

## **AGENDA**

**REGULAR** PARK DISTRICT BOARD MEETING  
COMMUNITY PARK DISTRICT of La GRANGE PARK  
1501 Barnsdale Road, La Grange Park, IL 60526  
August 9, 2021 - 6:30 PM

1. Call to Order the Regular Meeting & Roll Call
2. Pledge of Allegiance
3. Park District Mission: The Community Park District of La Grange Park shall offer high quality, affordable and accessible park and recreation facilities, programs and services in a financially responsible manner.
4. Open Forum
5. Approval of the August 9, 2021 Agenda
6. Approval of Board Meeting Minutes
  - a. July 12, 2021 Regular Meeting Minutes
7. Communications/Proclamations/Presentations
  - a. Resident Tim Gallagher, Neighbors Helping Neighbors Fundraiser
8. Staff Recognition
9. Staff Reports
  - a. Executive Report
    - i. Human Resources, Executive Assistant
  - b. Recreation Report
    - i. Recreation Manager
    - ii. Community Engagement & Marketing Coordinator
  - c. Parks Report
  - d. Financial Consultant
10. Committee Reports
  - a. Sustainability
  - b. Long Range Planning
11. Approve Monthly Disbursements
12. Unfinished Business
13. New Business
  - a. General Use Policy Review



14. Adjourn to Executive Session

In Accordance with the Open Meetings Act under Section 2(c)(5) to discuss the purchase or lease of real property for the use of the public body.

15. Closed Session

- a. The Purchase or Lease of Real Property for the Use of the Public Body - Pursuant to 5 ILCS 120/2(c)(5)

16. Reconvene Open Meeting & Roll Call

17. Action, if any, from Executive Session

18. Next Regular Meeting: Monday, September 13, 2021, 6:30pm

19. Adjournment

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



MINUTES (DRAFT)  
REGULAR PARK DISTRICT BOARD MEETING  
COMMUNITY PARK DISTRICT OF LA GRANGE PARK  
JULY 12, 2021 - 6:30 PM

1. CALL TO ORDER THE REGULAR MEETING & ROLL CALL

President Stastny called the regular meeting to order at 6:32 p.m. Commissioners present were Bob Corte, MJ Dorris, Alexandria Zuck and Lucy Stastny. Commissioner Ronovsky was not present. Also, present was Executive Director Jessica Cannaday, Marketing and Finance Coordinator, Amanda Kennedy and Theresa Jackson as Recorder.

2. PLEDGE OF ALLEGIANCE

3. PARK DISTRICT MISSION

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

4. OPEN FORUM

Commissioner Stastny asked are there any public comments or announcements and there were none.

5. APPROVAL OF THE June 14, 2021 AGENDA

Commissioner Stastny asked for a motion to approve the July 12, 2021 Agenda. Commissioner Zuck made a motion to approve the July 12, 2021 Agenda and Commissioner Corte seconded. The motion passed unanimously by roll call vote.

6. APPROVAL OF THE BOARD MEETING MINUTES

Commissioner Stastny asked for a motion to approve the Board Meeting Minutes from June 14<sup>th</sup>. Commissioner Dorris made a motion to approve meeting minutes and Commissioner Corte seconded. The motion passed unanimously by roll call vote.



7. COMMUNICATIONS/PROCLAMATIONS/PRESENTATIONS

- a. Marketing and Finance Coordinator presented a Certificate of Appreciation from The Leadership in recognizing the park district's partnership to ensure academic success through the RISE program.

8. STAFF RECOGNITION

There were none.

9. STAFF REPORTS

- a. Executive Report

A written report introduced by Executive Director Jessica Cannaday. Jessica mentioned the Urban Forestry Grant now able to complete reimbursable work as the management plan is finalized. Jessica gave a status of where we are with the Multi-Use Court project as we are pending the delivery of benches. The new grand-opening date is scheduled for Saturday, August 28<sup>th</sup>. Discussion took place and questions were asked and answered.

- b. Office Report

A written report was included in the board packet and Office Manager Theresa Jackson was present to present her report. There were no questions asked.

- c. Recreation Report

Marketing and Finance Coordinator, Amanda Kennedy was present to give her report and the Recreation Manager and Recreation, Facilities & Safety Manager reports were presented by Executive Director Jessica Cannaday. Jessica mentioned the park district is doing exceptionally well with registrations for our Summer Camp Program and revenue has surpassed prior years revenue. There were no questions asked.

- d. Parks Report

A written report included in the board packet from the Building and Grounds Supervisor was presented by Executive Director Jessica Cannaday. There were no questions asked.



e. Financial Report

Financial Consultant Phil Mesi's report was presented by Executive Director Jessica Cannaday in Phil's absence. There were no questions asked.

10. COMMITTEE REPORTS

There are no official committee reports this month.

11. APPROVAL OF MONTHLY DISBURSEMENTS

Commissioner Corte made a motion to approve the \$300,543.28 in disbursements for the month of July. The motion was seconded by Commissioner Zuck. The motion was passed unanimously by roll call vote.

12. UNFINISHED BUSINESS

- a. President Stastny called a Special Meeting for board training meeting on September 29, 2021 at 5:30 pm in the Multi-purpose room at the Recreation Center.

13. NEW BUSINESS

There was no new business.

14. NEXT REGULAR MEETING

Monday, August 9, 2021 at 6:30 p.m.

15. ADJOURNMENT

Commissioner Zuck made a motion to adjourn the regular meeting at 6:55 pm and Commissioner Corte seconded. The motion was passed unanimously by voice vote.

---

Secretary

Approved August 9, 2021



DATE: August 6, 2021

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

FROM: Jessica Cannaday, Executive Director

## RE: July Board Report

### Executive Office Report

#### Audit

- Last month's report contained an error, our final audit report is scheduled to be presented next month.

#### Urban Forestry Grant

- Our tree protection policy and ordinance will be reviewed by the sustainability committee in the coming months. Ray is currently completing reimbursable work.

#### Foundation

- The CPD Park and Recreation Foundation is officially incorporated in Illinois. They are currently working on their Federal Tax-Exempt status.

#### Multi-Use Court Project:

- Unfortunately, benches are still delayed. JSD is working with USTA to see if we can temporarily stripe the facility so we can open for programming.

#### Splash Pad Hours of Operation

- Our splash pad is getting a decent amount of use. Hours of operation were decided through a series of surveys in 2020 to ensure we could stay within budget (\$15,000 annually) and there has been some community feedback requesting uninterrupted hours. Aside from cost savings, scheduled closures allow for maintenance and cleaning when needed. The budget process begins in December.

#### Staffing

- We are excited to welcome our new Recreation, Facilities and Safety Manager, Zak Kerby. His first day is August 24.

#### Fall Programming/COVID-19

- We wrapped up an exciting and successful summer. Registration for fall programming opened August 5. We will continue to monitor and implement IDPH and CDC safety guidelines.

Summer Revenue	2021	2020	2019	2018	2017	2016	2015
<i>Does not include program sponsorship revenue or rental revenue.</i>	\$185,351	\$66,129	\$116,000	\$100,496	\$103,421	\$71,339	\$78,381

This year's summer program revenue is currently 50.6% higher than our average totals from the last 5 typical summers (less COVID year).



**Park Signage**

- We have picked up the park signage project that we paused last year. Updated signs regarding our policies, procedures, and rules will be installed in the upcoming months. Sample sign drafts have been included for your review and additional needs should be discussed as we review the General Rules and Regulations.

**Beach Oak and Stone Monroe**

- We have received the ramps and swing pads for Stone Monroe and Beach Oak Parks. Standard ADA swings are on their way as we plan for additional updates.



# La Grange Park

we are a **COMMUNITY**  
*committed* to  
**clean parks**

We leave it better than we found it.

**Get your steps in!**

*Walk to the can to throw away garbage.*

**Pick up pet waste.**

*No one should have to step in it.*

**Cans full?**

*Please take out what you brought in.*

**Report Damage or Vandalism Right Away**

**PARK HOTLINE**





# *La Grange Park*

we  
are a **COMMUNITY**  
*committed* to  
**safe parks**

When **we** see something,  
**we** say something.

**To Report Suspicious Activity**

POLICE NON-EMERGENCY

**In case of emergency dial 911**

**To Report Damage or Vandalism**

PARK HOTLINE

Community  
Park District  
*La Grange Park*





To: Jessica Cannaday, Executive Director

From: Theresa Jackson, Office Manager

Date: August 6, 2021

Re: July 2021 Board Report (Board Meeting August 9th)



- Obtained BASSET Certification
- IPRA Webinar – “Enhance Youth Safety” via Zoom Meeting
- Interviewed (8) candidates for Recreation, Facility & Safety Manager position
- Coding and Allocations for Visa charges
- FOIA Request – Photocopied and Redacted (288 pages)
- Board Meeting July 12<sup>th</sup> at 6:30 pm - Recorder
- Processed Employee Payroll for July

## **SUMMARY**

Front desk support is assisting families with information and questions regarding the upcoming school year with Ready Teddy Preschool which starts Monday, September 13, 2021. All RT classes are 95% filled with very few openings for registration. Phone activity continues to be consistent with helping residents with Indoor/Outdoor rentals and inquiries of Fall Brochure regarding activities available.

### **July 2021 Financial Report Prepared by Nancy Daum:**

Total Gross Income: \$18,116.00 minus (\$1,742.00) in refunds and a total of \$16,374.00 remains as Net Income. The majority is summer programs with emphasis on Youth Sports (PSY) and Afternoon Antics (PAA).



Date: August 9, 2021

To: Jessica Cannaday, Executive Director

From: Ashley Jusk, Recreation Manager

Re: July Board Report

#### PRESCHOOL

Ready Teddy currently has 158 students enrolled for the 2021-2022 school year. Total revenue from deposits is \$8,350.

#### SUMMER CAMP AND PROGRAMMING

Summer programming has a total revenue of nearly \$103,932 with 862 participants enrolled. Afternoon Antics has a total revenue of \$36,743 with 280 participants.

#### PROGRAMING

Miss. Angie ended a summer session of her music classes. We have 53 participants enrolled with a total revenue of \$3861.





Date: August 9, 2021

To: Jessica Cannaday, Executive Director

From: Amanda Kennedy, Marketing & Finance Coordinator

Re: July 2021 Board Report

## **MARKETING**

- Submitted E-briefs, updated electronic sign, worked with reporter for some upcoming story possibilities.
- Finished the Fall 2021 Brochure
- Filed Foundation paperwork with new Board
- Attended NAPF Brunch and Learn Seminars
- American Family Insurance – Philip Wagler is sponsoring the 2021 Spooky Shuffle with a \$1000 sponsorship.
- We were able to reschedule the West Suburban Concert Band for August 11<sup>th</sup>. They have graciously offered to come back at no charge.
- Began planning Multi Court Grand Opening
- Helped Ray and his department plan the Staff and Village employee luncheon
- Worked with Library on upcoming Picnic in the Park scheduled for 8/16
- Instagram has 114 followers, 42 content interactions & 62 profile visits.
- Website traffic in the last 30 days has increased to 3011 users with 115 new users.

## **PROGRAMMING**

- Organized & planned all new pickleball classes. Hired new instructors & have worked closely with Western Springs pickleball to begin planning some tournament & leagues starting in Spring 2022
- Organized & planned all Park Jr High sports programs

## **FINANCIALS**

- Processed Payables for July



TO: Jessica Cannaday Executive Director

FROM: Ray Drexler

Date: Aug 8, 2021

Subject: Month End Board Report

The last banners were installed on the light poles at Memorial Park.

Parks were weeded, mowed, and trimmed.

New tires were installed on the large trailer.

Working with the Village to address trees identified in our inventory as priority removals and needing priority trimming.

Obtained estimate for 8 tree removals

Sidewalks were raised and leveled at Stone and Monroe and near the planters at Memorial Park to remove tripping hazards.

Fily created a second rake on the bunker for leveling playground mulch and dragging baseball fields, greatly improving the efficiency of the equipment.

Mulch was installed at all trees at Hanesworth and Robinhood.

