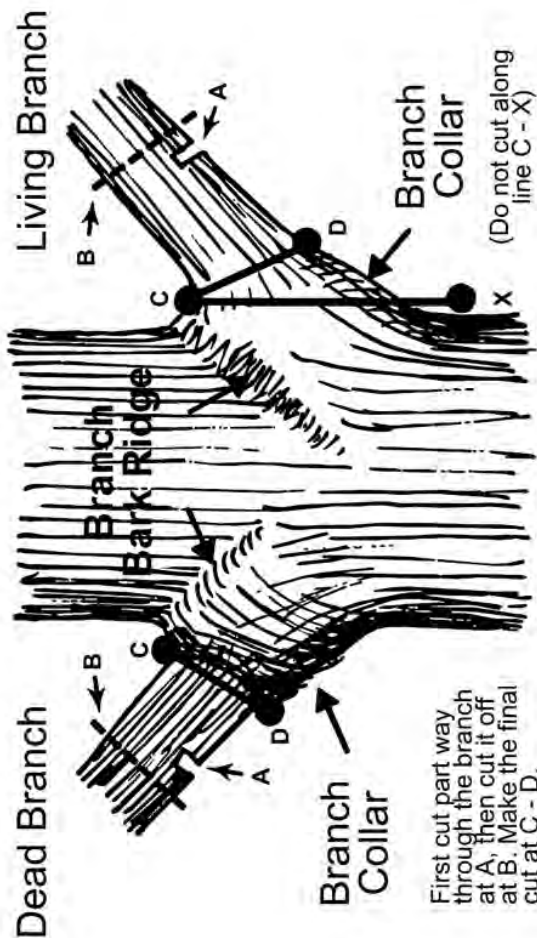
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Appendix F: Tree Pruning Detail

