

AGENDA
REGULAR PARK DISTRICT BOARD MEETING
COMMUNITY PARK DISTRICT of La GRANGE PARK
1501 BARNSDALE ROAD, La GRANGE PARK, ILLINOIS
September 10, 2018
6:30 PM

1. Call to Order & Roll Call
2. Pledge of Allegiance
3. Park District Mission: The Community Park District of La Grange Park shall offer high quality, affordable and accessible park and recreation facilities, programs and services in a financially responsible manner.
4. Additions/Deletions to Agenda
5. Approve Board Meeting Minutes
 - A. Regular Meeting of August 13, 2018
6. Recognition of Visitors
 - A. Tim Gallagher
7. Staff Reports
 - A. Executive Director
 - B. Building & Grounds
 - C. Superintendent of Recreation
 - D. Recreation Supervisor – Early Childhood, Special Events & Rentals
 - E. Recreation Supervisor – Marketing, Publicity & Artistic Director
 - F. Safety Coordinator
 - G. Financial Consultant
8. Approve Monthly Disbursements
9. Unfinished Business
10. New Business
 - A. Consider Approval of Ordinance 05-2018 Transfer of Excess Funds from the Bond Fund to the Capital Fund
 - B. Consider Approval of Agreement with Lauterbach & Amen for audit services for 2019, 2020 and 2021.
 - C. Consider Approval of Agreement with the Village for the Memorial Park Rain Garden
 - D. Consider Approval of Rain Garden Project with Dig Right In

11. Open Forum

- A. Comments from the Floor
- B. Comments from Commissioners
- C. Comments from the President

12. Adjournment

Date: September 7, 2018
To: Community Park District Board of Commissioners
From: Aleks Briedis, Executive Director
RE: Agenda Overview

Recognition of Visitors

Tim Gallagher will be attending to give and update on how the fundraiser went over the Labor Day weekend.

Ordinance 05-2018

This ordinance transfers funds from the Bond Fund to the Capital Fund. Currently there is a fund balance of \$137,830 in the Bond Fund. This ordinance would transfer \$80,000. This amount would cover the fund balance deficit, reconstruction of the retention pond and the construction of the rain garden. This transfer was suggested by our auditors, Lauterbach & Amen.

Lauterbach & Amen Agreement

Our current agreement with Lauterbach & Amen for auditing services expired with this last audit. Included in the packet is a proposal from them for auditing services over the next three years. As the audit process has gone very smoothly over the last three year, I recommend we continue with them for three more.

IGA with Village

An agreement between the District and the Village is included in the packet. This agreement is required by the State to receive the IGIG grant for the rain garden. The agreement lays out the grant requirements including the scope of work, operations and maintenance plan and grant reimbursement. The Village is expected to approve this agreement at their Tuesday meeting.

Rain Garden Project

Included in the packet is a proposal from Dig Right In for construction of the rain garden at Memorial Park. The cost of construction is \$14,370. With the inclusion of the design, we expect to be reimbursed \$12,384.50 leaving the cost to the District of \$2185.50.

Contact me with any questions.

Minutes- DRAFT
Regular Meeting of the Board of Commissioners
Community Park District of La Grange Park
August 13, 2018

1. CALL TO ORDER

President Boyd called the meeting to order in room 101 of the Recreation Center, 1501 Barnsdale Road, La Grange Park, IL at 6:30 p.m. Other Commissioners present were Bob Corte, Lucy Stastny, Jeff Kilrea and Tim Ogden. Also present were Executive Director Aleks Briedis and Financial Coordinator Phil Mesi.

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. ADDITIONS/DELETIONS TO AGENDA

There were no additions or deletions.

5. APPROVE BOARD MEETING MINUTES

A. Regular Meeting of July 9, 2018

Commissioner Stastny made the motion to approve the July 9, 2018 regular meeting minutes as amended. Seconded by Commissioner Corte. Motion passed unanimously by voice vote.

B. Executive Session of July 9, 2018

Commissioner Ogden made the motion to approve the July 9, 2018 executive session meeting minutes. Seconded by Commissioner Corte. Motion passed unanimously by voice vote.

RECOGNITION OF VISITORS

Tim Gallagher was not able to attend the meeting. He was going to speak about the annual fundraiser over the Labor Day weekend.

Jamie Wilkey of Lauterbach & Amen gave a presentation of the Annual Financial Report for the fiscal year ending April 30, 2018. Since there were no issues, they gave the District a clean audit opinion, the highest level they are able to issue. One unique item was that the District is funded 107% for IMRF. Jaime Wilkey also noted that our fund balance policy calls for a 75% fund balance, which is a lot higher than in other agencies. Usually it is about 25-50%. She also stated that there is a high balance in the Debt Service Fund and that the District should investigate moving those excess funds into a different fund as allowed by statute. Questions were asked and answered.

6. STAFF REPORTS

Financial Consultant, Phil Mesi, gave his report at this time and monthly disbursements were approved. Minutes are below in the scheduled order. Phil Mesi then left the meeting.

A. Executive Director

A written report was included in the packet by Executive Director Aleks Briedis. Director Briedis stated he received a request from Cub Scout Pack #66 to sell popcorn at Memorial Park. After a discussion, the Board did not make an exception and followed the established park rules and regulations based on past precedent. He then informed the Board that Laura Rizzo will no longer be the recording secretary due to scheduling conflicts. The Board advised Director Briedis to find a replacement.

B. Building and Grounds

A written report was included in the packet by Maintenance Supervisor Martin Healy and was presented by Executive Director Briedis. There were no additions to his report.

C. Superintendent of Recreation

A written report was included in the packet by Superintendent of Recreation Dean Carrara and was presented by Executive Director Briedis. There were no additions to his report.

D. Recreation Supervisor

A written report was included in the packet by Recreation Supervisor Ashley Simoncelli and was presented by Executive Director Briedis. Commissioner Corte commented on how good the concert performances were this season.

E. Recreation Supervisor

A written report was included in the packet and was presented by Recreation Supervisor Dave Romito and was presented by Executive Director Briedis. There were no additions to his report.

A discussion was had regarding the new bocce ball court. Commissioner Corte stated that the surface that was installed scratched up his bocce balls. It was recommended to look into changing the surface to astroturf.

F. Safety Coordinator

A written report was included in the packet by Safety Coordinator Megan Jadron and was presented by Executive Director Briedis. There were no additions to her report.

G. Financial Consultant

Financial statements were included in the packet for the month ending July 31, 2018 by Financial Consultant Phil Mesi. Questions were asked and answered.

7. APPROVE MONTHLY DISBURSMENTS

A motion was made by Commissioner Kilrea to approve the monthly disbursements in the amount of \$205,080.54. Seconded by Commissioner Ogden. Motion passed 5-0 by roll call vote.

8. UNFINISHED BUSINESS

A. Friends of the Park Discussion

The Board discussed the option of forming a Friends of the Park group and decided to table the formation to a future year.

9. NEW BUSINESS

A. Consider Approval of Annual Financial Report

A motion was made by Commissioner Corte to approve the Annual Financial Report ending April 30, 2018. Seconded by Commissioner Ogden. Motion passed 5-0 by roll call vote.

B. Consider Approval of Agreement for FNBB Credit Cards

Director Briedis explained that he is requesting an increase to his limit to be able to use his credit card to pay reoccurring bills on-line. In the agreement it also states the credit lines for the other employees who have credit cards in the District. All credit limits are within the employee's purchasing authority. Procedures for using credit cards are in place including approvals from supervisors and final approvals from the Board of Commissioners.

A motion was made by Commissioner Stastny to approve the agreement with FNBB. Seconded by Commissioner Kilrea. Motion passed 5-0 by roll call vote.

C. Consider Approval of Improvements at Memorial Detention Pond

Director Briedis included a quote from Kee Construction in the packet for improvements to the Memorial Detention Pond as required by the Village. Director Briedis stated that he will try to negotiate a lower price for the improvements. Commissioner Ogden questioned why we need to do this work considering the Village had approved the plans for what is installed. Director Briedis stated that the design did meet code but is not working as it should in practice.

Director Briedis informed the Board that the first month's water bill for the splash pad was approximately \$6,000. Commissioner Kilrea asked how La Grange is handling their splash pad. Director Briedis stated he will contact La Grange Park District. Other questions were asked and answered.

A motion was made by Commissioner Corte to approve Kee Construction bid for a not to exceed amount of \$21,080 for improvements to the Memorial Detention Pond. Seconded by Commissioner Kilrea. Motion passed 5-0 by roll call vote.

10. OPEN FORUM

A. Comments from the Floor

There were no comments.

Director Briedis stated he forgot to mention during his report that Recreation Superintendent Dean Carrara just celebrated 25 years as a District employee and congratulated him.

B. Comments from Commissioners

Commissioner Corte asked about the rain garden. Director Briedis stated he should have a plan of the garden this week and will bring it before the Board at the next meeting.

C. Comments from the President

President Boyd thanked Dean for all of his work over the past 25 years. President Boyd stated she sent Jim Zwit a thank you note for his time as the Veterans

Memorial Community Representative and also thanked him publicly. She stated that the Board should start thinking about what they would like to see at the next Memorial Day Service. She also thanked Laura Rizzo for her time as the recording secretary. President Boyd stated that National Night Out was well attended and everyone involved did a great job and that our park looked great.

11. ADJOURNMENT

Commissioner Stastny made the motion to adjourn the regular meeting at 7:59 p.m. seconded by Commissioner Kilrea. Motion passed unanimously by voice vote.

Date: September 7, 2018
To: Community Park District Board of Commissioners
From: Aleks Briedis, Executive Director
RE: Weekly report

Little League

Little League is submitting the building permit for the dugouts at Hanesworth North. They are hoping to start construction mid/late October. They are currently collecting the Certificates of Insurance and Bonds from the contractors.