New tires were installed on the bunker.

Volleyball courts were groomed and leveled.

Tru Green completed an application of fertilizer.

ADA mulch was installed at Stone and Monroe Park.



Community Pk District LaGrange Pk  
Income Statement  
For the Three Months Ending July 31, 2021

	Current Month Actual	Year to Date Actual	Budget	%	Prev % Budget
<b>Revenues</b>					
01-401 Corporate Fund Taxes	\$ 0.00	\$ 9,156.05	\$ 540,000.00	1.70	19.42
01-402 Replacement Taxes	4,768.94	11,313.48	15,000.00	75.42	34.13
01-403 Interest Earned-Corp. Fun	10.16	46.19	0.00	0.00	27.18
01-410 Grants	0.00	0.00	8,265.00	0.00	0.00
01-412 Donations and Sponsorsh	0.00	27.94	0.00	0.00	0.00
01-420 Interest Earned	0.00	0.00	500.00	0.00	0.00
01-430 Other Income	0.00	0.00	4,110.00	0.00	0.00
02-401 Recreation Fund Taxes	0.00	1,651.84	111,250.00	1.48	19.15
02-403 Interest Earned - Rec. Fu	0.10	2.86	0.00	0.00	12.99
02-405 Programs Fees	15,374.00	209,549.20	539,880.00	38.81	11.89
02-408 Donations & Sponsorship	0.00	2,000.00	0.00	0.00	0.00
02-412 Donations and Sponsorsh	70.44	2,770.44	8,000.00	34.63	0.00
02-420 Interest Earned	0.00	0.00	1,500.00	0.00	0.00
02-430 Other Income	0.00	0.00	500.00	0.00	0.00
03-401 Property Taxes-IMRF	0.00	729.50	41,000.00	1.78	19.28
03-403 Interest IMRF	0.46	2.17	50.00	4.34	21.06
04-401 Property Taxes FICA	0.00	911.42	40,000.00	2.28	19.27
04-403 Interest-FICA	0.42	2.02	100.00	2.02	23.58
05-401 Property Taxes Auditing	0.00	141.90	9,000.00	1.58	19.44
05-403 Interest Auditing	0.08	0.32	5.00	6.40	99.20
06-401 Property Taxes-PDRMA	0.00	607.61	34,000.00	1.79	19.32
06-403 Interest-PDRMA	0.26	1.10	0.00	0.00	53.12
06-420 Interest Earned	0.00	0.00	50.00	0.00	0.00
06-430 Other Income	3,054.25	3,054.25	1,500.00	203.62	0.00
08-401 Property Taxes-SEASPA	0.00	1,768.27	100,000.00	1.77	19.23
08-403 Interest-SEASPAR	1.88	9.41	0.00	0.00	789.65
09-401 Property Taxes-Bond& In	0.00	3,225.45	287,000.00	1.12	19.55
09-403 Interest- Bond&Interest	1.22	5.15	25.00	20.60	330.52
10-403 Interest Earned-Fund#10	2.84	15.07	0.00	0.00	0.00
10-407 Fund Transfer In	0.00	0.00	60,000.00	0.00	0.00
10-408 Donation & Grants-#10	1,000.00	1,100.00	0.00	0.00	0.00
10-410 Grants	0.00	0.00	25,000.00	0.00	0.00
10-412 Donations and Sponsorsh	0.00	0.00	15,500.00	0.00	0.00
10-420 Interest Earned	0.00	0.00	10.00	0.00	0.00
11-403 Interest Earned- Fund #11	0.13	0.56	0.00	0.00	53.20
11-408 VMF Donations	0.00	260.00	0.00	0.00	75.00
11-412 Donations and Sponsorsh	0.00	0.00	500.00	0.00	0.00
<b>Total Revenues</b>	<u>24,285.18</u>	<u>248,352.20</u>	<u>1,842,745.00</u>	13.48	16.51
<b>Expenses</b>					
01-501 Full Time Wages	15,167.24	45,252.37	201,334.64	22.48	19.06
01-502 Part Time Wages	3,928.88	10,065.97	37,000.00	27.21	0.00
01-503 Overtime Wages	0.00	0.00	1,500.00	0.00	0.00
01-505 IMRF Wages	1,220.42	2,452.62	21,500.00	11.41	3.27
01-511 FICA Employer Contribu	0.00	0.00	0.00	0.00	15.09
01-512 Health/Life Insurance	7,782.69	7,782.69	97,600.00	7.97	0.00



Community Pk District LaGrange Pk  
Income Statement  
For the Three Months Ending July 31, 2021

	Current Month	Year to Date		%	Prev %
	Actual	Actual	Budget		Budget
01-513 Employee Reimbursemen	926.90	926.90	4,690.00	19.76	0.00
01-514 Professional Developmen	1,182.40	1,267.40	6,950.00	18.24	0.00
01-515 Uniforms	1,174.10	1,174.10	2,500.00	46.96	0.00
01-516 Incentives/Awards/Recog	99.06	226.54	1,500.00	15.10	0.00
01-517 EAP	0.00	405.00	405.00	100.00	0.00
01-601 Legal Publications	0.00	65.82	750.00	8.78	0.00
01-602 Postage	0.00	7.70	1,500.00	0.51	0.00
01-603 Postage Stamps	0.00	0.00	0.00	0.00	11.00
01-606 Telephones	(280.00)	0.00	0.00	0.00	25.39
01-611 Natural Gas	75.63	285.06	3,300.00	8.64	0.00
01-612 Electric	858.10	2,208.69	16,000.00	13.80	26.92
01-613 Water	910.35	1,734.00	17,500.00	9.91	0.00
01-614 Internet	306.79	613.58	4,000.00	15.34	0.00
01-620 Association Dues	0.00	357.00	6,895.00	5.18	0.00
01-621 Park Board Expense	154.99	494.38	2,000.00	24.72	0.00
01-630 Office/Building/Prog Sup	1,096.19	1,698.03	9,400.00	18.06	0.00
01-631 Landscaping Supplies	0.00	326.12	22,000.00	1.48	0.00
01-632 Fuel	1,609.02	1,929.51	5,000.00	38.59	0.00
01-640 Repair Parts	523.92	588.49	8,000.00	7.36	0.00
01-701 Public Relations and Mar	0.00	0.00	2,000.00	0.00	2.40
01-702 Computer Services	431.25	1,619.25	12,000.00	13.49	26.49
01-703 Security Services	0.00	504.75	2,800.00	18.03	22.36
01-704 Legal Services	0.00	530.00	13,300.00	3.98	25.46
01-705 Financial Services	975.00	1,950.00	11,700.00	16.67	14.21
01-706 Architectural/Engineering	0.00	0.00	0.00	0.00	2.30
01-707 Landscaping Services	1,100.76	2,919.21	20,000.00	14.60	5.05
01-708 Printing and Design Servi	772.80	772.80	0.00	0.00	0.18
01-709 Other Professional Servic	922.76	7,441.03	32,500.00	22.90	(1.50)
01-710 Program Service Contract	0.00	0.00	0.00	0.00	17.24
01-711 Refuse Disposal	104.19	275.60	2,100.00	13.12	16.08
01-712 Portable Toilets	300.00	600.00	1,500.00	40.00	0.00
01-715 Bank Fees	0.00	0.00	750.00	0.00	0.00
01-719 Subscriptions	14.99	44.97	1,000.00	4.50	0.00
01-723 Bank Fees	0.00	0.00	0.00	0.00	7.00
01-801 Bond Principal	0.00	0.00	0.00	0.00	2.21
01-802 Bond Interest	0.00	0.00	0.00	0.00	7.01
01-804 Repair Parts	0.00	0.00	0.00	0.00	5.42
01-805 Awards & Remembrance	0.00	0.00	0.00	0.00	7.46
01-809 Staff Uniforms	0.00	0.00	0.00	0.00	2.43
01-901 Contingency	0.00	0.00	27,500.00	0.00	0.00
02-501 Full Time Wages	12,452.52	37,390.63	163,488.00	22.87	11.97
02-502 Part Time Wages	18,073.51	29,970.33	96,420.00	31.08	0.00
02-504 Interns Wages	352.00	706.75	1,100.00	64.25	0.00
02-505 IMRF Wages	2,778.86	10,127.24	108,400.00	9.34	11.88
02-511 Wages - Program Leaders	0.00	0.00	0.00	0.00	9.53
02-512 Health/Life Insurance	6,493.77	6,493.77	81,300.00	7.99	0.00
02-513 Employee Reimbursemen	330.00	330.00	1,350.00	24.44	0.00
02-514 Professional Developmen	0.00	0.00	3,500.00	0.00	0.00
02-604 Program Marketing	0.00	0.00	0.00	0.00	2.25



Community Pk District LaGrange Pk  
Income Statement  
For the Three Months Ending July 31, 2021

	Current Month	Year to Date		%	Prev %
	Actual	Actual	Budget		Budget
02-606 Telephones	(180.00)	0.00	0.00	0.00	9.62
02-611 Natural Gas	53.63	416.95	4,000.00	10.42	0.00
02-612 Electric	1,036.25	2,029.81	13,500.00	15.04	0.00
02-613 Water	216.75	433.50	1,500.00	28.90	0.00
02-630 Office/Building/Prog Sup	11,176.05	13,023.68	82,000.00	15.88	0.00
02-640 Repair Parts	0.00	0.00	4,000.00	0.00	0.00
02-641 Rentals	249.00	498.00	3,000.00	16.60	0.00
02-701 Public Relations and Mar	0.00	0.00	2,000.00	0.00	0.00
02-703 Security Services	0.00	0.00	7,500.00	0.00	0.00
02-704 Health Insurance Rec.	0.00	0.00	0.00	0.00	14.57
02-707 Landscaping Services	0.00	0.00	0.00	0.00	23.72
02-708 Printing and Design Servi	0.00	0.00	11,400.00	0.00	0.00
02-709 Other Professional Servic	45.00	2,048.50	17,575.00	11.66	21.51
02-710 Program Service Contract	0.00	6,350.00	36,145.00	17.57	12.64
02-711 Refuse Disposal	233.95	618.63	4,500.00	13.75	17.09
02-712 Portable Toilets	0.00	0.00	0.00	0.00	15.41
02-714 Credit Card Fees	0.00	0.00	11,500.00	0.00	0.00
02-716 Co-Op Fees	0.00	0.00	12,500.00	0.00	0.00
02-717 Program Contractual Serv	0.00	250.00	0.00	0.00	0.45
02-718 Credit Card Fees	790.88	3,735.35	0.00	0.00	15.61
02-720 Brochure Printing	0.00	0.00	0.00	0.00	0.60
02-722 Co-op Fees	0.00	0.00	0.00	0.00	19.16
02-723 Bank Fees	50.60	150.65	0.00	0.00	0.00
02-801 Supplies	0.00	0.00	0.00	0.00	4.21
02-802 Equipment	0.00	0.00	0.00	0.00	6.75
02-804 Repair Parts	0.00	0.00	0.00	0.00	26.22
02-901 Contingency	0.00	0.00	16,000.00	0.00	7.01
03-510 IMRF Employer Contribu	0.00	0.00	41,050.00	0.00	0.00
03-630 IMRF Contribution	2,853.59	8,300.85	0.00	0.00	16.70
04-511 FICA - Employer Contrib	0.00	0.00	48,552.00	0.00	0.00
04-640 Repair Parts	4,213.48	10,674.10	0.00	0.00	15.61
05-705 Financial Services	0.00	0.00	9,200.00	0.00	0.00
06-514 Professional Developmen	0.00	0.00	800.00	0.00	0.00
06-630 Safety Supplies	345.62	345.62	3,000.00	11.52	0.00
06-703 Security Services	0.00	0.00	750.00	0.00	0.00
06-705 Professional Services, Saf	0.00	0.00	0.00	0.00	28.27
06-709 Other Professional Servic	368.00	368.00	1,500.00	24.53	0.00
06-717 PDRMA Premium	12,957.36	12,957.36	26,500.00	48.90	0.00
06-760 PDRMA Premium	0.00	0.00	0.00	0.00	55.50
06-801 Safety Supplies	0.00	0.00	0.00	0.00	111.33
08-501 Full Time Wages	653.84	1,961.52	9,100.00	21.56	25.41
08-630 Office/Building/Prog Sup	0.00	0.00	75,000.00	0.00	0.00
08-708 ADA Portable Restrooms	0.00	0.00	0.00	0.00	4.75
08-710 Program Service Contract	0.00	0.00	7,600.00	0.00	0.00
08-712 Portable Toilets	655.00	1,310.00	5,900.00	22.20	0.00
08-718 SEASPAR Contribution	0.00	0.00	61,000.00	0.00	0.00
08-780 SEASPAR Contribution	0.00	0.00	0.00	0.00	47.34
08-950 Transfer Out	0.00	0.00	65,000.00	0.00	0.00
09-790 Bond Principal	0.00	25,100.00	0.00	0.00	0.00