Proper Pruning Principles



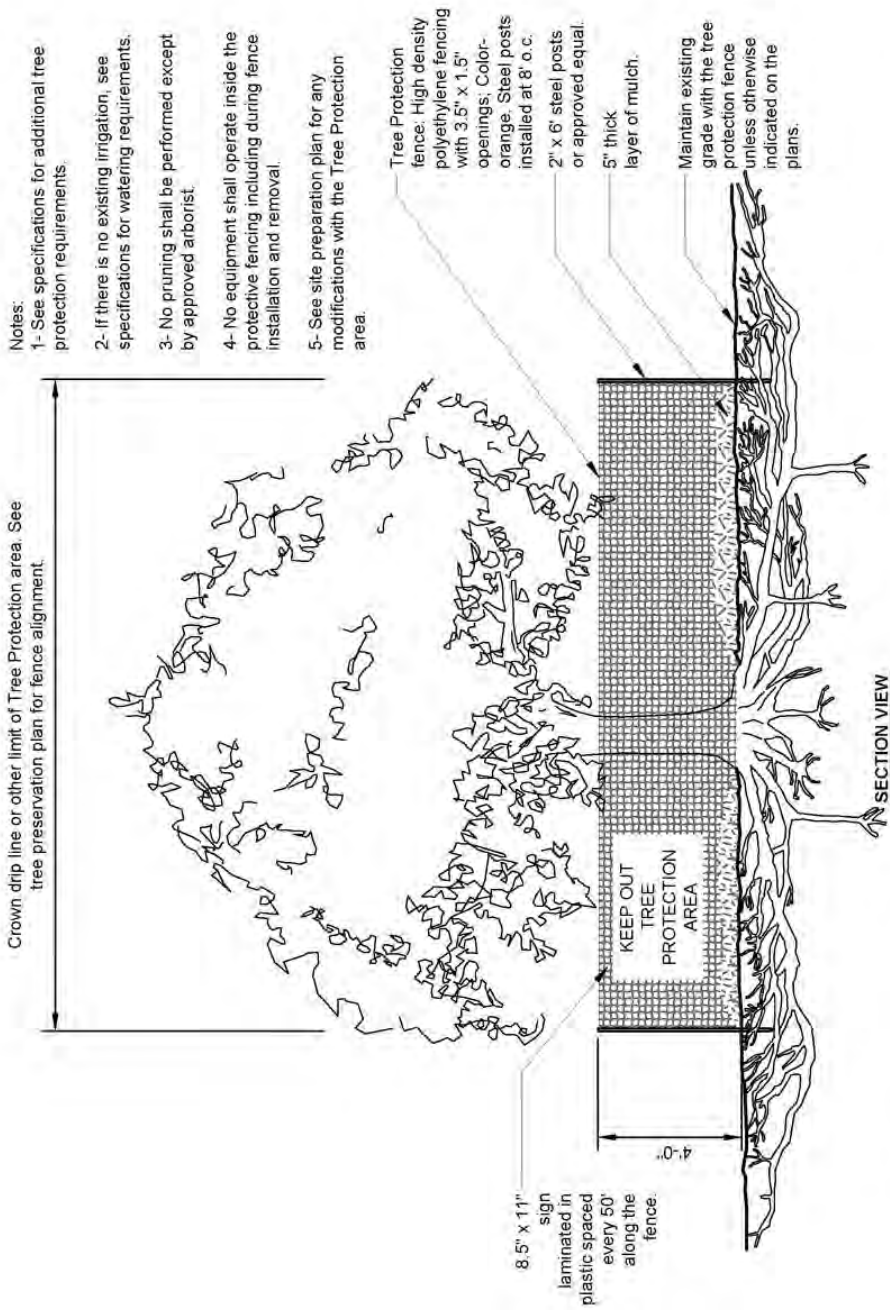
Conifers



Hardwoods



Appendix G: Tree Protection Detail



- Notes:
- 1- See specifications for additional tree protection requirements.
 - 2- If there is no existing irrigation, see specifications for watering requirements.
 - 3- No pruning shall be performed except by approved arborist.
 - 4- No equipment shall operate inside the protective fencing including during fence installation and removal.
 - 5- See site preparation plan for any modifications with the Tree Protection area.

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S-X
TREE PROTECTION

Appendix H: ISA Tree Risk Assessment Form (TRAQ Level 2-Basic)

ISA Basic Tree Risk Assessment Form

Client _____ Date _____ Time _____
 Address/Tree location _____ Tree no. _____ Sheet _____ of _____
 Tree species _____ dbh _____ Height _____ Crown spread dia. _____
 Assessor(s) _____ Time frame _____ Tools used _____

Target Assessment

Target number	Target description	Target zone			Occupancy rate 1 – rare 2 – occasional 3 – frequent 4 – constant	Practical to move target?	Restriction practical?
		Target within drip line	Target within 1 x Ht.	Target within 1.5 x Ht.			
1							
2							
3							
4							

Site Factors

History of failures _____ **Topography** Flat Slope _____ % **Aspect** _____
Site changes None Grade change Site clearing Changed soil hydrology Root cuts Describe _____
Soil conditions Limited volume Saturated Shallow Compacted Pavement over roots _____ % Describe _____
Prevailing wind direction _____ **Common weather** Strong winds Ice Snow Heavy rain Describe _____

Tree Health and Species Profile

Vigor Low Normal High **Foliage** None (seasonal) None (dead) Normal _____ % Chlorotic _____ % Necrotic _____ %
Pests _____ **Abiotic** _____
Species failure profile Branches Trunk Roots Describe _____

Load Factors

Wind exposure Protected Partial Full Wind funneling _____ **Relative crown size** Small Medium Large
Crown density Sparse Normal Dense **Interior branches** Few Normal Dense **Vines/Mistletoe/Moss** _____
Recent or planned change in load factors _____

Tree Defects and Conditions Affecting the Likelihood of Failure

— Crown and Branches —

Unbalanced crown LCR _____ % Cracks _____ Lightning damage
 Dead twigs/branches _____ % overall Max. dia. _____ Codominant _____ Included bark
 Broken/Hangers Number _____ Max. dia. _____ Weak attachments _____ Cavity/Nest hole _____ % circ.
 Over-extended branches Previous branch failures _____ Similar branches present
Pruning history
 Crown cleaned Thinned Raised Dead/Missing bark Cankers/Galls/Burls Sapwood damage/decay
 Reduced Topped Lion-tailed Conks Heartwood decay _____
 Flush cuts Other _____ Response growth _____
 Main concern(s) _____

Load on defect N/A Minor Moderate Significant _____
Likelihood of failure Improbable Possible Probable Imminent _____