Chamber Dinner

Included in the packet is an invitation to the La Grange Park Chamber of Commerce Annual Awards Dinner taking place on October 4th. I plan on attending. If Commissioners would like to attend, please let me know.

Memorial Park

I am still waiting on a final price from Kee Construction on the cost of reconstructing the retention pond. I know they were busy with finishing up construction at schools before they opened. I spent a lot of time working with the Village, the State and our designer on putting final touches on the grant proposal and IGA with the Village. Before the State approves moving forward with construction, the IGA must be in place. It is included in the packet for approval at this Board meeting. The Village is expected to approve it at their Tuesday meeting.

Personnel Manual

As I have not had the time to continue to review the personnel manual, it will be brought before the Board at a future meeting.

Directors School

The NRPA's Directors School was very informative. It felt like I was back in college. I will give a more detailed report on the classes I took and what I learned in a future report. My biggest take away was that the District needs to put a strategic plan in place. I will be discussing this with the Board in the future.

Contact me with any questions.

Season Statistics Report - FY 2018-19 outdoor rentals

Seq	Program	Min	Max	Registered	Waitlisted	Withdrawn	Due
1	May 2018 outdoor	0	0	4	0	0	210
2	June 2018 outdoor	0	0	8	0	1	1,060.00
3	July 2018 outdoor	0	0	5	0	0	280
4	August 2018 outdoor	0	0	7	0	0	545
5	September 2018 outdoor	0	0	2	0	0	80
6	October 2018 outdoor	0	0	0	0	0	0
7	November 2018 outdoor	0	0	0	0	0	0
8	December 2018 outdoor	0	0	0	0	0	0
9	January 2019 outdoor	0	0	0	0	0	0
10	February 2019 outdoor	0	0	0	0	0	0
11	March 2019 outdoor	0	0	0	0	0	0
12	April 2019 outdoor	0	0	0	0	0	0
PROGRAM TOTALS				26	0	1	2,175.00

Charges & Discounts	Amount	
Price	2,175.00	
TOTAL CHARGES	2,175.00	

Payments	Amount	
Cash	340	
Check	405	
Credit Card	1,430.00	
TOTAL PAYMENTS	2,175.00	

Balance	0	
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Dear Business Owner:

The LaGrange Park Chamber of Commerce will be holding their **6th ANNUAL AWARDS DINNER AND ANNUAL MEETING** on Thursday October 4, 2018, at Plymouth Place. We will announce the winner of our Business of The Year Award and install our new officers at this special evening.

LAGRANGE PARK CHAMBER OF COMMERCE

Invites You to Attend the

6th ANNUAL AWARDS DINNER

October 4, 2018

PLYMOUTH PLACE SENIOR LIVING
315 N LA GRANGE RD, LA GRANGE PARK

Cocktails 5:30pm

Buffet Dinner 6:30pm

_____ **Yes, I will attend.**

_____ **No, I can not attend.**

I have enclosed \$_____ for _____ tickets at \$35 each.

_____ Please reserve a table of 8

_____ I would like to donate a gift certificate or basket for the raffle.

****The Chamber Requests Your Response on or before September 26th****

***Please return this form with your payment to the LaGrange Park Chamber, PO BOX 1003
LaGrange Park, IL 60526***

*Please contact Allyson Zak (708) 123-4567 or Michelle Bednarz (708) 469-3254 to arrange for
pick-up of any donation items.*

September 4, 2018

Community Park District of La Grange Park Newsletter



"Take Time For Fun"



Auditions are now being scheduled for:

September 29 from 11-8 pm

September 30 from 11-8 pm

October 1 from 5-8 pm

Email dromito@communityparkdistrict.org to schedule an audition today!

Shows are January 11-13, 2019



Join us at the Recreation Center on Friday, November 16, for a fun Las Vegas style evening! The following games will be available; Craps, Roulette, and Blackjack! Each participant will be given \$500 chips to start with. Prizes will be awarded to the top five chip leaders at the end of the night. Beer and wine will be available for an additional charge. All proceeds will benefit the Community Park District Scholarship Fund. Cost is \$30 and the Registration Deadline is Nov 2.

UPCOMING PROGRAMS

- * Guitar
- * Chess
- * Elementary Drawing
- * Zumba
- * Co-Rec Volleyball
- * Cartoon Drawing

Check out all these great classes in our Fall Brochure and Register Today!



The Splash Pad at Memorial Park is now closed for the year. We hope you enjoyed it and look forward to seeing our residents out there next Spring!

www.communityparkdistrict.org



for the
(rec)ord

SEASPAR News and Events • September 2018

Trivia Challenge Returns October 19

We are officially challenging the board members and staff at each of our member entities to participate in our Trivia Challenge!

This 7th annual fundraiser is returning to the American Legion Post 80 in Downers Grove on Friday, October 19. Doors open at 6 p.m. and the games begin at 7 p.m. Don't miss this chance to boast your brainpower to friends and family, plus the winning table receives a \$500 cash prize!

New this year – Since the event is just before Halloween, add to the fun by wearing your favorite costume! Will your table be the best dressed?

Tickets are \$25/person or \$225/10-person table. Food is provided (or you can bring your own!) and a cash bar is available. Advance ticket purchase is strongly recommended, so [get yours online now!](#) Organizations and individuals are also invited to sponsor the event. For more information, contact Lisa Rasin at lrasin@seaspar.org or 630.968.7857. Proceeds from the Trivia Challenge are used to support our programs and services.



Full-Time Staff Updates

We are pleased to announce a change in leadership roles at SEASPAR!

This month, Superintendent of Recreation Cathy Morava moved into Dawn Krawiec's position as the EAGLES Day Program Manager. With 35 years of experience at SEASPAR, Cathy's passion, strengths, and skills best align with this position. She can focus her attention on the participants, staff, and families to continue to build the EAGLES program to be the best adult day program in the area.

In turn, Dawn Krawiec accepted the position of Superintendent of Recreation. She is very excited to begin this new chapter at our organization. Dawn will miss working with the amazing EAGLES staff and participants on a daily basis, but the past five years coordinating the EAGLES program has been a wonderful experience and provided her with the ability to take on her new role at SEASPAR.

Mission

SEASPAR provides dynamic recreation programs and quality services for its residents with disabilities.

Vision

Discover Abilities
Achieve Potential
Realize Dreams

Core Values

Fun • Excellence
Service • Respect
Accountability

4500 Belmont Road • Downers Grove, IL 60515 • 630.960.7600 Phone • 630.960.7601 Fax • 630.960.7605 TDD

SEASPAR.org



Special Olympics Updates

August was another busy month for our Special Olympics athletes as our summer sports wrapped up and our fall sports entered full swing!

Softball

SEASPAR's two Softball teams competed at the Special Olympics Illinois Regional Qualifier in Joliet on August 5. The Spartans Blue and White Teams both reached the championship games in their respective divisions, and each ended the tournament with silver medals!

Although neither team advanced to the Special Olympics Illinois State competition, we are very proud of all of the athletes whose hard work and sportsmanship resulted in a great season, especially for many first-time players.

On the Blue Team, we congratulate JoAnn Adamski, Laura Lockett, Jeff Osowski, and David Svitak of Downers Grove; Michele Forzley and Wayne Neumann of Westmont; Mark Ploskonka of Darien; Tyler Reineke and Sam Smetko of La Grange Park; Gavin Scott of Brookfield; and Jeff Wiemerslage of Woodridge.



Spartans Blue (Top) & White Teams

On the White Team, we congratulate Jack Beatty of Brookfield; Karen Bieschke and Kelly Smythe of Westmont; Anna Cavallo and Kyle Walis of Downers Grove; Sarah Cavanaugh, Ron Kamper, and Erin Kelly of La Grange Park; Nate Church and Karl Urycki of La Grange; Adam Sikora and Molly Sosnowski of Lisle; and Danny Ziegler of Lemont.

Golf

At the Special Olympics Illinois Regional Golf Qualifier in Bartlett on August 6, ten SEASPAR golfers competed and three earned gold medals in their divisions of the 9-Hole Golf event!

Mark Ploskonka of Darien, Sam Smetko of La Grange Park, and Molly Sosnowski of Lisle all took gold to qualify for the Special Olympics Illinois Outdoor Sports Festival State competition in Decatur September 7-9. Smetko and Sosnowski are seasoned Special Olympics golfers, but this was Ploskonka's first time competing in the sport after participating in a variety of our skill-building golf programs over the last several years.



Left to Right: Ploskonka, Smetko & Sosnowski

Michele Forzley and Wayne Neumann of Westmont, Mark Maloney and Jeff Osowski of Downers Grove, James Sikes of Western Springs, and Peter Stewart of Woodridge all earned silver medals at the qualifier. JoAnn Adamski of Downers Grove earned a bronze medal. We congratulate all of these athletes on their accomplishments and wish our gold medalists the best of luck at State!

Tennis

On August 18-19, Michael Drabik of Woodridge earned a bronze medal in the Traditional Singles event at the Special Olympics Illinois State Tennis competition in Bloomington! Drabik was the first athlete to represent SEASPAR in this event at a State competition in nearly two decades, and we are very proud of the non-stop dedication of this multi-sport Special Olympics athlete.



Michael Drabik

A Summer of Smiles

Summer is coming to an end, but the memories we made at this year's "Passport to Fun" summer day camps will last a lifetime!

Our Kids Camp and Teen & Adult Camp welcomed a total of 43 participants. Our Teen & Adult Camp grew significantly this year, partly due to participants aging out of the Kids Camp. A Behavior Specialist position was added for the camps to provide resources for both staff and participants. View photos from [Kids Camp](#) and [Teen & Adult Camp](#) on Flickr!