Community Pk District LaGrange Pk  
Income Statement  
For the Three Months Ending July 31, 2021

	Current Month	Year to Date		%	Prev %
	Actual	Actual	Budget		Budget
09-791 Bond Interest	250.00	3,546.21	0.00	0.00	50.00
09-801 Bond Principal	0.00	0.00	225,000.00	0.00	0.00
09-802 Bond Interest	0.00	0.00	57,246.21	0.00	0.00
09-803 Paying Agent Fee	0.00	0.00	1,000.00	0.00	0.00
10-706 Architectural/Engineering	1,697.20	1,697.20	15,000.00	11.31	0.00
10-811 Land Improvements	203,314.50	203,314.50	305,000.00	66.66	0.00
11-630 Program Supplies	0.00	0.00	1,500.00	0.00	0.00
	<u>          </u>	<u>          </u>	<u>          </u>		
Total Expenses	322,819.79	480,668.73	2,240,850.85	21.45	13.77
	<u>          </u>	<u>          </u>	<u>          </u>		
Net Income	\$ (298,534.61)	\$ (232,316.53)	\$ (398,105.85)	58.36	(207.90)
	<u>          </u>	<u>          </u>	<u>          </u>		



Community Pk District LaGrange Pk  
Income Statement  
For the Three Months Ending July 31, 2021  
**CORPORATE FUND**

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Prev YTD	Prev % Budget
<b>Revenues</b>						
Corporate Fund Taxes	\$ 0.00	\$ 9,156.05	\$ 540,000.00	1.70	\$ 99,838.08	19.42
Replacement Taxes	4,768.94	11,313.48	15,000.00	75.42	5,119.54	34.13
Interest Earned-Corp. F	10.16	46.19	0.00	0.00	271.82	27.18
Grants	0.00	0.00	8,265.00	0.00	0.00	0.00
Donations and Sponsor	0.00	27.94	0.00	0.00	0.00	0.00
Interest Earned	0.00	0.00	500.00	0.00	0.00	0.00
Other Income	0.00	0.00	4,110.00	0.00	0.00	0.00
	<hr/>	<hr/>	<hr/>		<hr/>	
Total Revenues	4,779.10	20,543.66	567,875.00	3.62	105,229.44	19.76
	<hr/>	<hr/>	<hr/>		<hr/>	
<b>Expenses</b>						
Full Time Wages	15,167.24	45,252.37	201,334.64	22.48	30,323.96	19.06
Part Time Wages	3,928.88	10,065.97	37,000.00	27.21	0.00	0.00
Overtime Wages	0.00	0.00	1,500.00	0.00	0.00	0.00
IMRF Wages	1,220.42	2,452.62	21,500.00	11.41	935.33	3.27
FICA Employer Contri	0.00	0.00	0.00	0.00	9,056.25	15.09
Health/Life Insurance	7,782.69	7,782.69	97,600.00	7.97	0.00	0.00
Employee Reimbursem	926.90	926.90	4,690.00	19.76	0.00	0.00
Professional Developm	1,182.40	1,267.40	6,950.00	18.24	0.00	0.00
Uniforms	1,174.10	1,174.10	2,500.00	46.96	0.00	0.00
Incentives/Awards/Rec	99.06	226.54	1,500.00	15.10	0.00	0.00
EAP	0.00	405.00	405.00	100.00	0.00	0.00
Legal Publications	0.00	65.82	750.00	8.78	0.00	0.00
Postage	0.00	7.70	1,500.00	0.51	0.00	0.00
Postage Stamps	0.00	0.00	0.00	0.00	110.00	11.00
Telephones	(280.00)	0.00	0.00	0.00	2,145.61	25.39
Natural Gas	75.63	285.06	3,300.00	8.64	0.00	0.00
Electric	858.10	2,208.69	16,000.00	13.80	807.66	26.92
Water	910.35	1,734.00	17,500.00	9.91	0.00	0.00
Internet	306.79	613.58	4,000.00	15.34	0.00	0.00
Association Dues	0.00	357.00	6,895.00	5.18	0.00	0.00
Park Board Expense	154.99	494.38	2,000.00	24.72	0.00	0.00
Office/Building/Prog S	1,096.19	1,698.03	9,400.00	18.06	0.00	0.00
Landscaping Supplies	0.00	326.12	22,000.00	1.48	0.00	0.00
Fuel	1,609.02	1,929.51	5,000.00	38.59	0.00	0.00
Repair Parts	523.92	588.49	8,000.00	7.36	0.00	0.00
Public Relations and M	0.00	0.00	2,000.00	0.00	180.00	2.40
Computer Services	431.25	1,619.25	12,000.00	13.49	2,252.00	26.49
Security Services	0.00	504.75	2,800.00	18.03	469.53	22.36
Legal Services	0.00	530.00	13,300.00	3.98	17,885.19	25.46
Financial Services	975.00	1,950.00	11,700.00	16.67	3,268.75	14.21
Architectrual/Engineeri	0.00	0.00	0.00	0.00	460.88	2.30
Landscaping Services	1,100.76	2,919.21	20,000.00	14.60	277.77	5.05
Printing and Design Ser	772.80	772.80	0.00	0.00	2.67	0.18
Other Professional Serv	922.76	7,441.03	32,500.00	22.90	(344.24)	(1.50)
Program Service Contr	0.00	0.00	0.00	0.00	431.12	17.24
Refuse Disposal	104.19	275.60	2,100.00	13.12	1,768.88	16.08
Portable Toilets	300.00	600.00	1,500.00	40.00	0.00	0.00



Community Pk District LaGrange Pk  
Income Statement  
For the Three Months Ending July 31, 2021  
**CORPORATE FUND**

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Prev YTD	Prev % Budget
Bank Fees	0.00	0.00	750.00	0.00	0.00	0.00
Subscriptions	14.99	44.97	1,000.00	4.50	0.00	0.00
Bank Fees	0.00	0.00	0.00	0.00	35.00	7.00
Bond Principal	0.00	0.00	0.00	0.00	612.78	2.21
Bond Interest	0.00	0.00	0.00	0.00	1,122.05	7.01
Repair Parts	0.00	0.00	0.00	0.00	352.11	5.42
Awards & Remembran	0.00	0.00	0.00	0.00	111.89	7.46
Staff Uniforms	0.00	0.00	0.00	0.00	51.00	2.43
Contingency	0.00	0.00	27,500.00	0.00	0.00	0.00
	<hr/>	<hr/>	<hr/>		<hr/>	
Total Expenses	41,358.43	96,519.58	598,474.64	16.13	72,316.19	13.40
	<hr/>	<hr/>	<hr/>		<hr/>	
Net Income	\$ (36,579.33)	\$ (75,975.92)	\$ (30,599.64)	248.29	\$ 32,913.25	(449.76)
	<hr/>	<hr/>	<hr/>		<hr/>	



Community Pk District LaGrange Pk  
Income Statement  
For the Three Months Ending July 31, 2021

**RECREATION FUND**

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Previous YTD	Prev % Budget
<b>Revenues</b>						
Recreation Fund Taxes	\$ 0.00	\$ 1,651.84	\$ 111,250.00	1.48	\$ 17,805.21	19.15
Interest Earned - Rec. F	0.10	2.86	0.00	0.00	194.83	12.99
Programs Fees	15,374.00	209,549.20	539,880.00	38.81	77,256.16	11.89
Donations & Sponsorsh	0.00	2,000.00	0.00	0.00	0.00	0.00
Donations and Sponsor	70.44	2,770.44	8,000.00	34.63	0.00	0.00
Interest Earned	0.00	0.00	1,500.00	0.00	0.00	0.00
Other Income	0.00	0.00	500.00	0.00	0.00	0.00
	<hr/>	<hr/>	<hr/>		<hr/>	
Total Revenues	15,444.54	215,974.34	661,130.00	32.67	95,256.20	12.62
	<hr/>	<hr/>	<hr/>		<hr/>	
<b>Expenses</b>						
Full Time Wages	12,452.52	37,390.63	163,488.00	22.87	20,242.14	11.97
Part Time Wages	18,073.51	29,970.33	96,420.00	31.08	0.00	0.00
Interns Wages	352.00	706.75	1,100.00	64.25	0.00	0.00
IMRF Wages	2,778.86	10,127.24	108,400.00	9.34	16,426.41	11.88
Wages - Program Lead	0.00	0.00	0.00	0.00	7,734.64	9.53
Health/Life Insurance	6,493.77	6,493.77	81,300.00	7.99	0.00	0.00
Employee Reimbursem	330.00	330.00	1,350.00	24.44	0.00	0.00
Professional Developm	0.00	0.00	3,500.00	0.00	0.00	0.00
Program Marketing	0.00	0.00	0.00	0.00	44.93	2.25
Telephones	(180.00)	0.00	0.00	0.00	207.88	9.62
Natural Gas	53.63	416.95	4,000.00	10.42	0.00	0.00
Electric	1,036.25	2,029.81	13,500.00	15.04	0.00	0.00
Water	216.75	433.50	1,500.00	28.90	0.00	0.00
Office/Building/Prog S	11,176.05	13,023.68	82,000.00	15.88	0.00	0.00
Repair Parts	0.00	0.00	4,000.00	0.00	0.00	0.00
Rentals	249.00	498.00	3,000.00	16.60	0.00	0.00
Public Relations and M	0.00	0.00	2,000.00	0.00	0.00	0.00
Security Services	0.00	0.00	7,500.00	0.00	0.00	0.00
Health Insurance Rec.	0.00	0.00	0.00	0.00	10,450.74	14.57
Landscaping Services	0.00	0.00	0.00	0.00	1,067.36	23.72
Printing and Design Ser	0.00	0.00	11,400.00	0.00	0.00	0.00
Other Professional Serv	45.00	2,048.50	17,575.00	11.66	1,075.60	21.51
Program Service Contr	0.00	6,350.00	36,145.00	17.57	379.13	12.64
Refuse Disposal	233.95	618.63	4,500.00	13.75	2,221.18	17.09
Portable Toilets	0.00	0.00	0.00	0.00	231.20	15.41
Credit Card Fees	0.00	0.00	11,500.00	0.00	0.00	0.00
Co-Op Fees	0.00	0.00	12,500.00	0.00	0.00	0.00
Program Contractual Se	0.00	250.00	0.00	0.00	523.30	0.45
Credit Card Fees	790.88	3,735.35	0.00	0.00	1,795.30	15.61
Brochure Printing	0.00	0.00	0.00	0.00	105.00	0.60
Co-op Fees	0.00	0.00	0.00	0.00	3,151.48	19.16
Bank Fees	50.60	150.65	0.00	0.00	96.00	0.00
Supplies	0.00	0.00	0.00	0.00	2,568.40	4.21
Equipment	0.00	0.00	0.00	0.00	547.08	6.75
Repair Parts	0.00	0.00	0.00	0.00	1,572.92	26.22
Contingency	0.00	0.00	16,000.00	0.00	498.00	7.01



Community Pk District LaGrange Pk  
Income Statement  
For the Three Months Ending July 31, 2021

