

**PARK DISTRICT OF LA GRANGE
REGULAR BOARD MEETING
MONDAY, APRIL 10, 2017
7:00 P.M.**

The Board of Commissioners of the Park District of La Grange will meet at 7:00 p.m. or Immediately Following the Public Hearing on Monday, April 10, 2017 at the Park District's Administrative\Recreation Facility in the De Sitter Room located at 536 East Avenue, La Grange, Illinois

1.0 CONVENING THE MEETING

- 1.1 Roll Call, President's Introduction, Announcements & Changes to the Agenda

2.0 COMMUNICATIONS, PRESENTATIONS & DECLARATIONS

- 2.1 Public Comments/Participation (Board Manual Section #152)

3.0 CONSENT AGENDA

- 3.1 Approval of the Minutes of the Regular Board Meeting of March 6, 2017
- 3.2 Approval of the Minutes of the Special Board Meeting of March 20, 2017
- 3.3 Approval of the Financial Report dated March 31, 2017
- 3.4 Approval of the Consolidated Vouchers for April dated April 10, 2017

4.0 STAFF REPORTS

- 4.1 Director's Report
 - 4.1.1 Update on the Construction of the PDLG Fitness Center
 - 4.1.2 2017-2018 Capital Budget
 - 4.1.3 Update of Other Park District Matters
- 4.2 Staff Comments

5.0 ATTORNEY REPORT

6.0 TREASURER REPORT

7.0 ACTION ITEMS

- 7.1 Discussion and/or Approval of 2017-2018 MBO's
- 7.2 Discussion and/or Possible Vote on the New Fitness Center Business Plan
- 7.3 Discussion and/or Approval of Ordinance 17-02 the Combined Annual Budget and Appropriation Ordinance for the Park District of La Grange Fiscal Year 2017-2018
- 7.4 Discussion and/or Possible Vote on Ordinance 17-03 the Disposal of Park District Property under Park District Code (Code) 70 ILCS 1205/1. Office Equipment (desks and file cabinets)
- 7.5 Discussion and/or Possible Vote on Transfer of Funds from General, Recreation, and Special Recreation Funds to Capital Fund for the Purpose of Capital Expenditures
- 7.6 Discussion and/or Possible Vote on 2017-2018 Capital Budget

**8.0 BOARD BUSINESS
OLD BUSINESS**

NEW BUSINESS

- 8.1 Discussion and/or Possible Vote on a License Agreement with the La Grange Rotary Club for the Community Secret Santa Program

- 8.2 Discussion and/or Possible Vote on a New Park District Phone System Agreement

9.0 COMMITTEE REPORTS

- 9.1 Administration Committee
- 9.2 Public Relations Committee
- 9.3 Finance & Capital Project Committee
- 9.4 User Group Committee

10.0 PUBLIC COMMENTS (Board Manual Section #152)

11.0 BOARD COMMENTS

12.0 EXECUTIVE SESSION

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

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

14.0 ADJOURNMENT

4-7-2017
Dean Bissias
Board Secretary

Parks & Recreation... The Benefits are Endless!

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

**PUBLIC HEARING ON ORDINANCE 16-02
COMBINED ANNUAL BUDGET AND APPROPRIATIONS FOR THE
PARK DISTRICT OF LA GRANGE**

**MONDAY, APRIL 10, 2017
7:00 P.M.**

PUBLIC HEARING NOTICE & AGENDA

Members of the Board of Commissioners of the Park District of La Grange will conduct a Public Hearing on Ordinance 17-02 Combined Annual Budget and Appropriations Ordinance at 7:00 p.m. on Monday, April 10, 2017 at the Recreation Center\Administrative Offices, 536 East Avenue, La Grange, Illinois.

The agenda for the public hearing is as follows:

- 1.0 Convene the Meeting
- 2.0 Announcement of Purpose of Public Hearing
- 3.0 Receive Public Comment(s)
- 4.0 Adjournment

*Constantine Bissias
Board Secretary
04/07/2017*

PARK DISTRICT OF LA GRANGE

SECTION #152

PUBLIC PARTICIPATION

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

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

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

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

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

PURCHASE AGREEMENT FOR LOT 2 AND LOT 3 IN GORDON PARK

Timeline

- Illinois Circuit Court authorization 10/8/2010
- Illinois Appellate Court affirmed the Park District's authority to sell 2.82 acres of land on 10/17/2013
- Property listed for sale with Costar
- Approached by Pathways, who was interested in purchasing land August 2014
- PDLG received three MIA appraisals on Sept/Oct 2014
- Hired Brad Belcaster Jan 2015 to negotiate the sale
- Board approved Resolution 15-01 to approve purchase agreement 8/10/15
- Agreement was signed on 8/24/15

Terms of Sale

- 2.82 acres of land sold for \$3,450,000
- Included in agreement is that purchaser will take down old Park District buildings
- Purchaser will reconstruct Shawmut Avenue for access and will maintain
- Closing may happen as late as December 16, 2016 due to contingency periods

Contingency Periods

The purchase agreement is subject to several contingencies, giving the Purchaser certain rights to terminate the agreement during the following contingency periods:

- Feasibility Period: Purchaser has to October 23, 2015 to complete its due diligence and feasibility study of the property
- Approval Period: After the feasibility period, Purchaser has up to February 20, 2016 to obtain zoning entitlements and other governmental approvals,

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Section 1



MEETING NOTICE & CALENDAR

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

MEETING NOTICE

The regular meeting of the Board of Commissioners will take place at:
Estimated start time 7:05PM or immediately following the public hearing on
the operating budget for fiscal year 2017-2018
Monday, April 10, 2017
Park District of La Grange Recreation Center
536 East Avenue
La Grange, Illinois

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

SECTION 1	Meeting Notice/Calendar
SECTION 2	Communications/FOIA
SECTION 3	Consent Agenda
SECTION 4	Staff Reports
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SECTION 8	Board Business
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SECTION 10	Village of La Grange/SEASPAR Information

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

Dean Bissias
4/07/17



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

**Park District of La Grange
BOARD OF COMMISSIONERS
REGULAR BOARD MEETINGS
YEAR 2017**

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

Monday, January 9

Monday, February 13

***Monday, March 6**

(First Monday to allow 2017-2018 G.O. Budget to be on display the legal requirement of 30 days)

Monday, April 10

Monday, May 8

Monday, June 12

Monday, July 10

Monday, August 14

Monday, September 11 *(Patriot Day)*

Monday, October 9

Monday, November 13

Monday, December 11

Park District of La Grange SUSPENSE CALENDAR

Regular, Annual & Biannual Reviews			
Date to be Addressed	Issue/Topic	Assigned Party/Individual	Date of Entry
February	Approve agency goals	Board of Commissioners	3/15/2007
March	Presentation of Upcoming Fiscal Year Annual General Operation Budget	Executive Director	11/19/2009
	Establish upcoming fiscal year MBO's	Staff and Board of Commissioners	11/19/2009
	Semi- Annual Review of Closed Executive Session Minutes	Staff and Board of Commissioners	11/19/2009
April	Review of bylaws (Every Three Years)	Staff and Administration	12/28/2001
	Approval of MBO's For the Upcoming Fiscal Year	Board of Commissioners	11/19/2009
	Review of salary ranges (Every Two Years)	Executive Director	12/28/2001
	Approval of Annual General Operating Budget	Board of Commissioners	11/19/2009
May	Annual review of SEASPAR draft budget	Board of Commissioners	12/28/2001
June	Annual review of personnel & safety policies (PDRMA) if needed	Administrative Staff	12/28/2001
	Approval of Capital Budget	Board of Commissioners	11/19/2009
July	Board Elections	Board of Commissioners	11/19/2009
	Semi- Annual Review of Closed Executive Session Minutes	Staff and Board of Commissioners	11/19/2009
September	Semi- Annual Review of Closed Executive Session Minutes	Staff and Board of Commissioners	11/19/2009
October	Review appointment of auditor (3 Years Intervals, due 2016)	Board of Commissioners	12/28/2001
November	Publish annual financial summary report for residents	Administrative Staff	12/28/2001
	Approval of PDLG Tax Levy	Board of Commissioners	11/19/2009
	Approval of Ordinance to county Clerk to Reduce Funds in Recreation Fund	Board of Commissioners	11/19/2009
	Approval of Abatement Ordinance regarding General Obligation Bonds	Board of Commissioners	11/19/2009
	Approval of SEASPAR Tax Levy	Board of Commissioners	11/19/2009
December	Annual evaluation of Executive Director	Board of Commissioners	12/28/2001
	Review Mission Statement	Board of Commissioners	12/28/2001

Section 2



COMMUNICATIONS & FOIA

Section 3



CONSENT AGENDA

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

MEMORANDUM

TO: BOARD OF COMMISSIONERS
FROM: DEAN BISSIAS - EXECUTIVE DIRECTOR\BOARD SECRETARY
RE: CONSENT AGENDA ITEMS
DATE: April 10, 2017

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

CONSENT AGENDA ITEM 1: Approval of the Minutes of the Regular Board Meeting of March 6, 2017

CONSENT AGENDA ITEM 2: Approval of the Minutes of the Special Board Meeting of March 20, 2017

CONSENT AGENDA ITEM 3: Acceptance of the Financial Report Dated March 31, 2017

CONSENT AGENDA ITEM 4: Approval of the Consolidated Vouchers for April dated April 10, 2017

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

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

MARCH 6, 2017

President Penicook called the meeting to order at 7:01 P.M.

PRESENT: Commissioners Penicook, Vear, Walsh

ABSENT: Commissioners Ashby, Lacey

STAFF PRESENT: Executive Director Dean Bissias, Superintendent of Facilities Chris Finn, Superintendent of Finance Leynette Kuniej, Superintendent of BASE Leanna Hartung, Superintendent of Recreation Kevin Miller, Recording Secretary Ginger Zeman

OTHERS PRESENT: Attorney Jim Rock, residents Brian Opyd, Bob Sherman and Giedrius Sulnius, Karel Jacobs, Vanessa Cox, Thyllis Drake, Scott Ruden

President Penicook welcomed everyone to the meeting and asked for changes to the agenda. Director Bissias stated Item 8.1 Discussion and/or Possible Vote on a License Agreement with the La Grange Rotary Club for the Community Secret Santa Program would be taken off the agenda until next month.

Communications, Presentations & Declarations

Jim Boo, 1327 Mason Drive, La Grange, stated he is not a supporter of the Park District's new fitness center that is under construction. He suggested admittance should be exclusively for La Grange residents. He added residents should not have to pay any fees to see how much business would be generated. Mr. Boo also stated the lease agreement for the fitness equipment has no benefit for the tax payer. He questioned if there was a cash flow problem that taxpayers should be aware of for not buying the equipment outright.

Brian Opyd, 109 8th Avenue, La Grange, asked the Board for an update on the sale of the property at Gordon Park. President Penicook stated the update would be given later in the meeting.

President Penicook thanked the public for their comments and questions.

REGULAR BOARD MEETING - MARCH 6, 2017

Consent Agenda

Commissioner Walsh motioned to approve Item 3.1 Approval of the Minutes of the Regular Board Meeting of January 9, 2017; Item 3.2 Approval of the Minutes of the Executive Session Board Meeting of January 9, 2017; Item 3.3 Approval of the Financial Report dated January 31, 2017; Item 3.4 Approval of the Financial Report dated February 28, 2017; Item 3.5 Approval of the Consolidated Vouchers for February dated February 13, 2017; Item 3.6 Approval of the Consolidated Vouchers for March dated March 6, 2017. Commissioner Vear seconded the motion, which passed unanimously by Roll Call Vote as follows:

AYES: Commissioners Penicook, Vear, Walsh

NAYES: None

ABSENT: Commissioners Ashby, Lacey

Staff Reports

Director's Report

Update on the Construction of the PDLG Fitness Center

Director Bissias stated the construction of the PDLG Fitness Center is 25% complete. The concrete is poured, the drywall framing is up, and the plumbing is 80% complete.

MBO and Budget Workshop Scheduled for Monday March 20, 2017

Director Bissias reminded the Board of the budget workshop and MBO meeting on Monday, March 20, 2017 at 6:30 P.M.

Director Bissias asked the Board for ideas for naming the new fitness center.

President Penicook explained a substantial portion of the fitness center is being subsidized by a grant from the IDNR. A pro forma was completed and can be viewed in the General Operation Budget draft that will be on display in the office and online beginning tomorrow. The Board will approve the budget April 10, 2017. There will be a Public Hearing prior to the April 10, 2017 vote. On March 20, 2017 there will be a board workshop with staff to discuss the General Operation Budget and MBO's for the Capital Budget. The Capital Budget will be displayed and approved later. The board workshop is open to the public.

Director Bissias received a request today from Little League to add a backstop in the grassy area in Sedgwick Park between the basketball courts and the Little League field. Scott Ruden from Little League, 6 Elder Lane, La Grange, stated the Little League season begins April 10, 2017. This new area would be a warm-up area for in-field drills for practice only. The grass would remain. President Penicook stated this request is not on the agenda and cannot be voted on tonight. The Board would like some questions answered plus a scaled

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drawing to visualize the area before it can be voted on and put on the agenda for next month.

Staff Comments

Superintendent of Finance Leynette Kuniej stated the tax revenue is coming in.

Superintendent of Recreation Kevin Miller stated he has been busy working on the budget, the summer brochure and wrapping up winter classes. Summer camp registration is 7% higher than this time last year. Preschool registration is on par with last year.

Superintendent of BASE Leanna Hartung stated registration began today for full time BASE participants for the next school year. There were 119 registrations so far today. Last year there were only 35 registrations for the first day. She added that we had no summer camp registrations at this time last year and this year there are five registrations so far.

Superintendent of Facilities Chris Finn stated he has been busy with the budget, facility rentals, field usage, and picnics. There have been 7 to 9 rentals on Saturdays and 6 to 9 rentals on Sundays.

Director Bissias stated only the department heads will be at the MBO meeting. If the Board has any ideas for an MBO, they are to contact Director Bissias.

Attorney Report

Attorney Jim Rock stated the appellate court upheld the decision of the circuit court in our favor for the Gordon Park litigation. The objectors had until March 2, 2017 to file a request for review and we have no knowledge anything was filed.

Treasurer Report

None

Action Items

Discussion and/or Possible Vote on Ordinance 17-01 the Disposal of Park District Property Under Park District Code(Code) 70 ILCS 1205/1 A Smithco Diesel Super Rake, Smithco Super Rake 2, John Deere (Mower & Deck), Advance Convertamatic Floor Scrubber, Ford E 250 Cargo Van, Ford Explorer, and Ford F 150XL

Commissioner Walsh motioned to vote on Ordinance 17-01 disposing of Park District property under Park District code 70 ILCS 1205/1 a Smithco diesel super rake, Smithco super rake 2, John Deere(mower & deck), Advance convertamatic floor scrubber, Ford E250 Cargo Van, Ford Explorer, and Ford F150XL. Commissioner Vear seconded the motion, which passed unanimously by Roll Call Vote as follows:

REGULAR BOARD MEETING - MARCH 6, 2017

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

Discussion and/or Possible Vote on a SEASPAR Update to the Member Agreement

Director Bissias stated there is a change in the state law allowing the director to spend \$25,000 without going out for bid. Per our agreement with SEASPAR, they need to ask us for the change to the agreement. Commissioner Vear motioned to accept the SEASPAR update to the member agreement. Commissioner Walsh seconded the motion, which passed unanimously by Roll Call Vote as follows:

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

Board Business

Old Business

None

New Business

Discussion and/or Possible Vote on a License Agreement with the La Grange Rotary Club for the Community Secret Santa Program

Commissioner Vear motioned to remove this item from the agenda. Commissioner Walsh seconded the motion which passed unanimously by Voice Vote.

First Reading of the General Operations Budget for Fiscal Year 2017-2018

Allowing the Budget to be put on Display (Minimum 30 Day Requirement)

Commissioner Walsh motioned to allow the budget be put on display. Commissioner Vear seconded the motion which passed unanimously by Voice Vote.

Discussion and/or Possible Vote to Allow the Executive Director to Proceed with a Leasing Contract with Direct Fitness for the Lease of Fitness Equipment for the New Fitness Center

Director Bissias stated after going out to bid nationwide for the fitness equipment, the numbers came back from Direct Fitness for \$400,000 to buy the equipment and \$11,000 per month to lease it. After speaking with other fitness centers, leasing was recommended because equipment changes rapidly and pieces can be changed out if they're not being used. After Board discussion, Commissioner Walsh agreed with the list of equipment, however, the exact terms need to be agreed upon. Director Bissias stated he would bring the agreement to the budget workshop on March 20, 2017. He added it takes

REGULAR BOARD MEETING - MARCH 6, 2017

three to four months for delivery of the equipment with the first payment due 30 days after delivery.

Commissioner Vear motioned to authorize Director Bissias to order fitness equipment subject to board approval of the agreement for lease or purchase with Direct Fitness. Commissioner Walsh seconded the motion. There was not a majority of the quorum to pass the motion.

AYES: Commissioners Penicook, Vear
NAYES: Commissioner Walsh
ABSENT: Commissioners Lacey, Ashby

Committee Reports

Administration Committee

None

Public Relations Committee

None

Finance & Capital Project Committee

None

User Group Committee

None

Public Comments (Board Manual Section #152)

Jim Boo, 1327 Mason Drive, La Grange, suggested the longer you wait to lease the fitness equipment the price should come down. He compared it to the splash pad price going down. He stated he is a fan of Little League, however, he requested a backstop in his neighborhood at Denning Park and he was denied.

Attorney Jim Rock stated the MBO and Budget workshop March 20th will include public comment. The Public Hearing before the vote on the budget in April is another opportunity for public comment.

Brian Opyd, 109 8th Avenue, La Grange, remarked that his mother told him never to buy anything unless you have the money. He agreed with Commissioner Walsh that staff and the Board need to do their homework regarding the buying or leasing of the fitness equipment. Brian questioned Commissioner Ashby's absence at the past few meetings and asked about the board rules on attendance. Attorney Jim Rock stated if a board member is out of town for business, has health reasons or a family member has health reasons, they could participate electronically. It is at the discretion of the Board to have attendance rules. It was noted Commissioner Ashby was out of town on business this evening.

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Bob Sherman, 735 S. Brainard, La Grange, asked if Commissioner Ashby is up for re-election. Commissioner Vear replied Commissioner Ashby, Commissioner Vear and Karel Jacobs are running in the election.

Board Comments

Commissioner Vear stated the social area echoes and is very loud. He suggested hanging banners to help with the sound. He also commented again that he would like to see a sidewalk between the Rec Center and Sedgwick Park.

Commissioner Walsh stated he was impressed with the pace of the construction of the fitness center. He stated he has confidence there will be a decision made at the next meeting for the fitness equipment. He felt it was not urgent to take action at tonight's meeting. He commented the weather is better and spring is here. People are active and involved. He is happy to see more attendance for our programs and our meetings. He is encouraged that people are taking an active interest in what their elected officials are doing for them.

President Penicook appreciated all those in attendance at the meeting tonight. She stated the effect of people making comments and questions make you look at things differently. The lease for the fitness equipment made sense to her as she has seen how equipment can take a beating and wear out quickly. She is open to other ideas. She stated Director Bissias is always available to answer any questions at any time. If anyone would like to be more involved and run for the board please let one of the board members know.

Executive Session

None

Adjournment

Commissioner Walsh moved for adjournment at 8:06 P.M. The motion was seconded by Commissioner Vear and passed unanimously by Voice Vote.

Mary Ellen Penicook, President

Constantine Bissias, Secretary
Approved 04/10/2017

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

MARCH 20, 2017

President Penicook called the meeting to order at 6:33 P.M.

PRESENT: Commissioners Penicook, Vear, Walsh, Ashby*,
Lacey**

ABSENT: None

STAFF PRESENT: Executive Director Dean Bissias, Superintendent of
Facilities Chris Finn, Superintendent of Finance
Leynette Kuniej, Superintendent of BASE Leanna
Hartung, Superintendent of Recreation Kevin Miller,
Recreation Supervisor Kyle Madeja, Marketing &
Events Supervisor Teresa Chapman, Parks &
Maintenance Foreman Claudia Galla, Administrative
Supervisor Linda Muth, Recording Secretary Ginger
Zeman

OTHERS PRESENT: Karel Jacobs, Board Treasurer Rob Metzger***

*Commissioner Ashby arrived at 6:35 P.M.

**Commissioner Lacey arrived at 6:57 P.M.

***Board Treasurer Metzger arrived at 6:40 P.M.

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

Communications, Presentations & Declarations

Karel Jacobs, 415 E. Maple, La Grange, stated the candidate forum she attended was a productive event. The forum was enthusiastic about the fitness center. They asked many questions and wanted more information about it. They asked if childcare would be available for the fitness center and for programming. They also suggested additional programming for early childhood. Commissioner Vear commented that the person who is head of the forum is new to the neighborhood and may not be familiar with the Park District's programs and is comparing us to the YMCA. Karel liked the Park District's new website. She stated she likes the library slogan "the library is for everyone". She stated the recreation center is for everyone too. Director Bissias stated the fitness center construction is ahead of schedule.

REGULAR BOARD MEETING - MARCH 20, 2017

More information on the fitness center will be printed in the summer brochure coming out April 14, 2017.

Action Item

Discussion and/or Possible Vote to Allow the Executive Director to Proceed with a Leasing Contract with Direct Fitness for the Lease of Fitness Equipment for the New Fitness Center

Director Bissias stated there are two options for leasing/purchasing the fitness equipment for the fitness center from Direct Fitness. Both options are a 3-year lease deal including warranties for 3 years with an option to purchase the leased equipment for \$1.00 after the 3 year period. They also include a 15% buyback at the end of the lease on the cardio equipment, with the dollar amount of \$33,835 taken off the total lease price up front. The buyback means that the financing rate equates to less than 1% for both leasing options. With Option 1 all equipment including cardio and weights would be leased. With Option 2 the cardio equipment would be leased but the weights would be purchased up front. Staff recommends Option 1, leasing all equipment. Commissioner Walsh motioned to allow the Executive Director to proceed with the leasing contract Option 1 with Direct Fitness for the lease of fitness equipment for the new fitness center. Commissioner Vear seconded the motion, which passed unanimously by Roll Call Vote as follows:

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

Commissioner Lacey arrived at 6:57 P.M.

Board Business

Board Treasurer Rob Metzger asked the Board if the budget could be discussed before the MBO's as he has to leave. There was Board consensus to change the order of the agenda.

*Board and Staff Discussion on General Operations Budget for 2017-2018
(A draft copy of the 2017-2018 General Operation Budget is currently on Display as of March 7, 2017)*

Commissioner Ashby presented the draft of the 2017-2018 budget. He stated there was a \$150,806 surplus for operations with minimal changes from past years. The budget can expect to be slightly in arrears because the fitness center was put in the budget for the year even though the opening date is not determined yet. Director Bissias noted one change required was \$2,100 for the BASE professional developmental training required by the state. Another change is updating our phone system. Superintendent of Finance Leynette Kuniej found a contract for \$500 per month. The payment would be taken out of the general operating budget rather than the capital budget. All our facilities would be tied together using extensions in addition to our 48 to 50 phones.

REGULAR BOARD MEETING - MARCH 20, 2017

There would be no need to rewire our phone lines. Commissioner Ashby also noted another change was the computer and time clock for BASE. Board Treasurer Metzger commended staff as he continues to be impressed with the detail that goes into this budget. President Penicook stated Director Bissias keeps the budget very conservative every year. If the Board needs additional clarification, they should contact Director Bissias.

Discussion of PDLG MBO's (Management by Objective) for Fiscal Year 2016-2017

Staff and Board discussed the dashboard narrative for the 2016-2017 Management by Objectives (MBO). See attached.

Objective Classification A

Capital Projects Over \$2,000/ Prior to Fiscal Year 2016-2017

1. *Website Development*
This MBO is complete.
2. *Implement Recreation Center Phase 1 ADA Transition Plan*
This MBO should be carried over for completion.
3. *Repair Roof at the Recreation Center*
A quarter of the roof was replaced when the Rec Center was redesigned 10 years ago. Now the second quarter of the roof will be replaced with the new fitness center construction. There is still more to repair.
4. *Seek to Obtain Nicor Property for Additional Parking*
Jim Durkin's attorneys are working on this.
5. *Install Small Shelter Near Splash Pad at Gordon Park, to be Funded by Rotary*
This MBO is removed because Rotary will not be funding this project.
6. *New Fitness Center Construction*
This will be completed in 2017.
7. *Implement Plan for Fitness Room Based on Pro Forma Results*
This MBO will be removed since the fitness center construction is underway.
8. *New Flooring at Sedgwick Building*
This MBO has been completed.
9. *Update PDLG Master Plan*
This MBO will be carried over to fiscal year 2017-2018 for completion.

REGULAR BOARD MEETING - MARCH 20, 2017

10. *Improve Interior Aesthetics of Rec Center with Artwork, Photos, Murals, etc.*
Staff is consistently working on this. This MBO will be carried over to the next fiscal year. The Board agreed to move this to internal MBO's.
11. *Gordon Park ID Sign*
This MBO is on hold and will be carried over to next year.

Objective Classification A
Capital Projects Over \$2,000/ Fiscal Year 2016-2017

1. *Ice Rink Hydrant Replacement*
This MBO is complete.
2. *Gordon Park New Entrance (Shawmut Ave.)*
This MBO is on hold at this time.
3. *Redo Path at Gilbert Park*
The Board decided to keep this in the capital budget. It could be funded with the sale of the Gordon Park land.
4. *Gordon Park Veterans Memorial*
This MBO is on hold.
5. *Playground Installation at Meadowbrook Manor*
This MBO should be carried over to next fiscal year. Director Bissias will advise if the playground installation will be at Meadowbrook Manor or the Community Center.
6. *Dog Park at Denning -Phase 1*
Director Bissias researched all the parks and only the southwest corner of Denning Park would be feasible for a dog park. PDRMA requires a 4 foot fence surrounding the area and divided in two areas for small and large dogs. The approximate cost for the fence is \$15-\$18,000. The Board needs to approve this item.
7. *Install New Shelter at Sedgwick Park*
The project is on hold as a new shelter would cost \$75-\$80,000.
8. *Gym Supervisor Station at Rec Center*
This MBO is complete.
9. *Commemorative Tree Sculpture*
This MBO is complete however a title is being added over the top of it.