— Trunk —

Dead/Missing bark Abnormal bark texture/color
 Codominant stems Included bark Cracks
 Sapwood damage/decay Cankers/Galls/Burls Sap ooze
 Lightning damage Heartwood decay Conks/Mushrooms
 Cavity/Nest hole _____ % circ. Depth _____ Poor taper
 Lean _____ ° Corrected? _____
 Response growth _____
 Main concern(s) _____

Load on defect N/A Minor Moderate Significant
Likelihood of failure Improbable Possible Probable Imminent

— Roots and Root Collar —

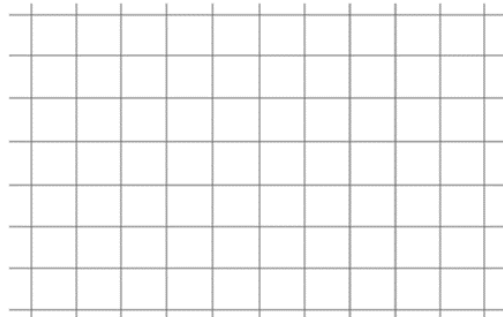
Collar buried/Not visible Depth _____ Stem girdling
 Dead Decay Conks/Mushrooms
 Ooze Cavity _____ % circ.
 Cracks Cut/Damaged roots Distance from trunk _____
 Root plate lifting Soil weakness
 Response growth _____
 Main concern(s) _____

Load on defect N/A Minor Moderate Significant
Likelihood of failure Improbable Possible Probable Imminent

Risk Categorization																					
Condition number	Tree part	Conditions of concern	Part size	Fall distance	Target number	Target protection	Likelihood								Consequences				Risk rating of part (from Matrix 2)		
							Failure				Impact				Failure & Impact (from Matrix 1)						
							Improbable	Possible	Probable	Imminent	Very low	Low	Medium	High	Unlikely	Somewhat	Likely	Very likely		Negligible	Minor
1																					
2																					
3																					
4																					

Matrix 1. Likelihood matrix.

Likelihood of Failure	Likelihood of Impacting Target			
	Very low	Low	Medium	High
Imminent	Unlikely	Somewhat likely	Likely	Very likely
Probable	Unlikely	Unlikely	Somewhat likely	Likely
Possible	Unlikely	Unlikely	Unlikely	Somewhat likely
Improbable	Unlikely	Unlikely	Unlikely	Unlikely



Matrix 2. Risk rating matrix.

Likelihood of Failure & Impact	Consequences of Failure			
	Negligible	Minor	Significant	Severe
Very likely	Low	Moderate	High	Extreme
Likely	Low	Moderate	High	High
Somewhat likely	Low	Low	Moderate	Moderate
Unlikely	Low	Low	Low	Low



Notes, explanations, descriptions _____

Mitigation options _____ Residual risk _____
 _____ Residual risk _____
 _____ Residual risk _____
 _____ Residual risk _____

Overall tree risk rating Low Moderate High Extreme Work priority 1 2 3 4
 Overall residual risk Low Moderate High Extreme Recommended inspection interval _____
 Data Final Preliminary Advanced assessment needed No Yes-Type/Reason _____
 Inspection limitations None Visibility Access Vines Root collar buried Describe _____

Appendix I: ANSI Z133.1 Standards – Applies to All Sections

All of the ANSI Z133.1 safety standards shall apply to all tree care operations outlined in the Urban Forestry Management Plan. Listed below is a basic overview of the standard, and it is not verbatim. A full text of this manual will be made available to all Park District of LaGrange employees and contractors involved with tree care operations.