RECREATION FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Previous YTD	Prev % Budget
Total Expenses	<u>54,152.77</u>	<u>114,573.79</u>	<u>682,678.00</u>	16.78	<u>70,938.69</u>	9.43
Net Income	\$ <u><u>(38,708.23)</u></u>	\$ <u><u>101,400.55</u></u>	\$ <u><u>(21,548.00)</u></u>	(470.58)	\$ <u><u>24,317.51</u></u>	987.71



## Community Pk District LaGrange Pk

## Income Statement

For the Three Months Ending July 31, 2021

## ILLINOIS MUNICIPAL RETIREMENT FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Previous YTD	Prev % Budget
Revenues						
Property Taxes-IM	\$ 0.00	\$ 729.50	\$ 41,000.00	1.78	\$ 7,944.43	19.28
Interest IMRF	<u>0.46</u>	<u>2.17</u>	<u>50.00</u>	4.34	<u>36.65</u>	21.06
Total Revenues	<u>0.46</u>	<u>731.67</u>	<u>41,050.00</u>	1.78	<u>7,981.08</u>	19.29
Expenses						
IMRF Contributio	<u>2,853.59</u>	<u>8,300.85</u>	<u>0.00</u>	0.00	<u>7,822.23</u>	16.70
Total Expenses	<u>2,853.59</u>	<u>8,300.85</u>	<u>0.00</u>	0.00	<u>7,822.23</u>	16.70
Net Income	\$ <u>(2,853.13)</u>	\$ <u>(7,569.18)</u>	\$ <u>41,050.00</u>	(18.44)	\$ <u>158.85</u>	(2.91)



Community Pk District LaGrange Pk  
Income Statement  
For the Three Months Ending July 31, 2021  
SOCIAL SECURITY FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Previous YTD	Prev % Budget
Revenues						
Property Taxes FI	\$ 0.00	\$ 911.42	\$ 40,000.00	2.28	\$ 9,925.70	19.27
Interest-FICA	<u>0.42</u>	<u>2.02</u>	<u>100.00</u>	2.02	<u>23.58</u>	23.58
Total Revenues	<u>0.42</u>	<u>913.44</u>	<u>40,100.00</u>	2.28	<u>9,949.28</u>	19.28
Expenses						
FICA - Employer	0.00	0.00	48,552.00	0.00	0.00	0.00
Repair Parts	<u>4,213.48</u>	<u>10,674.10</u>	<u>0.00</u>	0.00	<u>7,730.11</u>	15.61
Total Expenses	<u>4,213.48</u>	<u>10,674.10</u>	<u>48,552.00</u>	21.98	<u>7,730.11</u>	15.61
Net Income	<u>\$ (4,213.06)</u>	<u>\$ (9,760.66)</u>	<u>\$ (8,452.00)</u>	115.48	<u>\$ 2,219.17</u>	106.40



Community Pk District LaGrange Pk  
Income Statement  
For the Three Months Ending July 31, 2021  
AUDITING FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Previous YTD	Prev % Budget
Revenues						
Property Taxes Auditin	\$ 0.00	\$ 141.90	\$ 9,000.00	1.58	\$ 1,555.35	19.44
Interest Auditing	<u>0.08</u>	<u>0.32</u>	<u>5.00</u>	6.40	<u>4.96</u>	99.20
Total Revenues	<u>0.08</u>	<u>142.22</u>	<u>9,005.00</u>	1.58	<u>1,560.31</u>	19.49
Expenses						
Financial Services	<u>0.00</u>	<u>0.00</u>	<u>9,200.00</u>	0.00	<u>0.00</u>	0.00
Total Expenses	<u>0.00</u>	<u>0.00</u>	<u>9,200.00</u>	0.00	<u>0.00</u>	0.00
Net Income	\$ <u>0.08</u>	\$ <u>142.22</u>	\$ <u>(195.00)</u>	(72.93)	\$ <u>1,560.31</u>	(224.51)



Community Pk District LaGrange Pk  
Income Statement  
For the Three Months Ending July 31, 2021

**LIABILITY INSURANCE FUND**

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Previous YTD	Prev % Budget
<b>Revenues</b>						
Property Taxes-PD	\$ 0.00	\$ 607.61	\$ 34,000.00	1.79	\$ 6,647.31	19.32
Interest-PDRMA	0.26	1.10	0.00	0.00	26.56	53.12
Interest Earned	0.00	0.00	50.00	0.00	0.00	0.00
Other Income	3,054.25	3,054.25	1,500.00	203.62	0.00	0.00
	<u>3,054.51</u>	<u>3,662.96</u>	<u>35,550.00</u>		<u>6,673.87</u>	
Total Revenues	3,054.51	3,662.96	35,550.00	10.30	6,673.87	18.06
<b>Expenses</b>						
Professional Devel	0.00	0.00	800.00	0.00	0.00	0.00
Safety Supplies	345.62	345.62	3,000.00	11.52	0.00	0.00
Security Services	0.00	0.00	750.00	0.00	0.00	0.00
Professional Servi	0.00	0.00	0.00	0.00	2,402.55	28.27
Other Professional	368.00	368.00	1,500.00	24.53	0.00	0.00
PDRMA Premium	12,957.36	12,957.36	26,500.00	48.90	0.00	0.00
PDRMA Premium	0.00	0.00	0.00	0.00	16,648.80	55.50
Safety Supplies	0.00	0.00	0.00	0.00	1,670.01	111.33
	<u>13,670.98</u>	<u>13,670.98</u>	<u>32,550.00</u>		<u>20,721.36</u>	
Total Expenses	13,670.98	13,670.98	32,550.00	42.00	20,721.36	50.85
Net Income	\$ <u>(10,616.47)</u>	\$ <u>(10,008.02)</u>	\$ <u>3,000.00</u>	(333.60)	\$ <u>(14,047.49)</u>	369.67



Community Pk District LaGrange Pk  
Income Statement  
For the Three Months Ending July 31, 2021  
**SPECIAL RECREATION FUND**

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Previous YTD	Prev % Budget
<b>Revenues</b>						
Property Taxes-SE	\$ 0.00	\$ 1,768.27	\$ 100,000.0	1.77	\$ 19,225.32	19.23
Interest-SEASPAR	1.88	9.41	0.00	0.00	157.93	789.65
	<u>1.88</u>	<u>9.41</u>	<u>0.00</u>		<u>157.93</u>	
Total Revenues	<u>1.88</u>	<u>1,777.68</u>	<u>100,000.0</u>	1.78	<u>19,383.25</u>	19.38
<b>Expenses</b>						
Full Time Wages	653.84	1,961.52	9,100.00	21.56	2,159.59	25.41
Office/Building/Pr	0.00	0.00	75,000.00	0.00	0.00	0.00
ADA Portable Res	0.00	0.00	0.00	0.00	261.04	4.75
Program Service C	0.00	0.00	7,600.00	0.00	0.00	0.00
Portable Toilets	655.00	1,310.00	5,900.00	22.20	0.00	0.00
SEASPAR Contrib	0.00	0.00	61,000.00	0.00	0.00	0.00
SEASPAR Contrib	0.00	0.00	0.00	0.00	28,875.00	47.34
Transfer Out	0.00	0.00	65,000.00	0.00	0.00	0.00
	<u>0.00</u>	<u>0.00</u>	<u>65,000.00</u>		<u>0.00</u>	
Total Expenses	<u>1,308.84</u>	<u>3,271.52</u>	<u>223,600.0</u>	1.46	<u>31,295.63</u>	30.09
Net Income	\$ <u>(1,306.96)</u>	\$ <u>(1,493.84)</u>	\$ <u>(123,600.0</u>	1.21	\$ <u>(11,912.38</u>	299.31



Community Pk District LaGrange Pk  
Income Statement  
For the Three Months Ending July 31, 2021  
BONDS & INTEREST FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Previous YTD	Prev % Budget
Revenues						
Property Taxes-Bond&	\$ 0.00	\$ 3,225.45	\$ 287,000.00	1.12	\$ 35,185.36	19.55
Interest- Bond&Interest	1.22	5.15	25.00	20.60	82.63	330.52
	<u>1.22</u>	<u>5.15</u>	<u>25.00</u>		<u>82.63</u>	
Total Revenues	<u>1.22</u>	<u>3,230.60</u>	<u>287,025.00</u>	1.13	<u>35,267.99</u>	19.59
Expenses						
Bond Principal	0.00	25,100.00	0.00	0.00	0.00	0.00
Bond Interest	250.00	3,546.21	0.00	0.00	26,975.00	50.00
Bond Principal	0.00	0.00	225,000.00	0.00	0.00	0.00
Bond Interest	0.00	0.00	57,246.21	0.00	0.00	0.00
Paying Agent Fee	0.00	0.00	1,000.00	0.00	0.00	0.00
	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>		<u>0.00</u>	
Total Expenses	<u>250.00</u>	<u>28,646.21</u>	<u>283,246.21</u>	10.11	<u>26,975.00</u>	15.03
Net Income	\$ <u>(248.78)</u>	\$ <u>(25,415.61)</u>	\$ <u>3,778.79</u>	(672.59	\$ <u>8,292.99</u>	1,442.26



Community Pk District LaGrange Pk  
Income Statement  
For the Three Months Ending July 31, 2021  
CAPITAL PROJECT FUND #10

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Previous YTD	Prev % Budget
<b>Revenues</b>						
Interest Earned-Fund#1	\$ 2.84	\$ 15.07	\$ 0.00	0.00	\$ 0.00	0.00
Fund Transfer In	0.00	0.00	60,000.00	0.00	0.00	0.00
Donation & Grants-#10	1,000.00	1,100.00	0.00	0.00	0.00	0.00
Grants	0.00	0.00	25,000.00	0.00	0.00	0.00
Donations and Sponsor	0.00	0.00	15,500.00	0.00	0.00	0.00
Interest Earned	0.00	0.00	10.00	0.00	0.00	0.00
	<u>1,002.84</u>	<u>1,115.07</u>	<u>100,510.00</u>	1.11	<u>0.00</u>	0.00
Total Revenues	<u>1,002.84</u>	<u>1,115.07</u>	<u>100,510.00</u>	1.11	<u>0.00</u>	0.00
<b>Expenses</b>						
Architectrual/Engineeri	1,697.20	1,697.20	15,000.00	11.31	0.00	0.00
Land Improvements	203,314.50	203,314.50	305,000.00	66.66	0.00	0.00
	<u>205,011.70</u>	<u>205,011.70</u>	<u>320,000.00</u>	64.07	<u>0.00</u>	0.00
Total Expenses	<u>205,011.70</u>	<u>205,011.70</u>	<u>320,000.00</u>	64.07	<u>0.00</u>	0.00
Net Income	\$ <u>(204,008.8</u>	\$ <u>(203,896.6</u>	\$ <u>(219,490.0</u>	92.90	\$ <u>0.00</u>	0.00



Community Pk District LaGrange Pk  
Income Statement  
For the Three Months Ending July 31, 2021  
MEMORIAL FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Previous YTD	Prev % Budget
Revenues						
Interest Earned- Fu	\$ 0.13	\$ 0.56	\$ 0.00	0.00	\$ 10.64	53.20
VMF Donations	0.00	260.00	0.00	0.00	375.00	75.00
Donations and Spo	0.00	0.00	500.00	0.00	0.00	0.00
	<u>0.13</u>	<u>260.56</u>	<u>500.00</u>		<u>385.64</u>	
Total Revenues	0.13	260.56	500.00	52.11	385.64	74.16
	<u>0.13</u>	<u>260.56</u>	<u>500.00</u>		<u>385.64</u>	
Expenses						
Program Supplies	0.00	0.00	1,500.00	0.00	0.00	0.00
	<u>0.00</u>	<u>0.00</u>	<u>1,500.00</u>		<u>0.00</u>	
Total Expenses	0.00	0.00	1,500.00	0.00	0.00	0.00
	<u>0.00</u>	<u>0.00</u>	<u>1,500.00</u>		<u>0.00</u>	
Net Income	\$ 0.13	\$ 260.56	\$ (1,000.00)	(26.06)	\$ 385.64	(39.35)
	<u>0.13</u>	<u>260.56</u>	<u>(1,000.00)</u>		<u>385.64</u>	