REGULAR BOARD MEETING - MARCH 20, 2017

10. *New Park ID Signs at All Parks*

This MBO is on hold. Existing signs were painted and repaired.

Objective Classification B

Operational Costs Under \$2,000/Prior to Fiscal Year 2016-2017

1. *Work to achieve the Distinguished Agency Award from IAPD/IPRA; Process Based upon a Two-Year Program*

This MBO is tabled because Director Bissias is busy finishing the fitness center.

2. *Add Senior Socials with Entertainment Funded by Outside Sources*

This MBO will be moved to the internal MBO list.

Objective Classification B

Operational Costs Under \$2,000/Fiscal Year 2016-2017

1. *Rebuild/Improve Pond Posse*

Volunteers are needed for the Pond Posse to help maintain the ice rink. Information will be put in the fall brochure and staff will reach out to community groups. If there is no interest, it might be the end of the ice rink.

Objective Classification C

Projects Requiring Time But No Money/Fiscal Year 2016-2017

1. *Playground Design - Meadowbrook Manor*

This MBO will be carried over to 2017-2018. Meadowbrook has not finalized the location. If the playground does not fit there it will be installed at the Community Center.

2. *Dog Park at Denning - Phase 1 Investigation*

This MBO is complete.

3. *Investigate LED Lighting at Sedgwick & Gordon Athletic Fields*

The cost for the LED lighting is very expensive and we are unable to get grant money for this.

Objective Classification D

Operational Budgetary Costs Over \$2,000/Prior to Fiscal Year 2016-2017

1. *Revise Board Policy Manual*
This MBO should be completed by April or May. It will be moved to internal MBO's and then come back to the Board.
2. *Update and Implement Records Retention Program*
This MBO is on hold while we wait for the State of Illinois Records Retentions Division to conduct their review.
3. *Upgrade RecTrac Software*
This MBO will be carried over to 2017-2018.

Objective Classification D

Operational Budgetary Costs Over \$2,000/Fiscal Year 2016-2017

1. *Holiday Tree Lighting Event*
This MBO is complete and was held December 6, 2016 at Waiola Park.
2. *10 Year Anniversary Celebration*
This MBO is complete and was held November 4, 2016.

Discussion and the Development of MBO's for Fiscal Year 2017-2018

Objective Classification A

Capital Projects Over \$2,000/ Listed in Point Order

1. *New Phone System*
This MBO is removed because we will lease the phone system operations.
2. *Phase 2 ADA Transition Plan at Recreation Center*
This MBO is for \$80,000 to cover projects in the parks to make them ADA compliant.
3. *Desks/Computers/Electronics for the Fitness Center*
This MBO for \$18,500 includes the purchase of computers, electronics and office furniture that are not included in the grant money for the fitness center.
4. *Fitness Equipment for Rec Programming*
This MBO for \$2,300 is for fitness equipment for rec programming and not

REGULAR BOARD MEETING - MARCH 20, 2017

the fitness center. The Park District purchased Lonnie's fitness equipment, however, new equipment is requested to update our Rec fitness.

The Board asked staff to get a quote for new spin bikes for Rec programming and submit an MBO.

5. *Furnishings for Fitness Center*

This MBO for \$6,000 covers various benches, chairs, tables, and trash receptacles for the fitness center.

6. *Security Cameras for Fitness Center*

This MBO for \$2,500 is for a contractor to run cable, set up cameras and a DVR in the fitness center.

7. *Data Rack for Fitness Center Electrical Room*

This MBO for \$12,000 covers purchasing and installing a data rack system in the electrical room. It will encompass part of the sound system and other audio equipment.

8. *Sealcoat/Stripe Denning Parking Lot*

This MBO is for \$4,500.

9. *Sealcoat/Stripe Gilbert Parking Lot*

This MBO is for \$2,500.

10. *Sound System for Fitness Center Aerobics Room*

This MBO is for \$9,500.

11. *Purchase Event Stage*

This MBO for \$10,000 covers the purchase of a stage for special events. It is approximately \$1,200-\$1,500 to rent one each time.

12. *Replace Carpet in Admin Areas of Rec Center*

The carpet would be replaced with carpet squares. Staff is waiting for the estimate for this MBO.

INTERNAL MBO's

Objective Classification B

Operational Costs Under \$2,000

1. *Fitness Center Operations Manual*

This MBO is for \$1,000.

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2. *Professional Development Training (BASE)*

This MBO for \$1,980 covers the specific health, safety and child development training required by the federal government for providers.

3. *Employee Recognition Program*

This MBO is for \$1,500.

Objective Classification C

Projects Requiring Time but No Money

1. *Simplify Daily Open Gym Fees*

This MBO has no cost and is to re-evaluate the current daily open gym fee structure of six fees and reduce the options to four.

2. *Training Curriculum/ Schedule for Front Desk*

There is no cost for this MBO.

Objective Classification D

Operational Budgetary Cost over \$2,000

1. *Copy Machine for Fitness Center*

The cost for this MBO is \$4,000 per year.

2. *Paint Gym Wall*

This MBO for \$6,000 covers painting the gym wall that is damaged from the removal of the banners.

Director Bissias reminded the Board that approval of the MBO's does not mean they will get funded.

Discussion and/or Possible Approval of the Fitness Center Business Plan

Director Bissias recommended a \$25 initiation fee that would be waived as an incentive to sign up for the first year. There was Board discussion about the business plan. Commissioner Lacey suggested a fitness class for those 200 pounds and over. Director Bissias stated the Fitness Center Business Plan will be put on the agenda next month for a vote.

Reminder of Public Hearing Meeting to be Held on April 10, 2017 at 7 P.M. Prior to the April Board Meeting

This is a reminder for the Board that there is a Public Hearing April 10, 2017 prior to the regular meeting.

REGULAR BOARD MEETING - MARCH 20, 2017

Public Comments\Participation (Board Manual Section #152)

Karel Jacobs, 415 E. Maple, La Grange, suggested a 10-pass for the fitness center.

Board Comments

Commissioner Walsh stated the fitness center is coming together. The pricing is better than he expected. He also commented that the budget is good.

Commissioner Ashby thanked staff for putting together the MBO's and the budget. He stated the budget is getting better and easier plus it gives a sense of where we are going. He apologized for his lack of attendance lately.

Commissioner Lacey appreciated the work staff is doing. She is proud to be a commissioner.

President Penicook reminded the Board it is getting close to Commissioner Walsh's last meeting. She thanked staff for all their work and time on this budget. She apologized for the Board's crazy questions, however, they want to know what staff is thinking. The Board wants to understand and get it right.

Adjournment

Commissioner Walsh moved for adjournment at 8:51 P.M. The motion was seconded by Commissioner Lacey and passed unanimously by Voice Vote.

Mary Ellen Penicook, President

Constantine Bissias, Secretary
Approved 04/10/2017

PARK DISTRICT OF LA GRANGE
STATEMENT OF REVENUES AND EXPENDITURES
March 31, 2017

FUND	FUND BALANCE 05/01/2016	YEAR TO DATE REVENUE	YEAR TO DATE EXPENSE	REVENUE OVER EXPENDITURES	TRANSFERS	FUND BALANCE 3/31/2017
1 GENERAL	\$ 403,293	\$ 1,024,347	\$ 783,323	\$ 241,024	\$ (75,000)	\$ 569,317
13 RECREATION	928,268	2,197,088	1,874,974	322,114	(175,000)	1,075,382
14 IMRF	47,846	117,489	95,535	21,954		69,800
15 PAVING & LIGHTING	60,932	25,513	10,732	14,781		75,713
16 LIABILITY INSURANCE	45,202	108,841	82,360	26,481		71,683
17 AUDIT	1,501	15,355	12,420	2,935		4,436
18 SPEC RECREATION	367,475	228,653	159,657	68,996		436,471
19 FICAMEDICARE	27,088	117,694	82,745	34,949		62,037
TOTAL OPERATIONS	1,881,605	3,834,980	3,101,746	733,234	(250,000)	2,364,839
36 CAPITAL PROJECTS	643,983	73,921	965,858	(891,937)	250,000	2,046
4 DEBT SERVICE	70,247	1,107,282	1,120,457	(13,175)		57,072
GRAND TOTAL	\$ 2,595,835	\$ 5,016,183	\$ 5,188,061	\$ (171,878)	\$ -	\$ 2,423,957

TREASURER'S PROOF, CASH IN BANK:

ACCOUNT	BALANCE BEG OF MO	CURRENT RECEIPTS	CURRENT DISBURSEMENTS	TRANSFERS	BALANCE END OF MO
INVESTMENTS	\$ 2,637,249	\$ 906	\$ (5,385)	\$ (494,000)	\$ 2,138,770
IPDLAF	833,330	1,088,090	(398,248)	494,000	2,017,172
FIRST NATL CHKG	281,240	199,402	(148,059)		332,583
CASH REGISTER BANK	1,585				1,585
TOTAL CASH	3,753,404				4,490,110
Taxes Receivable	2,489,101	(1,078,788)			1,410,313
Accounts Receivables	340		(170)		170
Prepaid expense	13,872		6,466		20,338
Accounts Payable	(417,548)		(67,885)		(485,433)
Accrued Payroll	-				-
Deferred Tax Revenue	(2,867,499)				(2,867,499)
Deferred Revenue	(66,674)		(77,368)		(144,042)
FUND BALANCE	\$ 2,904,996	\$ 209,610	\$ (690,649)	\$ -	\$ 2,423,957

PARK DISTRICT OF LA GRANGE
GENERAL FUND
 STATEMENT OF REVENUES AND EXPENDITURES
 FOR THE ELEVEN MONTHS ENDED MARCH 31, 2017

4/6/2017

REVENUES

	PRIOR YEAR CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
01-5-00-2-40000	1,405	766,588	856	806,588	793,400	102%
01-5-00-2-40100	2,361	21,462	4,266	34,448	40,000	86%
01-5-00-3-41000	322	14,847	7,324	23,374	22,000	106%
01-5-00-3-42000	-	12,392		12,246	31,500	39%
01-5-00-3-42100		1,262		2,256	4,000	56%
01-5-00-3-42150	1,140	9,747				
01-5-00-3-42600	1,984	21,826	2,024	8,096	12,000	67%
01-5-00-3-42610	2,089	22,020		20,470	24,225	84%
01-5-00-3-43000	100	4,150		15,141	600	2524%
01-5-00-3-43100	870	3,449	(459)	2,998	4,000	75%
01-5-00-3-44000				64,502	61,500	105%
01-5-00-3-48000	3,200	33,972	3,123	34,228	37,400	92%
TOTAL GENERAL FUND REVENUE	13,471	911,715	17,134	1,024,347	1,030,625	99%

EXPENSES

ADMINISTRATIVE EXPENSES

01-5-00-5-51100	15,657	185,664	15,906	190,125	215,161	88%
01-5-00-5-51200	3,312	32,603	3,335	34,655	39,180	88%
01-5-00-5-53001	9,936	111,748	10,761	112,533	132,398	85%
01-5-00-5-54010	54	9,698	10	10,815	15,692	69%
01-5-00-6-61000	833	16,431	515	17,289	24,300	71%
01-5-00-6-61010					1,800	0%
01-5-00-6-65001	1,386	12,606	1,394	13,396	16,338	82%
01-5-00-6-66010	-	5,618	115	5,448	7,950	69%
01-5-00-6-67010	1,485	13,132	1,408	14,879	16,562	90%
01-5-00-6-68010	2,056	14,753	1,429	14,156	14,222	100%
01-5-00-6-69010	155	1,283	-	1,185	2,488	48%
01-5-00-6-69110	626	7,555	2,463	9,656	11,058	87%
01-5-00-7-71010			75	1,561	2,000	78%
01-5-00-7-72010			210	655	3,050	21%
01-5-00-7-73010	379	5,832	708	6,140	7,275	84%
01-5-00-7-74010	-	352	407	627	1,225	51%

EXPENSES

ADMINISTRATIVE EXPENSES (Continued)

	PRIOR YEAR CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
01-5-00-7-75010	-	5,672	2,379	3,286	4,250	77%
01-5-00-7-76010	1,673	8,239	1,830	7,195	9,137	79%
01-5-00-7-76400	169	846	73	610	838	73%
01-5-00-7-76500		997	-	1,939	5,000	39%
01-5-00-7-77412			92	52,061	43,900	119%
TOTAL ADMIN EXP	37,721	433,029	43,110	498,211	573,824	87%

REPAIRS AND MAINTENANCE

01-6-00-5-51300	8,045	100,704	9,415	111,397	131,745	85%
01-6-00-5-51400	98	15,479	-	14,246	16,500	86%
01-6-00-6-80010	-	191	-	93	550	17%
01-6-00-6-81010	5,149	73,971	4,181	62,234	76,715	81%
01-6-00-6-82010	2,112	5,614	571	1,955	9,000	22%
01-6-00-6-89200	-	-	-	-	850	0%
01-6-00-7-83010	705	11,035	740	11,334	14,910	76%
01-6-00-7-84010	1,128	8,482	354	7,531	14,901	51%
01-6-00-7-85010	221	4,937	5,215	6,571	8,575	77%
01-6-00-7-86010	99	516	106	927	2,275	41%
01-6-00-7-87010	166	2,467	28	1,833	4,750	39%
01-6-xx-6-88000	5,216	42,859	3,066	45,938	48,625	94%
01-6-xx-6-88100	1,614	11,141	2,310	15,805	32,000	49%
01-6-xx-6-88200	197	5,251	184	5,107	8,050	63%
01-6-xx-6-89000	6	750	141	141	2,750	5%
TOTAL MAINTENANCE EXP	24,756	283,397	26,311	285,112	372,196	77%

TOTAL GENERAL FUND EXPENDITURES

	62,477	716,426	69,421	783,323	946,020	83%
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PARK DISTRICT OF LA GRANGE

RECREATION FUNDSTATEMENT OF REVENUES AND EXPENDITURES
FOR THE ELEVEN MONTHS ENDED MARCH 31, 2017

REVENUES		PRIOR YEAR CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
13-5-00-2-40000	Property Taxes	935	552,372	465	518,961	513,800	101%
13-5-00-2-40100	IL Replacement Tax	-	13,271				
13-5-00-3-43100	Vending Soda/Water	224	3,678	108	3,662	3,500	105%
13-7-xx-3-48000	Facility Usage Fees (not Rec Ctr)	2,200	21,634	1,815	28,599	19,550	146%
13-7-00-3-42000	Donations/Sponsorships		3,400	400	5,600	4,750	118%
13-7-00-3-43000	Misc./ Concession Income/ Endless Summer		18,818		863	1,800	48%
13-7-00-3-45000	Registration Assessment	648	10,279	568	9,344	12,000	78%
13-7-xx-3-49000	Activity Fees	36,770	719,820	26,125	688,775	991,156	69%
13-7-09-3-49xxx	Recreation Center	29,717	280,410	33,865	287,450	285,505	101%
	TOTAL RECREATION REVENUE	70,494	1,623,682	63,346	1,543,254	1,832,061	84%

EXPENSES

ADMINISTRATIVE EXPENSES		PRIOR YEAR CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
13-5-00-5-51100	Administrative Salaries	32,258	378,512	32,104	357,829	440,663	81%
13-5-00-5-51200	Clerical Wages	3,312	32,602	3,334	34,654	39,180	88%
13-5-00-5-53001	Health & Life Insurance	9,936	111,748	10,761	112,532	132,398	85%
13-5-00-5-54010	Education & Training	54	9,698	10	10,815	15,692	69%
13-5-00-5-55010	Automobile Travel Reimbursement	908	3,779	193	2,044	4,170	49%
13-5-00-6-60010	Promotion & Publicity	2,309	23,575	4,612	21,093	34,030	62%
13-5-00-6-61000	Legal Fees	832	16,431	515	17,289	24,300	71%
13-5-00-6-61010	Consultant Fees	-	-	-	-	1,800	0%
13-5-00-6-61020	Background Checks	-	500		500	550	91%
13-5-00-6-65001	Bank Service Fees	1,386	12,606	1,394	13,396	16,338	82%
13-5-00-6-66010	Dues & Subscriptions	-	5,618	115	5,448	7,950	69%
13-5-00-6-67010	Communications Services	1,485	13,131	1,408	14,877	16,562	90%
13-5-00-6-68010	Computer Software Contracts	2,056	14,753	1,429	14,156	14,222	100%
13-5-00-6-69010	Legal Notices & Publications	155	1,283	-	1,185	2,488	48%
13-5-00-6-69110	Printing/Design Service	1,877	22,703	489	22,068	33,170	67%
13-5-00-7-71010	Administrative Expense Account	125	1,628	-	252	600	42%
13-5-00-7-72010	Employee / Public Relations	298	2,988	(50)	1,297	7,750	17%
13-5-00-7-73010	Office/Administrative Supplies	379	5,832	708	6,140	7,275	84%
13-5-00-7-74010	Computer Supplies & Equipment	-	352	407	627	1,225	51%

EXPENSES

	PRIOR YEAR CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
ADMINISTRATIVE EXPENSES (Continued)						
13-5-00-7-75010	-	5,672	2,379	3,286	4,250	77%
13-5-00-7-76010	1,673	8,239	1,830	7,195	9,138	79%
13-5-00-7-76400	169	846	73	610	838	73%
13-5-00-7-76500	-	998	-	1,939	5,000	39%
Overhead Allocation						
TOTAL ADMIN EXP	59,212	673,494	61,711	649,232	819,589	79%

REPAIRS AND MAINTENANCE

13-6-00-5-51300	8,045	100,703	9,415	111,396	131,745	85%
13-6-00-5-51400	98	15,479		14,246	16,500	86%
13-6-00-6-80010	-	191	-	93	550	17%
13-6-00-6-81010	5,149	73,972	4,006	62,060	76,715	81%
13-6-00-6-82010	2,112	5,614	571	2,954	9,000	33%
13-6-00-7-83010	705	11,035	740	11,334	14,910	76%
13-6-00-7-84010	1,128	8,482	354	7,531	14,901	51%
13-6-00-7-85010	221	4,937	5,214	6,571	8,575	77%
13-6-00-7-86010	100	516	106	927	2,275	41%
13-6-00-7-87010	165	2,467	28	1,833	4,750	39%
13-6-xx-6-88000	5,216	42,858	3,066	45,938	48,625	94%
13-6-xx-6-88100	1,614	11,140	2,310	15,805	32,000	49%
13-6-xx-6-88200	197	5,250	184	5,106	8,050	63%
13-6-xx-6-89000	6	750	141	141	2,750	5%
TOTAL MAINTENANCE EXP	24,756	283,394	26,135	285,935	371,346	77%

RECREATION EXPENSES

13-7-00-5-51500	5,774	57,651	4,905	56,714	74,855	76%
13-7-00-7-77100	-	284	219	928	2,500	37%
13-7-00-7-77402	132	15,316	-	15,359	16,055	96%
13-7-00-7-78000	1,563	6,627	209	8,420	9,700	87%
13-7-01-6-63000	4,046	21,310	1,960	21,897	30,927	71%
13-7-10-4-49050	-	247		266	400	67%
13-7-xx-5-52000	7,591	102,691	7,014	103,571	160,276	65%
13-7-xx-6-62000	20,792	217,407	12,025	210,095	316,682	66%
13-7-xx-6-63000	-	2,280		2,885	3,450	84%
13-7-xx-7-79000	3,083	35,873	2,574	38,055	62,535	61%
Program Supplies	42,981	459,686	28,906	458,190	677,380	68%
TOTAL RECREATION EXPENSES	126,949	1,416,574	116,752	1,393,357	1,868,315	75%
TOTAL RECREATION EXPENDITURES						

PARK DISTRICT OF LA GRANGE
BEFORE & AFTER SCHOOL PROGRAM
 STATEMENT OF REVENUES AND EXPENDITURES
 FOR THE ELEVEN MONTHS ENDED MARCH 31, 2017

REVENUES						
	PRIOR YEAR CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
12-7-xx-3-49000	49,335	476,407	50,710	481,860	506,000	95%
	9,419	48,359	131	56,564	45,480	124%
	7,873	85,691	14,587	115,410	95,000	121%
	66,627	610,457	65,428	653,834	646,480	101%

EXPENSES						
	PRIOR YEAR CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
12-7-XX-5-52000	34,543	329,495	35,609	351,074	477,606	74%
12-7-XX-5-52010	2,642	26,395	2,724	26,545	36,537	73%
12-7-XX-5-52015	1,488	14,307	2,187	19,594	30,500	64%
12-7-XX-5-52020	612	6,658	609	6,726	7,349	92%
12-7-00-5-54040	-	745	-	565	2,745	21%
12-7-00-5-55012	-	1,500	-	1,500	1,500	100%
12-7-00-6-60010	435	1,097	-	376	1,875	20%
12-7-00-6-60011	228	228	-	-	-	-
12-7-00-6-61020	-	-	42	42	500	8%
12-7-00-6-66026	-	-	-	415	750	55%
12-7-00-6-67033	160	2,220	410	2,902	2,800	104%
12-7-00-6-68012	475	1,540	473	9,055	2,180	415%
12-7-00-6-69021	-	622	-	840	1,800	47%
12-7-00-6-82011	-	-	-	101	500	20%
12-7-00-7-71015	-	-	-	-	200	0%
12-7-00-7-72041	93	617	-	460	700	66%
12-7-00-7-75026	-	6,543	-	5,718	4,500	127%
12-7-00-7-79000	-	3,684	20	3,930	3,500	112%
12-7-XX-6-63020	-	12	-	7,460	5,250	142%
12-7-XX-6-64000	224	1,896	165	2,276	2,940	77%
12-7-XX-7-78000	1,427	12,052	287	10,696	11,000	97%
12-7-XX-7-79000	2,107	30,525	3,657	31,330	38,775	81%
12-7-XX-7-79110	-	-	-	-	-	-
	44,434	440,136	46,183	481,617	633,519	76%

6 of 9

TOTAL BASE EXPENDITURES	44,434	440,136	46,183	481,617	633,519	76%
REVENUE OVER EXPENDITURES	22,171	170,321	19,245	172,217	12,961	

SPECIAL REVENUE FUNDS

STATEMENT OF REVENUES AND EXPENDITURES
FOR THE ELEVEN MONTHS ENDED MARCH 31, 2017

	PRIOR YEAR CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
REVENUES						
14-5-00-2-40000 IMRF FUND	273	132,377	134	117,489	115,500	102%
15-5-00-2-40000 PAVING & LIGHTING FUND	45	25,358	26	25,513	25,100	102%
16-5-00-2-40000 LIABILITY INSURANCE FUND	126	77,455	130	108,841	106,900	102%
17-5-00-2-40000 AUDIT FUND	27	13,228	20	15,355	15,100	102%
18-5-00-2-40000 SPECIAL RECREATION FUND	386	228,171	222	228,653	231,100	99%
19-5-00-2-40000 FICAMEDICARE FUND	206	101,720	154	117,694	115,500	102%
04-5-00-2-40000 DEBT SERVICE	1,655,363	2,635,253	866	1,107,282	1,120,082	99%
TOTAL SPECIAL FUNDS REVENUE	1,656,426	3,213,562	1,552	1,720,827	1,729,282	100%

EXPENSES

14-5-00-5-53100 IMRF Contribution	7,728	94,813	8,609	95,535	113,500	84%
15-6-00-9-90xxx Paving & Lighting		2,000		7,115	23,000	31%
15-6-00-9-96100 P&L Capital Projects		49,523		3,617	55,000	7%
16-6-00-x-xxxxx Risk Management Costs		5,245	1,399	5,932	12,180	49%
16-5-00-6-61200 Liability Insurance		57,894		62,640	62,640	100%
16-5-00-6-61210 Unemployment Comp.		1,010		14,274	14,274	0%
16-5-00-6-61220 South Suburban Risk Management		13,624	1,253	13,788	15,004	92%
17-5-00-6-61100 Audit		12,095		12,420	12,450	100%
18-5-00-6-61300 SEASPAR		104,425		107,477	107,477	100%
18-5-00-6-61310 SEASPAR Inclusion		11,408	2,966	16,221	14,900	109%
18-5-00-5-51100 Allocated Wages	1,941	23,072	1,686	15,663	23,000	68%
18-5-00-6-xxxxx Special Recreation	114	12,929	418	11,679	16,028	73%
18-5-00-9-93040 ADA Transition Plan - Phase I		57,148		8,617	75,000	11%
19-5-00-5-53200 FICA Contribution	6,534	81,713	6,637	82,745	98,594	84%
04-5-00-8-91100 Debt Service Principal		801,000		850,000	850,000	100%
04-5-00-8-91150 Debt Service Interest		312,439		266,282	266,282	100%
04-5-00-8-91200 Debt Service Fees	42,400	46,100	475	4,175	3,800	110%
Transfer to Escrow Agent	1,607,304	1,607,304				
TOTAL SPECIAL FUNDS EXPENDITURES	1,666,021	3,293,742	23,443	1,563,906	1,763,129	89%

PARK DISTRICT OF LA GRANGE
CAPITAL PROJECTS FUND
 STATEMENT OF REVENUES AND EXPENDITURES
 FOR THE ELEVEN MONTHS ENDED MARCH 31, 2017

REVENUES						
	Bond Issue 2012C	Bond Issue 2014-2016	Other Sources	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET	
Beginning Fund Balance	262,974	380,000	1,008	643,982		
36-5-00-3-40200 Bond Proceeds		73,921		45,000		
36-5-00-3-42000 Donations						
36-5-00-3-42200 Grant Proceeds				987,147		
36-5-00-4-50200 Transfer from General & Recreation Funds			250,000	250,000		
36-5-00-4-50200 Transfer from Special Recreation Fund for Handicapped				175,000		
TOTAL CAPITAL PROJECT REVENUE	262,974	453,921	251,008	2,101,129		

EXPENSES						
36-5-00-9-91030 Tree Replacement Plan - Emerald Ash Bore				6,000		0%
36-5-00-9-91106 Picnic Tables/ benches/ garbage cans/ bleachers				-		
36-5-00-9-91107 Basketball & Volleyball standards/ backboards				-		
36-5-00-9-91108 Park regulation/ Information/ ID signs			1,037	3,000		35%
36-5-00-9-91110 Age appropriate Signs				1,000		0%
36-5-00-9-91500 Recycling Program equip/ signs/ containers				1,000		0%
36-5-00-9-91900 Software Upgrades (MSI & Rectrac)				3,000		0%
36-5-00-9-91901 Misc Programs/ Licenses/ Peripherals			735	2,500		29%
36-5-00-9-91902 Computers Unforeseen				3,000		0%
36-5-00-9-91908 Computer replacement program				2,000		0%
36-5-00-9-91909 PDLG Website Redevelopment				5,500		0%
36-5-00-9-93015 Replace - Maintenance Pickup Truck				25,000		0%
36-5-00-9-93022 Singleman Lift			6,900	7,500		92%
36-5-00-9-93023 Floor scrubbing machine			4,500	4,500		100%
36-5-00-9-96100 Appraisals/ Site Documents				2,000		0%
36-5-00-9-96215 Park ID Signs				-		
36-5-00-9-96110 General soccer field restoration			7,629	10,000		76%
36-5-00-9-99000 Reserved For Unforeseen Expense			2,350	10,000		24%
36-5-10-9-96220 Denning - repair parking lot lights				-		
36-5-11-9-96115 Gilbert Hydrant			5,871	7,000		84%
36-5-11-9-96120 Gilbert Tennis Court Resurface				-		

		Bond Issue 2012C	Bond Issue 2014/ 2015	Other Sources	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
36-5-12-9-92420	Sedgewick - Replace flooring			17,323	17,300	100%
36-5-12-9-96140	Sedgewick - Shelter			-		
36-5-13-9-96500	Community Center Playground			41,391	60,000	69%
36-5-14-9-96110	Gordon Park - Sale/ Legal					
36-5-14-9-96130	Gordon Park - Demolition of Buildings			121,140	100,000	121%
36-5-14-9-96215	Gordon Park - Park Sign					
36-5-14-9-94500	Gordon Park - Cooling unit for splash pad bldg			13,805	13,500	102%
36-5-15-9-91122	Waoila Holiday - Tree Lighting			2,010	2,000	101%
36-5-17-9-96245	Stone - Remove Basketball Court					
36-5-20-9-92025	RC - 10yr Anniversary Celebration			4,998	3,500	143%
36-5-20-9-92030	RC - Gym Supervisor Station			727	5,000	15%
36-5-20-9-92035	RC - Tree Sculpture			3,023	3,000	101%
36-5-20-9-92040	RC - Golf Simulator				17,000	0%
36-5-20-9-92900	RC - emergency roof repairs				30,000	0%
36-5-20-9-94800	RC - Fitness Center	262,974	469,445		2,289,393	11%
	TOTAL CAPITAL PROJECT EXPENSES	262,974	469,445	233,439	2,633,693	19%
	FUND BALANCE REMAINING	-	(15,524)	17,569	(532,564)	

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

MEMORANDUM

TO: Finance Chair
FROM: Superintendent of Finance
RE: Consolidated Vouchers dated 4/10/2014

If this voucher is removed from the consent agenda, the financial report for the month of MARCH should be noted and allowed to stand for audit, and a motion be made and seconded to approve the Consolidated Vouchers dated APRIL 10, 2017 in the amount of \$ 610,864.94
A roll call vote is required.