Our Bursting With Fun Camp for the La Grange Area Department of Special Education and District 102 extended school year students had 11 participants, 8 of whom also joined the Extended Bursting with Fun Camp.

[View photos from Bursting With Fun Camp on Flickr!](#)

Our three Adventure Camps, which extended the camp season for two weeks, had a total of 38 participants. This year, we increased the age limit for Adventure Camps to accommodate all participants eligible for our Teen & Adult Camp, which resulted in a marked increase in enrollment. [View photos from Adventure Camps on Flickr!](#)

Our sincere thanks go out to the Park Districts of La Grange, Lemont, and Lisle, and Downers Grove School District 58 for sharing their space with us!



Family Pool Party Makes a Splash



As part of our 40th anniversary celebration in 2016, SEASPAR hosted our first-ever Family Pool Party at the Centennial Outdoor Aquatic Center in Lemont. The event was such a hit that we made it an annual event!

The 2017 Family Pool Party was rained out, but a heat wave gave us the perfect weather for this year's event on Sunday, August 26. More than 80 participants, families, and friends registered to enjoy the Lemont Park District's outdoor pools, play pieces, diving board, and especially the water slide. The event was free for all to attend.

[View photos and videos from the Family Pool Party on Flickr!](#)

Picnic & Flick in Indian Head Park

Don't miss out on your chance to join SEASPAR and the Village of Indian Head Park for a FREE night of food and family fun at Blackhawk Park on Saturday, September 15 at 6:30 p.m.! Enjoy a BBQ then watch Disney/Pixar's Coco on a big screen in the park. This event is open to the public – [RSVP online now!](#)

Upcoming Events

September 3 • Labor Day Holiday Office Closure

September 7–9 • Special Olympics Illinois Outdoor Sports Festival • Decatur

September 15 • Special Olympics Illinois Regional Bocce Qualifier • Homewood

September 15 • Picnic & Flick • Indian Head Park • [RSVP Online!](#)

September 16 • Fall Program Season Begins

September 22 • Special Olympics Illinois Regional Flag Football Qualifier • DeKalb

September 23 • Special Olympics Illinois Regional Volleyball Qualifier • La Grange

Date: August 24, 2018
To: Community Park District Board of Commissioners
From: Aleks Briedis, Executive Director
RE: Weekly report

Memorial Park

I am continuing to negotiate with Kee Construction on the cost of reconstructing the retention pond. I met with Dig Right In on the design of the Rain Garden. The proposed design looks really good. With this in hand, I was able to complete our portion of the grant application. It seems our cost will be about \$2200 for this \$15,000 project. As the total cost of the project is over \$10,000, I will be bringing it before the Board at our next meeting for approval.

Personnel Manual

I continue to review the personnel manual. We will be discussing it with the Board at the September meeting.

Chamber of Commerce

I attended the monthly Chamber of Commerce membership meeting. A presentation was given by Joshua Reed on "A Guide to Customer Success". It was interesting. Also, at the meeting, Crown Trophy stated they would donate a trophy for our Casino Night. Further, Independence-4-Seniors Home Care is interested in sponsoring our Senior programs. We will be in touch with them.

Directors School

I will be out of the office next week while attending the NRPA's Directors School. The class schedule looks really informative. I will inform the Board of what I learned after the school. Due to this being all week next week, there will not be a weekly report next Friday.

Contact me with any questions.

Date: August 17, 2018
To: Community Park District Board of Commissioners
From: Aleks Briedis, Executive Director
RE: Weekly report

Music Under the Stars

We almost had a full season of our concerts being held outside. Unfortunately, the weather did not cooperate this past Wednesday, so Wild Daisy played inside at Park Jr. High. We did still have a nice crowd come out to see the final show. The concert was sponsored by First National Bank of Brookfield and Bluder Tree. All in all, it was a great season!

Splash Pad in La Grange

I spoke to Dean Bissias, Executive Director of the Park District of La Grange regarding their splash pad. They recycle their water. They built a building that houses sand filters, chlorinator and pumps, just like it would be for a pool, and a 750-gallon pit to hold the water. It requires daily inspections and a yearly inspection that is filed with the state and county.

TimeClock Plus

The more I dove into the timekeeping software, the more I felt like the system would not work for us. We have too many nuances with our employees. The initial set up is overwhelming and will have to be done with every seasonal/PT instructor. I see it just creating more work for supervisors and myself than just continuing with paper timesheets as we use now. I am working on getting a refund from the company.

Audit

I have filed our Annual Financial Report with the Cook County Clerk and Cook County Treasurer as well as uploaded it to our web site. The auditors will file with the Illinois Comptroller. I have also requested a public notice be placed in the newspaper about the availability of the audit as required by law.

Memorial Park

I am continuing to negotiate with Kee Construction on the cost of reconstructing the retention pond.

Personnel Manual

I continue to review the personnel manual. We will be discussing with the Board at the September meeting.

Chamber of Commerce

I attended the monthly Chamber of Commerce meeting. We are getting ready for the Annual Dinner on October 4th; Haunted Trolley on October 26th; Casino Night on November 16th (this is a District event that we will be partnering with the Chamber) and; Holiday in the Park on December 8th.

Contact me with any questions.

Date: September 5, 2018

To: Aleks Briedis, Executive Director

From: Martin Healy, Parks Supervisor

RE: Monthly Board Report

- Aeriaded grass areas in all parks
- Completed floor care maintenance in preparation for start of school season. Including shampooing of carpets and area rugs. Cleaned all classroom furniture.
- Preparing baseball fields for fall ball season.
- Keeping up with grass cutting and weed control in all parks
- Daily watering of newly planted trees and flowers
- Assisted with National Night Out event
- Continue to control bag worm infestation on arborvitaes at all parks
- Weekly preparation and provided assistance for programs Memorial Park for summer concerts
- Installed 'No Guns Allowed' signs in all Parks

DATE: September 4, 2018
TO: Aleks Briedis, Executive Director
FROM: Dean Carrara, Superintendent of Recreation
RE: **Monthly Report for September 10, 2018**

SENIOR CLUB

Our senior club kicked off the fall on Monday August 27th. Dave called BINGO for them and for lunch we served hamburgers from Paul's Place. Our next get together is scheduled for Monday October 8th.

WOMEN'S SOFTBALL/SAND VOLLEYBALL LEAGUES

Both our Women's Softball and Sand Volleyball Leagues concluded their seasons on Wednesday August 29th. We had eight teams compete in our Women's Softball League and eleven teams in our Sand Volleyball League. Both leagues remain very popular.

FALL PROGRAMMING

Our fall outdoor sport programs will begin on Saturday September 8th and the rest of the fall programs will begin the week of September 10th. So far numbers are looking pretty good as we've only had to cancel a handful of classes.

WINTER/SPRING BROCHURE

We met with the Park District of LaGrange and the Western Springs Recreation Department on Wednesday August 29th to discuss winter/spring programming. LaGrange needs their info by Monday September 10th and we need to have all programs on the z drive by Monday October 8th.

UPCOMING EVENTS

- Women's Volleyball League – the organizational meeting is scheduled for Tuesday September 18th at 6:30pm – the league is set to start on Tuesday October 2nd at Park Junior High School
- Dog Obedience Classes – Beginner starts Thursday September 13th and the Advanced class starts Thursday September 20th
- Wedding/Social Adult Dance Class – Tuesday September 25th
- Senior Club – Monday October 8th

Date: September 10th, 2018

To: Aleks Briedis

From: Ashley Simoncelli

Re: September 2018 Board Report

PRESCHOOL

Teachers reported on August 27th and have been busy organizing and planning for the upcoming school year.

Parent orientation night was very successful. We currently have 168 students enrolled for both fall and winter sessions. Since May 1st Ready Teddy has brought in roughly 15,927.00. 16 out of 18 Enrichment classes will run for the first session of the fall brochure.

I have posted the Parent Handbook to our community website where it will stay up for the remainder of the year. Vital information will also be posted on the website throughout the school year.

MUSIC UNDER THE STARS

Attached is the Music Under the Stars financial summary. It was a very successful summer!

Date	Band	Cost	Sponsor 1	Sponsor 2
6/20	Final Say	\$1000	Loyola Medical	
			\$1200	
6/27	West Suburban Band	\$600	Plymouth Place	
			\$600	
7/11	Pirates Over 40	\$1000	FNBB	Builders Land
			\$600	\$600
7/18	Flat Cats	\$1000	Planning Resources	Kee Construction
			\$600	\$600
7/25	Second Hand Soul	\$1000	Hancock Engineering	
			\$1200	
8/1	The Millennials	\$1000	Little League	Chamber of Commerce
			\$600	\$600
8/8	Rosie & The Rivets	\$1000	Premier Design	
			\$600	
8/15	Wild Daisy	\$1000	FNBB	Bluder Tree Service
			\$600	\$600
	Booklets	\$465		
	Supplies	\$40		
	Total	\$8105	8400	
			\$295	

Date: September 5, 2018
To: Aleks Briedis
From: Dave Romito
RE: Marketing Report/Performing Arts

The following marketing processes have been completed in August, 2018. Media outlets include: TribLocal & www.chicagotribune.com, Suburban Life, The Doings & www.pioneerlocal.suntimes.com, Suburban Focus E-Brief's, West Cook News, Chamber of Commerce, Rose Clippings, and Facebook.