## Community Pk District LaGrange Pk

## Purchase Journal

For the Period From Jul 31, 2021 to Jul 31, 2021

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

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount	Job ID
7/31/21	01-709 Other Professional Servic Cash Basis	1123	REPAIR RAISE SIDEWALKS ACCURATE CONCRETE RAISING	3,000.00	3,000.00	PKS
7/31/21	02-630 Office/Building/Prog Sup Cash Basis	24 jULY 2021	DANCE PERFORMANCE VIDEOS AMPERE IMAGE	410.00	410.00	PYD
7/31/21	01-704 Legal Services Cash Basis	7.14.2021	LEGAL FEES ANCEL, GLINK, DIAMOND, BUSH, DICIANNI &	430.00	430.00	ADM
7/31/21	02-709 Other Professional Servic Cash Basis	60140	BACKFLOW REPAIRS BODY PLUMBING	1,048.50	1,048.50	BRC
7/31/21	01-612 Electric Cash Basis	0000-7-2021	ELECTRIC MEMORIAL COM-ED	292.48	292.48	PKS
7/31/21	01-612 Electric Cash Basis	3000-7-2021	ELECTRIC LG RD SIGN COM-ED	21.85	21.85	PKS
7/31/21	01-612 Electric Cash Basis	3011-7-2021	ELECTRIC BEACH OAK COM-ED	19.88	19.88	PKS
7/31/21	02-612 Electric Cash Basis	5008-7-2021	ELECTRIC 1501 COM-ED	1,176.88	1,176.88	BRC
7/31/21	01-612 Electric Cash Basis	6006-7-2021	ELECTRIC YENA COM-ED	33.87	33.87	PKS
7/31/21	01-612 Electric Cash Basis	7005-7-2021	ELECTRIC HANESWORTH COM-ED	738.77	738.77	PKS
7/31/21	01-612 Electric Cash Basis	7017-7-2021	ELECTRIC MEMORIAL PAVILLION COM-ED	24.82	24.82	PKS
7/31/21	01-612 Electric Cash Basis	9007-7-2021	ELECTRIC 845 COM-ED	98.77	98.77	BPK
7/31/21	02-709 Other Professional Servic Cash Basis	20260	FISH MAINTENANCE CRYSTAL CLEAN AQUARIUM MAINT.	45.00	45.00	PRT
7/31/21	01-701 Public Relations and Mar Cash Basis	BBQSUPPLIE	BBQ SUPPLIES DREXLER, RAY	45.93	45.93	ADM
7/31/21	01-709	7.2021	COPIER CONTRACT	204.00		OFF



## Community Pk District LaGrange Pk

## Purchase Journal

For the Period From Jul 31, 2021 to Jul 31, 2021

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

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount	Job ID
	Other Professional Service Cash Basis		HEWLETT-PACKARD FINA		204.00	
7/31/21	02-703 Security Services Cash Basis	36125736	SECURITY 1501	1,676.32		BRC
			JOHNSON CONTROLS SEC		1,676.32	
7/31/21	02-630 Office/Building/Prog Sup Cash Basis	ANTICS 7-202	ANTIC SUPPLIES	45.29		PAA
			STEPHEN JOYNER		45.29	
7/31/21	01-630 Office/Building/Prog Sup Cash Basis	1751229-7-202	1501 CLEANING SUPPLIES	357.11		PKS
			KRANZ INCORPORATED		357.11	
7/31/21	01-631 Landscaping Supplies Cash Basis	7-2021	LANDSCAPING SUPPLIES	41.38		PKS
			LAGRANGE PARK ACE HARDWARE		41.38	
7/31/21	05-705 Financial Services Cash Basis	57176	AUDIT	7,200.00		ADM
			LAUTERBACH & AMEN, LLP		7,200.00	
7/31/21	02-709 Other Professional Service Cash Basis	42A-7-2021	MUSIC INSTRUCTOR	2,716.00		PEC
			MISS ANGIE'S MUSIC LLC		2,716.00	
7/31/21	01-640 Repair Parts	829265	REPAIRS	3.42		PKS
	01-631 Landscaping Supplies Cash Basis		LANDSCAPING ITEMS	52.90		PKS
			NAPA AUTO PARTS		56.32	
7/31/21	01-611 Natural Gas Cash Basis	0000-7-2021-2	GAS 845	75.31		BPK
			NICOR		75.31	
7/31/21	02-611 Natural Gas Cash Basis	3463-7-2021-2	GAS 1501	43.27		BRC
			NICOR		43.27	
7/31/21	01-702 Computer Services Cash Basis	11696	IT MONTHLY STORAGE	374.00		OFF
			NOVENTECH, INC.		374.00	
7/31/21	01-702 Computer Services Cash Basis	11787	IT SUPPORT	57.50		OFF
			NOVENTECH, INC.		57.50	
7/31/21	01-620 Association Dues Cash Basis	7-2021	NRPA MEMBERSHIP	450.00		ADM
			NRPA		450.00	
7/31/21	01-705 Financial Services Cash Basis	07312021	MONTHLY ACCOUNTING FEE JULY 2021 P.J. MESI & CO	975.00		ADM
					975.00	



## Community Pk District LaGrange Pk

## Purchase Journal

For the Period From Jul 31, 2021 to Jul 31, 2021

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

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount	Job ID
7/31/21	02-630 Office/Building/Prog Sup Cash Basis	5528809	SPORTS SUPPLIES  PALOS SPORTS	124.99	  124.99	PAA
7/31/21	01-712 Portable Toilets 08-712 Portable Toilets Cash Basis	PS383644	PORT A POTTIES  PORT A POTTIES  PIT STOP	300.00  655.00	   955.00	PKS  PKS
7/31/21	01-712 Portable Toilets 08-712 Portable Toilets Cash Basis	PS390415	PORT A POTTIES  PORT A POTTIES  PIT STOP	300.00  655.00	   955.00	PKS  PKS
7/31/21	01-630 Office/Building/Prog Sup Cash Basis	17916728	OFFICE SUPPLIES  QUILL CORPORATION	92.94	  92.94	OFF
7/31/21	01-630 Office/Building/Prog Sup Cash Basis	17945509	OFFICE SUPPLIES  QUILL CORPORATION	22.99	  22.99	OFF
7/31/21	02-709 Other Professional Servic Cash Basis	2797173	PEST CONTROL  ROSE PEST SOLUTIONS	65.00	  65.00	BRC
7/31/21	02-709 Other Professional Servic Cash Basis	2811989	PEST CONTROL  ROSE PEST SOLUTIONS	65.00	  65.00	BRC
7/31/21	02-710 Program Service Contract Cash Basis	CA21-07	SOCCER CAMP INSTRUCTOR  SOCCER MADE IN AMERICA	2,309.00	  2,309.00	PSY
7/31/21	01-707 Landscaping Services Cash Basis	144085718	FERTILIZER 1501  TRUGREEN-CHEMLAWN	447.88	  447.88	PKS
7/31/21	01-707 Landscaping Services Cash Basis	144092175	FRETILIZER STONE MONROE  TRUGREEN-CHEMLAWN	116.27	  116.27	PKS
7/31/21	01-707 Landscaping Services Cash Basis	144111823	FERTILIZER MEMORIAL  TRUGREEN-CHEMLAWN	447.88	  447.88	PKS
7/31/21	01-707 Landscaping Services Cash Basis	144132036	FERTILIZER ROBINHOOD  TRUGREEN-CHEMLAWN	221.76	  221.76	PKS
7/31/21	01-707 Landscaping Services Cash Basis	144143102	FERTILIZER YENA  TRUGREEN-CHEMLAWN	443.00	  443.00	PKS
7/31/21	01-707 Landscaping Services	144150026	FERTILIZER BEACH OAK	110.85		PKS



## Community Pk District LaGrange Pk

## Purchase Journal

For the Period From Jul 31, 2021 to Jul 31, 2021

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

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount	Job ID
	Cash Basis		TRUGREEN-CHEMLAWN		110.85	
7/31/21	01-707 Landscaping Services Cash Basis	144151448	FERTILIZER 845	30.80		PKS
			TRUGREEN-CHEMLAWN		30.80	
7/31/21	01-514 Professional Development Cash Basis	39554	MANUALS FOR FERTILIZER CERT	43.00		PKS
			Univ of IL Extension Distribution		43.00	
7/31/21	01-512 Health/Life Insurance	21-0000200	JESSICA INSURANCE	6,058.41		ADM
	01-512 Health/Life Insurance		FILE & RAY INSURANCE	11,907.72		PKS
	02-512 Health/Life Insurance		AMANDA, ASHLEY, MATT INSURANCE	17,583.96		PAD
	02-512 Health/Life Insurance		THERESA INSURANCE	5,631.45		OFF
	02-512 Health/Life Insurance		OLGA INSURANCE	2,045.19		BRC
	Cash Basis		VILLAGE OF LAGRANGE PARK		43,226.73	
7/31/21	01-613 Water Cash Basis	132-7-2021	WATER SPLASH PAD	5,433.20		PKS
			VILLAGE OF LAGRANGE PARK		5,433.20	
7/31/21	02-630 Office/Building/Prog Sup Cash Basis	7-2021	BUILDING SUPPLIES	19.96		BRC
			VIRAMONTES, OLGA		19.96	
7/31/21	01-632 Fuel Cash Basis	2447-FS-7-202	GAS	209.86		VEH
			VISA		209.86	
7/31/21	01-614 Internet	2736-AK-7-202	INTERNET 845	128.40		BPK
	02-514 Professional Development		NAPF SEMINARS	50.00		PAD
	02-711 Refuse Disposal		GARBAGE 1501	336.31		BRC
	01-711 Refuse Disposal		GARBAGE 845	149.82		PKS
	01-801 <Inactive Account>		INTERNET 1501 & FAX	178.39		OFF
	02-630 Office/Building/Prog Sup		CONCERT SUPPLIES	8.48		PCN
	02-630 Office/Building/Prog Sup		PICKLEBALL SUPPLIES	149.11		PSA
	01-709 Other Professional Servic		FILING FOR ARTICLES OF INCORP	76.69		FDN
	01-630 Office/Building/Prog Sup		INTERVIEW SUPPLIES	8.99		ADM
	02-701 Public Relations and Mar		ADOBE RENEWAL YEARLY	599.88		PAD
	01-701 Public Relations and Mar		BBQ SUPPLIES	271.34		ADM
	Cash Basis		VISA		1,957.41	
7/31/21	01-632 Fuel	2769-RD-7-202	GAS	199.40		VEH
	01-640 Repair Parts		REPAIR PARTS	300.65		PKS
	Cash Basis		VISA		500.05	



## Community Pk District LaGrange Pk

## Purchase Journal

For the Period From Jul 31, 2021 to Jul 31, 2021

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

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount	Job ID
7/31/21	01-602 Postage	2827-TJ-7-202	POSTAGE	110.00		OFF
	01-514 Professional Development		BASSET COURSE	16.90		OFF
	01-516 Incentives/Awards/Recog		PHILIPS FLOWERS	55.95		ADM
	Cash Basis		VISA		182.85	
7/31/21	02-641 Rentals	2835-AJ-7-202	THEATER STORAGE	249.00		PTT
	02-630 Office/Building/Prog Sup		CAMP SUPPLIES	801.24		PSU
	01-701 Public Relations and Mar		IPRA JOB POST	165.00		ADM
	02-709 Other Professional Servic		CAMP SUPPLIES	375.00		PSU
	Cash Basis		VISA		1,590.24	
7/31/21	02-630 Office/Building/Prog Sup	2843-MC-7-20	ANTICS SUPPLIES	534.37		PAA
	02-630 Office/Building/Prog Sup		BUILDING SUPPLIES	365.63		BRC
	06-630 Safety Supplies		BUILDING SUPPLIES	111.77		BRC
	02-630 Office/Building/Prog Sup		SOFTBALL CAMP	56.20		BRC
	01-632 Fuel		GAS	68.60		VEH
	Cash Basis		VISA		1,136.57	
7/31/21	01-901 Contingency	2959-JC-7-202	ZOOM	14.99		ADM
	10-811 Land Improvements		PICKLEBALL SUPPLIES	693.06		PKS
	Cash Basis		VISA		708.05	
7/31/21	01-640 Repair Parts	40049592	BUNKER TIRES	263.00		PKS
	Cash Basis		WENTWORTH TIRE-BENSENVILLE		263.00	
7/31/21	01-640 Repair Parts	40049861	TRAILER TIRES	435.15		PKS
	Cash Basis		WENTWORTH TIRE-BENSENVILLE		435.15	
				83,772.68	83,772.68	