CONSOLIDATED VOUCHERS

Accounts Payable vouchers

General Fund	\$ 39,354.07
Debt Service	475.00
BASE Program	1,516.28
Recreation Fund	56,554.89
Liability Insurance	2,452.53
Special Recreation for Handicapped	3,383.69
Capital Projects	<u>348,536.51</u>
	452,272.97

Recreation Refunds	3,475.00
Imprest & Credit Card Expenses - per attached	1,026.06
P Card Purchases - per attached	14,038.81
Payroll for the month of MARCH Includes monthly Social Security, Medicare & IMRF contributions.	140,052.10
	<u>\$ 610,864.94</u>

PARK DISTRICT OF LA GRANGE
IMPREST CHECKS & CHARGES
March 31, 2017

<u>Check #</u>	<u>Paid To</u>	<u>Description</u>	<u>Amount</u>
4966	Isa Rodriguez	return AFLAC deduction	112.58
4967	Thyllis Drake	BASE Food for FR	13.48
4968	Jamaal Simpson	Mother Son Dance Photographer	250.00
4969	Jamaal Simpson	Breakfast with Bunny Photographer	250.00
4970	Paul Amann Dance Factory	Mother Son Dance DJ	400.00
			<hr/>
			1,026.06
	<u>Chase Credit Card</u>		
			<hr/>
			-
			<hr/>
			<u>1,026.06</u>

DATE: 04/03/17
 TIME: 17:32:11
 ID: API4000U.WOW

-- Park District of Orange --
 ACCRUAL POSTED JOURNAL
 AP-040317

JOURNAL DATE: 04/03/17

ACCOUNTING PERIOD: 11

PCARD

ITEM ACCOUNT # ACCOUNT DESCRIPTION VENDOR INVOICE DEBIT AMT CREDIT AMT

GENERAL

ITEM	ACCOUNT #	ACCOUNT DESCRIPTION	VENDOR	INVOICE	DEBIT AMT	CREDIT AMT
1	01-5-00-3-43115	SNACK MACHINE - NET	SA7597	463316935	219.90	
2			SA7597	463544857	1,028.02	
3	01-5-00-5-54040	SEMINARS & WORKSHOPS	SO6191	462339182	10.00	
4	01-5-00-6-66025	DUES - PROF - CERTIF	NA8010	461635619	35.00	
5	01-5-00-6-67045	EMAIL BLAST	MA1680	461169924	21.25	
6	01-5-00-7-72010	BOARD MTG ALLOWANCE	HO2310	461169923	30.12	
7			MA3229	463670282	180.00	
8	01-5-00-7-73023	DESK SUPPLIES	AM3560	462078358	22.25	
9	01-5-00-7-76022	DELIVERY - LEGAL DOC	FE4180	461460792	26.65	
10			FE4180	463925832	15.97	
11			FE4180	464345343	22.65	
12	01-5-00-7-77412	LG ENDLESS SUMMER EX	PA0056	463316931	91.75	
13	01-6-00-6-81020	DUMPSTER SERVICE	AD2100	462762632	581.15	
14	01-6-00-6-81036	VEHICLE WASHES	BR3452	461460791	14.97	
15	01-6-00-7-83012	BUILDING SUPPLIES	AM3560	461635627	90.00	
16			AM3560	463020479	29.78	
17			AM3560	463316938	32.86	
18			AM3560	463670289	202.44	
19			HO4142	461850188	19.97	
20			HO4142	463798396	8.82	
21			HO4142	463925834	8.43	
22			HO4142	463925835	34.70	
23			HO4142	464108302	.39	
24			JE7736	462078369	30.46	
25			ME6840	461293872	5.78	
26			ME6840	463020482	13.54	
27			ME6840	463544858	59.09	
28	01-6-00-7-83034	WELDING SUPPLIES	AI6068	464108300	14.01	
29	01-6-00-7-83035	ELECTRIC SUPPLIES	ME6840	464108299	100.98	
30	01-6-00-7-84041	MISC HARDWARE	FU2025	462339186	7.67	
31			HO4142	463925836	1.86	
32			HO4142	464108301	5.48	
33			ME6840	462524731	7.39	
34			ME6840	462762631	7.98	
35			ME6840	463316933	5.35	
36			ME6840	463544859	18.39	
37	01-6-00-7-85011	PETRO PROD - GASOLIN	SE011	462078355	15.71	
38			SE011	462901334	16.02	
39			SE011	463670279	26.05	
40	01-6-00-7-85012	PETRO PROD - WELDING	AI6068	461460795	23.15	
41	01-6-00-7-85015	PETRO PROD - CONTRAC	WE8600	461293871	74.98	
42	01-6-00-7-86012	TOOLS - LANDSCAPE	ME6840	464345344	30.93	
43	01-6-00-7-86013	TOOLS - HAND	ME6840	463925833		
44	01-0-95-1-21000	ACCOUNTS PAYABLE				
BASE PROGRAM						
45	12-7-00-6-61020	BACKGROUND CHECKS	AF1010	462524730	42.00	
46	12-7-21-7-79000	SUPPLIES - BARNSDALE	AM3560	461460797	7.99	
BACKGROUND CHECK						
computer case b						
ACCURAL OFFSET						3,188.58

JOURNAL DATE: 04/03/17 ACCOUNTING PERIOD: 11

ITEM	ACCOUNT #	ACCOUNT DESCRIPTION	VENDOR	INVOICE	ITEM DESCRIPTION	DEBIT AMT	CREDIT AMT
BASE PROGRAM							
47	12-7-21-7-79110	FOOD - BARNSDALE	SA7597	461169926	Food	80.37	
48			SA7597	462078356	Food	35.38	
49			SA7597	462901336	Food	95.53	
50			SA7597	463670281	Food	43.84	
51			WA1892	461169925	Food	18.44	
52			WA1892	461635620	Barnsdale Supply	16.98	
53			WA1892	462078357	Food	19.58	
54			WA1892	462339184	Food	18.84	
55			WA1892	462901335	Food	38.17	
56			WA1892	463670280	Food	40.32	
57	12-7-22-7-79000	SUPPLIES - CONGRESS	AM3560	461460796	computer case cp	24.98	
58			AM3560	462183616	charge error	99.00	99.00
59			AM3560	462901339	charge error		
60	12-7-22-7-79110	FOOD - CONGRESS PARK	SA7597	461169928	Congress Park Food	69.16	
61			SA7597	462183617	Congress Park Food	64.62	
62			SA7597	462901338	Congress Park Food	50.11	
63			SA7597	463670284	Congress Park Food	43.58	
64			SA7597	463798397	Congress Park Food	8.88	
65			WA1892	461169927	Congress Park Food	30.48	
66			WA1892	461635620	CP	16.98	
67			WA1892	462183615	Congress Park Food	78.00	
68			WA1892	462901337	Congress Park Food	22.34	
69			WA1892	462901340	Congress Park Food	11.64	
70			WA1892	463316936	Congress Park Food	4.89	
71			WA1892	463670283	Congress Park Food	38.52	
72	12-7-23-7-79000	SUPPLIES - COSSITT	DO1220	462078363	Supplies	12.00	
73	12-7-23-7-79110	FOOD - COSSITT	SA7597	461169934	Food	31.92	
74			SA7597	461635628	Food	25.04	
75			SA7597	462078365	Food	91.77	
76			SA7597	463020481	Food	55.50	
77			SA7597	463670291	Food	64.78	
78			WA1892	461169933	Food	51.63	
79			WA1892	461635620	Cossitt	16.98	
80			WA1892	462078364	Food	64.03	
81			WA1892	462762633	Food	24.80	
82			WA1892	463020480	Food	17.96	
83			WA1892	463316939	Food	20.64	
84			WA1892	463670290	Food	41.89	
85	12-7-24-7-79000	SUPPLIES - FOREST RD	AM3560	461460797	computer case fr	12.99	
86	12-7-24-7-79110	FOOD - FOREST RD	JE7736	461635626	FOOD FR	10.34	
87			SA7597	461169930	FOOD FR	101.37	
88			SA7597	462078360	FOOD FR	125.59	
89			SA7597	462901342	FOOD FR	92.08	
90			SA7597	463670285	FOOD FR	73.44	
91			WA1892	461169929	FOOD FR	37.08	
92			WA1892	461635620	FR Supplies	33.97	
93			WA1892	462078359	FOOD - FR	60.06	
94			WA1892	462183618	FOOD FR	10.84	
95			WA1892	462901341	FOOD FR	76.57	

JOURNAL DATE: 04/03/17 ACCOUNTING PERIOD: 11

ITEM ACCOUNT #	ACCOUNT DESCRIPTION	VENDOR	INVOICE	ITEM DESCRIPTION	DEBIT AMT	CREDIT AMT
BASE PROGRAM						
96		WA1892	463316937	FOOD - FR		
97		WA1892	463670286	FOOD FR	25.82	
98	12-7-25-7-79110	SA7597	461169932	Og-Food and Supplies	32.36	
99		SA7597	462078362	Og-Food and Supplies	109.46	
100		SA7597	462901344	Og-Food and Supplies	61.47	
101		SA7597	463670288	Og-Food and Supplies	150.38	
102		WA1892	461169931	Og-Food and Supplies	52.04	
103		WA1892	461635620	Ogden Supplies	21.86	
104		WA1892	462078361	Og-Food and Supplies	33.97	
105		WA1892	462901343	Og-Food and Supplies	37.06	
106		WA1892	463670287	Og-Food and Supplies	61.15	
107	12-7-26-7-79000	AM3560	461460796	Og-Food and Supplies blocks	34.42	
108		TA6550	462339183	camp supplies	23.94	
109		WA1892	462524732	camp supplies	16.66	
110	12-7-26-7-79110	WA1892	463316934	camp Supplies	31.93	
111	12-7-27-7-79000	AM3560	461460797	computer case sfx	24.02	
112		WA1892	461635621	SFX Main and East Deco for Ma	38.97	
113	12-7-27-7-79110	SA7597	461169935	Food for Sfx east campus	117.86	
114		SA7597	461169938	food - SFX	36.66	
115		SA7597	462078366	food for sfx east campus	117.26	
116		SA7597	462078371	FOOD - SFX	17.88	
117		SA7597	462901346	FOOD - SFX	84.72	
118		SA7597	463124379	food for sfx	235.19	
119		SA7597	463670293	Food for Sfx East Campus	25.94	
120		SA7597	463670295	FOOD - SFX	52.23	
121		WA1892	461169936	Food for SFX East Campus	98.36	
122		WA1892	461169937	Food for SFX East Campus	19.51	
123		WA1892	461169939	picking up donuts for fat tue	3.98	
124		WA1892	461293873	food- SFX	62.06	
125		WA1892	461635620	picked up butter for a snack	3.46	
126		WA1892	461635620	SFX Main	33.96	
127		WA1892	462078367	East	16.98	
128		WA1892	462078368	Food for Sfx East Campus	22.58	
129		WA1892	462078370	Food For Sfx East Campus	16.02	
130		WA1892	462901345	FOOD - SFX	27.82	
131		WA1892	463124378	FOOD - SFX	60.08	
132		WA1892	463316943	food for a St Patty's party	13.68	
133		WA1892	463670292	FOOD - SFX	2.97	
134		WA1892	463670294	FOOD for Sfx East Campus	16.14	
135		WA1892	463670294	FOOD - SFX	53.60	
136	12-0-95-1-21000		463798398	food for project ACCRUAL OFFSET	3.12	
RECREATION						
137	13-0-90-1-10400	EL4550	461460794	camp quest trip	180.00	
138		JO5830	461635625	Camp Quest Trip	50.00	
139		LO2135	461850179	Camp quest trip	75.00	
140		SH6505	461460793	Camp Quest Trip	776.10	
141	13-5-00-5-54040	SO6191	462339182	SSPRPA March Meeting Fee	10.00	

JOURNAL DATE: 04/03/17 ACCOUNTING PERIOD: 11

ITEM	ACCOUNT #	ACCOUNT DESCRIPTION	VENDOR	INVOICE	ITEM DESCRIPTION	DEBIT AMT	CREDIT AMT
RECREATION							
142	13-5-00-6-60020	ADVERTISING	IN2015	461635623	West Suburban Chamber Ad	1,190.00	
143	13-5-00-6-60022	COMMUNITY EVENTS	4I7746	461635624	Countryside Parade Give Aways	1,685.71	
144	13-5-00-6-60030	MARKETING	MI0165	464108297	Breakfast with Bunny	40.00	
145			OF5007	461850178	Boards	10.87	
146			PA4616	464108296	Display case	39.90	
147			SA7597	461635622	Countryside Parade Candy	102.72	
148			TH0270	462339185	5k ad	250.00	
149	13-5-00-6-66025	DUES - PROF - CERTIF	NA8010	461635619	CPRP Renewal Fee	35.00	
150	13-5-00-6-67045	EMAIL BLAST	MA1680	461169924	EMAIL BLAST	21.25	
151	13-5-00-7-73023	DESK SUPPLIES	AM3560	462078358	Credit Card Slips	22.25	
152	13-5-00-7-76022	DELIVERY - LEGAL DOC	FE4180	461460792	DELIVERY	26.65	
153			FE4180	463925832	DELIVERY	15.98	
154			FE4180	464345343	DELIVERY	22.65	
155	13-6-00-6-81020	DUMPSTER SERVICE	AD2100	462762632	dumpster service	581.15	
156	13-6-00-6-81036	VEHICLE WASHES	BR3452	461460791	VEHICLE WASH	14.98	
157	13-6-00-7-83012	BUILDING SUPPLIES	AM3560	461635627	Water fountain filters	90.00	
158			AM3560	463020479	Gojo soap dispensers	29.78	
159			AM3560	463316938	white board sign	32.86	
160			AM3560	463670289	emergency light batteries	202.44	
161			HO4142	461850188	Building Supplies	19.97	
162			HO4142	463798396	rec building supplies	8.82	
163			HO4142	463925834	rec building supplies	8.43	
164			HO4142	463925835	rec building supplies	34.70	
165			HO4142	464108302	rec building supplies	.40	
166			JE7736	462078369	Building Supplies	30.47	
167			ME6840	461293872	Building Supplies	5.78	
168			ME6840	463020482	Building Supplies	13.53	
169			ME6840	463544858	Corner brackets, Distilled wa	59.10	
170	13-6-00-7-83034	WELDING SUPPLIES	AI6068	464108300	cylander refill	14.01	
171	13-6-00-7-83035	ELECTRIC SUPPLIES	ME6840	464108299	electrical covers	100.99	
172	13-6-00-7-84041	MISC HARDWARE	FU2025	462339186	fastners	7.67	
173			HO4142	463925836	hardware	1.87	
174			HO4142	464108301	hinge	5.49	
175			ME6840	462524731	hardware	7.39	
176			ME6840	462762631	batteries	7.99	
177			ME6840	463316933	hardware	5.35	
178			ME6840	463544859	misc hardware	18.39	
179	13-6-00-7-85011	PETRO PROD - GASOLIN	SE011	462078355	FUEL	15.70	
180			SE011	462901334	FUEL	16.01	
181			SE011	463670279	FUEL	26.06	
182	13-6-00-7-85012	PETRO PROD - WELDING	AI6068	461460795	cylander rental	23.15	
183	13-6-00-7-85015	PETRO PROD - CONTRAC	WE8600	461293871	OIL CHANGE	74.98	
184	13-6-00-7-86012	TOOLS - LANDSCAPE	ME6840	464345344	wheel barrows	30.93	
185	13-6-00-7-86013	TOOLS - HAND	ME6840	463925833	grinder	11.00	
186	13-7-03-7-79000	SUPPLIES - SPEC INT	DO1220	463316942	supplies for Senior St. Patri	61.21	
187			JE7736	463316941	supplies for Senior St. Patri	344.82	
188			SP8390	463544860	Food for Senior St. Patricks	26.79	
189			WA1892	463316932	St. Patrick's Day Program Sup	37.83	
190	13-7-04-7-79000	SUPPLIES - SPEC EVTS	MI0165	464108297	displaycase		3.31

DATE: 04/03/17
 TIME: 17:32:33
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-- Park District of Grange --
 ACCRUAL POSTED JOURNAL AP-040317

JOURNAL DATE: 04/03/17 ACCOUNTING PERIOD: 11

ITEM ACCOUNT #	ACCOUNT DESCRIPTION	VENDOR	INVOICE	ITEM DESCRIPTION	DEBIT AMT	CREDIT AMT
<u>RECREATION</u>						
191						
192	13-7-08-7-79000	OT5050	464108298	Breakfast with bunny	19.90	
193		WAL1892	461635618	Preschool Supplies	33.80	
194	13-7-09-7-78000	WAL1892	462524729	Preschool Supplies	63.46	
195	13-0-95-1-21000	WR1211	463316940	Wristbands	209.30	
				ACCRUAL OFFSET		6,847.27
<u>LIABILITY INSURANCE</u>						
196	16-6-00-5-53303			Cookies Safety Training	30.50	
197	16-0-95-1-21000	MA3229	463020478	ACCRUAL OFFSET		30.50

JOURNAL TOTALS: 14,144.43 14,144.43

INVOICES DUE ON/BEFORE 03/20/2017

HECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
33362	417746				4 IMPRINT, INC.			
	13430596		02/22/17	01	PROMOTIONAL PENS FRONT DESK	13-5-00-6-60013		680.84
								680.84 *
								INVOICE TOTAL:
								CHECK TOTAL: 680.84
33363	AM3289				AMALGAMATED BANK OF CHICAGO			
	1856056007		03/01/17	01	TRUST FEES 2016	04-5-00-8-91200		475.00
								475.00 *
								INVOICE TOTAL:
								CHECK TOTAL: 475.00
33364	AN7606				ANCEL, GLINK, DIAMOND, BUSH,			
	55526		03/07/17	01	LEGAL SERVICES			515.30
				02	LEGAL SERVICES			515.29
				03	LEGAL SERVICES LAND SALE			190.00
				04	LEGAL SERVICES LAWSUIT			1,140.50
								2,361.09 *
								INVOICE TOTAL:
								CHECK TOTAL: 2,361.09
33365	AT5004				AT&T			
	022517		02/25/17	01	GILBERT PARK ACTIVITY BLDG. UV	01-5-00-6-67011		45.00
				02	GILBERT PARK ACTIVITY BLDG. UV	13-5-00-6-67011		45.00
				03	COMMUNITY CENTER UVERSE	01-5-00-6-67011		40.00
				04	COMMUNITY CENTER UVERSE	13-5-00-6-67011		40.00
				05	SEDGWICK INTERNET	01-5-00-6-67011		49.17
				06	SEDGWICK INTERNET	13-5-00-6-67011		49.16
								268.33 *
								INVOICE TOTAL:
								CHECK TOTAL: 268.33

INVOICES DUE ON/BEFORE 03/20/2017

CHECK #	VENDOR # INVOICE #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
33366	BA2089	FREYA E. CRAIG SMITH						
	2017-2		03/08/17	01	FITNESS CLASSES FOR 2/2017	13-7-02-6-62000		2,355.00
								2,355.00 *
								CHECK TOTAL: 2,355.00
33367	BR5050	JMC VENTURES, LLC						
	31517		03/15/17	01	LITTLE BUILDERSQ	13-7-03-6-62000		232.00
								232.00 *
								CHECK TOTAL: 232.00
33368	CA9440	CALL ONE						
	1138851-03		03/15/17	01	LOCAL PHONE SERVICE			182.59
				02	LOCAL PHONE SERVICE			182.58
				03	FIRE/ELEVATOR/SECURITY/FAX			172.46
				04	FIRE/ELEVATOR/SECURITY/FAX			172.45
				05	IPRA LOCAL AND FAX LINES			74.52
								784.60 *
								CHECK TOTAL: 784.60
33369	CI0599	CIT TECHNOLOGY FIN SERV INC						
	29894259		02/23/17	01	COPIER LEASE	01-6-00-6-81031		173.50
				02	COPIER LEASE	13-6-00-6-81031		173.50
								347.00 *
								CHECK TOTAL: 347.00
33370	CI1551	AT& T MOBILITY						
	1662-0303		03/03/17	01	PARK FOREMAN	01-5-00-6-67031		32.12

INVOICES DUE ON/BEFORE 03/20/2017

CHECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
33370	CI1551	1662-0303	03/03/17	02	PARK FOREMAN			32.12
				03	BASE			165.13
				04	SUPT. OF FINANCE			33.76
				05	SUPT. OF FINANCE			33.75
				06	AIR CARD			23.48
				07	AIR CARD			23.48
					INVOICE TOTAL:			343.84 *
33371	DE4798				ELIESER DEJESUS			343.84
	31417		03/14/17	01	TAE KWON DO WINTER SESSION 1	13-7-01-6-62000		2,940.00
					INVOICE TOTAL:			2,940.00 *
33372	EY1000				EYE IN THE SKY SURVEILLANCE LL			2,940.00
	031017		03/10/17	01	MARCH SERVICE AGREEMENT	01-6-00-6-81014		175.00
					INVOICE TOTAL:			175.00 *
33373	GO1000				GOVT FINANCE OFFICERS ASSOC			175.00
	030717		03/07/17	01	MEMBERSHIP DUES	01-5-00-6-66015		80.00
				02	MEMBERSHIP DUES	13-5-00-6-66015		80.00
					INVOICE TOTAL:			160.00 *
33374	HA5560				LEANNA HARTUNG			160.00
	031517		03/15/17	01	PHONE REIMBURSEMENT	12-7-00-6-67033		250.00
					INVOICE TOTAL:			250.00 *
					CHECK TOTAL:			250.00

DATE: 03/16/17
TIME: 13:25:44
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-- Park District of La Grange --
PRE-CHECK RUN EDIT

INVOICES DUE ON/BEFORE 03/20/2017

CHECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
33375	HO2110				HORTON'S OF LA GRANGE			
	602317		02/28/17	01	HARDWARE	01-6-00-7-84041		46.69
				02	HARDWARE	13-6-00-7-84041		46.69
				03	CLEANING SUPPLIES	01-6-00-7-83010		4.47
				04	CLEANING SUPPLIES	13-6-00-7-83010		4.46
					INVOICE TOTAL:			102.31 *
					CHECK TOTAL:			102.31
33376	IL6042				ILLINOIS FIRE EXTINGUISHER CO			
	208387		02/04/17	01	FIRE EXTINGUISHER REPAIRS/TEST	16-6-00-7-73230		638.23
				02	4-#10 EXTINGUISHER FOR FITNESS	16-6-00-7-73200		395.80
					INVOICE TOTAL:			1,034.03 *
					CHECK TOTAL:			1,034.03
33377	IM8675				IMPRINT PLUS			
	PIN0326515		12/05/16	01	ID BADGES	13-5-00-6-60011		502.50
					INVOICE TOTAL:			502.50 *
					CHECK TOTAL:			502.50
33378	KO2997				KONICA MINOLTA			
	7438		02/28/17	01	COPY MACHINE COPIES	01-6-00-6-81031		49.29
				02	COPY MACHINE COPIES	13-6-00-6-81031		49.29
				03	COLOR COPIES	01-5-00-6-69120		79.54
				04	COLOR COPIES	13-5-00-6-69120		238.62
					INVOICE TOTAL:			416.74 *
					CHECK TOTAL:			416.74
33379	LA4685				LA GRANGE GLASS & MIRROR CO.			