1. All tools and equipment utilized during tree care operations, including those not specifically mentioned below, shall be inspected and maintained by qualified personnel in accordance with the manufacturer's care instructions.
2. All staff shall be trained in the proper use, inspection, and maintenance of said equipment.
3. Certified arborists or arborist trainees shall conduct job briefings daily prior to tree care operations of any kind and the information shall be communicated to all workers.
4. All activities performed on any job site for any activity outlined in this Urban Forestry Management Plan shall comply with all applicable OSHA guidelines and standards.
5. Traffic and pedestrian control shall be established around the job site prior to the beginning of tree care operations.
6. Emergency contact information and a safety kit conforming to the ANSI Z308.1 standards shall be made available to all workers. All employees shall have basic instruction on the use of CPR and First Aid.
7. Personal Protective Equipment (PPE) shall be required when there is a reasonable probability of injury or illness on the job site. Such a determination will be made by the Certified Arborist or Arborist Trainee prior to the beginning of tree care operations each day, and PPE shall be made available. PPE shall be well-maintained in accordance with the manufacturer's requirements.
8. Head protection shall conform to ANSI Z89.1, face and eye protection shall conform to ANSI Z87.1, respiratory protection shall comply with ANSI Z88.2, and leg protection shall always be worn when using a chainsaw.
9. Flammable liquids shall be kept a minimum of ten feet from open sources of flame or high heat and shall be stored in approved containers.
10. All park district staff and contractors working near electrical hazards shall be qualified to do so and shall be educated in the full ANSI standards for Electrical Hazards and Line Clearance.
11. Vehicles and mobile equipment shall be inspected and maintained by qualified personnel in accordance with the manufacturer's requirements and shall be equipped with all standard safety devices, decals, and instructions, and shall be operated within all federal, state, and local motor vehicle codes and ordinances.

12. Aerial devices shall be inspected and maintained by qualified personnel in accordance with the manufacturer's requirements, and shall be equipped with all standard safety devices, decals, and instructions.
13. Aerial devices shall be stabilized by wheel chocks, outriggers, or stabilizers as necessary for the device, and shall never be used to lift, hoist, or lower logs or equipment unless specifically designed to do so.
14. Aerial devices shall be equipped with fall protection devices and permanent load ratings, both in accordance with ANSI/SIA 92.2 or 92.5, as applicable to the specific aerial device.
15. No aerial device shall be allowed to make contact with electrical conductors, and minimum safe approach distances shall be maintained in accordance with the ANSIZ133.1 Standard.
16. All brush chippers shall be inspected and maintained by qualified personnel in accordance with the manufacturer's requirements, and shall be equipped with all standard safety devices, decals, and instructions.
17. Sprayers and related plant health care equipment shall be inspected and maintained by qualified personnel in accordance with the manufacturer's requirements, and shall be equipped with all standard safety devices, decals, and instructions
18. Sprayer tanks or other similar enclosed spaces shall not be entered unless performed through a confined-space entry plan in accordance with OSHA 1910.46 Requirements, including air-quality testing, training, and PPE.
19. Chain saws and other similar portable power tools shall not be operated unless the manufacturer's safety devices are in proper working order. Such safety devices shall not be removed or modified.
20. Forestry staff shall have a minimum of two points of attachment to the tree or aerial device while operating a chainsaw at all times, unless the hazard posed by the second point of attachment poses a greater hazard than utilizing one point of attachment.
21. A visual hazard assessment, including a root collar inspection, shall be performed by a certified arborist or arborist trainee prior to climbing, entering, or performing work in or on any tree, and a second crew member shall be within visual or voice communication at all times during arboricultural operations that are in excess of 12 feet from the ground surface.
22. All ropes, saddles, carabiners, and other similar climbing equipment shall be: a) approved for use in the tree care industry by the manufacturer, b) have a minimum breaking strength or load capacity of 5,000 lbs., c) be inspected before each use, d) Equipment shall be removed from service when it shows signs of excessive wear or deterioration.

- 23.** All pruning, removal, and rigging operations shall have a designated drop zone where limbs, trunks, and tools can be dropped from aloft without impacting pedestrians or passersby. A visual or verbal communication system between the employee aloft and the employee(s) on the ground shall be established to determine when the employee aloft will safely drop tree parts or tools.
- 24.** Any tree parts which cannot be safely dropped or controlled from aloft shall have a separate rigging line tied to them to help control their fall. The tree shall be inspected for structural stability prior to the establishment of a rigging system in the tree. When trees appear to have defects that could jeopardize the ability to safely use a rigging system to drop or control a limb, an alternate plan shall be implemented.
- 25.** All equipment utilized in rigging shall meet the load ratings for the limb being rigged, and a qualified employee, trained in proper rigging procedure shall determine the rigging procedure and equipment to be utilized. Any equipment which has been damaged or overloaded shall be removed from service.
- 26.** When felling (removing) a tree, a crew leader shall make the determination of what equipment is necessary, and how many crew members are to be directly involved in drop zone operations. A well-established escape route shall be planned for involved workers prior to the beginning of felling operations. Any non-involved workers shall be beyond twice the height of the trunk or tree being removed during felling operations.
- 27.** Notches shall be used on all trees and trunks greater than five inches in diameter during felling operations, and should conform to the standards set forth in the ANSIZ133.1 Standard.
- 28.** Loose clothing, ropes, lanyards, and saddles shall not be worn during any tree care activity where the risk of entanglement with tools or machinery is possible, particularly with brush chippers.