## Community Pk District LaGrange Pk

## Check Register

For the Period From Jul 13, 2021 to Aug 9, 2021

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

Check #	Date	Payee	Cash Accou	Amount
PRTR072301	7/20/21	FIRST NATIONAL BANK OF BROOK.	01-100	20,686.56
21052	7/23/21	IVY INVESTMENTS	01-100	50.00
FDTD072301	7/23/21	INTERNAL REVENUE SERVICE	01-100	5,837.75
STTD072301	7/23/21	ILLINOIS DEPT OF REV	01-100	1,247.17
WFBD INT	7/30/21	WELLSFARGO CORPTRUST	09-100	250.00
IPBC0821	8/1/21	IPBC-HEALTH INS	02-100	14,498.34
PRTR080621	8/3/21	FIRST NATIONAL BANK OF BROOK.	01-100	20,626.87
FDTD080621	8/6/21	INTERNAL REVENUE SERVICE	01-100	5,997.92
STTD080621	8/6/21	ILLINOIS DEPT OF REV	01-100	1,260.54
21053	8/6/21	IVY INVESTMENTS	01-100	50.00
21054	8/9/21	ACCURATE CONCRETE RAISING	01-100	3,000.00
21055	8/9/21	AMPERE IMAGE	02-100	410.00
21056	8/9/21	ANCEL, GLINK, DIAMOND, BUSH, DICIAN	01-100	430.00
21057	8/9/21	BODY PLUMBING	02-100	1,048.50
21058	8/9/21	COM-ED	01-100	2,407.32
21059	8/9/21	CRYSTAL CLEAN AQUARIUM MAINT.	02-100	45.00
21060	8/9/21	DREXLER, RAY	01-100	45.93
21061	8/9/21	HEWLETT-PACKARD FINA	01-100	204.00
21062	8/9/21	JOHNSON CONTROLS SEC	02-100	1,676.32
21063	8/9/21	STEPHEN JOYNER	02-100	45.29
21064	8/9/21	KRANZ INCORPORATED	01-100	357.11
21065	8/9/21	LAGRANGE PARK ACE HARDWARE	01-100	41.38
21066	8/9/21	LAUTERBACH & AMEN, LLP	05-100	7,200.00
21067	8/9/21	MISS ANGIE'S MUSIC LLC	02-100	2,716.00
21068	8/9/21	NAPA AUTO PARTS	01-100	56.32
21069	8/9/21	NICOR	01-100	118.58
21070	8/9/21	NOVENTECH, INC.	01-100	431.50
21071	8/9/21	NRPA	01-100	450.00
21072	8/9/21	P.J. MESI & CO	01-100	975.00
21073	8/9/21	PALOS SPORTS	02-100	124.99
21074	8/9/21	PIT STOP	08-100	1,910.00
21075	8/9/21	QUILL CORPORATION	01-100	115.93
21076	8/9/21	ROSE PEST SOLUTIONS	02-100	130.00
21077	8/9/21	SOCCER MADE IN AMERICA	02-100	2,309.00
21078	8/9/21	TRUGREEN-CHEMLAWN	01-100	1,818.44
21079	8/9/21	Univ of IL Extension Distribution	01-100	43.00



Check Register

For the Period From Jul 13, 2021 to Aug 9, 2021

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

Check #	Date	Payee	Cash Accou	Amount
21080	8/9/21	VILLAGE OF LAGRANGE PARK	01-100	43,226.73
21081	8/9/21	VILLAGE OF LAGRANGE PARK	01-100	5,433.20
21082	8/9/21	VIRAMONTES, OLGA	02-100	19.96
21083	8/9/21	VISA	02-100	6,285.03
21084	8/9/21	WENTWORTH TIRE-BENSENVILLE	01-100	698.15
Total				154,277.83



**To:** Lucy Stastny  
President, Community Park District Board Commissioners  
**From:** Jessica Cannaday  
**Date:** August 6, 2021  
**Re:** General Use Policy Review: Agenda Item 13a

**Recommendation**

For Discussion Only

**Background**

Enclosed for your review is the General Use Policy. The following policies are due for review and discussion:

- Section 2 Hours/Permits
- 3.8.3
- 3.11
- 3.13.2

Signage is being completed for the smoking and pet policies that were updated in 2020.





# **GENERAL USE ORDINANCES FOR BUILDINGS, GROUNDS AND AMENITIES**

**Adopted September 13, 2010  
Amended September 14, 2020**



**COMMUNITY PARK DISTRICT OF LA GRANGE PARK (CPD)  
BUILDINGS, GROUNDS AND AMENITIES USE RULES AND REGULATIONS**

**TABLE OF CONTENTS**

<b>Section 1: Interpretation of Ordinances</b>	3
<b>Section 2: Hours of Use/Permits</b>	3
<b>Section 3: General Use Regulations</b>	
3.1: Animals	4
3.2: Protection of Wildlife	4
3.3: Firearms and other Weapons	4
3.4: Impersonation of Officers	4
3.5: Fireworks	4
3.6: Digging	4
3.7: Dumping	4
3.8: Advertisements	5
3.9: Restricted Parts of Park Land	5
3.10: Vehicles	5
3.11: Public Assemblies	5
3.11: Disorderly Conduct	6
<b>Section 4: Regulation of Recreational Uses</b>	
4.1: Fires	8
4.2: Bicycling	8
4.3: Skateboarding, Roller Skates and Roller Blades	9
4.4: Camping	9
4.5: Climbing	9
4.6: Engine-Powered Models or Toys	9
4.7: Games and Sports and/or Facilities	9
4.8: Organized Group Usage	9
4.9: Golfing	10
4.10: Picnics	10
4.12: Aviation Control	10
<b>Section 5: Penalties for Violations</b>	
5.1: Fines	10
5.2: Eviction	10
<b>Section 6: Permits</b>	
6.1: Permit Process	10



## **Section 1: Interpretation of Ordinances**

- 1.1 The purpose of the following rules and regulations is to help assure equitable uses by all park patrons of CPD owned and operated buildings, grounds and park amenities. Where there is no rule or regulation use, park patron consideration of others and a respect for the property shall prevail.
- 1.2 All general provisions, terms, phrases and expressions contained in these Ordinances shall be liberally construed in order that the true intent of the District be fully carried out.
- 1.3 The words "Park District", District, or "CPD" will mean the Community Park District of La Grange Park.
- 1.4 The words "Park District Property" are extended to mean any property owned, leased, or under the control of the CPD. This includes but is not restricted to properties owned by another unit of local government, e.g. school, village, or library.
- 1.5 The terms "permission" or "permit" shall mean to receive an explicit written or verbal authorization of a requested activity given expressly by the CPD.
- 1.6 The word "may" is permissible and discretionary. The word "shall" is mandatory.

## **Section 2: Hours of Use/Permits**

- 2.1 All parks without operational, artificially lighted athletic facilities shall be closed to the public from dusk each day until daybreak the following day unless permission has been granted by the CPD for later hours. All parks with operational, artificially lighted athletic facilities shall be closed to the public from 10:00 p.m. to 6:00 a.m. Security lighting shall not be considered operational, artificial lighting.
- 2.2 Permits shall be issued upon payment of such fees as may be established from time to time by the CPD. All terms of permits so issued must be strictly complied with and any violation of the permit or any other CPD, Village of La Grange Park, State or Federal law, or ordinance shall be grounds for revocation of the permit.
  - 2.2.1: **Concessionaire Operation Agreements** - The Community Park District will consider agreements that allow concessionaire use of its buildings and grounds when it is deemed by the Park District that the concessionaire's sale of products is in the best interest of the Community Park District.
    1. All vendors are required to sign an agreement drafted by the Park District with a term to be negotiated on an event by event basis.
    2. Utilities, equipment labor and any other service provided the vendor by the Park District will be delivered at additional vendor cost.



3. All agreements will be approved by the Executive Director.

### **Section 3: General Use Regulations**

- 3.1 **Animals-** No person shall bring any animal in or upon any CPD property without first obtaining a permit from the CPD, unless enrolled in a park district sponsored dog training program, or otherwise in accordance with Section 3.12 Dog Regulations. Service animals as defined in section 4.13 are excluded from this policy.

#### **3.1.1 Dog Regulations**

1. Dogs are strictly prohibited from all CPD events, except for special events where animals are part of the event with prior CPD approval; from all athletic fields, all tennis courts, all basketball courts; all playgrounds; and parks, except those designated as “Dog Friendly”.
2. CPD “Dog Friendly Parks” are defined as:
  - A. Memorial Park
  - B. Hanesworth Park
  - C. Robinhood Park
  - D. Stone Monroe Park
3. No person owning or keeping a dog shall allow such dog to run freely in any park, including “Dog Friendly Parks.”
4. Dogs must be securely fastened and restrained by a leash not more than six feet in length at all times.
5. Dog licenses and proof of vaccinations must be displayed on the dog’s collar.
6. No person owning or keeping a dog shall allow such dog to enter upon or remain upon any area of the park utilized as an athletic field, court, children’s play area, or posted to prohibit dogs.
7. Owners or keepers of dogs shall carry appropriate equipment to and shall immediately clean the dog’s waste and deposit the waste in an appropriate waste receptacle.
8. Aggressive or nuisance animals are prohibited from all parks.
9. Dogs that exhibit aggressive behavior or nuisance barking, must be removed from the park immediately.
10. Any person found in violation of this section shall be fined not less than \$50 or more than \$250.



- 3.2 **Protection of Wildlife** - No person shall trap, catch, wound, kill, treat cruelly, or attempt to trap, wound, or kill any bird or animal, or molest or rob any nest, den or liar of any bird or animal in the parks. The Park Board may authorize trapping when it is deemed in the best interest of residents.
- 3.3 **Firearms and other Weapons** - No person, with the exception of law enforcement officials shall possess, discharge, or brandish any firearm or other weapon in or upon any park property. Weapons include archery, knives having a blade of over 3 inches in length or any other possession having the ability to inflict bodily harm. Common kitchen utensils are permitted for use in preparing or eating food.
- 3.4 **Impersonation of Officers**- No person shall falsely represent or impersonate any police officer, staff, or board member.
- 3.5 **Fireworks** - No person shall possess, discharge, or carelessly handle any explosive contrivance or device commonly used and sold as fireworks in or upon any park property without first obtaining a permit from the CPD.
- 3.6 **Digging** – All contractors or other parties who are authorized by the CPD to dig any trench or hole on Park District property are required to provide to the Park District the JULIE dig number at least four days prior to the excavation.
- 3.7 **Dumping, Polluting, and Littering** - No person shall litter, casts, throw, drop, leave, scatter, place, pile, or otherwise dump, or deposit in any manner any kind of dirt, rubbish, placard, handbill, pamphlet, circular, book, notice, flyer, other promotional material, paper of any kind, ashes, garbage, waste material, snow, ice, or other substance, whether liquid or solid, or any other refuse in or upon District property except as specifically permitted by the CPD. Provided; however, that paper glass, cans, garbage and other refuse resulting from picnics or other lawful use of CPD property shall be deposited in receptacles provided by the CPD for that purpose. Where receptacles are not provided, are missing, or are full to capacity, all such garbage shall be carried away from the area of use by the person responsible for its creation and presence, and properly disposed of elsewhere.
- 3.7.1 No person shall urinate or defecate on CPD property other than in toilets in restroom facilities expressly provided for such purpose.
- 3.7.2 No person shall deposit any garbage, waste or debris into any receptacle that was not gathered on the site in the course of normal use of the park.
- 3.7.3 Dumping of ashes from grills is strictly prohibited.