INVOICES DUE ON/BEFORE 03/20/2017

CHECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
33379	LA4685		LA GRANGE GLASS & MIRROR CO.					
	20877		03/13/17	01	GILBERT GLASS SIDELIGHT VANDAL	01-6-11-6-89000		141.25
				02	GILBERT GLASS SIDELIGHT VANDAL	13-6-11-6-89000		141.25
								282.50 *
								INVOICE TOTAL:
								CHECK TOTAL: 282.50
33380	MO2900		MOHR OIL CO.					
	304552		03/09/17	01	DIESEL FUEL	01-6-00-7-85010		2,663.50
				02	DIESEL FUEL	13-6-00-7-85010		2,663.50
				03	UNLEADED FUEL	01-6-00-7-85011		2,451.68
				04	UNLEADED FUEL	13-6-00-7-85011		2,451.68
								10,230.36 *
								INVOICE TOTAL:
								CHECK TOTAL: 10,230.36
33381	NA4980		NAPA AUTO PARTS					
	64550217		02/28/17	01	VEHICLE PARTS	01-6-00-6-82010		39.58
				02	VEHICLE PARTS	13-6-00-6-82010		39.58
				03	EQUIPMENT PARTS	01-6-00-6-82011		39.58
				04	EQUIPMENT PARTS	13-6-00-6-82011		39.58
								158.32 *
								INVOICE TOTAL:
								CHECK TOTAL: 158.32
33382	PI5185		PITNEY BOWES GLOBAL					
	3101033550		02/21/17	01	POSTAGE METER RENTAL	01-5-00-7-76015		64.56
				02	POSTAGE METER RENTAL	13-5-00-7-76015		64.56
								129.12 *
								INVOICE TOTAL:
								CHECK TOTAL: 129.12
33383	QU5069		QUILL CORPORATION					

DATE: 03/16/17
 TIME: 13:25:44
 ID: AP211001.WOW

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

INVOICES DUE ON/BEFORE 03/20/2017

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
33383	QU5069 4575714	02/21/17	01	FOLDERS/BINDERS/TABS	01-5-00-7-73011		112.95
			02	FOLDERS/BINDERS/TABS	13-5-00-7-73011		112.96
			03	INK CARTRIDGES	01-5-00-7-73022		334.95
			04	INK CARTRIDGES	13-5-00-7-73022		334.94
			05	DESK SUPPLIES	01-5-00-7-73023		47.51
			06	DESK SUPPLIES	13-5-00-7-73023		47.50
			07	PENCILS/PENS	01-5-00-7-73020		22.77
			08	PENCILS/PENS	13-5-00-7-73020		22.77
							1,036.35 *
							INVOICE TOTAL:
							CHECK TOTAL: 1,036.35
33384	SC6762			SCOUT ELECTRIC SUPPLY CO.			
	162018	02/22/17	01	ELECTRICAL PARTS	01-6-00-7-84040		31.30
			02	ELECTRICAL PARTS	13-6-00-7-84040		31.30
							62.60 *
							INVOICE TOTAL:
							CHECK TOTAL: 62.60
33385	SE5076			S. E. A. S. P. A. R.			
	31317	03/13/17	01	INCLUSION FEES FALL 2016	18-5-00-6-61310		2,965.86
							2,965.86 *
							INVOICE TOTAL:
							CHECK TOTAL: 2,965.86
33386	SI3300			DENNIS BARNES			
	17101	03/08/17	01	GOLF CART LOGO INSTALLATION	01-6-00-6-82011		20.00
			02	GOLF CART LOGO INSTALLATION	13-6-00-6-82011		20.00
							40.00 *
							INVOICE TOTAL:
							CHECK TOTAL: 40.00

INVOICES DUE ON/BEFORE 03/20/2017

CHECK #	VENDOR # INVOICE #	INVOICE DATE	INVOICE #	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
33387	SK3509 42018	03/03/17	01	01	SKY HAWKS GOLF CLINICS	13-7-01-6-62000		392.70 392.70 *
					CHECK TOTAL:			392.70
33388	TW1100 793	03/01/16	01	01	STD UNIT REC CTR CONSTRUCTION J	36-5-20-9-94800	FC	150.00 150.00 *
					CHECK TOTAL:			150.00
					TOTAL AMOUNT PAID:			28,876.09

INVOICES DUE ON/BEFORE 03/31/2017

CHECK #	VENDOR # INVOICE #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
33389	AT5005	AT&T						
	033117		03/31/17	01	SEDGWICK	01-5-00-6-67011		26.68
				02	SEDGWICK	13-5-00-6-67011		26.67
				03	GILBERT PARK ACTIVITY BLDG	01-5-00-6-67011		85.66
				04	GILBERT PARK ACTIVITY BLDG.	13-5-00-6-67011		85.66
				05	COM. CTR.	01-5-00-6-67011		63.05
				06	COM. CTR.	13-5-00-6-67011		63.04
					INVOICE TOTAL:			350.76 *
					CHECK TOTAL:			350.76
33390	CO6347	COMCAST CABLE						
	031217		03/12/17	01	INTERNET SERVICE	01-5-00-6-67040		127.18
				02	INTERNET SERVICE	13-5-00-6-67040		127.17
					INVOICE TOTAL:			254.35 *
					CHECK TOTAL:			254.35
33391	LA5005	U.S. POSTMASTER						
	032717		03/27/17	01	PERMIT ACCT. FOR BROCHURE MAIL	01-5-00-7-76011		1,700.00
				02	PERMIT ACCT. FOR BROCHURE MAIL	13-5-00-7-76011		1,700.00
					INVOICE TOTAL:			3,400.00 *
					CHECK TOTAL:			3,400.00
33392	NI6060	NICOR GAS CO.						
	031417		03/17/17	01	DENNING 4903 WILLOW SPRINGS	01-6-10-6-88100		70.41
				02	DENNING 4903 WILLOW SPRINGS	13-6-10-6-88100		70.41
					INVOICE TOTAL:			140.82 *
					CHECK TOTAL:			140.82
	342397000		03/22/17	01	GORDON 90 LOCUST	01-6-14-6-88100		12.69
				02	GORDON 90 LOCUST	13-6-14-6-88100		12.69
					INVOICE TOTAL:			25.38 *
					CHECK TOTAL:			166.20

INVOICES DUE ON/BEFORE 04/10/2017

HECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
33395	AB6053				A.BARR SALES INC.			
	3725488		03/27/17	01	REC CENTER BAR SYRUP AND GAS	01-5-00-7-76400		72.62
				02	REC CENTER BAR SYRUP AND GAS	13-5-00-7-76400		72.63
								145.25 *
								INVOICE TOTAL:
								CHECK TOTAL:
								145.25
33396	AD1525				TYCO INTEGRATED SECURITY LLC			
	28282262		03/20/17	01	SERVICE CALL DISCONNECT PANEL	01-6-00-6-81014		295.87
				02	SERVICE CALL DISCONNECT PANEL	13-6-00-6-81014		295.88
								591.75 *
								INVOICE TOTAL:
								CHECK TOTAL:
								591.75
33397	AL5525				ALL STAR SPORTS INSTRUC., INC			
	172060		03/22/17	01	WINTER II ATHLETIC CLASSES	13-7-01-6-62000		592.00
								592.00 *
								INVOICE TOTAL:
								CHECK TOTAL:
								592.00
33398	AT5004				AT&T			
	032517		03/25/17	01	GILBERT PARK UVERSE	01-5-00-6-67011		45.00
				02	GILBERT PARK UVERSE	13-5-00-6-67011		45.00
				03	COM. CTR. UVERSE	01-5-00-6-67011		40.00
				04	COM. CTR. UVERSE	13-5-00-6-67011		40.00
								170.00 *
								INVOICE TOTAL:
								CHECK TOTAL:
								170.00
33399	AT8102				AT&T GLOBAL SERVICE, INC.			
	SB995179		03/15/17	01	SERVICE CALL PHONE SET UP SWIT	01-6-00-6-81038		105.00

INVOICES DUE ON/BEFORE 04/10/2017

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
33399	AT8102			AT&T GLOBAL SERVICE, INC.			
	SB995179	03/15/17	02	SWITCH OFFICE AROUND	13-6-00-6-81038		105.00
						INVOICE TOTAL:	210.00 *
					CHECK TOTAL:		210.00
33400	BA2089			FREYA E. CRAIG SMITH			
	2017-3	03/24/17	01	FITNESS CLASSES MARCH 17	13-7-02-6-62000		2,993.50
						INVOICE TOTAL:	2,993.50 *
					CHECK TOTAL:		2,993.50
33401	BE4515			ERIK BENSON			
	4517	04/05/17	01	MENS LEAGUE WINTER	13-7-01-7-79000		100.00
						INVOICE TOTAL:	100.00 *
					CHECK TOTAL:		100.00
33402	BE6056			DAVE BEESLEY			
	32717	03/27/17	01	B.BALL REF	13-7-01-6-63000		96.00
						INVOICE TOTAL:	96.00 *
					CHECK TOTAL:		96.00
33403	CA3800			CATCHING FLUIDPOWER, INC.			
	6149156	03/17/17	01	HYDRAULIC HOSE FOR TRACTOR	01-6-00-6-82011		25.35
			02	HYDRAULIC HOSE FOR TRACTOR	13-6-00-6-82011		25.35
						INVOICE TOTAL:	50.70 *
					CHECK TOTAL:		50.70
33404	CA6722			CASE LOTS INC			

INVOICES DUE ON/BEFORE 04/10/2017

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
33404	CA6722			CASE LOTS INC			
	3064	03/30/17	01	CLEANING SUPPLIES	01-6-00-7-83010		188.78
			02	CLEANING SUPPLIES	13-6-00-7-83010		188.77
				INVOICE TOTAL:			377.55 *
				CHECK TOTAL:			377.55
33405	CI0599			CIT TECHNOLOGY FIN SERV INC			
	30031786	03/26/17	01	COPIER LEASE	01-6-00-6-81031		173.50
			02	COPIER LEASE	13-6-00-6-81031		173.50
				INVOICE TOTAL:			347.00 *
				CHECK TOTAL:			347.00
33406	CI6015			CINTAS CORPORATION #769			
	04032017	04/03/17	01	CARPET CLEANING REC CTR. MAR	01-6-00-6-81012		104.88
			02	CARPET CLEANING REC CTR. MAR	13-6-00-6-81012		104.88
				INVOICE TOTAL:			209.76 *
				CHECK TOTAL:			209.76
33407	CIUNIF			CINTAS CORPORATION LOC 344			
	6456317	03/31/17	01	UNIFORM SERVICE MARCH 17	01-6-00-6-81030		124.00
			02	UNIFORM SERVICE MARCH 17	13-6-00-6-81030		124.00
				INVOICE TOTAL:			248.00 *
				CHECK TOTAL:			248.00
33408	CL6025			JEFF CLARK			
	32717	03/27/17	01	MENS BASKETBALL REF	13-7-01-6-63000		96.00
				INVOICE TOTAL:			96.00 *
				CHECK TOTAL:			96.00

INVOICES DUE ON/BEFORE 04/10/2017

CHECK #	VENDOR # INVOICE #	INVOICE # DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
33409	CL6029	DANNY CLARKE					
	4517	04/05/17	01	MEN'S BBALL AWARD WINTER	13-7-01-7-79000		175.00
							175.00 *
							CHECK TOTAL: 175.00
33410	C01333	CODY/BRAUN & ASSOCIATES INC.					
	5357	03/01/17	01	FITNESS CENTER PLANS	36-5-20-9-94800 FC		3,845.04
							3,845.04 *
							CHECK TOTAL: 3,845.04
33411	C06878-1	COM ED					
	040417	03/16/17	01	SPRINK PARK	01-6-18-6-88000		16.66
			02	SPRINK PARK	13-6-18-6-88000		16.66
			03	WAIOLA PARK	01-6-15-6-88000		41.31
			04	WAIOLA PARK	13-6-15-6-88000		41.31
			05	DENNING PARK	01-6-10-6-88000		143.92
			06	DENNING PARK	13-6-10-6-88000		143.92
			07	GORDON PARK	01-6-14-6-88000		259.56
			08	GORDON PARK	13-6-14-6-88000		259.56
			09	SEDGWICK PARK	01-6-12-6-88000		189.69
			10	SEDGWICK PARK	13-6-12-6-88000		189.69
			11	GILBERT PARK	01-6-11-6-88000		56.95
			12	GILBERT PARK	13-6-11-6-88000		56.95
			13	REC CTR.	01-6-20-6-88000		2,357.52
			14	REC CTR.	13-6-20-6-88000		2,357.52
							6,131.22 *
							CHECK TOTAL: 6,131.22
33412	C07026	TOM CONNELLY					
	32717	03/27/17	01	B BALL OFFICIALS	13-7-01-6-63000		128.00
							128.00 *
							CHECK TOTAL: 128.00

INVOICES DUE ON/BEFORE 04/10/2017

INVOICE #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
33413	C08517	32717	03/27/17	01	MENS BASKETBALL REFEREE	13-7-01-6-63000		288.00
						CHECK TOTAL:		288.00
33414	CU4203	32717	03/27/17	01	BEALL OFFICIAL	13-7-01-6-62000		96.00
						CHECK TOTAL:		96.00
33415	CU6015	32317	03/23/17	01	CO REC VOLLEYBALL REF	13-7-01-6-62000		250.00
						CHECK TOTAL:		250.00
33416	DA3615	32717	03/27/17	01	TOURNAMENT REF	13-7-01-6-63000		96.00
						CHECK TOTAL:		96.00
33417	DA9384	04	04/04/17	01	CONCRETE WORK	36-5-20-9-94800	FC	21,960.00
						CHECK TOTAL:		21,960.00
33418	DE0288				CONSTANTINE BISSIAS			21,960.00

INVOICES DUE ON/BEFORE 04/10/2017

CHECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
33418	DE0288	04052017	04/05/17	01	REIMBURSE FOR CELL PHONE	01-5-00-6-67030		80.00
				02	REIMBURSE FOR CELL PHONE	13-5-00-6-67030		80.00
				03	LUNCH MTG	01-5-00-7-71010		75.37
					INVOICE TOTAL:			235.37 *
					CHECK TOTAL:			235.37
33419	DE5775	CG700672	03/06/17	01	FLOORING FOR HALLWAY OFFICES	36-5-20-9-94801	FC	459.38
					INVOICE TOTAL:			459.38 *
					CHECK TOTAL:			459.38
33420	DO1250	28654	02/27/17	01	GILBERT PLUMBING REPAIRS	01-6-00-6-81042		213.29
				02	GILBERT PLUMBING REPAIRS	13-6-00-6-81042		213.29
				03	REC CTR. PLUMBING REPAIRS	01-6-00-6-81042		211.39
				04	REC CTR. PLUMBING REPAIRS	13-6-00-6-81042		211.40
					INVOICE TOTAL:			849.37 *
					CHECK TOTAL:			849.37
33421	EV5606	2010080	03/22/17	01	CARPET CLEANING SOCIAL AREA	01-6-00-6-81015		94.50
				02	CARPET CLEANING SOCIAL AREA	13-6-00-6-81015		94.50
					INVOICE TOTAL:			189.00 *
					CHECK TOTAL:			189.00
33422	EY1000	040317	04/03/17	01	APRIL SERVICE AGREEMENT	01-6-00-6-81014		87.50

INVOICES DUE ON/BEFORE 04/10/2017

CHECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
33427	IN1086				INFINITY COMMUNICATIONS GROUP			
	9654		04/03/17	01	BUSINESS CARDS	13-5-00-6-60030		109.54
								109.54 *
					CHECK TOTAL:			109.54
33428	IN1805				INTERNATIONAL DECORATORS INC			
	4		04/04/17	01	DRYWALL & ACOUSTIC	36-5-20-9-94800	FC	36,837.00
								36,837.00 *
					CHECK TOTAL:			36,837.00
33429	JE1936				JENSEN'S PLUMBING & HEATING IN			
	4		04/04/17	01	PLUMBING	36-5-20-9-94800	FC	44,370.00
				02	HVAC	36-5-20-9-94800	FC	31,265.00
								75,635.00 *
					CHECK TOTAL:			75,635.00
33430	KA6049				GEORGE KASPER			
	32717		03/27/17	01	BASKETBALL REFEREE	13-7-01-6-63000		96.00
								96.00 *
					CHECK TOTAL:			96.00
33431	KE4735				KEEN EDGE CO.			
	672340		03/03/17	01	EQUIPMENT PART	01-6-00-6-82011		82.38
				02	EQUIPMENT PART	13-6-00-6-82011		82.37
								164.75 *
					CHECK TOTAL:			164.75

INVOICES DUE ON/BEFORE 04/10/2017

CHECK #	VENDOR #	INVOICE #	INVOICE DATE	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
33432	K02997			KONICA MINOLTA			
	76612		03/21/17	01 B/W COPIES	01-6-00-6-81031		53.67
				02 B/W COPIES	13-6-00-6-81031		53.66
				03 COLOR COPIES	01-5-00-6-69120		83.63
				04 COLOR COPIES	13-5-00-6-69120		250.86
				INVOICE TOTAL:			441.82 *
				CHECK TOTAL:			441.82
33433	K08391			KONE INC			
	949555754		03/01/17	01 ELEVATOR REPAIR CONTRACT	01-6-00-6-81017		94.99
				02 ELEVATOR REPAIR CONTRACT	13-6-00-6-81017		94.99
				INVOICE TOTAL:			189.98 *
				CHECK TOTAL:			189.98
33434	LA1422			JOHN LARSON			
	32717		03/27/17	01 YOUTH BASKETBALL REFEREE	13-7-01-6-63000		192.00
				INVOICE TOTAL:			192.00 *
				CHECK TOTAL:			192.00
33435	LA6052			LA GRANGE LOCK			
	13441		02/24/17	01 REC CTR. REPAIRS	01-6-00-6-81041		48.50
				02 REC CTR. REPAIRS	13-6-00-6-81041		48.50
				INVOICE TOTAL:			97.00 *
				CHECK TOTAL:			97.00
33436	LY9000			JONATHAN LYZUN			
	32817		03/28/17	01 SUMMER 17 BROCHURE DESIGN	01-5-00-6-69110		575.00

INVOICES DUE ON/BEFORE 04/10/2017

CHECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
33436	LY9000				JONATHAN LYZUN			
	32817		03/28/17	02	SUMMER 17 BROCHURE DESIGN	01-5-00-6-69110		1,725.00
								2,300.00 *
								CHECK TOTAL: 2,300.00
33437	MA0155				KYLE MADEJA			
	4517		04/05/17	01	CELL PHONE REIMBURSE	01-5-00-6-67034		52.50
				02	CELL PHONE REIMBURSE	13-5-00-6-67034		52.50
								105.00 *
								CHECK TOTAL: 105.00
33438	MI5050				KEVIN MILLER			
	4517		04/05/17	01	MOBILE PHONE REIMBURSE	13-5-00-6-67034		52.50
				02	MOBILE PHONE REIMBURSE	01-5-00-6-67034		52.50
								105.00 *
								CHECK TOTAL: 105.00
33439	MO6136				ROBERT MORROW			
	32717		03/27/17	01	MARCH BASKETBALL	13-7-01-6-63000		680.00
								680.00 *
								CHECK TOTAL: 680.00
33440	NA6060				NATIONAL BUSINESS FURNITURE LL			
	031417		03/14/17	01	GYM FLOOR SUPERVISOR STATION	36-5-20-9-92030		726.50
				02	SOCIAL AREA FURNITURE BENCHES	01-5-00-7-75013		864.98
				03	SOCIAL AREA FURNITURE BENCHES	13-5-00-7-75013		864.98
				04	SOCIAL AREA FURNITURE CHAIRS	01-5-00-7-75010		1,514.46

INVOICES DUE ON/BEFORE 04/10/2017

CHECK #	VENDOR #	INVOICE #	INVOICE DATE	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
33443	N01234	NOVENTECH, INC.					
	4410		04/10/17	01 OFFSITE STORAGE CLOUD MGT	01-5-00-6-68021		113.75
				02 OFFSITE STORAGE CLOUD MGT	13-5-00-6-68021		113.75
							227.50 *
							INVOICE TOTAL:
	4432		04/03/17	01 COMPUTER SUPPORT	01-5-00-6-68020		1,315.63
				02 COMPUTER SUPPORT	13-5-00-6-68020		1,315.63
				03 BASE SUPPORT	12-7-00-6-68012		472.50
				04 FITNESS CENTER NETWORKING	36-5-20-9-94801 FC		948.74
							4,052.50 *
							INVOICE TOTAL:
							CHECK TOTAL: 5,093.60
33444	OC0650	RAYMOND K OCHROMOWICZ					
	17 MAR		03/24/17	01 RISK MANAGEMENT	16-5-00-6-61220		1,253.50
				02 RISK MANAGEMENT	18-5-00-6-61220		417.83
							1,671.33 *
							INVOICE TOTAL:
							CHECK TOTAL: 1,671.33
33445	PD0332	P.D.R.M.A.					
	033117		03/31/17	01 HEALTH INSURANCE	01-5-00-5-53001		11,126.35
				02 HEALTH INSURANCE	13-5-00-5-53001		11,126.35
				03 HEALTH INSURANCE	12-7-00-5-52020		608.87
				04 LIFE INSURANCE	01-5-00-5-53002		28.00
				05 LIFE INSURANCE	13-5-00-5-53002		28.00
				06 EAP	13-5-00-5-53005		26.40
				07 EAP	01-5-00-5-53005		26.40
				08 VISION	01-0-95-1-21400		372.97
				09 DENTAL	01-0-95-1-21400		923.81
				10 VOLUNTARY LIFE INSR.	01-0-95-1-21402		131.50
							24,398.65 *
							INVOICE TOTAL:
							CHECK TOTAL: 24,398.65

INVOICES DUE ON/BEFORE 04/10/2017

HECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
33446	PE1326				MARTIN PETERSEN COMPANY INC			
	S102887		02/28/17	01	HVAC REPAIRS CONTRACT 4 OF 4	01-6-00-6-81010		892.50
				02	HVAC REPAIRS CONTRACT 4 OF 4	13-6-00-6-81010		892.50
							INVOICE TOTAL:	1,785.00 *
							CHECK TOTAL:	1,785.00
33447	QU5069				QUILL CORPORATION			
	5568347		03/29/17	01	PAPER/ENVELOPES	01-5-00-7-73010		74.70
				02	PAPER/ENVELOPES	13-5-00-7-73010		74.69
				03	INK CARTRIDGES	01-5-00-7-73022		54.44
				04	INK CARTRIDGES	13-5-00-7-73022		54.45
				05	DESK SUPPLIES	01-5-00-7-73023		37.96
				06	DESK SUPPLIES	13-5-00-7-73023		37.96
				07	BASE	12-7-00-7-79000		19.78
							INVOICE TOTAL:	353.98 *
							CHECK TOTAL:	353.98
33448	RA1998				RACK'N UP EQUIPMENT DISTRIBUTO			
	42987		01/23/17	01	VEHICLE LIFT INSPECTION	16-6-00-7-73230		165.00
							INVOICE TOTAL:	165.00 *
							CHECK TOTAL:	165.00
33449	RL0100				R. L. SOHOL GENERAL CONTRACTOR,			
	4		04/04/17	01	GENERAL TRADES	36-5-20-9-94800 FC		8,761.00
							INVOICE TOTAL:	8,761.00 *
							CHECK TOTAL:	8,761.00
33450	RO0730				ROCKFORD SILK SCREEN PROCESS			

INVOICES DUE ON/BEFORE 04/10/2017

CHECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
33450	RO0730				ROCKFORD SILK SCREEN PROCESS			
	92833		03/15/17	01	ASSORT. REGULATION SIGNS	36-5-00-9-91108		497.35
								497.35 *
								CHECK TOTAL: 497.35
33451	RO4345				BRIAN ROGUS			
	032717		03/27/17	01	TRAVEL BASKETBALL REF	13-7-01-6-63000		192.00
								192.00 *
								CHECK TOTAL: 192.00
33452	SA2600				SAFETY-KLEEN			
	72793516		03/16/17	01	PARTS CLEANER SERVICE	01-6-00-6-81032		130.83
				02	PARTS CLEANER SERVICE	13-6-00-6-81032		130.82
								261.65 *
								CHECK TOTAL: 261.65
33453	SC6762				SCOUT ELECTRIC SUPPLY CO.			
	1042343		03/03/17	01	ELECTRICAL PARTS	01-6-00-7-84040		139.50
				02	ELECTRICAL PARTS	13-6-00-7-84040		139.50
								279.00 *
								CHECK TOTAL: 279.00
33454	SE3770				MONTE SEYER			
	32217		03/22/17	01	CO REC VBALL AWARD	13-7-01-7-79000		100.00
								100.00 *
								CHECK TOTAL: 100.00