- Weekly promotions of programs, events, and updated pictures on Facebook. We currently have **874 Likes (10 more than last month)**.
- Articles written and/or submitted to media outlets regarding:
 - Senior Club
 - Pinochle: Instruction/Game Play
 - Jr. Soccer Academy
 - Guitar
 - Chess
 - Kids First Flag Football
 - Cheerleading
 - Track & Field
 - Youth Tennis
 - Baseball
 - Basketball
 - Madagascar Auditions
 - Casino Night
 - Sand Volleyball
 - Elementary Drawing
 - Zumba
 - Co-Rec Volleyball
 - Music Under the Stars
- The September monthly newsletter was created and sent to out to everyone registered through Community Pass and posted on Facebook.
- Madagascar auditions are being scheduled. We currently have over 80 kids signed up.
- Photo ops have been sent to all media outlets for them to consider coming out to any of our events or programs and take pictures/write a story.
- Bulletin board outside of Resource Room continues to be updated with all our press clippings and community news.
- Website continues to be updated.
- Television in lobby continues to be updated

Date: September 4, 2018
To: Aleks Briedis, Executive Director
From: Megan Jadron, Safety Coordinator
September Board Report 2018



Ongoing Inspections:

All playgrounds are being inspected on a regular basis. Ball fields and Soccer Field areas are being inspected as well.

Building inspections have been conducted for the month of August. Fire Extinguishers and AED has been checked as well. Inspections for September will be conducted in the next two weeks.

New Business :

I taught a First Aid, CPR and AED certification course on Tuesday, August 28th for teachers and staff. The class went very well and they all received their certification cards.

As an ongoing process, I am receiving new learning materials from PDRMA and DuPont as well for additional safety tools to pass along to staff.

I have all first aid kits in the recreation center and in the classrooms for the start of the school year.

Ashley and I are reviewing the emergency procedures for preschool and will be working with the police/ fire department in the near future as well in this regard.

I am reviewing the certificates of insurance for the various independent contractors that we use throughout the district and receiving updated certificates if they have or will expire in the next month or two.

Community Pk District LaGrange Pk
Income Statement
For the Four Months Ending August 31, 2018

CORPORATE FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Prev YTD	Prev % Budget
Revenues						
Corporate Fund Taxes	\$ 82,319.32	\$ 248,309.97	\$ 530,000.00	46.85	\$ 246,699.30	48.15
Replacement Taxes	261.83	6,177.32	15,000.00	41.18	5,907.26	39.38
Interest Earned-Corp.	553.11	1,635.40	1,000.00	163.54	609.85	152.46
Other Income - Corpor	0.00	500.00	3,500.00	14.29	495.13	14.15
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Total Revenues	83,134.26	256,622.69	549,500.00	46.70	253,711.54	47.75
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Expenses						
Full Time Wages-Adm	38,115.90	98,810.23	217,466.00	45.44	77,434.85	33.59
Part Time Wages	3,762.68	28,541.18	83,000.00	34.39	28,487.62	43.16
Wages - Program Lead	3,316.63	7,453.14	0.00	0.00	0.00	0.00
Legal Publications	0.00	0.00	400.00	0.00	155.90	12.99
Postage Stamps	0.00	150.00	1,100.00	13.64	(87.50)	(6.73)
Public Relations	0.00	0.00	500.00	0.00	0.00	0.00
Telephones	494.83	2,657.75	6,530.00	40.70	1,751.68	28.72
Association Dues	0.00	0.00	5,500.00	0.00	0.00	0.00
Professional Developm	0.00	2,928.26	6,350.00	46.11	612.29	10.47
Subscriptions	12.99	657.77	750.00	87.70	235.25	19.60
Mileage Reimburseme	230.76	1,038.42	3,000.00	34.61	1,038.42	33.50
Park Board Expense	60.00	193.95	5,100.00	3.80	134.95	2.60
Computer Services	632.75	2,194.25	7,000.00	31.35	2,752.98	40.49
Security Services	0.00	451.39	2,100.00	21.49	434.52	21.20
Health Insurance Admi	13,094.55	15,383.01	54,538.00	28.21	12,240.73	20.94
Professional Services	2,490.75	6,675.75	25,000.00	26.70	5,676.25	23.65
Office Machine Contra	800.23	9,087.87	22,000.00	41.31	1,257.72	10.14
Refuse Disposals	568.77	2,269.63	6,100.00	37.21	2,003.93	33.40
Portable Toilets	1,001.01	3,634.41	5,200.00	69.89	1,980.00	38.08
Trade Services	1,929.50	6,859.76	171,057.00	4.01	9,084.78	26.49
Utilites - Natural Gas	66.34	679.71	1,700.00	39.98	215.61	13.48
Utilities - Electricity	1,341.64	6,080.88	12,000.00	50.67	3,020.87	25.17
Utilities - Water	6,066.15	6,066.15	5,000.00	121.32	229.20	22.92
Bank Fees	0.00	410.04	500.00	82.01	153.90	30.78
Supplies	2,341.78	11,479.51	32,000.00	35.87	8,304.63	24.72
Equipment	0.00	1,023.29	3,500.00	29.24	4,157.55	68.16
Repair Parts	559.66	2,556.06	3,850.00	66.39	2,181.54	51.94
Awards & Remembran	174.89	533.27	2,000.00	26.66	0.00	0.00
Staff Uniforms	0.00	0.00	2,100.00	0.00	0.00	0.00
Separation Pay	0.00	0.00	100,000.00	0.00	0.00	0.00
Other Expenses	49.81	59.31	2,000.00	2.97	0.00	0.00
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Total Expenses	77,111.62	217,874.99	787,341.00	27.67	163,457.67	24.87
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Net Income	\$ 6,022.64	\$ 38,747.70	\$ (237,841.00)	(16.29)	\$ 90,253.87	(71.69)
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Community Pk District LaGrange Pk
Income Statement
For the Four Months Ending August 31, 2018

RECREATION FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Previous YTD	Prev % Budget
Revenues						
Recreation Fund Taxes	\$ 7,765.97	\$ 23,425.47	\$ 52,000.00	45.05	\$ 23,273.52	51.72
Interest Earned - Rec.	319.98	1,096.26	800.00	137.03	439.88	54.99
Programs Fees - Gener	53,797.40	191,602.93	528,000.00	36.29	198,841.65	35.77
Donations & Sponsors	0.00	1,200.00	8,400.00	14.29	600.00	3.16
Other Income - Recreat	0.00	0.00	2,200.00	0.00	0.00	0.00
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Total Revenues	61,883.35	217,324.66	591,400.00	36.75	223,155.05	35.95
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Expenses						
Full Time Wages-Rec	21,260.48	66,777.21	167,938.00	39.76	57,947.60	37.73
Part Time Wages-Prog	2,944.50	35,694.87	101,950.00	35.01	33,564.57	30.00
Wages - Program Lead	917.25	20,316.66	0.00	0.00	20,755.04	25.77
Program Marketing	1,361.12	1,361.12	1,000.00	136.11	637.37	63.74
Telephones	124.76	500.62	1,650.00	30.34	505.32	30.63
Professional Developm	36.95	146.95	3,500.00	4.20	35.00	1.00
Mileage	0.00	0.00	250.00	0.00	0.00	0.00
Security Services	1,907.13	3,446.03	6,200.00	55.58	2,927.59	40.66
Health Insurance Rec.	15,181.98	15,597.98	60,732.00	25.68	14,454.24	25.00
Refuse Disposals	488.12	1,318.28	5,000.00	26.37	1,631.53	40.79
Trade Services	0.00	883.98	7,500.00	11.79	4,964.90	58.41
Utilites - Natural Gas	29.23	584.62	2,800.00	20.88	291.56	11.66
Utilities - Electricity	1,306.81	2,225.56	15,000.00	14.84	3,629.42	22.00
Utilities - Water	0.00	541.62	1,000.00	54.16	0.00	0.00
Program Contractual S	16,843.70	35,860.66	107,740.00	33.28	60,623.10	54.21
Credit Card Fees	271.38	3,764.15	10,000.00	37.64	3,462.61	34.63
Brochure Printing	4,375.00	7,674.16	16,500.00	46.51	7,230.34	48.20
Co-op Fees	0.00	3,936.55	17,500.00	22.49	3,351.58	16.51
Bank Fees	65.60	209.10	0.00	0.00	0.00	0.00
Supplies	1,207.88	14,390.53	54,500.00	26.40	15,397.88	27.04
Equipment	0.00	263.87	11,000.00	2.40	590.38	7.47
Repair Parts	1,379.31	3,609.31	5,000.00	72.19	0.00	0.00
Other Expenses	227.00	454.00	2,580.00	17.60	711.33	26.58
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Total Expenses	69,928.20	219,557.83	599,340.00	36.63	232,711.36	34.21
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Net Income	\$ (8,044.85)	\$ (2,233.17)	\$ (7,940.00)	28.13	\$ (9,556.31)	16.06
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Community Pk District LaGrange Pk
Income Statement
For the Four Months Ending August 31, 2018
ILLINOIS MUNICIPAL RETIREMENT FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Previous YTD	Prev % Budget
Revenues						
Property Taxes-IMRF	\$ 6,212.78	\$ 18,740.38	\$ 40,000.00	46.85	\$ 18,618.81	41.38
Interest IMRF	22.02	48.36	20.00	241.80	21.91	0.00
	<u>6,234.80</u>	<u>18,788.74</u>	<u>40,020.00</u>	46.95	<u>18,640.72</u>	41.42
Total Revenues						
Expenses						
IMRF Contribution	2,997.84	14,258.73	40,228.00	35.44	13,930.46	31.44
	<u>2,997.84</u>	<u>14,258.73</u>	<u>40,228.00</u>	35.44	<u>13,930.46</u>	31.44
Total Expenses						
Net Income	\$ 3,236.96	\$ 4,530.01	\$ (208.00)	(2,177.8	\$ 4,710.26	679.78
	<u><u>3,236.96</u></u>	<u><u>4,530.01</u></u>	<u><u>(208.00)</u></u>		<u><u>4,710.26</u></u>	