3.7.4 No person shall pollute or contaminate CPD property.

3.7.5 Any person violating this section shall be assessed the cost of removing any such improperly deposited substance or material and such charge shall in addition to any other penalties provided for in these Ordinances or applicable federal, state, and/or local laws.

**3.8 Advertisements/Peddling/Solicitations**

The purpose of this section is to control commercial enterprises or sales on CPD property to ensure the public unimpeded use and enjoyment of the parks without being subjected to purely commercial exploitation.

3.8.1 No person shall distribute, place, post, stencil, or otherwise affix any notice, advertisements or other papers anywhere on CPD property without first obtaining a permit from the CPD.

3.8.2 No person shall offer for sale any articles or things, or conduct or solicit any business, trade, occupation, or profession on CPD property without first obtaining a permit from the CPD.

3.8.3 No person shall beg or panhandle in CPD buildings, facilities or playgrounds or the entrances of such buildings or facilities. Furthermore, no person begging or panhandling on CPD property shall obstruct or impede pedestrians or vehicles; harass park visitors with physical contact or persistent demands; misrepresent affiliations; misrepresent how the solicited funds will be used; or interfere, interrupt, or engage in conduct incompatible with the purpose of any program, activity, function, and/or special event conducted, sponsored, licensed or otherwise permitted by the CPD; or coerce or intimidate another person into giving money, goods or services.

**3.9 Restricted Parts of Park Land-** No unauthorized person shall enter any portion of the parks where persons are prohibited from going as indicated by signs without a permit from the CPD.

**3.10 Vehicles-** With exception of CPD employees and CPD service providers on CPD business, no person shall drive any automobile, truck, motorcycle or other motorized vehicle within any of the park system except upon the parking areas provided.

3.10.1 No person shall operate a vehicle on CPD property that is not licensed or is permitted to operate on roads, streets and highways of the State of Illinois.

3.10.2 Parking within designated parking areas shall be limited to the time required to facilitate the park-related activity. Vehicles parked for non-park uses or overnight will be reported to the La Grange Park Police Department for ticketing and towing.



- 3.10.3 No person shall stop, stand, or park any vehicle on CPD property so as to obstruct or interfere with traffic or travel or endanger the public safety.
- 3.11 **Public Assemblies** – No person shall do any of the following on CPD property without first obtaining a permit from the CPD.
1. Call or hold a public assembly, exhibition or entertainment of any description;
  2. Conduct any musical concert, play, any amplified instrument, or set up or use any communication system;
  3. Hold or attempt to hold any meeting, assembly, demonstration, celebration, parade, rally, religious worship, or any sponsored entertainment, social, recreational or athletic event.
- 3.11.1 Any person issued a permit by the CPD shall produce the permit and exhibit it upon request of any CPD employee or officer.
- 3.11.2 No person other than a CPD employee or officer shall disturb or interfere with any person occupying CPD property under the authority of a permit.
- 3.12 **Disorderly Conduct** – Generally, no person shall commit any act in such unreasonable manner as to alarm or disturb another and to provoke a breach of the peace or other act defined as disorderly conduct under the Illinois Criminal Code. The various kinds of conduct, demeanor, states of behavior and action enumerated in this section shall be deemed disorderly conduct and are prohibited. The CPD reserves the right to remove people due to behavior at all sites and facilities subject to fine that include, but are not limited to the following:
- 3.12.1 **Throwing Stones** or other non-sports missile or play related aerial object in or upon park property.
- 3.12.2 **Improper Speech and Conduct**, which includes, but is not limited to, any verbal or non-verbal act that is indecent, lewd or vulgar on CPD property, or to utter any lewd or offensive words with the hearing of another person.
- 3.12.3 **Hindering Employees/Officers**, which includes but is not, limited to interference with, or in any manner hinders Commissioners or Employees of the CPD, Village of La Grange Police Officer or other service provider while engaged in the performance of their duties; or fail to obey any lawful command of any CPD Commissioner or Employee, police officer or service provider.
- 3.12.4 **Obstructing Travel**, which includes setting or placing, or causing to be set or placed on Park District property any object that obstructs traffic in any way.
- 3.12.5 **Using Intoxicating Liquors, Illegal Drugs**, which includes possessing, selling,



consuming or being under the influence of liquors in or upon CPD property, without first obtaining all applicable state and local liquor licenses, providing proof of dram shop liability insurance in sufficient insurance coverage limits as determined by the CPD, and obtaining a permit from the CPD.

- 3.12.6 **Drugs/Cannabis/Controlled Substances**, which includes bringing, possessing, selling, or delivering to another person cannabis or any controlled substance upon CPD property. Likewise, no person under the influence of cannabis, intoxicating compound, controlled substance, or any combination thereof, shall enter into, be, or remain on CPD property.
- 3.12.7 **Gambling/Games of Chance**, which includes playing games of chance, use of any gambling device, selling fortunes or futures, bookmaking or other activity for the purposes of gaming or gambling for money or other valuable thing in or upon CPD property unless authorized by CPD permit.
- 3.12.8 **Assault, Battery, Fighting, and Reckless Conduct**, which includes knowingly starting a fight or fight or commit any assault, battery or reckless conduct on CPD property.

For the purpose of this section:

A person commits an assault when, without lawful authority, a person engages in conduct which places another person in reasonable apprehension of receiving a battery.

A person commits a battery if intentionally or knowingly, without legal justification and by any means (1) causes bodily harm to an individual or (2) makes physical contact of an insulting or provoking nature with an another person.

A person commits reckless conduct when an act causes bodily harm to or endangers the bodily state of another person by any means, regardless of whether the act is lawful or unlawful.

- 3.12.9 **Damage to Park District Property**, which includes but not necessarily limited to any of the following:
1. Deface, disfigure, break, cut, tamper with or displace or remove in or from any CPD property or building any CPD property or accessories whatsoever, either real or personal;
  2. Destroy, cut, break, injure, disturb, sever from the ground or remove any rock, soil or any growing thing;
  3. Set fire to any tree, shrub, plant, or allow any fire upon land to extend into CPD property;
  4. Cut, break, deface, destroy or alter any building, fence, monument, sculpture, bridge, or other structure or property contained therein;



- 3.12.10 **Smoke/vape**, which includes smoking or vaping any substance inside any CPD building or on park district property. No person shall smoke, vape, or use any form of electronic cigarette to smoke any substance while in or on CPD property.
- 3.13 **Use of Restrooms & Portable Toilets** – All persons shall cooperate in maintaining restrooms and portable toilets in a neat and sanitary condition.
- 3.13.1 No person shall deposit objects of any kind other than toilet paper in the toilets or plumbing fixtures of a restroom or portable toilet.
- 3.13.2 Except for children 5 years of age and under, no person shall enter in any restroom designated for the opposite sex.
- 3.13.3 No more than one adult at a time shall enter any restroom designed for one person.

## **Section 4: Regulation of Recreational Uses**

- 4.1 **Fires-** No person shall light or make use of any fire on CPD property, except where authorized by the CPD, and then only under such regulations as prescribed.
- 4.1.1 **Wood Burning Campfires** - Burning wood in an outdoor campfire at a gathering conducted by religious, educational or other not-for-profit organizations is permitted upon issuance of a Park District permit. A condition of receiving such permit is the available and proper use of adequate fire-fighting personnel and equipment.
- 4.1.2 No person shall throw or otherwise discard lighted or smoldering material in any manner that threatens, causes damage to, or results in the burning of CPD property or other CPD resource, or creates a safety hazard.
- 4.2 **Bicycling** – No person shall:
- 4.2.1 Ride a bicycle across or upon any athletic field, play court, playground, any wet or newly seeded grassy area, or any area on CPD property not specifically designed for bicycle traffic.
- 4.2.2 Carry another person on the handlebars, frame or fender not having a suitable seat designed for and attached for such purpose.
- 4.2.3 Operate a bicycle in a reckless manner so as to endanger pedestrians, the rider or other riders on the bicycle.



- 4.2.4 Ride a bicycle on any path or trail more than two abreast.
- 4.2.5 Leave unattended any bicycle except in those areas designated for such purpose in a manner that does not create a nuisance, obstruction or hazard to the public.
- 4.3 **Skateboarding, Roller Skates and Roller Blades** – No person shall ride a skateboard, roller-skates, rollerblades, or other wheeled conveyance in a manner that endangers the rider and/or other park patrons. Such devices shall not be used on monuments, or any other park amenity that is not specifically designed for such use.
- 4.4 **Camping** – No person shall place, erect, or use any hammock, swing, tent or shelter, or otherwise camp or sleep in or on park property without a permit from the CPD.
- 4.5 **Climbing** – No person shall climb upon any monument, plant, fence, or structure of any kind in the park system, except any recreational equipment installed by the CPD for such purpose.
- 4.6 **Engine-Powered Models or Toys** – No person shall start, fly or use any fuel or electric-powered engine model aircraft or rocket or like powered toy or model on park property without a permit from the Park District and then only at such places and times as the Park District may from time to time designate for the purpose.
- 4.7 **Games and Sports and/or Facilities** - No person shall engage in any organized sport, game or amusement in the park system except at such places and times as may be designated by the Park District and then only under such rules and regulations as may be prescribed.
  - 4.7.1 No person shall walk, remain, or conduct themselves upon such portion of the park designated for any particular game, sport, or amusement that interferes with the use of the park by park patrons using the designated area for the purpose intended.
  - 4.7.2 No person shall engage in any activity in a rough or reckless manner so as to endanger, injure or damage persons or property in any way.
- 4.8 **Organize Group Usage** – No person shall bring or cause to be brought into the park system any play class, day camp, or other organized group of any kind without a permit from the CPD and then only upon such terms specified in the permit.
- 4.9 **Golfing** – No person shall play or practice golf in or upon any CPD property without a permit from the Park District.
- 4.10 **Picnics** – Picnics may be held in any unrestricted area not specifically set aside



for other recreation activity within the park system. A permit is required for group picnics involving twenty (20) or more persons. Groups of less than 20 persons do not require a permit unless the group desires to reserve a designated area or shelter to the exclusion of others. Refer to Section 6 of this General Use Policy for picnic permit procedures.

4.11 **Aviation Control** – No person shall ascent or descent in a balloon, airplane, glider, hang glider, kite or parachute without obtaining a permit from the CPD.

4.12 **Disability and Reasonable Accommodation Policy** - The Park District is committed to making its facilities accessible to and usable by all patrons and visitors. This commitment is ongoing, proactive and intended to meet the needs of a diversity of individuals with disabilities in compliance with the Americans With Disabilities Act (“ADA”). To this end, the Park District is committed to promoting positive participation and a quality experience by providing reasonable accommodations for individuals with disabilities upon request.

A. Requests for reasonable accommodations should be directed to the Park District ADA Coordinator. Requests should be made at least one week prior to the date these services/items are needed (minimum 72 hours advance notice for sign language interpreter requests).

B. The Park District also provides a complaint process for resolution of any complaint alleging noncompliance with the ADA or discrimination on the basis of a disability. Complaints should be addressed to the ADA Coordinator, who has been designated to coordinate ADA compliance efforts and investigate allegations of noncompliance and/or disability discrimination. The complaint form should be fully completed containing 18 the name and address of the person filing it, and briefly describe the nature of the allegation. Any documents pertinent to the allegations may be attached.

C. A complaint should be filed within sixty (60) calendar days after the complainant becomes aware of the alleged violation.

D. An investigation by the ADA Coordinator, or designee, as may be appropriate, shall follow the filing of a complaint. The investigation shall be informal but thorough and afford all interested persons and their representatives, if any, an opportunity to submit relevant documents and information.