INVOICES DUE ON/BEFORE 04/10/2017

HECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
33455	SH9875				SHORELINE ELECTRIC INC			
	4		04/04/17	01	ELECTRIC	36-5-20-9-94800	FC	95,400.00
								95,400.00 *
						CHECK TOTAL:		95,400.00
33456	SK3000				TERESA SKRZYNSKI			
	4032017		12/29/16	01	MOBILE PHONE			52.50
				02	MOBILE PHONE			52.50
				03	MILEAGE REIMBURSE			77.58
								182.58 *
						CHECK TOTAL:		182.58
33457	TA7171				TAMELING INDUSTRIES INC.			
	114703		03/31/17	01	2 25 GAL. PLANTERS			28.30
				02	2 25 GAL. PLANTERS			28.30
								56.60 *
						CHECK TOTAL:		56.60
33458	TE1715				TENNANT SALES AND SERVICE COMP			
	914487484		03/20/17	01	TENNANTS PARTS/ SERVICE T-3			557.00
				02	TENNANTS PARTS/ SERVICE T-3			557.00
								1,114.00 *
						CHECK TOTAL:		1,114.00
33459	TO5810				LUIS TORRES			
	32217		03/22/17	01	CO REC VOLLEYBALL AWARD			125.00
				02	CO REC VOLLEYBALL AWARD			150.00
								275.00 *
						CHECK TOTAL:		275.00

INVOICES DUE ON/BEFORE 04/10/2017

CHECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
33460	VI5006		VILLAGE OF LA GRANGE					
	032917		03/29/17	01	DENNING BUILDING	01-6-10-6-88200		32.94
				02	DENNING BUILDING	13-6-10-6-88200		32.94
				03	GILBERT BUILDING	01-6-11-6-88200		32.28
				04	GILBERT BUILDING	13-6-11-6-88200		32.28
				05	GILBERT HYDRANT	13-6-11-6-88200		27.28
				06	GILBERT HYDRANT	01-6-11-6-88200		27.28
				07	ELM FOUNTAIN	01-6-16-6-88200		32.28
				08	ELM FOUNTAIN	13-6-16-6-88200		32.28
				09	GILBERT TENNIS COURTS	01-6-11-6-88200		32.28
				10	GILBERT TENNIS COURTS	13-6-11-6-88200		32.28
				11	SPRING FOUNTAIN	01-6-18-6-88200		27.28
				12	SPRING FOUNTAIN	13-6-18-6-88200		27.28
					INVOICE TOTAL:			368.68 *

CHECK TOTAL: 368.68

33461	WB3800		W.B. OLSON INC.					
	4		04/04/17	01	PROJECT MANAGEMENT	36-5-20-9-94800 FC		42,091.00
					INVOICE TOTAL:			42,091.00 *

CHECK TOTAL: 42,091.00

33462	WE1520		BILL WEISSHAAR					
	4517		04/05/17	01	MEN'S BBALL AWARD WINTER	13-7-01-7-79000		225.00
					INVOICE TOTAL:			225.00 *

CHECK TOTAL: 225.00

33463	WE7300		WESTERN ARCHITECTURAL IRON CO.					
	4		04/04/17	01	METALS	36-5-20-9-94800 FC		47,790.00
					INVOICE TOTAL:			47,790.00 *

CHECK TOTAL: 47,790.00

INVOICES DUE ON/BEFORE 04/10/2017

HECK #	VENDOR #	INVOICE #	WHOLESALE DIRECT INC.	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
33464	WH2000	17620317		03/28/17	01	LANSCAPE TRAILER PARTS	01-6-00-6-82011		364.48
					02	LANSCAPE TRAILER PARTS	13-6-00-6-82011		364.47
									728.95 *
									CHECK TOTAL: 728.95
33465	WH9225	6832	WHITE SOX TRAINING ACADEMY	03/16/17	01	CWS FUNDAMENTALS MARCH 17	13-7-01-3-49001		750.00
									750.00 *
									CHECK TOTAL: 750.00
6853				04/06/17	01	CWS SPRING BREAK CAMP	13-7-01-3-49001		350.00
					02	CHGO BULLS SPRING BREAK CAMP	13-7-01-3-49001		35.00
					03	BULLS/SOX COMBO SPRING BREAK C	13-7-01-3-49001		693.00
									1,078.00 *
									CHECK TOTAL: 1,078.00
9822				03/16/17	01	CWS PRIVATE HITTING W/PASQUA	13-7-01-3-49001		360.00
					02	CWS FIELDING/TROWING CLUB	13-7-01-3-49001		105.00
					03	CWS PITCHING CAMP	13-7-01-3-49001		225.00
					04	CWS HITTING CLUB	13-7-01-3-49001		600.00
					05	CWS FATHER/SON PITCING CLUB	13-7-01-3-49001		128.00
									1,418.00 *
									CHECK TOTAL: 3,246.00
									TOTAL AMOUNT PAID: 419,136.14

Section 4



STAFF REPORTS

**Park District of La Grange
April 2017
Board Report**

**Dean Bissias
Executive Director**

1. Please remember that the board meetings for 2017 are the second Monday of the month with the **exception of March (March 6)**, which allows for a 30 day minimum review of the 2017-2018 budget.
2. This month's April board meeting is a regular meeting scheduled for Monday, April 10, 2017 and will be held at the Recreation Facility upstairs in the DeSitter Room at 536 East Avenue.
3. The board packet is available online again this month with the April packet at: <http://www.pdlg.org/Docs/Board%20Mtg%20Packet%4-10-17.pdf>.
4. A Public Hearing regarding the 2017-2018 General Operating Budget is scheduled directly preceding the board meeting on April 10th.
5. Under Item 3.0 this month staff is recommending that the Board of Commissioners approve the Consent Agenda as presented. The Consent Agenda consists of minutes from the regular board meeting of March 6, 2017; minutes from the special board meeting/workshop of March 20, 2017; financial report dated March 31, 2017, and consolidated vouchers for the month of April dated April 10, 2017.
6. Under my director's verbal report I plan to give the Board an update on the construction progress of our new fitness center. Currently we are on schedule to have the construction completed by July, if not earlier. Fitness equipment for the center is now ordered with a late summer or early fall delivery, and the construction is almost 50% completed. With most of the unforeseen areas of the construction already addressed we are on course to be on or under budget. I will provide additional information during the board meeting.
7. During my verbal board report Chris Finn and I plan to give the Board an update on the Capital Budget for fiscal year 2017-2018. Many items in the budget are primarily for the completion and outfitting of the Fitness Center. I will also bring the Board up to date on the 2017-2018 MBO's in order to better prepare the Board before they discuss this topic along with the Capital Budget later in the board meeting. I want to thank Leynette, Linda, Kevin and Chris for their assistance in the development and putting together the MBO's and Capital Budget for fiscal year 2017-2018.

8. We are happy to announce that our new website has been launched www.pdlg.org. It's bright and is easier to navigate through.
9. Another topic I am still looking into is the possibility of a name for the new Fitness Center. I have been approached by many individuals asking what the name of the facility will be. I hope to bring a list of possibilities to be considered at our April board meeting.
10. After a review of the construction progress I decided to request an extension of our PARC grant. Even though the project might be completed by the June 30th deadline I have requested a six month extension to assure us time to get the project completed and to submit all the necessary paperwork. Our grant administrator in Springfield also agreed it would be beneficial for us to request the extension since the project is projected to complete close to the grant deadline. We will be submitting paperwork for partial or 50% of the PARC Grant funds in May.
11. Under Action Item 7.1 staff is requesting that the Board approve the MBO's for fiscal year 2017-2018. There were only a few minor changes that staff made based upon feedback from our March 20th special board/workshop meeting. Please refer to the evaluation sheets that are in the front pouch of your board packet for additional information.
12. Under Action Item 7.2 staff is requesting the Board approve the business plan for the new fitness center. The business plan also includes the pricing structure and staff would like to move forward with a marketing development plan and the hiring of key employees. We discussed this during the March 20th special board meeting but we did not move forward with approval of the plan. Staff and the Board have had some time now to think about it and we are at a point that we need to finalize this plan.
13. Under Action Item 7.3 staff is requesting the Board approve the General Operating Budget Ordinance 17-02 for 2017-2018. Staff has only minor changes to the budget which was discussed during our March 20th special board workshop.
14. Under Action Item 7.4 staff is requesting the Board approve Ordinance 17-03 the Disposal of Park District Property under Park District Code (Code) 70 ILCS 1205/1. This ordinance will allow the executive director to dispose of office equipment. This is composed of desks and filing cabinets which are currently in the recreation department offices. The new offices are smaller in size and these items will not fit. We will use the money from this disposal towards the purchase of new smaller office furniture for the new offices.
15. Under Action Item 7.5 staff is requesting the transfer of funds from General, Recreation, and Special Recreation Funds to the Capital Fund for the Purpose of Capital Expenditures. This topic has been discussed in detail over the past few months, particularly when we decided to

move forward with the construction of the Fitness Center. The dollar amount of the funds being transferred still keeps us within the fund balance policy.

16. Under Action Item 7.6 staff is requesting that the Board discuss and approve the Capital Budget for fiscal year 2017-2018. Many items in the Capital Budget are directly related to outfitting the new Fitness Center with necessary items. Staff needs to begin ordering many of these items and would like the Board to review and approve this budget. Staff will discuss this topic in much greater detail during the April board meeting.
17. Under Board Business 8.1 staff is requesting that the Board consider approval of a licensing agreement with the La Grange Rotary for them to occupy approximately (not to exceed) 2,250 square feet of storage space ("Storage") on the first floor of the Recreation Center for the La Grange Community Secret Santa Program. This program was operated by the La Grange Community Nurse Association for many years. Since the La Grange Community Nurse Association cannot continue to operate the program they have turned it over to the La Grange Rotary. La Garage Rotary has approached the District requesting that we partner with them in support of this cause. I will discuss this topic in greater details during our board meeting.
18. Under Board Business 8.2 staff is asking the Board for approval of a lease for a new phone system. Staff has been investigating a new phone system for some time. Our current system was installed 15 years ago and was brought over from our old facility and at that time it was already 5 years old. Now that additional phones are required for the Fitness Center, and with the growth of the Illinois Park and Recreation (IPRA) Association upstairs, the time is right for us to update our phones. We have discussed this with IPRA and they will be assuming some of the cost for this new communication system.
19. Currently I am still in the process of developing the Fitness Center operations manual which will be needed for the operation of the center. This manual will be in a draft version until a new Fitness Center supervisor/manager is on staff to make sure it covers all aspects of the facility. Our plan is to get this to the Board in the next few months for their review and critique.
20. During the past month I have spent considerable time working on the construction of the Fitness Center and investigating potential Capital Budget items and MBO's. I also worked on a job description for a fitness center supervisor/manager, finance issues for the Capital Budget, applying for a grant extension, and worked with Meadowbrook Manor on the installation of a new playground. We estimate that the installation of the playground will be sometime around the end of July or the beginning of August. Although it looks like the playground we purchased will fit in the area they have allocated for us we are still

working with their landscape planners to make sure it will fit in the space they are supplying.

21. Progress on this year's Endless Summerfest continues to be on track to be a great event. The committee has selected all the bands and we are currently soliciting sponsorships. I am now working with the Village of La Grange and the State on access to the park since the intersection of La Grange Road and Ogden/Locust will be under construction for road improvements. Please remember that this year's fest will be held August 4th, 5th, and 6th. The fireworks display will be on August 6th.
22. I will be out of the office attending this year's IAPD Legislative Conference in Springfield from May 1st through May 3rd.
23. I plan to be out of the office on Tuesday, April 11th; Wednesday, April 12th; Thursday, April 20th; Friday, April 21st; Thursday, April 27th; and Friday, April 28th. I will be available by cell phone for any commissioner or staff member on any day that I am off who might need to talk with me.
24. Please remember to take the time and opportunity to have fun and enjoy life with your family.

RECREATE!!! It helps your mind and body. Make the Park District of La Grange "Your Fun Destination".

Park District of La Grange
April 2017
Board Report

Leynette Kuniej
Superintendent of Finance

1. We have received 94% of the first installment of the 2016 tax levy. This is the same percentage received last year at this time. The balance still owed on this first installment is \$98,003. Revenue from this tax levy will not be recognized as income until the next fiscal year beginning May 1st.

Collections on the 2015 tax levy are at 99.6%.

2. The budget ordinance for the next fiscal year has been prepared for board approval and all the data has been entered into the accounting system awaiting final approval.
3. I am requesting that the Board approve under Action item 7.4 the fund balance transfers as presented. These transfers are necessary to complete the fitness center construction project and will provide \$325,000 for capital projects in fiscal year 2017-2018.

The fund balances remaining in the operating funds after these transfers will be sufficient to be in compliance with our fund balance policy.

4. I have a meeting scheduled this week with Jamie Wilkey from Lauterbach & Amen, LLP to establish a time table for this year's annual financial audit.
5. A special audit of the PARC grant project has been scheduled with Lauterbach & Amen, LLP for May 9th. Their grant audit report is required to be submitted with our requests for payment of the grant award.
6. I have been obtaining quotes to replace the Nortel telephone system. Enclosed in your report is the quote from Bluewire Communications, a company located in Northbrook. They will be conducting a demonstration of the system later this week. They will also conduct a site walk through to make sure we have all the necessary and appropriate components quoted.

We intend to lease this equipment for five years and absorb the cost in the operating budget. Please authorize the Executive Director to sign a five year lease agreement with Bluewire Communications.

Park District of La Grange
April 2017
Board Report

Kevin Miller
Superintendent of Recreation

1. Over the past month, the Recreation Department and I have been preparing for summer day camps. We will be replacing approximately 9 or 10 counselors this summer due to internships, study abroad courses and staff obtaining full time employment within their fields of study. The Recreation Department will interview applicants through the end of April. I am also preparing the Welcome Back Letter and developing staff trainings and dates for the counselors.
2. Spring session programs have begun over the last few weeks. Enrollment is currently down this spring for athletics and performing arts programs for early childhood and youth. Part of this is attributed to how programs started up around the week immediately before and after spring break as well as spring break being one week later this year. In 2016, most spring session programming began 2 weeks after spring break. The Recreation Department and I will be evaluating programs at the end of the season and compare them to last year to see what the trends are where we can look at improving class offerings. It may result in changing around days, times, ages, etc. to help programs continue to grow.
3. I am currently working with Freya Smith on developing the fitness center program and class schedule. We are also looking at which programs we will be keeping for the regular fall brochure schedule. There are numerous details that we are in the process of working out to ensure that we are offering a comprehensive and well developed class schedule for all of our patrons to utilize within the fitness center and our traditional 8 week programs.
4. Over the past month, I have been working on cleaning up the Endless Summerfest volunteer schedule. I am also overseeing and getting in touch with the food vendors for this year. For the most part, it looks like we will be returning 6 of the 7 food vendors from last year. The committee has met a few times as of late and have most of the entertainment booked. We are also working on adding some new elements to the fest!
5. Our Annual Egg Hunt will be held on Saturday, April 8th at Sedgwick Park. Pictures with the bunny begins at 9:30am with our first of three egg hunts beginning at 10:00am. This is a free event with hunts for children ages

newborn to 8 years old. A special thank you to our sponsors, Pet People; Dental Loft; Mathnasium; Language Stars; Costco; and Texas Roadhouse. We would also like to thank the Leadership and RB High School for providing volunteers for the Egg Hunt.

6. The summer brochure has been completed and is set to be delivered to La Grange and Countryside Residents on April 14th and 15th. Resident registration opens on April 22nd and Non-Resident registration opens on April 28th. The Recreation Department and staff did a great job on this brochure.
7. Learning Ladders Preschool has 60 spots out of 108 (55%) filled as of April 4th. This is compared to 58 spots filled (54%) at this time last April.
8. Day Camp registration numbers are continuing to soar. Camp Mighty Munchkins, our full day camp for 4-6 year olds, is currently 83% filled. This is up 24% from last year at this time. Camp Quest, our full day camp for 7-12 year olds, continues to have strong numbers with 61% of the spots filled. Our half day camp options, Camp Tiny Tots (12% filled) and Camp-A-Palooza (25% filled) are remaining steady with their registration numbers.
9. Over the course of the last 5 weeks, I have been learning the new RecTrac system to help assist with the training of all district staff for when the new software is ready to be implemented. During this time, I have gone online and gone through simulations, demo links, read manuals and spoken with several park districts who have gone through the process at their districts.
10. On Sunday, March 5th, I walked in the Countryside St. Patrick's Day Parade with the Park District. We gave out candy, as well as promo items for the fitness center that included stress ball like dumbbell, towels and small gym type bags. The items were well received and generated a lot of positive buzz surrounding the opening the fitness center this fall.
11. On Wednesday, April 5th, Diana Faught returned from maternity leave! While Diana was out, I oversaw all EC & Youth programming, as well as Preschool and organizing the District's Annual Egg Hunt.

Park District of La Grange
April 2017
Board Report

Teresa Chapman
Marketing & Events Supervisor

1. On Sunday, March 5th the Park District was part of the Countryside St. Patrick's Day Parade. I took care of the application process along with getting staff & volunteers to walk along the parade route handing out candy, towels, stress balls and string bags to parade goers that lined the street. The giveaways promoted the fitness center coming this fall.
2. The Summer brochure will be delivered to residents of La Grange and Countryside the week of April 17th. Resident registration will begin on April 22nd and non-resident registration will begin on April 28th.
3. The display cases and bulletin boards have an Easter and Spring theme for the months of April and May.
4. I helped Kyle with his Senior St. Patrick's Day Social on Friday, March 17th from 12:00pm to 2:00pm. I manned the bar and checked BINGO cards for winners.
5. On Monday, March 20th the park district launched a new website design. I worked closely with Joe from Noventech to ensure the new site was better than the old site. The new website has a clean, modern look that is also user friendly. We updated the online registration program and now can take online applications for open positions.
6. The Mother Son Dance was on Friday, March 31st. There were 44 boys along with their mothers that registered for the event. The couples took a picture and then ate some dinner. The DJ played age appropriate music and played a few different games for the couples. Each couple left with a framed photo memento and a goodie bag.

7. The Breakfast with the Easter Bunny was held on Saturday, April 1st and was a success. There were 46 kids and their parents that registered for the event. Families took pictures with the Easter Bunny and made crafts to take home.
8. I am currently planning and promoting the release of the summer brochure, Park Pride, Endless Summerfest and other summer programs
9. Camp Quest registration is doing very well with 61% filled. We are currently hiring and re-hiring camp counselors as well as finalizing camp trips.
10. We currently have 1,341 likes on Facebook and 445 followers on Twitter and 3,955 subscribers on the PDLG FunBytes.

Park District of La Grange
April 2017
Board Report

Kyle Madeja
Recreation Supervisor

1. I along with other staff participated in the Countryside St. Patrick's Day Parade. We handed out several items promoting our new fitness center opening soon.

2. Winter sessions of programming have wrapped up and we saw solid numbers, most popular were floor hockey, flag football and jujitsu. The spring session begins the first and second week of April. I sent out reminder emails to previous and current participants of several youth athletic programs, reminding them to sign up for the spring sessions.

3. I am looking forward to running the Men's 50 & Over Softball League on Monday nights again this spring/summer. We have a captains meeting scheduled for Monday, April 10th.

4. The winter co-rec volleyball league wrapped up, along with the Men's Basketball League. The spring co-rec volleyball league is underway and will run through late May/early June.

5. Working with staff to determine camp counselor needs and securing returning counselors for this summer.

6. Attended the safety training provided by the district and took part in the health screening through the PATH program.

7. Began preparing program surveys for classes. My goal, depending on the length (in weeks) of the class to send out a survey/evaluation at the mid-point of a program and again at the conclusion. If the program is only a few weeks long, it will be sent out at the end of the program. I will use these results in preparing for the Fall 2017 brochure/programming.

8. Held the St. Patrick's Day Senior Social which had about 60 people attend. We catered in food and played bingo.

Park District of La Grange
April 2017
Board Report

Chris Finn
Superintendent of Facilities

1. The Recreation Center continues to be busy with programs and rentals(gym, multipurpose rooms, and party rooms). During the Spring Break weeks the gym and playground had high traffic times; but we were not super busy; we will be busy on spring break Friday and then the catholic schools will be on spring break. I am starting to get summer basketball rental requests; so I am working with the Recreation Department to see what court space is available with their camps.
2. We continue to get several rental requests for the parks. We are getting requests for picnics, soccer rentals, and school functions.
3. New fun jump procedures were implemented to make the fun jumps go smoother with staff and renters; Katie helped out with this process.
4. I have been working with Claudia and the Maintenance Department to get the fields all set for the soccer groups and the baseball organizations. I will be working with Katie & Linda to get out invoices to the groups.
5. The maintenance dept. changed all of the emergency light batteries in the gymnasium; this was a big task considering all of the lights have covers. We also had one of the backboards repaired in the gym that has been broke for a few weeks.
6. Over the last month I looked over proofs of the summer 2017 brochure to go to print.
7. I have been working on the Capitol Budget for the 2017-2018 fiscal year. A large portion of the capital budget will be concentrated on the fitness center. I have been meeting with Dean to get it all finalized.
8. Capital projects continue. I have been working with Dean on the Fitness Center project meeting and talking with WB Olsen and different contractors. Wrapping up some final items with certain projects.

9. I worked on MBO's with staff as well as attended an MBO meeting with staff and the PDLG Board.
10. Being part of the Safety Committee we had our quarterly Safety Training on March 14. All staff are invited to these safety trainings.
11. The Endless Summer Fest committee continues to meet to discuss the event. We continue to discuss all aspects of the event and are getting quotes for a variety of items for the event and looking at new activities and items to make the event better.
12. I helped with the Easter Egg Hunt, which as always is a great success. I also attended and helped at our second annual Breakfast with the Easter Bunny(with my daughters and family), which is a great event.
13. I will be attending the SSPRPA executive meeting on April 6th in Orland Park and the general meeting on April 13th in Palos Heights. I will be running the Facility meeting at the Mokena Park District on April 26th.
14. I am working with PDRMA to have a large maint staff training at the Park District Recreation Center in early May.
15. In the beginning of May I will be attending the Legislative Conference in Springfield.

**Park District of La Grange
April 2017
Board Report**

**Linda Muth
Administrative Supervisor**

1. I reviewed/edited multiple drafts of the summer brochure.
2. I updated the programs that appear on our online registration site and have begun preparing the office for summer program registration. Summer registration begins on 4/22 for residents and 4/28 for non-residents.
3. I worked on issues related to summer day camp registration for PDLG camps and BASE camps. Summer day camps opened for registration in February with early bird discounts.
4. I prepared the front office for BASE registration for the 2017-2018 school year which began on 3/6 for full-time families and 3/20 for part-time families. Registration ran smoothly and we already have wait lists for two of the schools.
5. I spent time on accounts receivable.
6. I processed program and rental refunds.
7. I attended an all-staff safety training on 3/14 which introduced a new safety initiative, The Core 6.
8. I processed AFC childcare payments and balanced household accounts receiving AFC payment assistance.
9. I participated in the PDRMA Health IQ program on 3/24. This program provides vital health information and is a great benefit for employees.
10. I spent time working on updated MBO documents for the close of the current fiscal year and new documents for fiscal year 2017-2018.

**Park District of La Grange
April 2017
Board Report**

**Katie Walsh
Facility Rental Coordinator**

1. March and April have been very busy with room rentals. We are on track to exceed the previous fiscal year room rental revenue total by about \$6,000.
2. My days continue to consist of processing rental requests, preparing for the weekend rentals, replying to patron emails regarding room rental inquiries and receiving phone calls in which I assist customers with finding a date, time and room to suit their needs.
3. I worked with our new front desk attendant, and trained her on all facility and outdoor rentals. She is a fast learner and has been very reliable as well.
4. I have begun creating a rentals training guide for front desk employees. The guide contains all information pertaining to room, court, shelter and field rentals. I am also compiling a checklist to make training new employees on rentals much smoother. This will be part of Linda's general training guide that was submitted as an internal MBO this year.
5. I updated the fun jump attendant job description so it accurately reflects the current procedures in place. I have also updated the checklist attendants receive when they are hired and trained.

**Park District of La Grange
April 2017
Board Report**

**Josh Wiencek
Maintenance Supervisor**

1. Interviewed candidates for custodial position.
2. Helped with the Easter Breakfast event.
3. Working on getting sponsors for park pride event.
4. Cleaned up all floor machines and sweepers.
5. Set-up new work area in maintenance room.

Park District of La Grange

April 2017

Board Report

Claudia Galla

Park Foreman

1. We removed construction trash and debris blowing into Gordon Park concentrated along fence lines and landscape beds. All landscape beds and gardens have been mulched.
2. Stumps were removed and filled in various parks. Turf will be repaired when weather permits.
Leaves were raked up and removed from Spring Park.
Port-a-lets have been installed throughout.
Light timers were set for the start of day light savings time.
There were only 2 snow clean up days in the past month.
3. Small aluminum regulation signs that were faded/vandalized have been replaced. These are located at most park entrances.
A wooden box was constructed for L.L. and placed at the west field. It will be used to hold extra ball mix.
4. Staff has replaced all the emergency light batteries around the rec center gym.
Basketball backboards have been washed.
The desk in the gym foyer was assembled and installed.
Staff completed a detail cleaning during spring break at Gilbert and Sedgwick preschools.
5. Graffiti was removed from Stone and Denning park playgrounds and Gordon handball courts.
A vandalized window glass was replaced at the Gilbert building.
6. I participated in the St. Pat's Parade and the Bunny Breakfast. I helped the Aspire organization with a spring clean-up day at Sedgwick Park. Time was cut short due to rain. We started to meet and organize for the upcoming Park Pride Day.

Routine duties for the month include:

- *Process vouchers
- *Trash & recycling collection in all parks, twice a week.
- *Completed inspections for March – playgrounds, buildings.
- *Cleaning the interior of our satellite buildings, daily.