Appendix J: Tree Planting Standards (ANSI/ISA BMP)

ANSI Z60.1

1. All root ball and container sizes for all balled and burlapped stock shall conform to the Z60.1 standards for width and depth, such that they encompass enough of the fibrous root system as necessary for the full recovery of the plant upon installation.
2. All bare root stock shall conform to ANSI Z60.1 standards for minimum root spread.
3. All containerized stock shall conform to ANSI Z60.1 standards for plant and container size, as specified by the park district, and shall be healthy, vigorous, well-rooted and established in the container in which it is growing. The root system shall reach the sides of the container, but shall not have excessive growth encircling the inside of the container.
4. All collected plants (those grown on unmanaged land) shall be so designated, and shall be considered to be nursery-grown stock when they have been successfully reestablished in a nursery row and grown under regular nursery cultural practices for a minimum of two growing seasons.
5. The trunk or stem of the plant shall be in the center of the ball or container, with a 10% overall variance in location.
6. The use of digging machines in both the packaging and installation of trees is considered an acceptable nursery practice.

ANSI A300 – Part 6

1. Planting sites and work sites shall be inspected for hazards by the park district prior to the beginning of work each day. If portions of the work site are outside of the original scope of work, the controlling authority shall be notified immediately.
2. Location of utilities, obstructions, and other such hazards above and below ground shall be taken into account prior to planting and transplanting operations. These include, but are not limited to, gas, electric, sewer, communication, drainage, and signage.
3. The following shall be taken into consideration prior to transport and planting: Requirements of individual trees, compass orientation of field-grown trees, site feasibility assessments, soil assessment, and drainage assessment.
4. Tools for planting and transplanting shall be properly labelled or purchased for their intended use, and be maintained in accordance with the manufacturer's recommendations
5. The system used to move and store the plant shall minimize desiccation and other damage to the crown, trunk or rootball, and the health and vigor of the plant shall be maintained during these periods.

6. The hole to be dug for all new plantings shall be a minimum of 150% larger than the rootball or container diameter, as deep as the root flare of the tree to be planted, and shall have sides from which soil has been loosened in order to aid in root penetration.
7. For balled and burlapped trees, all rootball supporting materials shall be removed from the upper third of the rootball, and removed from the planting hole prior to final backfilling.
8. Prior to planting, container root balls shall be managed by approved methods such as, shaving the root ball, slicing the root ball, and redirecting or removing encircling roots.
9. Backfill shall comprise of either the same soil created when the hole was excavated, or a similarly amended mixture to meet a specific objective, and shall be applied in a layered fashion to reduce future settling and prevent air pockets.
10. Mulch shall be applied at a depth of two to four inches, near - but not touching - the trunk of the tree, and extending to the perimeter of the planting.
11. Support systems such as guy-wires or stakes shall not be installed except where needed.

ISA BMP Manual – Tree Planting

1. Timing of planting shall be determined based on the species, and the best professional opinion of the employees of or contractors working for the Park District of LaGrange.
2. All employees and contractors employed by or working for the Park District of LaGrange shall be familiar with the following types of planting types, and when it is appropriate to use each:
 - A. **Bare-Root:** Field-grown, and dug without soil during the dormant season
 - B. **Ball and Burlap:** Field grown and packaged with a soil ball, using burlap, twine, and a retaining basket of some kind
 - C. **Tree Spade:** Transplanted using a mechanical tree spade to hold the soil ball during transport
 - D. **In-Ground Fabric Bag:** Field grown with the root mass contained in a semi-permeable fabric bag
 - E. **Container Grown:** Grown above ground in containers of various shapes, sizes, and materials
3. Trees packaged with root balls must have their first structural root within two inches of the soil surface. Trees with deeper structural roots will not perform well when transplanted, and should be avoided when selecting nursery stock.