Community Pk District LaGrange Pk
Income Statement
For the Four Months Ending August 31, 2018

SOCIAL SECURITY FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Previous YTD	Prev % Budget
Revenues						
Property Taxes FICA	\$ 7,765.97	\$ 23,425.47	\$ 50,000.00	46.85	\$ 23,273.52	46.55
Interest-FICA	27.60	72.61	5.00	1,452.20	12.61	126.10
	<u>7,793.57</u>	<u>23,498.08</u>	<u>50,005.00</u>		<u>23,286.13</u>	
Total Revenues	<u>7,793.57</u>	<u>23,498.08</u>	<u>50,005.00</u>	46.99	<u>23,286.13</u>	46.56
Expenses						
FICA-Employer Contri	<u>5,450.47</u>	<u>20,066.25</u>	<u>50,784.00</u>	39.51	<u>17,047.62</u>	34.05
Total Expenses	<u>5,450.47</u>	<u>20,066.25</u>	<u>50,784.00</u>	39.51	<u>17,047.62</u>	34.05
Net Income	\$ <u>2,343.10</u>	\$ <u>3,431.83</u>	\$ <u>(779.00)</u>	(440.54)	\$ <u>6,238.51</u>	(11,737.5

Community Pk District LaGrange Pk
Income Statement
For the Four Months Ending August 31, 2018
AUDITING FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Previous YTD	Prev % Budget
Revenues						
Property Taxes Auditin	\$ 1,553.19	\$ 4,685.08	\$ 9,000.00	52.06	\$ 4,654.71	54.12
Interest Auditing	<u>7.64</u>	<u>18.61</u>	<u>5.00</u>	372.20	<u>10.61</u>	212.20
Total Revenues	<u>1,560.83</u>	<u>4,703.69</u>	<u>9,005.00</u>	52.23	<u>4,665.32</u>	54.22
Expenses						
Professional Service-A	<u>6,700.00</u>	<u>6,700.00</u>	<u>8,700.00</u>	77.01	<u>6,450.00</u>	76.33
Total Expenses	<u>6,700.00</u>	<u>6,700.00</u>	<u>8,700.00</u>	77.01	<u>6,450.00</u>	76.33
Net Income	\$ <u><u>(5,139.17)</u></u>	\$ <u><u>(1,996.31)</u></u>	\$ <u><u>305.00</u></u>	(654.53)	\$ <u><u>(1,784.68)</u></u>	(1,151.4

Community Pk District LaGrange Pk
Income Statement
For the Four Months Ending August 31, 2018

LIABILITY INSURANCE FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Previous YTD	Prev % Budget
Revenues						
Property Taxes-PDRM	\$ 6,212.78	\$ 18,740.38	\$ 40,000.00	46.85	\$ 18,618.81	47.74
Interest-PDRMA	11.41	55.76	10.00	557.60	26.65	266.50
	<u>6,224.19</u>	<u>18,796.14</u>	<u>40,010.00</u>	46.98	<u>18,645.46</u>	47.80
Total Revenues						
Expenses						
Professional Services,	0.00	0.00	7,700.00	0.00	0.00	0.00
Security Reference Ch	0.00	0.00	500.00	0.00	225.50	45.10
PDRMA Premium	0.00	14,931.12	30,000.00	49.77	14,686.68	50.64
Safety Supplies	42.85	668.36	1,500.00	44.56	467.22	31.15
	<u>42.85</u>	<u>15,599.48</u>	<u>39,700.00</u>	39.29	<u>15,379.40</u>	39.74
Total Expenses						
Net Income	\$ <u>6,181.34</u>	\$ <u>3,196.66</u>	\$ <u>310.00</u>	1,031.18	\$ <u>3,266.06</u>	1,053.57

Community Pk District LaGrange Pk
Income Statement
For the Four Months Ending August 31, 2018
SPECIAL RECREATION FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Previous YTD	Prev % Budget
Revenues						
Property Taxes-SEAS	\$ 13,978.75	\$ 42,165.84	\$ 100,000.00	42.17	\$ 41,892.34	46.55
Interest-SEASPAR	20.03	54.85	20.00	274.25	154.37	771.85
	<u>13,998.78</u>	<u>42,220.69</u>	<u>100,020.00</u>	42.21	<u>42,046.71</u>	46.71
Total Revenues						
Expenses						
Full Time Wages-Boar	699.34	3,670.04	12,194.00	30.10	3,615.87	30.62
ADA Portable Restroo	0.00	0.00	2,000.00	0.00	0.00	0.00
Special Rec-Instrutors	0.00	55.50	4,000.00	1.39	354.75	8.87
SEASPAR Contributio	0.00	27,144.50	55,000.00	49.35	0.00	0.00
	<u>699.34</u>	<u>30,870.04</u>	<u>73,194.00</u>	42.18	<u>3,970.62</u>	2.78
Total Expenses						
Net Income	\$ <u>13,299.44</u>	\$ <u>11,350.65</u>	\$ <u>26,826.00</u>	42.31	\$ <u>38,076.09</u>	(72.13)

Community Pk District LaGrange Pk
Income Statement
For the Four Months Ending August 31, 2018

BONDS & INTEREST FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Previous YTD	Prev % Budget
Revenues						
Property Taxes-Bond&	\$ 29,510.70	\$ 89,016.79	\$ 180,000.00	49.45	\$ 88,439.35	49.13
Interest- Bond&Interes	315.83	955.07	25.00	3,820.28	351.00	1,404.00
	<u>29,826.53</u>	<u>89,971.86</u>	<u>180,025.00</u>	49.98	<u>88,790.35</u>	49.32
Total Revenues						
Expenses						
Bonds & Interest-Profe	0.00	250.00	500.00	50.00	250.00	50.00
Bond Principal	0.00	30,500.00	110,000.00	27.73	0.00	0.00
Bond Interest	0.00	0.00	66,000.00	0.00	32,225.00	46.40
	<u>0.00</u>	<u>30,750.00</u>	<u>176,500.00</u>	17.42	<u>32,475.00</u>	18.05
Total Expenses						
Net Income	\$ <u>29,826.53</u>	\$ <u>59,221.86</u>	\$ <u>3,525.00</u>	1,680.05	\$ <u>56,315.35</u>	15,087.1

Community Pk District LaGrange Pk
Income Statement
For the Four Months Ending August 31, 2018
CAPITAL PROJECT FUND #10

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Previous YTD	Prev % Budget
Revenues						
Interest Earned-Fund#	\$ <u>0.00</u>	\$ <u>0.00</u>	\$ <u>0.00</u>	0.00	\$ <u>107.24</u>	21.45
Total Revenues	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	0.00	<u>107.24</u>	0.02
Expenses						
Professional Services	0.00	0.00	10,000.00	0.00	14,779.97	105.57
Trade Services- Cap Pr	0.00	0.00	5,000.00	0.00	412,125.19	51.64
Equipment-Cap Projec	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	0.00	<u>4,113.00</u>	97.93
Total Expenses	<u>0.00</u>	<u>0.00</u>	<u>15,000.00</u>	0.00	<u>431,018.16</u>	52.78
Net Income	\$ <u><u>0.00</u></u>	\$ <u><u>0.00</u></u>	\$ <u><u>(15,000.00)</u></u>	0.00	\$ <u><u>(430,910.92)</u></u>	124.47

Community Pk District LaGrange Pk
Income Statement
For the Four Months Ending August 31, 2018
MEMORIAL FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentag	Previous YTD	Prev % Budget
Revenues						
Interest Earned- Fund	\$ 22.64	\$ 44.99	\$ 20.00	224.95	\$ 8.24	0.00
VMF Donations	0.00	0.00	2,000.00	0.00	780.00	39.00
Veterans Memorial Fu	0.00	0.00	0.00	0.00	118.00	590.00
	<u>22.64</u>	<u>44.99</u>	<u>2,020.00</u>		<u>906.24</u>	
Total Revenues	<u>22.64</u>	<u>44.99</u>	<u>2,020.00</u>	2.23	<u>906.24</u>	44.86
Expenses						
Supplies-Memorial Pro	<u>175.00</u>	<u>175.00</u>	<u>900.00</u>	19.44	<u>665.00</u>	110.83
Total Expenses	<u>175.00</u>	<u>175.00</u>	<u>900.00</u>	19.44	<u>665.00</u>	110.83
Net Income	\$ <u>(152.36)</u>	\$ <u>(130.01)</u>	\$ <u>1,120.00</u>	(11.61)	\$ <u>241.24</u>	16.99

Community Pk District LaGrange Pk
Income Statement
For the Four Months Ending August 31, 2018