Park District of La Grange
April 2017
Board Report

Leanna Hartung
BASE Superintendent

1. March 27th-March 31st was Spring Break for SD102. I had the camp directors help with the lesson plans and confirming field trips for summer camp. The projects, crafts, activities, snacks and field trips are coming along well to keep the campers busy all summer!
2. We offered Spring Break camps to both SD102 schools and SFX. Unfortunately, we had to cancel both the camps due to low enrollment.
3. The 2017-2018 registration is very going well. We currently have 351 students registered compared to 314 children registered at this time last year. St. Francis and Barnsdale are full with a wait list. Forest Road, Ogden and Congress Park are almost at capacity.
4. We have 27 campers registered compared to 14 campers at this time last year for the Summer School Camp at Forest Road School. The early bird specials end April 7th and the deadline to register is April 28th. We will extend the deadline to reach our capacity of 45 if needed.
5. March was busy with budget and MBO meetings. Over Spring break I interviewed several possible new staff and hired 3 new staff members. One at Ogden, Cossitt and Barnsdale. All 3 positions were replacing staff who had resigned. I also assisted in the summer camp planning and started the end of the year processes.
6. On March 14th, I attended the last Leadership Academy class and graduation ceremony. I really enjoyed being a part of the program. I learned a lot and have implemented several of the things I learned in my day to day routine and with my staff.
7. The SD102 Superintendent emailed me asking about our registration numbers for BASE next year. He was very impressed by our numbers and complimented us on how wonderful the program has been running. Last year he

heard from the families on a regular basis due to the fee structure change, he said this year he hasn't heard anything and the principals have said how good BASE communication has been and the programs are going very well at each location. This was very nice to hear☺

8. I helped at the Mother Son dance on March 31st and Breakfast with the Bunny on Saturday, April 1st. Both events were so much fun and Teresa did an amazing job with the planning the event. Everyone had such a great time and had wonderful comments. The photographer and the pictures were great!
9. We will be starting a fundraiser selling Butter Braid frozen pastries. The fundraiser will start April 10th and end April 25th. The delivery will be on May 4th, just in time for Mother's Day! They come in several flavors and are really yummy! We will be serving samples at each school location so the parents will be able to sample the product. Once they taste the deliciousness we hope that will encourage them to buy some and participate in the sale. The proceeds will help start a scholarship fund for the BASE program and Summer Camp. If you are interested in purchasing a pastry, please let me know☺

Have a Happy Easter!

Section 5



ATTORNEY REPORT

Section 6



TREASURER REPORT

Section 7



ACTION ITEMS

Park District of La Grange

NEW MBO's PROPOSED BY STAFF FOR 2017-2018

April 10, 2017

CAPITAL

Objective Classification A

Capital Projects Over \$2,000 / Listed in point order

1. Phase II ADA transition plan for parks
2. Desks/computers/electronics/ for Fitness Center
3. Fitness equipment for rec programming
4. Furnishings for Fitness Center
5. Security cameras for Fitness Center
6. Data rack for Fitness Center electrical room
7. Sealcoat/stripe Denning parking lot
8. Sealcoat/stripe Gilbert parking lot
9. Class equipment for Fitness Center
10. Sound system for Fitness Center aerobics rooms
11. Replace carpet in admin areas of Rec Center
12. Purchase event stage

INTERNAL

Objective Classification B

Operational Costs Under \$2,000

1. Fitness Center operations manual
2. Professional development training/BASE
3. Senior socials with entertainment/outside funding
(moved to internal from 2016-17 MBO's)
4. Employee recognition program

Objective Classification C

Projects Requiring Time but no Money

1. Revise board policy manual
(moved to internal from 2016-17 MBO's)
2. Simplify daily open gym fees
3. Training curriculum/schedule for front desk

Objective Classification D

Operational Budgetary Costs over \$2,000

1. Copy machine for Fitness Center
2. Improve Rec Center aesthetics
(moved to internal from 2016-17 MBO's)
3. Paint gym wall

Black = prior carry-over
 Red = 2016-2017 carry-over
 Blue = 2017-2018

Park District of La Grange MBO Objectives
 Proposed 2017-2018
 April 10, 2017

Waiting to Start	Not Funded
In Progress	Completed

Objective Classification A
 Capital Projects Over \$2,000

	Legal	Safety	Class	Points	Est. Cost/Hrs.	Progress	%	Staff
1	Yes	Yes	A	25	\$92,000/150 hrs	In progress	70%	Dean/Chris
2		Yes	A	31	\$30,000	Budgeted for repairs as needed	X	Chris
3		Yes	A	25	unknown	Working with their attorney for an agreement from NICOR	50%	Dean
4			A	33	\$1,815,417	Expected completion fall 2017	40%	Dean
5			A	17	\$3,000	In progress	25%	Dean
6			A	14	\$10,000	On hold	25%	Dean
7	Yes		A	31		On hold		Dean
8		Yes	A	29	\$90,000	On hold	50%	Chris
9		Yes	A	27	\$10,000	On hold	20%	Dean
10	Yes		A	24	\$75,000	Playground purchased/waiting for Meadowbrook to select location	75%	Dean
11			A	24		Requires board decision	25%	Dean
12			A	23	\$75,000	On hold		Chris
13			A	15	30-50 hrs \$3,000 per sign	On hold	20%	Dean, Claudia, Chris
1	Yes	Yes	A	30	\$80,000			Chris
2		Yes	A	25	\$44,000			Chris
3		Yes	A	25	\$18,075			Kevin
4		Yes	A	22	\$6,000			Chris
5		Yes	A	22	\$2,500			Chris
6		Yes	A	20	\$18,000			Chris
7		Yes	A	19	\$4,500			Chris

Park District of La Grange MBO Objectives
 Proposed 2017-2018
 April 10, 2017

Black = prior carry-over
 Red = 2016-2017 carry-over
 Blue = 2017-2018

Waiting to Start	Not Funded
In Progress	Completed

Objective Classification A
Capital Projects Over \$2,000

	Legal	Safety	Class	Points	Est. Cost/Hrs.	Progress	%	Staff
8		Yes	A	19	\$2,500			Chris
9			A	30	\$20,000			Kevin
10			A	20	\$9,500			Chris
11			A	15	TBD			Chris
12			A	14	\$10,000			Teresa

Objective Classification B
Operational Costs Under \$2,000

N/A

Objective Classification C

Projects requiring time but no money

1	Playground design (location TBD by Meadowbrook Manor)	Yes	C	17	25 hrs	In progress	60%	Dean
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Objective Classification D

Operational Budgetary Costs Over \$2,000

1	Update and implement records retention program	Yes	D	24	\$5,000/100 hrs+	Waiting for the State Division to review	75%	Dean/staff
2	Upgrade RecTrac software		D	17	\$7,500/60 hrs	Rescheduled for June 2017 per recommendation of software vendor	On hold	Dean/ Linda/Staff

**Park District of La Grange MBO Objectives - Internal
Proposed 2017-2018
April 10, 2017**

Waiting to Start	Not Funded
In Progress	Completed

**Objective Classification B
Operational Costs Under \$2,000**

	Legal	Safety	Class	Points	Est. Cost/Hrs.	Progress	%	Staff
1	Yes	Yes	B	25	\$1,000 150 hrs			Dean/Kevin
2	Yes	Yes	B	24	\$1,980			Leanna
3			B	23		In progress		Kyle/Teresa
4			B	14	\$1,500			Kevin

**Objective Classification C
Projects requiring time but no money**

	Legal	Safety	Class	Points	Est. Cost/Hrs.	Progress	%	Staff
1	Yes		D	30	\$5,000/100 hrs+	Revisions required due to fitness center	50%	Dean/attorney
2			C	18	\$0 15 hrs			Katie/Linda
3			C	13	\$0 15 hrs			Linda

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

	Legal	Safety	Class	Points	Est. Cost/Hrs.	Progress	%	Staff
1			D	18	\$4,000/yr			Chris
2			D	16				Staff
3			D	12	\$6,000			Teresa/Chris

Black=prior year carry-over
 Red=2015-2016 carry-over
 Blue=2016-2017

Park District of La Grange
 Completed MBO Objectives 2016-2017
 April 10, 2017

Not Funded
Complete

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

	Legal	Safety	Class	Points	Est. Cost/Hrs.	Progress	%	Staff
1	Yes		A	30	\$9,500	Complete	100%	Dean/Teresa
2			A	18	\$8,000	Complete	100%	Diana/Chris
3		Yes	A	32	\$6,000-\$8,000 10-20 hrs	Complete	100%	Claudia
4			A	17	\$3,000-\$5,000 50 hrs	Complete	100%	Kevin/Chris
5			A	17	\$3,000 10 hrs	Complete	100%	Claudia

**Objective Classification B
 Operational Costs Under \$2,000**

	Legal	Safety	Class	Points	Est. Cost/Hrs.	Progress	%	Staff
6			B	26	\$500 10-15 hrs	Complete	100%	Claudia/Chris

**Objective Classification C
 Projects requiring time but no money**

	Legal	Safety	Class	Points	Est. Cost/Hrs.	Progress	%	Staff
7			C	13	25 hrs	Complete	100%	Dean
8			C	9	20 hrs	Complete	100%	Dean/Claudia

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

	Legal	Safety	Class	Points	Est. Cost/Hrs.	Progress	%	Staff
9			D	17	\$2,000+ 40 hrs	Complete	100%	Teresa
10			D	11	\$3,500	Complete	100%	Teresa/Dean

MBO's Removed/Not Carried Over

1	Small shelter near splash pad at Gordon Park	Rotary is not funding the project
2	Fitness room at Rec Center	Replaced by fitness center construction
3	Work to achieve Distinguished Agency Award	Wrong time with fitness center project



UPDATED PROPOSED DRAFT

PARK DISTRICT OF LA GRANGE FITNESS

DEVELOPMENT & BUSINESS PLAN

Mission Statement

Our mission is to provide quality recreation programs, facilities, and parks that enhance the health, happiness and quality of life of Park District residents and program participants.

Summary

The Park District of La Grange Fitness Center has the potential to be a thriving personalized fitness club with the potential to be one of the few family-focused clubs in the immediate La Grange area. It is estimated that fifty percent of the surrounding area resident's are under the age of 50 and have young children.

Our plan shows that we can expect an estimate of 2,000 fitness club members to join within the first year. This figure is based on what most park district and local fitness clubs get for memberships in their first year. In our research we found that most park district fitness clubs are able to retain and grow the majority of their memberships if they do not fluctuate their pricing with a lower introductory rate that increases later.

One of the keys to success of the Park District of La Grange Fitness Center is the ability to offer reasonably priced childcare in a safe environment. Providing this childcare will allow a parent to work out in the fitness center knowing their child is being taken care of. Having this center attached to the recreation center is a great asset for working parents because many fitness center members would be unable to use the center if they didn't have a service to watch their children during specific times of the day while they exercised.

Objectives

Maintain and grow our position as one of the only clubs in the La Grange area that caters to individuals and families at a low cost to both resident and non residents to ensure healthier minds and bodies.

Planned Services

The Park District of La Grange Fitness Center has the following activities and services:

- Cardiovascular Machines
- Free Weights
- Weight Machines
- Walking Track (pre-existing)
- Childcare
- Personal Training
- Locker Rooms
- Group Fitness Rooms

Market Analysis

La Grange is a land locked community, but a community that strives on being fit. The area within a two-mile radius of the proposed fitness center is also made up of communities that encourage fitness. This is obviously noticed by the multiple arrays of other fitness centers. Within this two-mile radius there are two other fitness centers and 13 specialty store front facilities. Many of the store front facilities do not last more than a year to 18 months according to the local landlords. The facilities listed in bold are offering services which are similar to those we plan to offer.

Business	Miles from Rec Center	Facility Type
Absolution Crossfit	0.2	Gym; group strength
Stardust Yoga	0.3	Studio; yoga
Crossfit Posted	0.8	Gym; group strength
Get In Shape for Women	0.9	Gym; women's strength & fitness
The HIT Locker	0.9	Studio; group strength & fitness
Core Power Yoga	1.1	Studio; yoga
Dailey Method	1.1	Studio; group exercise
Orange Theory Fitness	1.2	Studio; group fitness
The Functional Athlete	1.2	Gym; performance training
Right Fit La Grange	1.4	Gym; group strength
Active Souls	1.6	Studio; women's fitness
Charter Fitness	1.6	Gym; weights, cardio
Yoga by Degrees	1.9	Studio; Yoga
LA Fitness	2.1	Gym; weights, cardio, group exercise
Elite Fitness & Gym	2.6	Gym; weights, cardio, group exercise
Greater La Grange YMCA	2.7	Gym; weights, cardio, group exercise
Anytime Fitness	3.7	Gym; weights and cardio
Xsport Fitness	3.8	Gym; weights, cardio, group exercise
Burr Ridge Hot Yoga	5.1	Studio; Yoga
Five Seasons Sports Club	5.3	Gym; weights, cardio, group exercise

What our center can offer is a total fitness experience. In addition the availability of child care services which we plan to operate a peak usage times will provide parents/ guardians the opportunity to work out. Our recreational programs will also attract members who will be more likely to work out while the children are attending other programs in the building such as martial arts, athletics, early childhood, etc.

Although staff has surveyed fitness centers within an estimated 5 mile radius, our primary goal is to attract individuals that live within a 2-mile radius of the center; these individuals cover a wide array of ages starting from sixteen years of age and up. The demographics of our area shows us that we have a lot of seniors who are very health minded and a younger group that consider their health to be very important to them.

Adding a fitness center will make the Park District more of a gathering place for everyone. We have noticed a marked increase in phone calls, emails, and have people just stop us in the hall and ask when we are going to open a fitness center in this facility.

The proposed figures are based upon the industry averages that 85% of the members purchase single memberships and 15 % are families and others.

The following data information was gathered from the surrounding fitness center in our area. Some missing data in the following charts is due to lack of cooperation with specific business.

Proposed Fees

FEE STRUCTURE

	Resident	NN	Non Resident
Single	336.00	372.00	435.00
Family - 2	575.00	635.00	750.00
Additional	216.00	238.00	280.00
Student	25.00	30.00	35.00
Monthly	30.00	37.00	45.00
Daily	7.00	8.00	10.00

Senior

Single	270.00	297.00	350.00
Family - 2	400.00	440.00	520.00
Monthly	25.00	28.00	35.00
Daily	5.00	6.00	8.00

Membership Definitions

Individual	16 years or older.
Family - 2	2 members of the same household.
Additional Member	For members who have more than 2 members in the household.
Senior	55 years & better
Senior Couple	2 members of the same household ages 55 years & better.
Student (College)	Individual age 18 or older with current student ID
Resident	Individuals residing in LaGrange and Countryside
Neighborhood Network	Individuals residing in communities which border the Village of LaGrange
Non-Resident	Individuals residing outside the Village of LaGrange

Projected Membership for the first year

	PROJECTED MEMBERS			REVENUE	
	Resident	NN	Non Resident		
Single	650	450	55		409,725
Family - 2	100	100	5		124,750
Additional	5	5	-		2,270
Student	20	10	5		975
Monthly					-
Daily					-
<u>Senior</u>					
Single	475	50	10		146,600
Family - 2	50	10			24,400
Monthly					-
Daily					-
TOTAL MEMBERS	1,300	625	75	2,000	708,720
	65%	31%	4%	100%	

Hours of Operation

Regular Hours

Monday-Friday 5:00 a.m. to 10:00 p.m.
 Saturday 6:00 a.m. to 8:00 p.m.
 Sunday 7:00 a.m. to 6:00 p.m.

Shortened Hours

8:00 a.m. to 3:00 p.m.
 Christmas Eve, New Years Eve, 4th of July, Labor Day, Memorial Day

Closed

Christmas Day, New Year's Day, Thanksgiving Day, Easter Sunday

Child Care Hours

Subject to change due to need

Monday-Friday 9:00 a.m. to 12:00 p.m.
 5:00 p.m. to 8:00 p.m.
 Saturday 9:00 a.m. to 12:00 p.m.

PARK DISTRICT OF LA GRANGE
Fitness Center Projection

Revenue

Membership Fees	\$ 708,720	
Initiation Fees	25,000	
Personal Lockers	13,000	65 lockers - \$200/ yr
Babysitting Services	5,202	\$3/ child for 1734 hrs
Personal Trainer Fees	36,000	\$50/hr for 720 sessions
Total Revenue	787,922	

Expenses

Wages & Benefits	271,456	
Consultant Fees	3,600	
Communication Services	2,500	
Computer Software Contracts	5,000	
Custodial supplies	42,000	
Dues & subscriptions	250	
Equipment	139,944	leased for 3 years
Membership/ office supplies	3,630	
Merchant Fees	14,200	2.25% of revenue
Personal Trainer	28,800	\$40/hr for 720 sessions
Promotion	25,000	
Recruitment	1,800	
Service agreements	2,000	security
Utilities	26,200	
Total Expenses	566,380	
Net Profit	\$ 221,542	

PARK DISTRICT OF LA GRANGE

ORDINANCE 17-02

**COMBINED ANNUAL BUDGET AND
APPROPRIATION ORDINANCE OF THE
PARK DISTRICT OF LA GRANGE, COOK
COUNTY, ILLINOIS, FOR THE FISCAL
YEAR BEGINNING MAY 1, 2017 AND
ENDING APRIL 30, 2018**

ADOPTED BY THE
BOARD OF COMMISSIONERS
OF THE
PARK DISTRICT OF LA GRANGE
THIS 10th DAY OF APRIL 2017

Published in pamphlet form by authority of the Board of Commissioners of the Park District of La Grange, Cook County, Illinois, this 10th day of April 2017.

Ordinance 17-02

COMBINED ANNUAL BUDGET AND APPROPRIATION ORDINANCE OF THE PARK DISTRICT OF LA GRANGE, COOK COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING MAY 1, 2017 AND ENDING APRIL 30, 2018

BE IT ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE PARK DISTRICT OF LA GRANGE, COOK COUNTY, ILLINOIS:

Section 1. That the fiscal year of the PARK DISTRICT OF LA GRANGE, COOK COUNTY, ILLINOIS, be, and the same is hereby fixed and declared to be, from May 1, 2017 to April 30, 2018.
70 ILCS 1205/4-4

Section 2. That the PARK DISTRICT OF LA GRANGE, COOK COUNTY, ILLINOIS, hereby adopts the following Combined Annual Budget and Appropriation Ordinance, hereinafter set forth, the same having been made conveniently available for public inspection for at least thirty (30) days prior to final action thereon, and a public hearing as to such Combined Annual Budget and Appropriation Ordinance having been held at the Administrative Office, 536 East Avenue, La Grange, Illinois on the 10th day of April 2017, pursuant to proper Notice by Publication in the Suburban Life/Citizen newspaper published in the said PARK DISTRICT OF LA GRANGE community, on March 15, 2017, which notice was given no less than one week prior to said hearing, in compliance with the Park District Code, as amended, 70 ILCS 1205/1-1 et. seg:

That the sum of One Million Two Hundred Six Thousand, Seven Hundred Nine Dollars (\$1,206,709) for General Corporate Fund; the sum of Three Million, One Hundred Sixty Two Thousand, Five Dollars (\$3,162,005) for the Recreational Program Fund; The sum of Six Hundred Thirty Seven Thousand Dollars (\$637,000) for the Fitness Center; The sum of One Hundred and Forty Two Thousand, One Hundred Seventy Dollars (\$142,170) for the Illinois Municipal Retirement Fund; the sum of One Hundred Fourteen Thousand, Nine Hundred Forty Eight Dollars (\$114,948) for the Social Security Contributions Fund; the sum of Thirteen Thousand, Six Hundred Ninety Five Dollars (\$13,695) for the Audit Fund; the sum of One Hundred Thirty Six Thousand, Two Hundred Forty One Dollars (\$136,241) for the Liability Insurance Fund; the sum of Three Hundred Eighty Eight Thousand, Five Hundred Eighty Eight Dollars (\$388,588) for the Handicapped Recreation Fund; the sum of Eighty Thousand Dollars (\$80,000) for the Lighting and Paving Fund; the sum of One Million One Hundred Seven Thousand, Two Hundred Thirty Three Dollars (\$1,107,233) for Debt Service Repayment; the sum of Two Million Five Hundred Thousand Dollars (\$2,500,000) for New Construction or Renovation; for the said fiscal year, be, and the same are HEREBY APPROPRIATED for the particular purposes hereinafter described. That the amounts headed "To Be Appropriated" are the portions of the respective amounts so appropriated, being appropriated from rentals, or fees, or other sources, or from cash on hand.

That the Estimated Revenues are as follows: the estimated cash on hand at the beginning of the fiscal year is \$4,000,000; the estimated cash to be received from tax revenue is \$2,800,000; and, the estimated cash to be received from all other sources, \$3,700,000. Expenditures in all funds during the fiscal year are estimated to be \$7,900,000. Approximate cash balance estimated to be on hand at the end of the fiscal year will be \$2,600,000.

That the estimated expenditures are as follows:

GENERAL CORPORATE FUND

	<u>To Be</u> <u>Budgeted</u>	<u>To Be</u> <u>Appropriated</u>
1 Wages & Salaries		
Administrative Salaries	\$ 224,037	\$ 257,643
Clerical	\$ 40,635	\$ 46,730
Maintenance	\$ 136,474	\$ 156,945
Seasonal Maintenance	\$ 17,697	\$ 20,352
2 Employee Benefits		
Health & Life Insurance	\$ 136,700	\$ 150,370
Continuing Education & Training	\$ 16,815	\$ 19,337
Employee & Public Relations Expense	\$ 5,050	\$ 5,808
3 Professional Services		
Legal Fees	\$ 21,900	\$ 25,185
4 Office Operations		
Bank Service Fees	\$ 12,250	\$ 14,088
Communication Services	\$ 17,570	\$ 20,206
Computer System Supplies & Services	\$ 17,899	\$ 20,584
Dues & Subscriptions	\$ 7,838	\$ 9,014
Legal Notices & Publications	\$ 1,050	\$ 1,208
Postage & Delivery	\$ 9,190	\$ 10,569
Supplies, Equipment, Printing	\$ 23,776	\$ 27,342
Special Events	\$	-
Unforeseen	\$ 5,000	\$ 5,750
5 Building & Grounds		
Contracted Maintenance	\$ 78,358	\$ 97,948
Maintenance Materials & Vehicle Repair Parts	\$ 21,759	\$ 27,199
Maintenance Supplies, Tools, & Rentals	\$ 16,998	\$ 21,248
Petroleum Products	\$ 7,575	\$ 9,469
Electricity, Gas Heat, & Water	\$ 79,425	\$ 99,281
Landscaping, Repairs & Improvements	\$ 8,350	\$ 10,438
6 Capital Improvements	\$ 50,000	\$ 150,000
Total Estimated Expenditures and Total Appropriation for General Corporate Expenditures	<u>\$ 956,346</u>	<u>\$ 1,206,709</u>

The foregoing appropriation is to be paid from the proceeds of a special tax for corporate purpose, from accumulated reserves on hand, and from anticipated revenues from other sources.
70 ILCS 1205/5-1; 70 ILCS 1205/4-4 and 8-8

RECREATION PROGRAM FUND

	<u>To Be Budgeted</u>	<u>To Be Appropriated</u>
1 Wages & Salaries		
Administrative Salaries	\$ 442,129	\$ 508,448
Clerical	\$ 40,635	\$ 46,730
Maintenance	\$ 136,474	\$ 156,945
Seasonal Maintenance	\$ 17,697	\$ 20,352
Facility Rental Supervisors	\$ 72,004	\$ 82,805
Program Supervisors & Leaders	\$ 155,823	\$ 179,196
BASE program salaries & benefits	\$ 560,325	\$ 644,374
2 Employee Benefits		
Health & Life Insurance	\$ 144,015	\$ 158,417
Continuing Education & Training	\$ 20,940	\$ 24,081
Employee & Public Relations Expense	\$ 12,520	\$ 14,398
3 Professional Services		
Legal Fees	\$ 21,900	\$ 25,185
4 Office Operations		
Bank Service Fees	\$ 20,250	\$ 23,288
Communication Services	\$ 22,530	\$ 25,910
Computer System Supplies & Services	\$ 23,899	\$ 27,484
Dues & Subscriptions	\$ 8,408	\$ 9,669
Legal Notices, Publications, & Employment	\$ 3,900	\$ 4,485
Postage & Delivery	\$ 9,190	\$ 10,569
Supplies, Equipment, Printing	\$ 51,616	\$ 59,358
Unforeseen	\$ 5,000	\$ 5,750
5 Building & Grounds		
Contracted Maintenance	\$ 78,358	\$ 97,948
Maintenance Materials & Vehicle Repair Parts	\$ 22,259	\$ 27,824
Maintenance Supplies, Tools, & Rentals	\$ 16,998	\$ 21,248
Petroleum Products	\$ 7,575	\$ 9,469
Electricity, Gas Heat, & Water	\$ 79,425	\$ 99,281
Landscaping, Repairs & Improvements	\$ 8,500	\$ 10,625
6 Program Expense		
Contractual Services & Programs	\$ 352,959	\$ 405,903
Community Support	\$ 2,000	\$ 2,400
Program Supplies & Equipment	\$ 116,640	\$ 139,968
Promotion & Publicity	\$ 33,393	\$ 40,072
Special Events	\$ 14,055	\$ 16,866
Transportation & Facility Rental	\$ 10,800	\$ 12,960
7 Capital Improvements	\$ 100,000	\$ 250,000
Total Estimated Expenditures and Total Appropriation for Recreation Program Expenditures	<u>\$ 2,612,217</u>	<u>\$ 3,162,005</u>

The foregoing appropriations are to be paid from the proceeds of a special tax for recreational purposes, from user fees, and from anticipated amounts from other sources.