4. Trees with root balls shall be handled by the ball, not the stem, to ensure no damage occurs to the root-soil interface or to the stem itself.
5. Trees with leaves shall be transported with a fabric tarp to minimize desiccation and have had their root balls wetted prior to transport.
6. Sites shall be tested for drainage, nutrient levels, and pH prior to planting (or prior to species selection, if possible).
7. Container stock shall be removed from its container, and any encircling roots pruned off prior to planting, and the root ball shaved as necessary.
8. For balled and burlapped trees, encircling roots shall be mitigated prior to planting, wrappings shall be left on until the tree is in the hole; wrapping shall then be removed from the third to fourth of the wire basket and burlap from the top of the ball.
9. As soil is added, wet and tamp each layer down to ensure good moisture and reduction of air bubbles.
10. Do not prune trees at time of planting, unless to remove dead, dying, diseased, or cracked branches, as it may take away from root development to have the tree attempt to heal these above-ground wounds.
11. The use of trunk wrap may be considered in areas with harsh winters, specifically on trees with thin bark, such as London Planetree and certain Maple species.

Appendix K: Tree Pruning Standards (ANSI/ISA BMP)

ANSI A300 - Part 1

1. A designated Arborist or Arborist Trainee shall visually inspect each tree before beginning work. If any condition is observed above and beyond the original scope of work, said condition shall be reported to the controlling authority before any work begins.
2. Pruning cuts which remove a branch at its point of origin shall be made close to the trunk or parent branch without cutting into the branch-bark collar or leaving a stub.
3. Pruning cuts made to reduce the length of a limb or parent stem shall be made at a slight angle relative to the remaining stem, and not damage the remaining stem. If pruning to a lateral branch, the lateral should be large enough to assume the terminal role.
4. Final cuts shall be made such that the result is a flat surface, with the adjacent bark firmly attached.
5. Not more than 25% of the foliage shall be removed during an annual growing season, depending on the tree species, size, age, and condition. If more frequent pruning due to utilities, vistas, or health considerations is necessary, removal of the tree should be considered as an alternative to pruning.

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1. All employees or contractors directly involved with the pruning of trees shall be familiar with the following pruning types and how they are to be used in conjunction with one another:
 1. **Pruning to Clean:** Selective removal of dead, diseased, detached, cracked, and broken branches
 2. **Pruning to Thin:** Selective removal of small live branches to reduce crown density
 3. **Pruning to Raise:** Selective removal of branches to provide vertical clearance
 4. **Pruning to Reduce:** Selective removal of branches and stems to decrease the height or spread of a tree or shrub
 5. **Structural Pruning:** Selective removal of live branches and stems to influence the orientation, spacing, growth rate, strength of attachment, and ultimate size of branches and stems
 6. **Pruning to Restore:** Selective removal of branches, sprouts, and stubs from trees and shrubs which have been topped, severely headed, vandalized, lion-tailed, storm damaged, or otherwise damaged
2. Every effort shall be made to time pruning of individual tree species to be done in accordance with best management practices for the tree species in question. All pruning work shall be done so at the discretion of the Park District of LaGrange and its approved contractors.

Appendix L: Tree Protection (ANSI/ISA BMP)

ANSI A300 - Part 5

1. Tree management plans and specifications for tree management shall be written and administered by a certified arborist qualified in the management of trees and shrubs during site planning, development, and construction. Such activities may include, but are not limited to: demolition, grading, building construction, walkway or roadway construction, excavation, trenching and boring, or other such activity which has the potential to negatively impact trees.
2. The management of trees and shrubs shall be incorporated into the following phases of the site development process:
 - A. Planning
 - B. Design
 - C. Pre-Construction
 - D. Construction
 - E. Landscape
 - F. Post-Construction
3. During the Planning phase, an assessment of tree and shrub resources on the site shall be performed by a certified arborist. The assessment shall identify the species, condition, and size of each tree and shall be incorporated into the site design. Trees to be retained or protected shall appear on site design maps. Trees on neighboring property which could also be impacted should also be considered.
4. During the design phase, a tree management report shall be developed for trees to be conserved on the site, and shall be included in the construction plans and specifications, which may include, but are not limited to:
 - A. Trees to be retained
 - B. Tree and Root Protection Zones (TPZ/RPZ)
 - C. Tree Protection Zone barriers
 - D. Tree Protection plans
 - E. Soil erosion control
 - F. Soil compaction controls
 - G. Staging and storage areas
 - H. Other relevant on-site activities