		Current Month Actual	Year to Date Actual	Budget	%	Prev % Budget
Revenues						
01-401	Corporate Fund Tax	\$ 82,319.32	\$ 248,309.97	\$ 530,000.00	46.85	48.15
01-402	Replacement Taxes	261.83	6,177.32	15,000.00	41.18	39.38
01-403	Interest Earned-Corp	553.11	1,635.40	1,000.00	163.54	152.46
01-490	Other Income - Corp	0.00	500.00	3,500.00	14.29	14.15
02-401	Recreation Fund Tax	7,765.97	23,425.47	52,000.00	45.05	51.72
02-403	Interest Earned - Rec	319.98	1,096.26	800.00	137.03	54.99
02-405	Programs Fees - Gen	53,797.40	191,602.93	528,000.00	36.29	35.77
02-408	Donations & Sponso	0.00	1,200.00	8,400.00	14.29	3.16
02-490	Other Income - Recr	0.00	0.00	2,200.00	0.00	0.00
03-401	Property Taxes-IMR	6,212.78	18,740.38	40,000.00	46.85	41.38
03-403	Interest IMRF	22.02	48.36	20.00	241.80	0.00
04-401	Property Taxes FIC	7,765.97	23,425.47	50,000.00	46.85	46.55
04-403	Interest-FICA	27.60	72.61	5.00	1,452.2	126.10
05-401	Property Taxes Audi	1,553.19	4,685.08	9,000.00	52.06	54.12
05-403	Interest Auditing	7.64	18.61	5.00	372.20	212.20
06-401	Property Taxes-PDR	6,212.78	18,740.38	40,000.00	46.85	47.74
06-403	Interest-PDRMA	11.41	55.76	10.00	557.60	266.50
08-401	Property Taxes-SEA	13,978.75	42,165.84	100,000.00	42.17	46.55
08-403	Interest-SEASPAR	20.03	54.85	20.00	274.25	771.85
09-401	Property Taxes-Bon	29,510.70	89,016.79	180,000.00	49.45	49.13
09-403	Interest- Bond&Inter	315.83	955.07	25.00	3,820.2	1,404.0
10-403	Interest Earned-Fund	0.00	0.00	0.00	0.00	21.45
11-403	Interest Earned- Fun	22.64	44.99	20.00	224.95	0.00
11-408	VMF Donations	0.00	0.00	2,000.00	0.00	39.00
11-409	Veterans Memorial	0.00	0.00	0.00	0.00	590.00
	Total Revenues	<u>210,678.95</u>	<u>671,971.54</u>	<u>1,562,005.00</u>	43.02	33.08
Expenses						
01-501	Full Time Wages-A	38,115.90	98,810.23	217,466.00	45.44	33.59
01-505	Part Time Wages	3,762.68	28,541.18	83,000.00	34.39	43.16
01-511	Wages - Program Le	3,316.63	7,453.14	0.00	0.00	0.00
01-601	Legal Publications	0.00	0.00	400.00	0.00	12.99
01-603	Postage Stamps	0.00	150.00	1,100.00	13.64	(6.73)
01-604	Public Relations	0.00	0.00	500.00	0.00	0.00
01-606	Telephones	494.83	2,657.75	6,530.00	40.70	28.72
01-607	Association Dues	0.00	0.00	5,500.00	0.00	0.00
01-608	Professional Develo	0.00	2,928.26	6,350.00	46.11	10.47
01-610	Subscriptions	12.99	657.77	750.00	87.70	19.60
01-612	Mileage Reimburse	230.76	1,038.42	3,000.00	34.61	33.50
01-701	Park Board Expense	60.00	193.95	5,100.00	3.80	2.60
01-702	Computer Services	632.75	2,194.25	7,000.00	31.35	40.49
01-703	Security Services	0.00	451.39	2,100.00	21.49	21.20
01-704	Health Insurance Ad	13,094.55	15,383.01	54,538.00	28.21	20.94
01-705	Professional Service	2,490.75	6,675.75	25,000.00	26.70	23.65
01-706	Office Machine Con	800.23	9,087.87	22,000.00	41.31	10.14
01-707	Refuse Disposals	568.77	2,269.63	6,100.00	37.21	33.40

Community Pk District LaGrange Pk
Income Statement
For the Four Months Ending August 31, 2018

	Current Month	Year to Date		%	Prev %
	Actual	Actual	Budget		Budget
01-708 Portable Toilets	1,001.01	3,634.41	5,200.00	69.89	38.08
01-709 Trade Services	1,929.50	6,859.76	171,057.00	4.01	26.49
01-710 Utilites - Natural Ga	66.34	679.71	1,700.00	39.98	13.48
01-711 Utilities - Electricity	1,341.64	6,080.88	12,000.00	50.67	25.17
01-712 Utilities - Water	6,066.15	6,066.15	5,000.00	121.32	22.92
01-723 Bank Fees	0.00	410.04	500.00	82.01	30.78
01-801 Supplies	2,341.78	11,479.51	32,000.00	35.87	24.72
01-802 Equipment	0.00	1,023.29	3,500.00	29.24	68.16
01-804 Repair Parts	559.66	2,556.06	3,850.00	66.39	51.94
01-805 Awards & Remembr	174.89	533.27	2,000.00	26.66	0.00
01-809 Staff Uniforms	0.00	0.00	2,100.00	0.00	0.00
01-900 Separation Pay	0.00	0.00	100,000.00	0.00	0.00
01-901 Other Expenses	49.81	59.31	2,000.00	2.97	0.00
02-501 Full Time Wages-Re	21,260.48	66,777.21	167,938.00	39.76	37.73
02-505 Part Time Wages-Pr	2,944.50	35,694.87	101,950.00	35.01	30.00
02-511 Wages - Program Le	917.25	20,316.66	0.00	0.00	25.77
02-604 Program Marketing	1,361.12	1,361.12	1,000.00	136.11	63.74
02-606 Telephones	124.76	500.62	1,650.00	30.34	30.63
02-608 Professional Develo	36.95	146.95	3,500.00	4.20	1.00
02-612 Mileage	0.00	0.00	250.00	0.00	0.00
02-703 Security Services	1,907.13	3,446.03	6,200.00	55.58	40.66
02-704 Health Insurance Re	15,181.98	15,597.98	60,732.00	25.68	25.00
02-707 Refuse Disposals	488.12	1,318.28	5,000.00	26.37	40.79
02-709 Trade Services	0.00	883.98	7,500.00	11.79	58.41
02-710 Utilites - Natural Ga	29.23	584.62	2,800.00	20.88	11.66
02-711 Utilities - Electricity	1,306.81	2,225.56	15,000.00	14.84	22.00
02-712 Utilities - Water	0.00	541.62	1,000.00	54.16	0.00
02-717 Program Contractual	16,843.70	35,860.66	107,740.00	33.28	54.21
02-718 Credit Card Fees	271.38	3,764.15	10,000.00	37.64	34.63
02-720 Brochure Printing	4,375.00	7,674.16	16,500.00	46.51	48.20
02-722 Co-op Fees	0.00	3,936.55	17,500.00	22.49	16.51
02-723 Bank Fees	65.60	209.10	0.00	0.00	0.00
02-801 Supplies	1,207.88	14,390.53	54,500.00	26.40	27.04
02-802 Equipment	0.00	263.87	11,000.00	2.40	7.47
02-804 Repair Parts	1,379.31	3,609.31	5,000.00	72.19	0.00
02-901 Other Expenses	227.00	454.00	2,580.00	17.60	26.58
03-630 IMRF Contribution	2,997.84	14,258.73	40,228.00	35.44	31.44
04-640 FICA-Employer Con	5,450.47	20,066.25	50,784.00	39.51	34.05
05-705 Professional Service	6,700.00	6,700.00	8,700.00	77.01	76.33
06-705 Professional Service	0.00	0.00	7,700.00	0.00	0.00
06-717 Security Reference	0.00	0.00	500.00	0.00	45.10
06-760 PDRMA Premium	0.00	14,931.12	30,000.00	49.77	50.64
06-801 Safety Supplies	42.85	668.36	1,500.00	44.56	31.15
08-501 Full Time Wages-Bo	699.34	3,670.04	12,194.00	30.10	30.62
08-708 ADA Portable Restr	0.00	0.00	2,000.00	0.00	0.00
08-717 Special Rec-Instruto	0.00	55.50	4,000.00	1.39	8.87
08-780 SEASPAR Contribu	0.00	27,144.50	55,000.00	49.35	0.00
09-705 Bonds & Interest-Pr	0.00	250.00	500.00	50.00	50.00
09-790 Bond Principal	0.00	30,500.00	110,000.00	27.73	0.00

Community Pk District LaGrange Pk
Income Statement
For the Four Months Ending August 31, 2018

	Current Month	Year to Date		%	Prev %
	Actual	Actual	Budget		Budget
09-791 Bond Interest	0.00	0.00	66,000.00	0.00	46.40
10-705 Professional Service	0.00	0.00	10,000.00	0.00	105.57
10-709 Trade Services- Cap	0.00	0.00	5,000.00	0.00	51.64
10-802 Equipment-Cap Proj	0.00	0.00	0.00	0.00	97.93
11-801 Supplies-Memorial	175.00	175.00	900.00	19.44	110.83
	<u> </u>	<u> </u>	<u> </u>		
Total Expenses	163,105.32	555,852.32	1,791,687.00	31.02	35.02
	<u> </u>	<u> </u>	<u> </u>		
Net Income	\$ 47,573.63	\$ 116,119.22	\$ (229,682.00)	(50.56)	41.79
	<u> </u>	<u> </u>	<u> </u>		