FITNESS CENTER

	<u>To Be Budgeted</u>	<u>To Be Appropriated</u>
1 Wages & Salaries		
Administrative Salaries		\$ -
Program Supervisors & Leaders	\$ 237,300	\$ 272,895
2 Employee Benefits		
IMRF Pension	\$ 8,688	\$ 9,991
Social Security/ Medicare	\$ 18,153	\$ 20,876
Health & Life Insurance	\$ 7,315	\$ 8,047
3 Fitness Operations		
Bank Service Fees	\$ 14,200	\$ 16,330
Communication Services	\$ 2,500	\$ 2,875
Computer System Supplies & Services	\$ 5,000	\$ 5,750
Contractual Services	\$ 32,400	\$ 37,260
Dues & Subscriptions	\$ 250	\$ 288
Equipment Rental	\$ 139,944	\$ 139,944
Legal Notices, Publications, & Employment	\$ 1,800	\$ 2,070
Promotion & Publicity	\$ 25,000	\$ 28,750
Supplies, Equipment, Printing	\$ 3,630	\$ 4,175
4 Building & Grounds		
Contracted Maintenance	\$ 2,000	\$ 2,500
Maintenance Supplies	\$ 42,000	\$ 52,500
Electricity, Gas Heat, & Water	\$ 26,200	\$ 32,750
 Total Estimated Expenditures and Total Appropriation for Fitness Center Expenditures	 <u>\$ 566,380</u>	 <u>\$ 637,000</u>

The foregoing appropriations are to be paid from user fees.

SPECIAL REVENUE FUNDS

	<u>To Be Budgeted</u>	<u>To Be Appropriated</u>
ILLINOIS MUNICIPAL RETIREMENT FUND		
IMRF Contributions	\$ 123,626	\$ 142,170

The foregoing appropriation is to be paid from the Illinois Municipal Retirement Tax for Illinois municipal retirement purposes. 40 ILCS 5/7-171

SOCIAL SECURITY CONTRIBUTIONS FUND		
Social Security Contributions	\$ 99,955	\$ 114,948

The foregoing appropriation is to be paid from the proceeds of a special tax to pay the Park District's contribution to the Social Security Administration. 40 ILCS 5/21-110

AUDIT FUND		
Audit Services & CAFR Fee	\$ 12,450	\$ 13,695

The foregoing appropriation is to be paid from the proceeds of a special tax for audit purposes. 50 ILCS 310/9

LIABILITY INSURANCE FUND		
Liability Insurance Premiums	\$ 66,090	\$ 82,613
Safety & Risk Management Expense	\$ 13,625	\$ 17,031
Unemployment Insurance Contributions	\$ 14,274	\$ 17,843
South Suburban Risk Management Group	\$ 15,004	\$ 18,755
	<u>\$ 108,993</u>	<u>\$ 136,241</u>

The foregoing appropriation is to be paid from a special tax for public liability insurance purposes and from anticipated amounts from other sources. 745 ILCS 10/9-103 and 10/9-107

HANDICAPPED RECREATION FUND		
S.E.A.S.P.A.R. Contribution	\$ 102,313	\$ 122,776
Recreation Inclusion	\$ 16,000	\$ 19,200
Salaries & Professional Fees	\$ 28,000	\$ 33,600
Misc operational expenses	\$ 10,844	\$ 13,013
Capital Expenditures for Code Compliance	\$ 150,000	\$ 200,000
	<u>\$ 307,157</u>	<u>\$ 388,588</u>

The foregoing appropriation is to be paid from the proceeds of a special tax for the joint recreation programs, including equipment, facilities, and supplies for the handicapped, and from anticipated amounts from other sources. 70 ILCS 1205/5-10 a & b

PAVING & LIGHTING FUND		
Paving Projects	\$ 19,000	\$ 20,000
Lighting Services & Supplies	\$ 4,000	\$ 5,000
Capital Expenditures		\$ 55,000
	<u>\$ 23,000</u>	<u>\$ 80,000</u>

The foregoing appropriation is to be paid from the proceeds of a special tax for paving and lighting streets and roadways and from the anticipated amounts from other sources. 70 ILCS 1205/5-6, 8-2, 8-5 and 8-7

	<u>To Be Budgeted</u>	<u>To Be Appropriated</u>
DEBT SERVICE FUND		
Principal Repayment	\$ 840,000	\$ 840,000
Interest Expense	263,433	263,433
Custodial/ Issuance Fees	3,800	3,800
	<u>\$ 1,107,233</u>	<u>\$ 1,107,233</u>

The foregoing appropriation is to be paid from the proceeds of a special tax for the repayment of long term debt.

SUMMARY

	<u>To Be Budgeted</u>	<u>To Be Appropriated</u>
Total Estimated Expenditure and Total Appropriations for General Corporate Fund	\$ 956,346	\$ 1,206,709
Total Estimated Expenditure and Total Appropriations for Recreational Program Fund	\$ 2,612,217	\$ 3,162,005
Total Estimated Expenditure and Total Appropriations for the Fitness Center	\$ 566,380	\$ 637,000
Total Estimated Expenditure and Total Appropriations for Illinois Municipal Retirement Fund	\$ 123,626	\$ 142,170
Total Estimated Expenditure and Total Appropriations for Social Security Fund	\$ 99,955	\$ 114,948
Total Estimated Expenditure and Total Appropriations for Audit Fund	\$ 12,450	\$ 13,695
Total Estimated Expenditure and Total Appropriations for Liability Insurance Fund	\$ 108,993	\$ 136,241
Total Estimated Expenditure and Total Appropriations for Handicapped Recreation Fund	\$ 307,157	\$ 388,588
Total Estimated Expenditure and Total Appropriations for Paving & Lighting Fund	\$ 23,000	\$ 25,000
Total Estimated Expenditure and Total Appropriations for Debt Service	\$ 1,107,233	\$ 1,107,233
Total Estimated Expenditure and Total Appropriations for New Construction or Renovation	\$ 2,000,000	\$ 2,500,000
Grand Total Estimated Expenditures and Total Appropriations	<u>\$ 7,917,357</u>	<u>\$ 9,433,590</u>

Section 3: If any item or portion thereof of this budget and appropriation ordinance is for any reason held invalid, such decision shall not affect the validity of the remaining portion of such items or the remaining portion of this ordinance.

Section 4: All unexpended balances of any items of any General Appropriation made in this ordinance may be expended in making up any insufficiency in any item or items in the same general appropriation made by this ordinance.

Section 5: All unexpended balances from annual appropriations of previous years are hereby reappropriated for the same purposes. The receipts and revenues of the Park District of La Grange derived from sources other than taxation and not specifically appropriated herein shall constitute a portion of the General Corporate Fund and shall first be placed to the credit of such fund.

Section 6: This ordinance shall be in full force and effect from and after its passage and approval and publication in pamphlet form as required by law. 70 ILCS 1205/4-3

PASSED THIS 10th day of April, 2017.

APPROVED THIS 10th day of April, 2017.

AYES:

NAYS:

ABSENT:

Mary Ellen Penicook
President of the Board of Park Commissioners
PARK DISTRICT OF LA GRANGE
La Grange, Cook County, Illinois

Constantine Bissias
Secretary to the Board of Commissioners
PARK DISTRICT OF LA GRANGE

**THE CERTIFICATION OF ESTIMATE
OF REVENUES FOR FISCAL YEAR 2017/2018**

Following are the anticipated revenues of the Park District of La Grange for its fiscal year beginning May 1, 2017 and ending April 30, 2018:

<u>SOURCE</u>	<u>AMOUNT</u>
General Real Estate Taxes	\$2,817,679
Illinois Replacement Taxes	36,000
Activity Fees	1,658,177
Facility Rentals	303,925
Donations/Sponsorships	6,200
Park Income	44,250
Contractual Agreements	71,884
Interest	18,000
Miscellaneous	11,000
Issuance of Debt	320,000
Fitness Center	804,617
Grants	987,147
Total	----- \$7,078,879 =====

I hereby certify that I am the Treasurer of the Park District of La Grange and that the above figures are a true and accurate estimate of the District's anticipated revenues.

Robert Metzger
Treasurer
PARK DISTRICT OF LA GRANGE

(SEAL)

PARK DISTRICT OF LAGRANGE

ORDINANCE NO. 17-03

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

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

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

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

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

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

ITEM	Serial Number
(5) Complete sets of office Furniture (i.e. Desks, file cabinets. And storage shelving units)	

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

PASSED by roll call vote this ____ day of _____, 2017.

ROLL CALL VOTE:

AYE: _____

NAY: _____

ABSENT: _____

APPROVED this _____ day of _____, 2017

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

ATTESTED and RECORDED this
_____ day of _____, 2017
and published in pamphlet
form.

Secretary, Park District of LaGrange

PARK DISTRICT OF LA GRANGE
FUND BALANCE TRANSFERS
FOR FISCAL YEAR END APRIL 30, 2017

	<u>Transfer Out</u>	<u>Transfer In</u>
GENERAL	\$ 270,000.00	
RECREATION/ BASE	400,000.00	
SPECIAL RECREATION FOR HANDICAPPED	225,000.00	
CAPITAL PROJECTS		895,000.00
	<u>\$ 895,000.00</u>	<u>\$ 895,000.00</u>

2017-2018 Capital Budget

Capital Projects Summary		Project Costs	Proposed 2017-2018 Budget
Safety /Legal Projects		1,766,674	1,766,674
Computers/Communication Improvements		10,500	10,500
Multi-Park Fixtures & Amenities		30,500	26,500
Planning & Design		2,000	2,000
Contingency		15,000	15,000
Paving & Lighting		90,500	37,500
Capital Projects Scheduled for 2017-2018		414,825	161,825
Projected Capital Project Total		2,329,999	2,019,999
Funding Sources			
Revenue from PARC Grant			987,147
Revenue from Paving Lighting Fund			55,000
Projected Revenue from Operations General Fund			260,000
Projected Revenue from Operations Recreation Fund			400,000
Revenue from Special Recreation Fund ADA Upgrades			100,000
Revenue from Special Recreation Fund ADA For The Construction of the Fitness Center			225,000
Revenue from Roll Over Bonds			75,000
Revenue from General Operation from Affiliates			10,000
Total Funding Available			2,112,147
Funding less Projected Project Costs			\$ 92,148

Capital Project Description & Project Number Identification		L or S	Points Awarded	Progress	Project Costs	Proposed 2017-2018 Budget
Safety & or Legal						
RAM 2	Emergency Roof Repair/ Patch	S	30		30,000	30,000
ADA	ADA Improvement Plan Phase 1	L	25		20,000	20,000
ADA	ADA Improvement Plan Phase 2	L & S	30		80,000	80,000
V4	Replace Maintenance 1995 Pickup Truck	S	16		29,000	29,000
FIT3	Fitness Center Security Cameras	S	22		2,500	2,500
FIT7	Fitness Center Security System	S			6,200	6,200
GORM 1	Demolition of Buildings Village Requirement	L	10		30,000	30,000
GIL	Seal Coat & Stripe Parking Lot	S	19		2,500	2,500
DEN	Seal Coat & Stripe Parking Lot	S	19		4,500	4,500
RAM	Fitness Center Development *Price Subject to change Engineering & Architecture	L	30		1,561,974	1,561,974
Totals					\$1,766,674	\$ 1,766,674

Proposed Projects For 2017-2018						
FIT1	Fitness Center Desks, Computers, Electronic Equipment, & TVs		25		44,000	44,000
FIT2	Fitness Center Furnishings		22		6,000	6,000
FIT4	Fitness Center Data Rack Electrical Room		20		18,000	18,000
FIT 5	Fitness Center Sound System Aerobics Rooms		20		9,500	9,500
FIT6	Fitness Center Aerobics Rooms exercise equipment		30		20,000	20,000
RAM	Replace Carpet in Administration offices and front desk		20		16,250	16,250
RAM	Rec Programming Fitness Equipment Including Spin Bikes		25		18,075	18,075
RAM	Golf Simulator Unit		24	Not Funding	17,000	0
RAM	Golf Simulator Room build out		24	Not Funding	15,000	0
GOR 9	Small shelter at Gordon Pk by Splash pad		22	Not Funding	15,000	0
MEA 1	New Playground @ Meadow Brook installation		20		20,000	20,000
COM 6	New Playground @ Community Center		20	Not Funding	80,000	0
SED 25	New Shelter at Sedgwick Park		23	Not Funding	75,000	0
RAM	Event Stage		14		10,000	10,000
PARK	New Parks ID Sign		14	Not Funding	26,000	0
GOR	New Gordon Park ID Sign		14	Not Funding	10,000	0

Capital Project Description & Project Number Identification		L or S	Points Awarded	Progress	Project Costs	Proposed 2017-2018 Budget
DEN	Dog Park Fencing		24	Not Funding	15,000	0
Totals					\$ 414,825	\$ 161,825

Annual Capital Project Items						
COMPUTERS/COMMUNICATION IMPROVEMENTS						
CCI 5	Replacement of Computers		25		2,000	2,000
CCI 9	Laptop Replacement		25	Not Funding	0	0
CCI 10	Financial Software Upgrades		19		1,000	1,000
CCI 11	Recreation Software Upgrades		19		2,000	2,000
CCI 1	Misc. Programs/Licenses		18		2,500	2,500
CCI 2	Computers Unforeseen		18		3,000	3,000
Totals					\$ 10,500	\$ 10,500

Multi-Park Fixtures & Amenities						
PDLG 3	Soccer Field Restoration		39		10,000	10,000
MFA 1	Picnic Tables/Benches/Garbage Cans/Bleachers		26		7,500	3,500
MFA 2	Basketball & Volleyball Standards/ Backboard Replacement		26		2,000	2,000

Capital Project Description & Project Number Identification		L or S	Points Awarded	Progress	Project Costs	Proposed 2018 Budget	2017
MFA 6	Recycling Program Equipment/Signs/Containers		26		1,000		1,000
MFA 8	Age Appropriate signs		20		1,000		1,000
MFA 4	Park Regulation/Information Signs		20		3,000		3,000
PDLG	Emerald Bore Tree Replacement Plan		15		6,000		6,000
Totals					\$ 30,500	\$	26,500

Planning and Design

PD 1	Site Documents (Surveys, Appraisals, etc.)		26		2,000		2,000
Totals					\$ 2,000	\$	2,000

CONTINGENCY

CON 1	Reserved for Unforeseen Expenses				15,000		15,000
Totals					\$ 15,000	\$	15,000

PAVING AND LIGHTING

GIL 6	Gilbert Park Pathway replacement		29		55,000		0
GIL 23	Tennis Court Resurface Gilbert		24		25,000		25,000
DEN	Denning Park Parking lot Lights repairs		23		5,500		5,500
SPR 10	Tennis Court Resurface Spring Park 19-20 budget year		19	Not Funding			0
SEG 29	Tennis Court Resurface Sedgwick Park 18-19 budget year		19	Not Funding			0
STO 9	Remove Stone Park Basketball Courts		13	Not Funding	5,000		0
Totals					\$ 90,500	\$	30,500

Section 8



**BOARD
BUSINESS**

LICENSE AGREEMENT FOR STORAGE SPACE

This License Agreement for Storage Space ("Agreement") is made and entered into by and between the PARK DISTRICT OF LA GRANGE (the "Park District"), and Illinois park district, with its principal office at 536 East Avenue, La Grange, Illinois, 60525 and the ROTARY CLUB OF LA GRANGE, an Illinois not-for-profit corporation ("Licensee"). Park District and Licensee are hereinafter referred to individually as a "Party" and together as the "Parties".

WHEREAS, the Park District owns and operates a recreation center and its principal office located at 536 East Avenue, La Grange, Illinois ("Recreation Center"); and

WHEREAS, the Park District has vacant storage space on the first floor of the Recreation Center which Licensee is interested in using to store items donated to its Secret Santa program; and

WHEREAS, the Park District Board of Commissioners is willing to allow Licensee to storage space upon the terms and conditions hereinafter set forth;

NOW THEREFORE, in consideration of the mutual covenants herein contained and for such good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree, covenant and promise as follows:

1. The License

Subject to the terms and conditions of this Agreement, Licensee is hereby granted a license to use and occupy approximately 2,250 square feet of storage space ("Storage") on the first floor of the Recreation Center, provide that if, in the sole discretion of Park District, the space occupied by Licensee becomes necessary for Park District use, Park District shall have the right to relocate Licensee to comparable storage space in the Recreation Center. In the event such relocation is contemplated, Park District will provide written notice to Licensee not less than 90 days prior to the relocation date and will pay the costs related to Licensee's move and to improve the new space to a similar condition as Licensee's prior space.

2. Term of License

A. The term of this License shall be one year and shall begin on TBD, 2017 and end on TBD 31, 2018. **(La Grange Rotary would like a 5 year lease)**

B. This is a grant of a bare license solely for the use of the Storage and incidental use of the common areas within the Recreation Center in a manner which is not inconsistent with the terms and conditions contained in this Agreement. Licensee shall not have any right to occupy or use the Recreation Center as a tenant or lessee at law, in equity or otherwise, or in a manner which is inconsistent with the terms and conditions of this Agreement.

C. On the date of this Agreement, the Park District is exempt from real estate and other taxes by virtue of its status as a unit of local government. The Parties intend this contractual arrangement to be a license which will not subject the Licensee to real estate taxes. The Park District does not intend to report the existence of this License to any County officials because the Agreement is not a lease and the Park District believes that this transaction creates no event which will result in a real estate tax liability. In the event that, in spite of the efforts of Licensee and Park District, it should be determined that the arrangement between the parties results in the obligation to pay real estate taxes regarding the rights transferred to the Licensee, the payment of any such taxes shall be the responsibility of the Licensee. Provided, however that, at its own expense, the Licensee may contest such tax obligation.

3. Costs, Fees, & Expenses

A. License fees (the "License Fees") shall be paid in advance on the first day of each month in the amount of \$ TBD per month or annually. **Since we are partners in this event no fee should be applied.**

B. Park District shall provide Licensee the peaceable and quiet enjoyment of the Storage area and shall provide all water, gas, light, electric service and other utilities.

4. Access to Common Areas

Licensee's volunteers, agents, program participants, and visitors shall have access to the Recreation Center common area lobby, bathrooms, parking lots, and to such areas as are generally accessible to users of the Recreation Center during the times the Recreation Center is open to the public. No parking is permitted in the driveways or fire lanes. All common areas shall be maintained by the Park District in clean and orderly condition.

5. Insurance.

Licensee and Park district shall each obtain insurance, or maintain equivalent self-insurance, of the types and in the amounts listed below:

A. Commercial General and Umbrella Liability Insurance.

Each party shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$2,000,000 for each occurrence.

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

The Park District and Licensee, as appropriate, shall be included as additional insureds under the CGL, using ISO additional insured endorsement CG 20 11 or a substitute providing equivalent coverage, and under the commercial umbrella, if any. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance afforded to Licensee and/or the Park District.

B. Workers Compensation Insurance.

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

C. Personal Property Replacement Insurance

Licensee shall maintain Personal Property Replacement Insurance in amounts sufficient to cover the full replacement value of all of Licensee's equipment stored and used on the Premises from time to time, which coverage shall be endorsed to provide a waiver of subrogation in favor of the Park District, its officers, officials and employees.

D. General Insurance Provisions.

1. Evidence of Insurance.

Prior to taking occupancy, each party shall furnish the other party with a certificate(s) of insurance and applicable policy endorsement(s), executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.

All certificates shall provide for 30 days' written notice to the other party prior to the cancellation or material change of any insurance referred to therein.

The Park District shall have the right, but not the obligation, to prohibit Licensee from occupying the Premises until such certificates, or other evidence that insurance has been placed in complete compliance with these requirements, is received and approved by Park District. Licensee shall have the right, but not the obligation, to withhold License Fees until such certificates, or other evidence that insurance has been placed in complete compliance with these requirements, is received and approved by Licensee.

Failure to maintain the required insurance may result in termination of this Agreement and the License herein granted, at the non defaulting party's option.

Each party shall provide certified copies of all insurance policies required above within 10 days of the other party's written request for said copies.

2. Acceptability of Insurers.

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

3. Cross-Liability Coverage.

If each party's liability policies do not contain the standard ISO separation of insureds provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.

4. No Waiver.

Failure of a party to demand any certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of a party to identify a deficiency from evidence that is provided shall not be construed as a waiver of the other party's obligation to maintain such insurance. Under no circumstances shall the either party be deemed to have waived any of the insurance requirements of this Agreement by any action or omission, including but not limited to:

(a) allowing any work to commence before receipt of certificates of insurance;

(b) failing to review any certificates of insurance;

(c) failing to advise the other party that any certificate of insurance fails to contain all the required insurance provisions, or is otherwise deficient in any manner.

The parties agree that the obligation to provide the insurance required by these documents is a requirement which cannot be waived by any conduct, action, inaction or omission by either party.

E. Indemnification

1. Indemnification by Licensee.

To the fullest extent permitted by law, Licensee shall defend, indemnify and hold harmless the Park District, and its respective officers, officials, employees, and volunteers (the "Park District's Indemnified Parties"), from and against all claims, damages, losses, expenses, including, but not limited to, legal fees (reasonable attorney and paralegal fees and court costs) arising from or in any way connected with (i) any act and/or omission of Licensee or any of its officers, agents, program

participants, employees, volunteers, contractors, students, invitees, guests, or anyone acting on behalf of Licensee; and/or (ii) Licensee's breach of this Agreement. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this paragraph. In no event shall Licensee be required to indemnify and/or hold harmless the Park District's Indemnified Parties to the extent of any negligent, willful or wanton, act(s) and/or omission(s) of the Park District and/or its employees, agents, contractors, and/or permitted and intended users, excluding Licensee's users, and program participants. This indemnity is separate from Licensee's insurance obligations under this Agreement.

2. Indemnification by the Park District.

To the fullest extent permitted by law, the Park District shall defend, indemnify and hold harmless Licensee, and its owners, members, officers, officials, employees, volunteers, subsidiaries, and affiliates (the "Licensee's Indemnified Parties"), from and against all claims, damages, losses and expenses, including, but not limited to legal fees (reasonable attorney and paralegal fees and court costs) arising from or in any way connected with (i) any act and/or omission of Park District or any of its officers, agents, program participants, employees, volunteers, contractors, students, invitees, guests, or anyone acting on behalf of Park District which is found to violate the applicable standard of care set forth in the Illinois Local Governmental and Governmental Employees Tort Immunity Act; (ii) injuries occurring within the Recreation Center other than those occurring within the Storage space due to the negligent, willful or wanton act or omission of Licensee; and/or (iii) Park District's breach of this Agreement. Such obligations shall not be construed to negate, abridge or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this paragraph. In no event shall the Park District be liable to indemnify and/or hold harmless Licensee's Indemnified Parties to the extent of any negligent, willful or wanton act(s) and/or omission(s) of Licensee, its employees, agents, contractors, invitees, guests and/or program participants. This indemnity is separate from Park District's insurance obligations under this Agreement.

6. Maintenance and Supervision.

A. At all times during which Licensee uses Storage at the Recreation Center, Licensee shall maintain such Storage, and all areas ancillary to its use, in a clean, neat, orderly and safe condition.

B. To the extent Park District conducts background checks on its employees and upon request from the Park District, Licensee shall provide the same background checks on all of Licensee's personnel who may be employed at the Recreation Center.

C. Licensee shall not make or cause to be made improvements to the Storage space without first obtaining express written authorization from Park District. Licensee shall be solely responsible for expenses related to improvements. Licensee shall obtain and pay for all permits related to any such improvements.

D. Upon the expiration of this License, Licensee shall cause its improvements placed on or in the Recreation Center by Licensee to be removed if Licensee desires to remove such items or if requested to do so by the Park District. Any improvements or equipment abandoned on the Premises for greater than thirty (30) days after the termination or expiration of this Agreement, or any renewal term thereof, shall be considered forfeited and the Park District shall have the option, but not the obligation, to take title to those improvements and equipment, without providing any credit or setoff against any of Licensee's remaining obligations.

E. Licensee will be responsible for providing all equipment and supplies it may require to conduct its operations. The Park District shall not be responsible in any way for any damage to or loss of Licensee's equipment.

F. It is understood, acknowledged and agreed by the parties that the relationship of Licensee to the Park District arising out of this Agreement shall be that of an independent contractor. Neither Licensee nor any employee or agent of Licensee is an employee or agent of the Park District, and therefore, is not entitled to any benefits provided to employees of the Park District. Licensee has no authority to employ or retain any person as an employee or agent for or on behalf of the Park District for any purpose. Neither Licensee nor any person engaging in any work or service related to this Agreement at the request, or with the actual or implied consent, of Licensee may represent himself or herself to others as an employee of the Park District. Should any person indicate to Licensee, or any employee or agent of Licensee, by written or oral communication, in the course of dealing, or otherwise, that such person believes any of Licensee's employees to be an employee or agent of the Park District, Licensee shall use its best efforts to correct such belief.

G. Neither the Park District nor any employee or agent of Park District is an employee or agent of Licensee, and therefore, is not entitled to any benefits provided to employees of Licensee. The Park District has no authority to employ/retain any person as an employee or agent for or on behalf of Licensee for any purpose. Neither the Park District nor any person engaging in any work or services related to this Agreement at the request or with the actual or implied consent of the Park District may represent himself to others as an employee of Licensee. Should any person indicate to the Park District or any employee or agent of the Park District by written or oral communication, in the course of dealing, or otherwise, that such person believes an employee of the Park District to be an employee or agent of Licensee, the Park District shall use its best efforts to correct such belief.

H. Licensee shall not knowingly send to the Recreation Center any person who has been convicted of any of the offenses enumerated in Section 8-23 of the Illinois Park District Code, 70 ILCS 1205/8-23.

7. Termination.

A. In the event Licensee shall breach or be in default under any of the material provisions of this Agreement, the Park District may terminate this Agreement if Licensee shall not have cured such default within thirty (30) days after the Park District shall have notified Licensee thereof in writing. In the event Park District shall breach or be in default under any of the material provisions of this Agreement, with the exception of provisions relating to maintenance or insurance, Licensee may terminate this Agreement if Park District shall not have cured such default within thirty (30) days after Licensee shall have notified Park District thereof in writing.