5. Grading and demolition plans shall include all trees to be retained and removed, as well as the tree protection plans for working around trees to be retained. Plans shall also include equipment routes for avoiding the TPZ. Consequences for non-compliance shall be specified.
6. During the pre-construction phase, all tree protection plans shall be effectively communicated to all parties involved with the site development, and tree protection zone barriers shall be in place prior to the beginning of any construction activities.
7. The TPZ shall be delineated around all trees to be protected during construction, and shall be based on the size, species, and condition of the tree and its root system. Six to 18 times the diameter of the tree is generally considered to be acceptable. Deviations from this diameter may be made at the discretion of a certified arborist. Activities which could damage tree roots or compact soil should be avoided in the TPZ
8. Fencing or other visible barriers to the TPZ shall be installed prior to site clearing, grading, and demolition, and maintained throughout the construction and landscaping phase. When this is not feasible, alternate methods may be considered.
9. During the construction phase, compliance with tree protection plans shall be monitored by a certified arborist, and any damage to tree barriers or trees, or non-compliance shall be reported to the project manager or owner, or other controlling authority.
10. When removing vegetation or pavement during demolition, equipment used adjacent to the TPZ shall be specified to avoid damage to the tree and the surrounding soil, and soil protection measures shall be in place prior to vehicle or heavy traffic in or near the TPZ.
11. Storage or disposal of construction materials or hazardous materials shall not occur in the TPZ.
12. Fill within the TPZ shall not be permitted without mitigation to allow for proper air and water availability to existing roots. If fill cannot be avoided in the TPZ, compaction of fill shall be avoided, and consideration shall be given to a permanent well installation to protect the tree and its roots.
13. During the landscape, irrigation, and lighting phase, levels of compliance shall be documented and reported by a certified arborist. Non-compliance shall be reported to the project manager.
14. During the post-construction phase, a remedial and long-term maintenance plan shall be specified for existing and new landscaping, to ensure success of preservation efforts and newly planted landscaping.
15. Pruning shall be considered to reduce wind sail when necessary. It should not be considered to compensate for root loss.
16. Mulch shall be applied to as much of the tree protection zone as possible, in order to create a favorable soil environment for root recovery after construction activities.

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1. A cost-benefit analysis shall be conducted during the planning phase. In some cases, money may be better invested in tree planting post-construction.
2. The species and age of tree shall be evaluated by a certified arborist, so that trees in good condition with desirable characteristics are preserved, but those in poor condition or with undesirable characteristics are not.
3. A tree inventory and tree management report shall be conducted during the planning phase, and a certified arborist shall work closely with developers to ensure best management practices are being met for both parties.
4. Effort shall be made to retain groups of trees, such that there is a wind and solar buffer around the highest quality trees if possible.
5. The Critical Root Zone (CRZ) is the area around the tree trunk where roots essential for tree health and stability are located. A Tree Protection Zone (TPZ) is an arborist-defined area around the tree which should include the CRZ, as well as additional area to ensure future stability and growth. The TPZ is subject to the professional opinion of the certified arborist.
6. An attempt shall also be made to preserve native soil for landscape planting as native soil with horizons and development is preferred over fill or black dirt.
7. If a sufficient TPZ cannot be established, a 6-12" layer of hardwood mulch, 3/4-inch plywood mat over a four-inch layer of hardwood mulch, or other such measures shall be temporarily installed over the CRZ in order to prevent root and soil compaction.
8. Trunk protection shall be installed on trees very close to construction activities, and should consist of 2x4 or 2x6 planks, strapped snugly to the tree trunk with wire or other strapping, preferably with a closed-cell foam between the trunk and the planks.
9. When roots over one inch cannot be avoided, they shall be pruned, not left torn or crushed. Acceptable methods of pruning are:
 - A. Excavation using supersonic air tools, pressurized water, or hand tools, followed by selective root cutting
 - B. Cutting through the soil along a predetermined line with a tool designed to cut roots
 - C. Mechanically excavating the soil and selectively pruning remaining roots.
10. Wells, tree islands, retaining walls, and other such structures or strategies shall be considered as alternatives to any cut/fill work in the CRZ or TPZ.
11. Monitoring shall take place during construction and post-construction phases, and any non-compliance should be reported to the proper controlling authority right away, so that timely remediation or mitigation efforts may be undertaken.