Community Pk District LaGrange Pk
Purchase Journal

For the Period From Aug 31, 2018 to Aug 31, 2018

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 Amo	Job ID
8/31/18	02-717 Program Contractual Cash Basis	25 LGP	RT VIDEOS	1,562.00		PRT
			AMPERE IMAGE		1,562.00	
8/31/18	01-606 Telephones Cash Basis	178008	PHONE BILL	31.35		OFF
			AT&T		31.35	
8/31/18	01-606 Telephones Cash Basis	458408	phone bill	66.44		OFF
			AT&T		66.44	
8/31/18	02-405 Programs Fees - Gen Cash Basis	714468-08	RENTAL ROOM DEPOSIT REFUND BRENNAN, KRISTI	100.00		BRN
					100.00	
8/31/18	01-608 Professional Develop Cash Basis	DIR0418201	DIRECTORS SCHOOL PER DIEM ALEKSANDRS BRIEDIS	370.00		ADM
					370.00	
8/31/18	02-709 Trade Services Cash Basis	769477449	FLOOR MATS	36.99		BRC
			CINTAS		36.99	
8/31/18	01-711 Utilities - Electricity Cash Basis	0000-08	MEMORIAL PARK	393.96		PKS
			COM-ED		393.96	
8/31/18	02-711 Utilities - Electricity Cash Basis	3000-08	LAGRANGE RD & OAK	23.53		PKS
			COM-ED		23.53	
8/31/18	01-711 Utilities - Electricity Cash Basis	3011-08	BEACH OAK	39.03		PKS
			COM-ED		39.03	
8/31/18	02-711 Utilities - Electricity Cash Basis	5008-09	REC CENTER	1,253.01		BRC
			COM-ED		1,253.01	
8/31/18	01-711 Utilities - Electricity Cash Basis	6006-08	YENA PARK	39.27		PKS
			COM-ED		39.27	
8/31/18	01-711 Utilities - Electricity Cash Basis	7005-08	HANESWORTH PARK	636.49		PKS
			COM-ED		636.49	
8/31/18	01-711 Utilities - Electricity Cash Basis	7017-08	WOODLAWN & LAGRANGE	28.47		PKS
			COM-ED		28.47	
8/31/18	01-711 Utilities - Electricity Cash Basis	9007-08	MAINT BLDG	98.31		BPK
			COM-ED		98.31	
8/31/18	01-606 Telephones Cash Basis	5537-08	INTERNET	256.08		OFF
			COMCAST		256.08	

Community Pk District LaGrange Pk
Purchase Journal

For the Period From Aug 31, 2018 to Aug 31, 2018

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 Amo	Job ID
8/31/18	02-717 Program Contractual Cash Basis	17733	FISH TANK MAINT	45.00		PRT
			CRYSTAL CLEAN AQUARIUM MAINT.		45.00	
8/31/18	02-717 Program Contractual Cash Basis	AUG-08	UMPIRE FEES	105.00		PSC
			LARRY DENZ		105.00	
8/31/18	02-717 Program Contractual Cash Basis	RT2018-08	RT SEMINAR	300.00		PRT
			DR. THOMAS PHELAN		300.00	
8/31/18	01-708 Portable Toilets Cash Basis	75255-08	PORT-A-POTTIES	585.00		PKS
			DROP ZONE PORTABLE SERVICE, IN		585.00	
8/31/18	02-717 Program Contractual Cash Basis	9879-08	CUBS TRIP	391.75		PTR
			FIRST STUDENTS		391.75	
8/31/18	01-801 Supplies Cash Basis	1585	INSECT REPELLENT	293.50		PKS
			GBJ SALES, LLC		293.50	
8/31/18	02-801 Supplies Cash Basis	VB-08	SAND VB PRIZE MONEY	50.00		PSC
			GREEN, NICOLAS		50.00	
8/31/18	02-801 Supplies Cash Basis	VB01-08	SAND VB PRIZA MONEY	50.00		PSC
			CHUCK HUNKA		50.00	
8/31/18	02-801 Supplies Cash Basis	VB02-08	SAND VB PRIZE MONEY	50.00		PSC
			JOANNE JEROUSEK		50.00	
8/31/18	02-717 Program Contractual Cash Basis	072618-08	BASKETBALL CAMP	147.00		PSC
			KIDSFIRST		147.00	
8/31/18	02-717 Program Contractual Cash Basis	07261801-08	TRACK & FIELD CAMP	539.00		PSC
			KIDSFIRST		539.00	
8/31/18	02-717 Program Contractual Cash Basis	07261802-08	BASEBALL CAMP	196.00		PSC
			KIDSFIRST		196.00	
8/31/18	02-717 Program Contractual Cash Basis	08151801-08	BASKETBALL CAMP	872.00		PSC
			KIDSFIRST		872.00	
8/31/18	02-801 Supplies Cash Basis	4606-00-08	BUILDING CLEANING SUPPLIES	263.13		BRC
			KRANZ INCORPORATED		263.13	
8/31/18	01-801 Supplies Cash Basis	4606-01-08	BUILDING CLEANING SUPPLIES	125.94		BRC
			KRANZ INCORPORATED		125.94	

Community Pk District LaGrange Pk
Purchase Journal

For the Period From Aug 31, 2018 to Aug 31, 2018

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 Amo	Job ID
8/31/18	02-801 Supplies Cash Basis	4872-00-08	BUILDING CLEANING SUPPLIES KRANZ INCORPORATED	166.85		BRC
					166.85	
8/31/18	02-801 Supplies Cash Basis	6099679	CLEANING SUPPLIES KRANZ INCORPORATED	317.29		BRC
					317.29	
8/31/18	02-801 Supplies Cash Basis	9458-00-08	BUILDING CLEANING SUPPLIES KRANZ INCORPORATED	1,285.44		BRC
					1,285.44	
8/31/18	02-717 Program Contractual Cash Basis	UMP08-08	UMPIRE FEE BONNIE KREJCI	76.00		PSC
					76.00	
8/31/18	02-717 Program Contractual Cash Basis	UMP02-08	UMPIRE FEES MEL KREJCI	280.00		PSC
					280.00	
8/31/18	02-717 Program Contractual Cash Basis	UMP03-08	UMPIRE FEES MIKE KREJCI	210.00		PSC
					210.00	
8/31/18	01-801 Supplies 01-801 Supplies 02-804 Repair Parts 01-804 Repair Parts 02-802 Equipment 01-804 Repair Parts 02-801 Supplies Cash Basis	ACE082018	REPAIR AT STONE MONROE FLOORS 1501 1501 SUPPLIES TRUCK REPAIR PERSONAL SAFETY GEAR FOR FLOORS FIX HOSES AT PARKS LIGHTS FOR TURTLE LAGRANGE PARK ACE HARDWARE	23.39 71.94 66.54 26.97 40.49 36.83 4.30		PKS BPK BRC VEH BRC PKS PRT
					270.46	
8/31/18	01-711 Utilities - Electricity Cash Basis	245433	FIX LIGHTED SIGN LAGRANGE SIGN CO.	145.00		PKS
					145.00	
8/31/18	05-705 Professional Service- Cash Basis	30285	LEGAL SERVICES RE; AUDIT LAUTERBACH & AMEN, LLP	2,000.00		ADM
					2,000.00	
8/31/18	01-706 Office Machine Cont Cash Basis	8648263	COPIER INSURANCE LEAF	296.28		OFF
					296.28	
8/31/18	02-717 Program Contractual Cash Basis	5575-08	LIQUOR PERMITS MARKET ACCESS CORP	720.00		BRN
					720.00	
8/31/18	02-405 Programs Fees - Gen Cash Basis	09042018-08	PROGRAM CANCELLED - REIMBURSEMENT MILLER, AURORA	62.00		PFT
					62.00	
8/31/18	01-804 Repair Parts Cash Basis	692494	TRUCK REPAIR A&M PARTS, INC.	97.33		VEH
					97.33	

Community Pk District LaGrange Pk
Purchase Journal

For the Period From Aug 31, 2018 to Aug 31, 2018

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 Amo	Job ID
8/31/18	01-710 Utilites - Natural Gas Cash Basis	0000-6-08	GAS 845 MAINT BLDG NICOR	32.74		BPK 32.74
8/31/18	02-710 Utilites - Natural Gas Cash Basis	3463-7-08	GAS 1501 NICOR	29.82		BRC 29.82
8/31/18	01-710 Utilites - Natural Gas Cash Basis	8774-8-08	GAS 132 E OAK NICOR	30.31		BPK 30.31
8/31/18	01-702 Computer Services Cash Basis	5671	COMPUTER MAINT NOVENTECH, INC.	431.25		OFF 431.25
8/31/18	01-702 Computer Services Cash Basis	5741	COMPUTER MAINT NOVENTECH, INC.	230.00		OFF 230.00
8/31/18	01-702 Computer Services Cash Basis	5746	COMPUTER AMINT NOVENTECH, INC.	144.00		OFF 144.00
8/31/18	02-801 Supplies Cash Basis	08201801-08	WOMENS SOFTBALL PRIZE MONEY MEGAN O'MALLEY	275.00		PSC 275.00
8/31/18	01-705 Professional Services Cash Basis	06302020	MONTHLY ACCOUNTING FEE AUG 2018 P.J. MESI & CO	975.00		ADM 975.00
8/31/18	02-801 Supplies Cash Basis	08312018-08	ICE FOR CONCERTS PETTY CASH	2.34		BRN 2.34
8/31/18	01-706 Office Machine Cont Cash Basis	1243795	WATER COOLER QUENCH	79.90		OFF 79.90
8/31/18	01-706 Office Machine Cont Cash Basis	1400362	WATER COOLER QUENCH	82.30		OFF 82.30
8/31/18	01-801 Supplies Cash Basis	9301524	OFFICE SUPPLIES QUILL CORPORATION	47.90		OFF 47.90
8/31/18	02-801 Supplies 01-801 Supplies Cash Basis	9302081	RT SUPPLIES OFFICE SUPPLIES QUILL CORPORATION	561.08 6.72		PRT OFF 567.80
8/31/18	02-801 Supplies Cash Basis	9474645	OFFICE SUPPLIES QUILL CORPORATION	14.69		OFF 14.69
8/31/18	01-801	9485199	OFFICE SUPPLIES	138.86		OFF