B. In the event Licensee shall breach or be in default under the insurance provisions of this Agreement, the Park District may terminate this Agreement effective immediately; provided however, Park District shall reinstate the grant of license and terms and conditions of this Agreement upon Licensee providing the Park District, within 30 days of the effective date of the notice of termination, with proof of insurance or such other documentation as is necessary to demonstrate that Licensee is in compliance with the insurance requirements set forth herein and Licensee paying any License Fees which would have accrued during the interim period of termination.

C. In the event Licensee shall have (1) filed a voluntary petition in bankruptcy or made an assignment for benefit of creditors; (2) consented to the appointment of a receiver or trustee of all or part of its property; or (3) an involuntary petition in bankruptcy shall have been filed in regard to Licensee and the same shall not have been dismissed within ten (10) days of such filing, this Agreement shall automatically terminate upon ninety (90) days prior written notice by either party to the other party.

D. In the event Licensee fails to conduct operations for which this License is issued for more than forty-five (45) days out of any consecutive sixty (60) day period, the Park District shall have the right to terminate this Agreement effective immediately.

E. Notwithstanding the provisions of this Section, the termination of this Agreement shall not terminate the obligations of the respective parties regarding indemnification set forth in paragraph 5.E. hereof.

8. Force Majeure.

Neither party shall be liable for damages for its failure to perform due to contingencies beyond its reasonable control, including but not limited to, fire, storm, flood, earthquake, explosion, accident, public disorders, sabotage, lockouts, labor disputes, labor shortages, strikes, riots, or acts of God. Notwithstanding the foregoing, neither party shall be entitled to rely on this

provision unless it is using its commercially reasonable efforts to resume performance. Any delay in performance permitted under this provision shall be for no longer than the duration of the event giving rise to the delay.

9. Waiver.

Failure or delay on the part of either party to exercise any right, power, privilege, or remedy under this Agreement shall not constitute a waiver thereof. No modification or waiver by either party of any provision shall be deemed to have been made unless in writing. Waivers of a specific failure or delay shall not be construed as a general waiver.

10. Severability.

The provisions of this Agreement shall be severable and the invalidity of any provision, or portion thereof, shall not affect the enforceability of the remaining provisions.

11. Authorized Signatures/Effectiveness.

The persons signing this Agreement shall have all legal authority and power in their respective capacities to bind Licensee and the Park District, and the Agreement shall not be effective until fully executed and delivered to both Parties.

12. Notices.

All notices shall be in writing and shall be given by personal delivery, certified or registered mail, or prepaid mail carrier to the parties hereto at the respective addresses set forth below:

Park District of La Grange
Attention: Executive Director
536 East Avenue
La Grange, Illinois 60525

With a copy to:

Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer, P.C.
Attn: Robert K. Bush
140 S. Dearborn St., Suite 600
Chicago, Illinois 60603

Licensee:

Rotary Club of La Grange

With a copy to:

13. Representations.

A. Licensee represents and covenants that no official, employee or agent of the Park District (1) has been employed or retained to solicit or aid in the procuring of this Agreement; or (2) will be employed or otherwise benefit from this Agreement without the immediate divulgence of such fact to the Park District.

B. In compliance with Section 10.1 of the Illinois Purchasing Act, Licensee certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois, or any governmental entity, nor has Licensee made an admission of guilt of such conduct which is a matter of record, nor has an official, agent, or employee of Licensee been convicted nor made such an admission.

14. Rights of Third Parties.

The License is entered into solely for the benefit of the contracting parties, and nothing in the License is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to this License, or to acknowledge, establish or impose any legal duty to any third party. Nothing in this License shall be construed or interpreted in any way as a waiver, express or implied, of any common law and/or statutory privileges and/or immunities of the Park District as to any claim, cause and/or cause of action of any kind whatsoever.

15. Assignability.

Licensee shall have no authority or power to sell, transfer or assign this Agreement or any interest therein, nor any power or authority to permit any other person or party to have an interest or use any part of the Park District property covered by this Agreement, for any purpose whatsoever, it being the intention of this Agreement to grant the privilege solely to Licensee and neither directly nor indirectly to any other party. Any attempt to assign the License herein granted shall cause the License to become null and void.

16. Applicable Law: Venue.

This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois and venue for any lawsuits shall be in Cook County, Illinois.

17. Freedom of Information Act

Licensee agrees to maintain all records and documents related to this Agreement in compliance with the Freedom of Information Act, 5 ILCS 140/1 et seq. In addition, Licensee shall produce records which are responsive to a request received by the District under the

Freedom of Information Act so that the District may provide records to those requesting them within the time frames required. If additional time is necessary to compile records in response to a request, then Licensee shall so notify the District and if possible, the District shall request an extension so as to comply with the Act. In the event that the District is found to have not complied with the Freedom of Information Act due to Licensee failure to produce documents or otherwise appropriately respond to a request under the Act, then Licensee shall indemnify and hold the District harmless, and pay all amounts determined to be due including but not limited to fines, costs, attorneys' fees and penalties.

18. Entire Agreement and Amendments.

This Agreement constitutes the entire understanding between the Parties and supersedes all previous agreements or negotiations on the subject matter herein, whether written or oral, and shall not be modified or amended except by written agreement duly executed by the Parties.

19. Execution in Duplicate.

This Agreement may be signed in duplicate with the same effect as if the signatures to each copy were upon the same Agreement.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their duly authorized officers.

PARK DISTRICT OF LA GRANGE

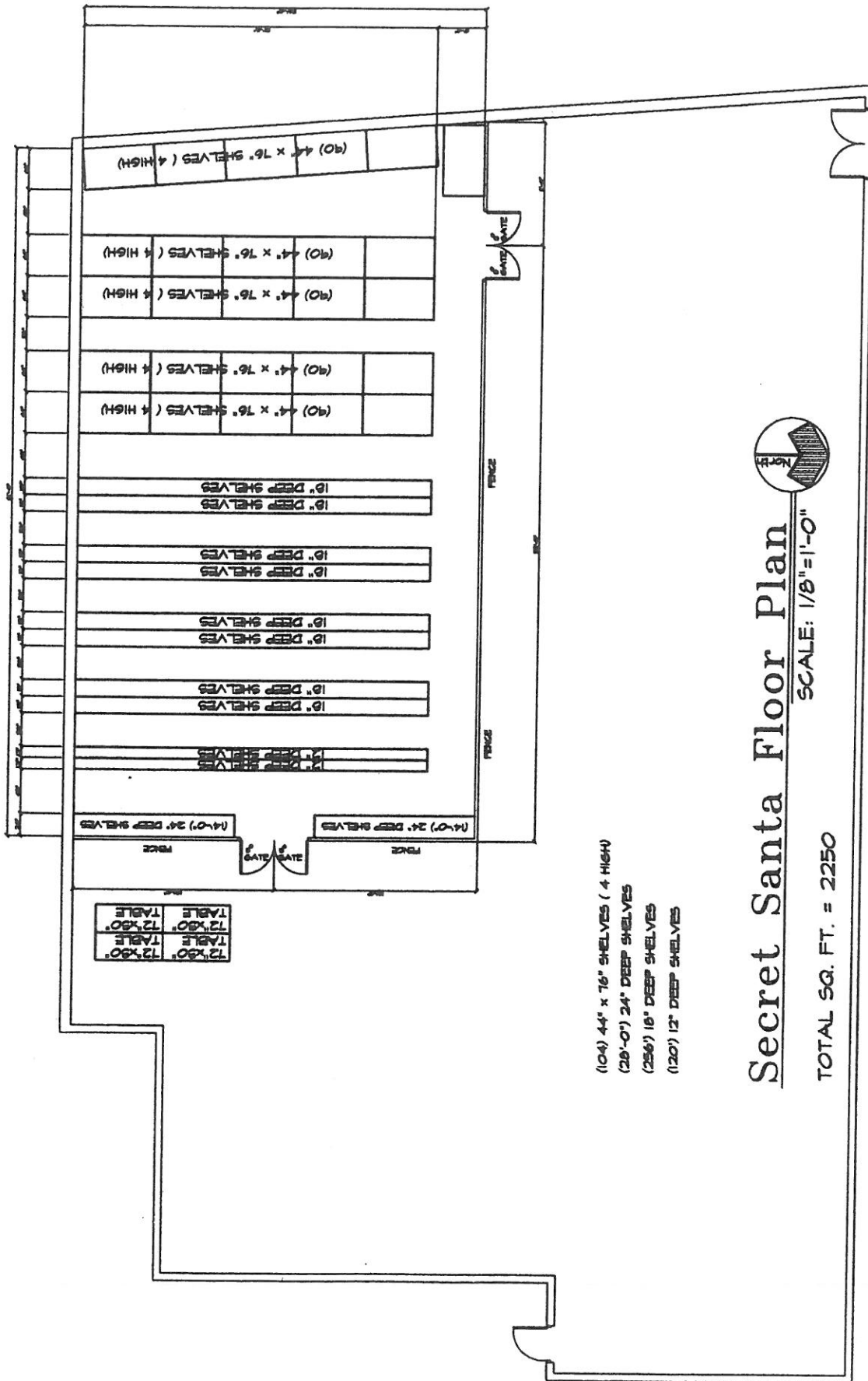
ROTARY CLUB OF LA GRANGE

By: _____
Executive Director

By: _____
Its President

Attest:

Secretary



- (104) 44" x 76" SHELVES (4 HIGH)
- (28'-0") 24" DEEP SHELVES
- (256') 10" DEEP SHELVES
- (120') 12" DEEP SHELVES



Secret Santa Floor Plan

SCALE: 1/8" = 1'-0"

TOTAL SQ. FT. = 2250

Project Scope

Summary:

Blue Wire Communications is quoting the installation of an Avaya IP Office 500V2

Scope of Work (SOW)

- Quote covers a project of which all work will be completed during non-holiday business hours (8-5pm Monday through Friday). Any work requested by the customer to be done outside of these hours will result in additional charges.
- Install equipment listed on the Schedule A – Order Summary.
- Collect and input customer provided database of names, extension numbers, existing phone numbers, their ringing destinations and call flow.
- Coordinate system turn-up, circuit turn-up, and other vendors as required
- Perform end-user training classes for all users with approximately 10-12 users per class.
- Provide on-site, "first day of business" support for up to (4) hours
- Establish remote connectivity solution to the IP Office for future maintenance, MAC, or other administrative purposes
- Blue Wire will provide a system administration training class which will cover the daily tasks required to maintain the system.

Blue Wire Responsibilities and Deliverables

- Blue Wire will work with customer to develop a project timeline
- Blue Wire will inventory all equipment delivered to customer site
- Blue Wire will provide an Excel workbook to collect key information from the customer regarding names, extension numbers and basic call flow requirements.
- Blue Wire will work with the customer to finalize the call flow design
- Blue Wire will work with the customer to establish date and time for cutover. If the cutover is after hours, access to the building will need to be secured from the customer, and additional charges will be incurred. Cutover date must be scheduled (3) working days prior to beginning of installation. Any changes will result in additional charges.
- Blue Wire will provide the customer a sign off document in order to confirm the customer has provided the hardware installation and software design. This document will be provided at time of cut.

Assumptions

- Pricing does not include any labor, applications or hardware not detailed in the SOW or Blue Wire Responsibilities and Deliverables.
- If there are any changes to the SOW, T&M rates will apply. This would require a Job Change Order (JCO) to be approved prior to performing the work.
- All dial tone will be terminated and labeled in the room where the equipment will be installed
- There are enough power receptacles and electrical ground for all the purchased equipment within 5 feet of where the equipment will be installed.
- Any time or material needed to resolve problems with customer provided equipment (i.e. existing paging system, music on hold source, etc.) would be billable on a T&M basis. This would require a Job Change Order (JCO) to be approved prior to performing the work.
- Any additional labor required to interface with other vendors, i.e. electric, construction, furniture, etc. in excess of the hours set forth in this SOW, will be billable on a T&M basis.
- All work is to be completed during normal business hours unless specified differently in the SOW.
- The T1 Turn-up date must be scheduled (3) working days prior to the beginning of the install. Any delays will result in additional T&M labor to assist bringing up the circuit.
- Blue Wire requires up to (7) working days installation notice. If the installation falls inside those (7) days, expedite fees may be applicable

Cabling

- Blue Wire will reuse existing station cables for all devices. Should existing station cables not be available, customer shall have new station cables installed.
- **Quote assumes that all cable is properly toned, tagged and in good working order**, the demark or RJ21X is located in the customer's suite or telephone room, premise wiring has been extended to office location and a backboard is not included in quote.
- Any station or data cabling, if required, will be the responsibility of the customer, unless specifically identified as a Blue Wire responsibility in the SOW. If toning and tagging or additional station cabling is required, a work order will be created and treated as a separate project with a firm bid provided.

Customer Responsibilities

- Place all Telco orders, as necessary, and advise Project Manager of due dates and order numbers.
- Provide equipment rooms that meet the manufacturer's installation specifications for space, environmental conditions, and power, and proper grounding to ground the equipment.
- Provide a secure room for equipment storage, until implementation.
- Provide work space for the implementation team while on site.
- Provide cable records with information on cable number, floor plan reference, Riser/Distribution pair, etc.
- Provide floor plans showing the location of each cable and sets to be placed.
- Provide blueprints/floor plans and furniture layouts identifying all voice and data locations prior to installation of cabling and/or equipment, i.e. telephones, terminals, etc. at least one week prior to scheduled day of cut.
- Provide, in advance, notification of any unique requirements, hazardous locations, security precautions, access restrictions or other extraordinary conditions that may exist and which may affect the execution of the project.
- Provide single point of contact to provide information for phone system design, to include network requirements.
- Perform a network analysis prior to installation if VoIP is to be deployed. Blue Wire will not be responsible networking issues such as bandwidth or generalized networking problems.
- Provide static IP addresses on local network for IP Office, VMPro, CCC, Fax Finder and for remote maintenance.
- Coordinate and schedule all training classes with customer's employees.

Disclaimer

EXCLUSION FROM WARRANTY ON LABOR

BLUE WIRE COMMUNICATIONS explicitly excludes from its warranty, any breakage and/or damage caused by contact or manipulation of the hard drive or any other components by Customer, any third party software or hardware provider, end-user, or other persons, after completion of the attached statement of work. Any work performed on the installed system by Customer or a third party must be approved in writing by BLUE WIRE COMMUNICATIONS prior to beginning work and the warranty must be re-certified before the warranty is re-instated and is valid. Re-certification will result in additional charges to examine the system functionality and performance at the prevailing time and materials rates. Failure to obtain re-certification voids all warranties, expressed or implied, and Customer accepts work as is.

Blue Wire reserves the right to modify or cancel this proposal at any time

Clients Initials _____



Optional "Open Door" Post Warranty Maintenance / Service Agreement:



Blue Wire Communications (hereinafter the "Company") agrees to service the equipment listed on Schedule A - Order Summary, (hereinafter referred to as "the System") according to the terms and conditions of this Service Agreement (hereinafter referred to as "Agreement").

Term and Payment: The Customer agrees to the following maintenance term and payme Clients Initials
12 Months \$ 241.00 /Month (billed quarterly)
36 Months \$ 217.00 /Month (billed quarterly)
60 Months \$ 193.00 /Month (billed quarterly)

Term: This Agreement shall commence on and be effective for the warranty period selected above.

Included with this agreement:

- Full parts and labor warranty coverage on all registered equipment.
• Unlimited remote programming support.
• Semi-annual programming back-up.
• Email updates on new Avaya software and products.
• Additional remote end user or administrative training.

Customer's signature acknowledges that Customer has read and understands each of the terms and conditions of this Agreement, including the Limited Warranty and Limitations of Liability.

Signed:

Customer Signature
Title
Date

Blue Wire Communications
Title
Date

Additional Terms: During this Agreement Company will make one technician visit per year at no charge to the Customer. This visit will be used to check the system, answer any questions, and assist with programming. Such visit will be made at Company's discretion and does not include parts or materials and will not exceed one (1) hour

Renewal: After the original term of this Agreement, this Agreement shall be automatically renewed for one (1) year, unless the Customer notifies the Company 30 days in advance, in writing, of the cancellation of this Agreement. The Customer's cost for the services provided under this Agreement will not increase for the duration of this Agreement.

Billing is subject to any increases upon renewal, plus any applicable taxes, for the duration of this Agreement. The Company, at its option, can refuse to provide service if required payments have not been received.

Maintenance: If Customer notifies the Company of a defect of the System during the term of this Agreement, the Company, at its option, shall repair or replace the defective equipment. The Company's obligations, under this Agreement are contingent upon Customer's current payment of all amounts due under the terms of this Agreement. The Company will provide remedial maintenance service only between 8:00 a.m. and 5:00 p.m., Monday through Friday, excluding the Company's holiday's, (hereinafter "the Coverage"). The Company will begin remedial maintenance service for major failures (i.e. failures that the Company determines materially affect the operation of the Customer's telecommunications system) within four (4) Coverage period hours of notification. The Company will not provide, without additional charge, any remedial maintenance or parts in cases involving damage, malfunction or failures not covered by this Agreement. If the Customer requests that remedial maintenance service be provided outside of the Coverage period, such service will be invoiced to the Customer on a "time and materials" basis. Parts returned or removed during service become the property of the Company. The Customer shall permit the Company reasonable access to the Customer's premises and to the System for remedial maintenance service. The Customer shall also permit the Company to inspect the System under normal operating conditions.

This Agreement does not cover damages, defects, and malfunctions of Ssystem failures caused in whole or part by any of the following:

- a. Failure to follow the Company's, the seller's and/or the manufacturer's installation, operation or maintenance instructions;
b. Unauthorized modifications or alteration of the System or movement of the System equipment other than by an authorized agent of the Company;
c. Misuses, abuse or negligent acts of persons other than the authorized agents of the Company; or
d. The acts of third parties and acts of God (power surges, lightning, etc.)
e. Equipment not specifically identified above, and both in building and out of building wiring.
f. Unauthorized use of common carrier communications services accessed through the products of the Company (i.e. toll fraud, etc.). The liability of the company for any claims, losses, damages or expenses, regardless of the form of the action - whether in contract, tort, or otherwise - shall not exceed the lesser of (1) any direct damages proven; or (2) the repair or replacement cost of the Systems defective equipment that directly gives rise to the claim. In no event shall the Company be liable for any incidental, special, reliance, consequential, or indirect loss or damage arising out of this Agreement. This limitation of liability specifically includes, but is not limited to, lost profits, or lost revenues. Regardless of the form of claim, demand, action or suit, neither party shall be liable to the other or to any third party claiming through a party, for indirect, special, reliance, incidental, or consequential loss or damage, including but not limited to lost profits or opportunities, lost revenues, and losses arising out of authorized use (or charges for such use) of common carrier telecommunications services, facilities and equipment (toll fraud), arising out of or resulting from performance or non-performance of a party under this Agreement. THIS PARAGRAPH SHALL SURVIVE FAILURE OF AN EXCLUSIVE REMEDY.

Assignment: This Agreement is not assignable by Customer without the Company's prior written consent, which consent shall not be unreasonably withheld. The Company may assign its rights and delegate its duties under this Agreement. If the Company subcontracts any work, the Company shall retain responsibility for such work.

Additions: If equipment is added to the System, at the Company's option, an additional charge may be charged to the Customer under this Agreement to take into account the increased cost of servicing and maintaining the additional equipment.

Labor Rate: Under this Agreement the Customer will be billed an hourly rate for labor for work outside the scope of this Agreement. The Company's current rate for labor is (\$125.00) per hour or fraction thereof. However, such rate is subject to change by the Company without notice to the Customer.

Performance: The Company may cancel this Agreement effective at the end of thirty (30) days written notice to the Customer.

Force Majeure: The Company shall have no liability for damages due to: fire, explosion, power failures, strikes or other labor disputes, water, acts of God, or the engagement by the United States in hostilities, civil disturbances, acts of civil or military authorities or the public enemy, inability to secure raw materials or transportation facilities, fuel or energy shortages, acts or omissions of communications carriers or unauthorized use (or charges for such use) of common carrier telecommunications services.

Choice of Law: The construction, interpretation and performance of this Agreement shall be governed by the local and state laws of the State of Illinois.

Entire Agreement: THIS AGREEMENT, INCLUDING ANY BLUE WIRE COMMUNICATIONS PURCHASE AGREEMENT OF WHICH THIS MAY BE A PART, IS THE ENTIRE AGREEMENT BETWEEN THE PARTIES WITH RESPECT TO THE PRODUCTS AND SERVICES PROVIDED HEREUNDER AND SUPERCEDES ALL PRIOR AGREEMENTS, PROPOSALS OR UNDERSTANDINGS, WHETHER WRITTEN OR ORAL, THIS AGREEMENT MAY NOT BE AMENDED EXCEPT BY A SUBSEQUENT WRITTEN AGREEMENT SIGNED BY THE AUTHORIZED REPRESENTATIVES OF THE COMPANY.



SCHEDULE A-ORDER SUMMARY

Client Name: Park District of La Grange	Installation/Delivery Address (if different)
Street: 536 East Ave.	Street:
City: La Grange	City: Same
State, Zip: IL, 60525	State, Zip:
Client Contact: Leynette Kuniej	Blue Wire: Leslie Sterchele
Tel #: 708-352-1762	Tel #: 847-418-8114
Email: leynettekuniej@pdlg.org	Email: leslie@bluewirecomm.com

Date: 4/4/2017	Method of Payment: LEASE <input type="checkbox"/> CASH <input type="checkbox"/> OTHER <input type="checkbox"/>
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Client's order for products is as summarized as follows below:

Product Description	Order Code	Quantity	Price Ea.	Total
IP Office 500 V2 Control Unit w/Preferred Edition	700476005/339098	1	\$ 2,100.00	\$ 2,100.00
IP Office 500 V2 System SD Card	700479710	1	\$ 34.00	\$ 34.00
IP Office 500 Digital Station 8 Exp. Card	700417330	2	\$ 376.00	\$ 752.00
IP Office 500 Analog 2 Exp. Card	700431778	1	\$ 171.00	\$ 171.00
IP Office 500 V2 ATM Combo Card V2	700504556	2	\$ 410.00	\$ 820.00
IP Office 500 Universal PRI 24 T1 Exp. Kit	700417439	1	\$ 649.00	\$ 649.00
IP Office 500 PRI/T1 Channel RFA 8	275641	2	\$ 510.00	\$ 1,020.00
IP Office 500 Digital Station 30B Module	700501586	1	\$ 2,532.00	\$ 2,532.00
DAX 2U Rack Mount PC	DRM-22313	1	\$ 1,250.00	\$ 1,250.00
IP Office 1416 Digital Telephone (Black)	700508194	48	\$ 197.00	\$ 9,456.00
IP Office 9608G IP Telephone (Charcoal)	700505424	3	\$ 241.00	\$ 723.00
Single Pt POE Injector (9608, 11G, 21G, 41G)	700500725	3	\$ 34.00	\$ 102.00
IP Office IP Endpoint RFA 1	275618	3	\$ 50.00	\$ 150.00
Avaya B169 Wireless Conference Phone	700508893	2	\$ 695.00	\$ 1,390.00
Multitech Fax Finder 240	FF240	1	\$ 1,575.00	\$ 1,575.00
IP Office Power Lead Earthed	700289770	2	\$ 12.00	\$ 24.00
IP Office ISDN RJ45/RJ45 3M Red Patch Cord	700213440	1	\$ 3.00	\$ 3.00
IP Office 500 Rack Mounting Kit	700429202	2	\$ 40.95	\$ 81.90
Line Matching Transformer				\$ 90.00

Labor to include design, install, training classes and on-site day system goes live!!!

Total Page 1	\$ 22,922.90	All equipment includes a 12 month manufacturers warranty. Optional post warranty service options are available.																				
Total Page 2	\$ -																					
Installation, Programming, Training	\$ 5,400.00	<table border="1"> <thead> <tr> <th colspan="3">Lease Options</th> <th>Initial Option</th> </tr> </thead> <tbody> <tr> <td>36 Mo. FMV</td> <td>\$ 735.08</td> <td>/mo.</td> <td></td> </tr> <tr> <td>0% 60 Mo. FMV</td> <td>\$ 498.93</td> <td>/mo.</td> <td></td> </tr> <tr> <td>36 Mo. \$1 PO</td> <td>\$ 937.71</td> <td>/mo.</td> <td></td> </tr> <tr> <td>60 Mo. \$1 PO</td> <td>\$ 599.50</td> <td>/mo.</td> <td></td> </tr> </tbody> </table>	Lease Options			Initial Option	36 Mo. FMV	\$ 735.08	/mo.		0% 60 Mo. FMV	\$ 498.93	/mo.		36 Mo. \$1 PO	\$ 937.71	/mo.		60 Mo. \$1 PO	\$ 599.50	/mo.	
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Misc.	\$ -																					
Sub-Total	\$ 28,322.90																					
5 Yr 8x5 RTS APR 4HR C/D	\$ 1,608.00																					
TOTAL PURCHASE PRICE	\$ 29,930.90																					

CLIENT'S SIGNATURE BELOW ACKNOWLEDGES THAT CLIENT HAS READ AND ACCEPTED THE TERMS AND CONDITIONS OF THE ABOVE REFERENCED CONTRACT, THE CLIENT AUTHORIZES BLUE WIRE TO OBTAIN CREDIT INFORMATION PRIOR TO ACCEPTING THIS ORDER

CLIENT:	BLUE WIRE:
(Legal Entity Name)	(Legal Entity Name) Blue Wire Communications
(Authorized Signature)	(Authorized Signature)
(Printed Name, Title)	(Printed Name, Title)
(Date)	(Date)



PDLG mission statement:

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

Goals for 2016/2017

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

Section 9



COMMITTEE REPORTS & MBO/SPECIAL REPORTS

Section 10



VILLAGE OF LA GRANGE & SEASPAR INFORMATION