E. A written determination as to the merits of the complaint and a description of the resolution, if any, shall be issued and forwarded to the complainant no later than thirty (30) calendar days after its filing. Additional time may be required to issue a determination depending on the complexity of the issue(s) raised in the complaint.

F. The ADA Coordinator shall maintain the files and records relating to the



complaints.

G. The right of a person to a prompt and equitable resolution of the complaint filed hereunder shall not be impaired by nor shall the use of this process be a prerequisite to the pursuit of other remedies.

#### 4.13 **Service Animal Policy**

Participants and authorized users may request to have a service animal accompany them in the Park System where they are authorized users as a reasonable accommodation. Persons with disabilities are invited to contact the ADA Coordinator.

##### **A. Definitions**

**1. Service Animal:** A dog or a miniature horse that has been individually trained to perform tasks for the benefit of a person with a disability. Exceptions may be made by the District on a case-by case basis in accordance with the law. Tasks may include, but are not limited to, guiding individuals with impaired vision, alerting individuals with impaired hearing to sounds, pulling a wheelchair, or retrieving dropped items. Dogs or miniature horses that are not trained to perform tasks that mitigate the effects of a disability, including dogs or miniature horses that are used purely for emotional support, are not considered service animals and are not allowed at District facilities and premises, unless otherwise specifically permitted, such as at a dog park or equestrian facility.

**2. Partner/Handler:**

A person with a disability who uses a service animal as a reasonable modification, or a trainer.

**3. Team:**

A partner/handler and a service animal. The two work as a cohesive team in accomplishing the tasks of daily living.

**4. Trainee:** A dog or a miniature horse being trained to become a service animal has the same rights as a fully trained service animal when accompanied by a partner/handler and identified as such.

**B. General Rule Regarding Service Animals** As a general rule, the District will modify policies, practices, and procedures to permit the use of a service animal by an individual with a disability.

**C. Restrictions/Areas of Safety** District may impose some restrictions on service animals for safety reasons. Restrictions are considered individually to determine if the animal poses a danger to others at District sites, or could be in danger itself, and to determine if other reasonable modifications can be provided to assure that the individual enjoys access to the premises, facility, or program. Questions about restrictions on service animals should be directed to the contacts listed in Section I.

##### **D. Responsibilities of Partner/Handler**



**A Partner/Handler is responsible for the following:**

1. Responding truthfully to the limited and appropriate inquiries that may be made by employees regarding the service animal.
2. Ensuring that the animal meets any local licensing requirements, including maintenance of required immunizations for that type of animal.
3. Service animal dogs are required to wear a dog license tag at all times.
4. Partners/handlers must ensure that the animal is in a harness or on a leash or tether at all times. Exceptions may be considered individually.
5. Partners/handlers must ensure that the animal is under control and behaves properly at all times. The supervision of the animal is solely the responsibility of its partner/handler. If the animal's behavior becomes a hygiene problem, or the animal acts in a threatening manner, the District may require the partner/handler to remove the service animal from the site.
6. Partners/handlers must ensure that all local Ordinances or other laws regarding cleaning up after the animal defecates are strictly adhered to. Individuals with disabilities who physically cannot clean up after their own animals are not required to pick up and dispose of feces; however, these individuals should use marked service animal toileting areas where provided.
7. Partners/handlers must keep the service animal in good health. If the service animal becomes ill, the partner/handler must remove it from the area. If such action does not occur, District staff may require it to leave.
8. The District may exclude a service animal from all parts of its property if a partner/handler fails to comply with these restrictions, and in failing to do so, fundamentally alters the nature of programs, services, or activity offered by the District.
9. The District may exclude a service animal from all parts of its property if a partner/handler fails to control the behavior of a service animal and it poses a threat to the health or safety of others.

**E. Requirements for District Employees, Participants and Authorized Users, and Visitors**

Members of the District staff, participants and authorized users, and visitors in District sites, are responsible for the following:

1. Allow service animals to accompany the partner/handler at all times and anywhere at a site except where animals are specifically prohibited, such as at a petting zoo.



2. Refrain from distracting a service animal in any way. Do not pet, feed, or interact with the animal without the partner/handler's invitation to do so.
3. Shall not separate a partner/handler from a service animal.
4. The District may take disciplinary action against any individual who fails to abide by these guidelines.

#### **F. Temporary Exclusion of Service Animals Used by a Participant or Visitor**

A participant or authorized user, employee, or visitor may report a concern regarding a service animal to District staff.

1. In response to an immediate concern, District staff may determine that a service animal must be temporarily removed from parks, sites, or facilities. The employee authorized to make such decisions at that site, park, or facility shall notify the participant or visitor of this decision and that the incident will be reported immediately to the Department ADA Coordinator. The employee shall then report the incident to the ADA Coordinator.
2. The ADA Coordinator (or designee) will investigate all reported concerns and incidents where service animals have been temporarily removed from sites, parks, and facilities. The ADA Coordinator (or designee) will consult with appropriate Department personnel and determine whether or not the animal should be excluded from sites, parks, and facilities for an extended period of time, or permanently. The ADA Coordinator (or designee) will notify the participant, authorized user, or visitor of his or her decision.
3. If it is appropriate for the service animal to be excluded from sites, parks, or facilities permanently, the ADA Coordinator (or designee) will work with other Department staff to ensure the participant, authorized user, or visitor receives appropriate reasonable modifications in place of the use of a service animal.
4. A participant, authorized user, or visitor who does not agree with the decision regarding removal from the premises may file an accessibility complaint. The District's ADA Complaint process is at

#### **G. Temporary Exclusion of an Employee's Service Animal**

In response to an immediate concern, the District may determine that a service animal must be temporarily removed from sites, parks, or facilities. The Director (or designee) shall notify the employee of this decision and that the incident will be reported immediately to the District's ADA Coordinator. The Director (or designee) shall then report the incident to the District's ADA Coordinator. The ADA Coordinator will investigate all reported concerns and cases where service animals have been temporarily removed from sites, parks, and facilities. The ADA Coordinator will consult with appropriate staff and determine whether or not the animal should be excluded for an extended period of time or permanently.



The ADA Coordinator shall notify the employee of his or her decision. If it is appropriate for the animal to be excluded from sites, parks, and facilities permanently, the ADA Coordinator will ensure the employee receives appropriate accommodations in place of the use of a service animal. An employee who does not agree with the resolution may file an appeal or formal complaint following the District's ADA Process.

#### **H. Conflicting Disabilities**

Individuals with medical issues (such as respiratory diseases) who are affected by animals should contact the ADA Coordinator if they have a concern about exposure to a service animal. The individual will be asked to provide medical documentation that identifies a disability and the need for an accommodation. The appropriate District staff will facilitate a process to resolve the conflict that considers the needs and conditions of all persons involved.

#### **I. Clarifying an Animal's Status**

It may not be easy to discern whether or not an animal is a service animal by observing the animal's harness, cape, or backpack, or the partner/handler's disability. However, in other cases, an animal may only have a leash, and in still other situations, the partner/handler's disability is not apparent. Therefore, it may be appropriate for designated District staff such as managers, supervisors, or administrative staff to ask (1) whether the animal is required because of a disability, and (2) what work or task the animal has been trained to perform.

#### **J. Emergency Situations**

Emergency Responders (ERs) are trained to recognize service animals and to be aware that animals may try to communicate the need for help. Also, an animal may become disoriented from the smell of smoke in a fire or facility emergency, or from sirens, wind noise, or shaking and moving ground. A partner/handler, service animal, and team may be confused in any stressful situation. ERs will remember that animals may be trying to be protective and, in its confusion, should not be considered harmful. ERs should make every effort to keep a service animal with its partner/handler; however, the ER's first effort should be toward the partner/handler, which may result in the animal being left behind in some emergency evacuation situations.

#### **K. Miscellaneous**

1. The District accepts no responsibility for care of service animals.
2. The District accepts no liability for injury to any service animal, or injury to the handler/partner, whether caused by the animal, its handler/partner, another visitor to a District facility or site, the physical conditions of the District facility or site, or any other circumstance.
3. The District accepts no liability for damage or injury to others caused by a service animal.



4. The District accepts no liability for any injuries or property damage, to the service animal, its handler/partner, or others, resulting from the District's failure to enforce this policy or to supervise a service animal.

5. The District reserves the right to change, modify, or amend this policy at any time.

## **Section 5: Penalties for Violations**

- 5.1 **Fines** - Any person violating any clause or provision of any section of this ordinance shall be fined not less than five dollars, or more than five hundred dollars for each offense upon conviction thereof, as well as restitution for all damage done.
- 5.2 **Eviction** - Any person violating any of the provisions of this General Use Ordinance may be immediately evicted from CPD property or areas under CPD control.

## **Section 6: Permits**

- 6.1 **Permit Process** – For purposes of this section, the term "exercise of First Amendment rights" shall include, without limitation, parades, marches, demonstrations, rallies, religious services, speeches, solicitation of votes, petition signatures or contributions, picketing and leafleting.
- 6.1.1 – Permits may be granted upon proper application and approval where the applicable section of these Ordinances or any other Park District ordinance, policy, rule, or regulation requires a permit in order to engage in a particular use or activity.
- 6.1.2 - Every person requesting a permit shall complete and file a written application with the Executive Director or his/her designee on forms provided by the Park District and pay applicable application fees at the Park District administrative office. The application shall be dated and stamped when received and a receipt shall be issued to the applicant.
- 6.1.3 – Unless otherwise provided in another section of these Ordinances or Park District ordinance, rule, or regulation, all applications for permits not involving the exercise of First Amendment rights must be received by the Park District at least twenty-one calendar days prior to the use for which a permit is sought. Applications for permits involving the exercise of First Amendment rights must be received by the Park District at least three working days prior to the event being requested.



6.1.4 - Except for applications for permits involving a commercial activity or for the sale or delivery of alcoholic beverages, the Park District shall issue the requested permit without unreasonable delay unless:

1. The proposed activity violates any Federal, State, local or Park District law, rule or regulation;
2. A prior application for a permit for the same date, time, and location has been or will be granted and the use authorized by that permit does reasonably allow multiple occupancy of that particular location by more than one party;
3. The proposed use is of such a nature that it cannot reasonably be accommodated in the particular location applied for, considering, without limitation the likelihood of such things as damage to Park District resources or facilities, damage to an environmentally sensitive or protected area's ecosystem, impairment of a protected area's atmosphere of peace and tranquility, unreasonable interference with Park District functions, buildings, facilities, operations, programs or activities, or unreasonable interference with the use or purpose of Park District property;
4. The proposed use would substantially impair the operation or use of facilities or services of Park District concessionaires or contractors; or
5. The proposed use would so dominate the use of Park District property as to preclude other persons from using and enjoying them.

6.1.5 - If the application is approved, the Park District shall issue a written permit to the applicant. If the application is denied, the Park District shall issue the applicant written reasons for the denial.

6.1.6 – If an application is denied on the basis of a scheduling conflict or inappropriateness of the location, duration, or time of the activity, the Park District will make a reasonable effort to arrange an alternative location, duration, or time that is acceptable to the applicant. If the Park District denies an application, or the applicant is dissatisfied with the permit as issued, he may appeal the decision to the Park District Board. All other decisions by the Park District on the issuance of permits are final.

6.1.7 – Any person holding a valid permit issued by the Park District for use of Park District property may use that property.

6.1.8 – Subject to the terms stated elsewhere in these General User Ordinances, the Park District may make necessary changes or place necessary additional restrictions on any permit after it has been issued.

6.1.9 - Violation of the terms, restrictions and conditions contained in the permit may result in the suspension or revocation of the permit.



- 6.1.10 – Unless specifically provided elsewhere in these General User Ordinances, no permit shall be issued for a period in excess of seven consecutive calendar days. A permit may be extended for like periods of time pursuant to a new application, unless another person has requested use of the same location and use of that location by more than one permittee is not reasonably possible.
- 6.1.11 – For uses involving the exercise of First Amendment rights, the District may waive any application or permit fees if the applicant demonstrates that the cost of such fees is prohibitive. An applicant must request such a waiver in writing.