Community Pk District LaGrange Pk
Purchase Journal

For the Period From Aug 31, 2018 to Aug 31, 2018

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 Amo	Job ID
	Supplies Cash Basis		QUILL CORPORATION		138.86	
8/31/18	01-801 Supplies Cash Basis	9548917	OFFICE SUPPLIES QUILL CORPORATION	14.78		OFF
					14.78	
8/31/18	01-707 Refuse Disposals Cash Basis	5458	GARBAGE 845 REPUBLIC SERVICES	577.10		PKS
					577.10	
8/31/18	02-707 Refuse Disposals Cash Basis	5553	GARBAGE 1501 REPUBLIC SERVICES	171.39		BRC
					171.39	
8/31/18	02-801 Supplies Cash Basis	082018-08	WOMENS SOFTBALL PRIZE MONEY RYAN, COLLEEN	150.00		PSC
					150.00	
8/31/18	02-801 Supplies Cash Basis	10418880	RT SUPPLIES S & S WORLDWIDE	491.90		PRT
					491.90	
8/31/18	02-711 Utilities - Electricity Cash Basis	164841	REPAIR ELECTIRCAL BALLAST SCOUT ELECTRIC SUPPLY CO.	63.00		BRC
					63.00	
8/31/18	01-705 Professional Services Cash Basis	32389	TAX SEARCH SLUTZKY & BLUMENTHAL	217.50		ADM
					217.50	
8/31/18	02-801 Supplies Cash Basis	08302018	WOMENS SOFTBALL PRIZE MONEY SOPRON, JO	25.00		PSC
					25.00	
8/31/18	02-717 Program Contractual Cash Basis	2341	FB, VB SOCCER CLASSES SPORTS R US	1,640.00		PSC
					1,640.00	
8/31/18	02-606 Telephones 01-606 Telephones 02-606 Telephones Cash Basis	199	PHONE BILL PHONE BILL PHONE BILL SPRINT	62.37 62.38 62.38		PAD PKS BRC
					187.13	
8/31/18	02-405 Programs Fees - Gen Cash Basis	082018-08	ROOM RENTAL DEPOSIT REFUND SUAREZ, TOWANA	100.00		BRN
					100.00	
8/31/18	01-610 Subscriptions Cash Basis	317544-08	SUBURBAN LIFE NEWSPAPER SUBURBAN LIFE PUBLICATIONS	38.00		ADM
					38.00	
8/31/18	02-801 Supplies Cash Basis	202718	RT SUPPLIES THE CHALKBOARD	81.06		PRT
					81.06	
8/31/18	02-801 Supplies	202720	RT SUPPLIES	43.73		PRT

Community Pk District LaGrange Pk
Purchase Journal

For the Period From Aug 31, 2018 to Aug 31, 2018

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 Amo	Job ID
	Cash Basis		THE CHALKBOARD		43.73	
8/31/18	01-703 Security Services Cash Basis	30996495	845 BUILDING SECURITY	436.25		BPK
			TYCO INTEGRATED SECURITY LLC		436.25	
8/31/18	02-712 Utilities - Water Cash Basis	0201035812	WATER BILL REC CENTER	284.40		PKS
			VILLAGE OF LAGRANGE PARK		284.40	
8/31/18	02-712 Utilities - Water Cash Basis	0401051500	WATER BILL SPLASH PAD	4,932.12		PKS
			VILLAGE OF LAGRANGE PARK		4,932.12	
8/31/18	02-608 Professional Develop	2421ND-08	CERTIFICATION RENEWAL	51.18		PAD
	02-801 Supplies		RT SUPPLIES	316.61		PAD
	02-801 Supplies		USPS/LAMINATING	10.18		PCN
	Cash Basis		VISA		377.97	
8/31/18	02-801 Supplies Cash Basis	2454AS-08	RT SUPPLIES	618.24		PRT
			VISA		618.24	
8/31/18	01-608 Professional Develop Cash Basis	AB1928	MEETING	53.44		ADM
			VISA		53.44	
8/31/18	01-804 Repair Parts	DC0797	TRUCK REPAIR	52.86		VEH
	01-802 Equipment		GAS	74.25		VEH
	02-801 Supplies		SENIOR CLUB	213.48		PGC
	02-720 Brochure Printing Cash Basis		CO-OP MEETING	48.32		PAD
			VISA		388.91	
8/31/18	02-901 Other Expenses Cash Basis	DR2199	STORAGE FOR THEATRE STUFF	227.00		PTT
			VISA		227.00	
8/31/18	01-801 Supplies	FILE2447	GAS	146.00		VEH
	01-801 Supplies		WEED WACKER	56.08		PKS
	Cash Basis		VISA		202.08	
8/31/18	01-801 Supplies Cash Basis	MH1647	TRACTOR REPAIR	38.92		VEH
			VISA		38.92	
8/31/18	01-801 Supplies Cash Basis	RD2439	GAS	229.37		VEH
			VISA		229.37	
8/31/18	02-717 Program Contractual Cash Basis	UMP082018	UMPIRE FEES	70.00		PSC
			YENA, MARK		70.00	

Community Pk District LaGrange Pk
Purchase Journal

For the Period From Aug 31, 2018 to Aug 31, 2018

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Date	Account ID Account Description	Invoice/CM	Line Description	Debit Amount	Credit Amo	Job ID
8/31/18	02-717 Program Contractual Cash Basis	6635782	COOK/BAKE CAMP YOUNG REMBRANDT'S	240.00		PAC
					240.00	
8/31/18	02-717 Program Contractual Cash Basis	6636669	STEAMIN UP SUMMER CAMP YOUNG REMBRANDT'S	300.00		PAC
					300.00	
				30,156.10	30,156.10	

Community Pk District LaGrange Pk
Check Register
 For the Period From Aug 14, 2018 to Sep 10, 2018

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

Check #	Date	Payee	Cash Account	Amount
PR ADD	8/17/18	ILL MUNICIPAL RETIREMENT FUND	01-100	128.50
PRTR0824	8/21/18	FIRST NATIONAL BANK OF BROOK.	01-100	13,158.19
19548	8/24/18	USCM/ MIDWEST	01-100	1,152.00
FDTD0824	8/24/18	INTERNAL REVENUE SERVICE	01-100	4,624.94
STTD0824	8/24/18	ILLINOIS DEPT OF REV	01-100	380.04
PRTR0907	9/5/18	FIRST NATIONAL BANK OF BROOK.	01-100	14,273.30
19549	9/7/18	USCM/ MIDWEST	01-100	1,152.00
FDTD0907	9/7/18	INTERNAL REVENUE SERVICE	01-100	4,736.64
STTD0907	9/7/18	ILLINOIS DEPT OF REV	01-100	874.01
19579	9/10/18	AMPERE IMAGE	01-100	1,562.00
19580	9/10/18	AT&T	02-100	97.79
19581	9/10/18	BRENNAN, KRISTI	02-100	100.00
19582	9/10/18	ALEKSANDRS BRIEDIS	02-100	370.00
19583	9/10/18	CINTAS	02-100	36.99
19584	9/10/18	COM-ED	02-100	2,512.07
19585	9/10/18	COMCAST	01-100	256.08
19586	9/10/18	CRYSTAL CLEAN AQUARIUM MAINT.	02-100	45.00
19587	9/10/18	LARRY DENZ	02-100	105.00
19588	9/10/18	DR. THOMAS PHELAN	02-100	300.00
19589	9/10/18	DROP ZONE PORTABLE SERVICE, IN	01-100	585.00
19590	9/10/18	FIRST STUDENTS	02-100	391.75
19591	9/10/18	GBJ SALES, LLC	01-100	293.50
19592	9/10/18	GREEN, NICOLAS	02-100	50.00
19593	9/10/18	CHUCK HUNKA	02-100	50.00
19594	9/10/18	JOANNE JEROUSEK	02-100	50.00
19595	9/10/18	KIDSFIRST	02-100	1,754.00
19596	9/10/18	KRANZ INCORPORATED	02-100	2,158.65
19597	9/10/18	BONNIE KREJCI	02-100	76.00
19598	9/10/18	MEL KREJCI	02-100	280.00
19599	9/10/18	MIKE KREJCI	02-100	210.00
19600	9/10/18	LAGRANGE PARK ACE HARDWARE	01-100	270.46
19601	9/10/18	LAGRANGE SIGN CO.	01-100	145.00
19602	9/10/18	LAUTERBACH & AMEN, LLP	05-100	2,000.00
19603	9/10/18	LEAF	01-100	296.28
19604	9/10/18	MARKET ACCESS CORP	02-100	720.00
19605	9/10/18	MILLER, AURORA	02-100	62.00
19606	9/10/18	A&M PARTS, INC.	01-100	97.33
19607	9/10/18	NICOR	01-100	92.87

Community Pk District LaGrange Pk

Check Register

For the Period From Aug 14, 2018 to Sep 10, 2018

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

Check #	Date	Payee	Cash Account	Amount
19608	9/10/18	NOVENTECH, INC.	01-100	805.25
19609	9/10/18	MEGAN O'MALLEY	02-100	275.00
19610	9/10/18	P.J. MESI & CO	01-100	975.00
19611	9/10/18	PETTY CASH	02-100	2.34
19612	9/10/18	QUENCH	01-100	162.20
19613	9/10/18	QUILL CORPORATION	02-100	784.03
19614	9/10/18	REPUBLIC SERVICES	01-100	748.49
19615	9/10/18	RYAN, COLLEEN	02-100	150.00
19616	9/10/18	S & S WORLDWIDE	02-100	491.90
19617	9/10/18	SCOUT ELECTRIC SUPPLY CO.	02-100	63.00
19618	9/10/18	SLUTZKY & BLUMENTHAL	01-100	217.50
19619	9/10/18	SOPRON, JO	02-100	25.00
19620	9/10/18	SPORTS R US	02-100	1,640.00
19621	9/10/18	SPRINT	02-100	187.13
19622	9/10/18	SUAREZ, TOWANA	02-100	100.00
19623	9/10/18	SUBURBAN LIFE PUBLICATIONS	01-100	38.00
19624	9/10/18	THE CHALKBOARD	02-100	124.79
19625	9/10/18	TYCO INTEGRATED SECURITY LLC	01-100	436.25
19626	9/10/18	VILLAGE OF LAGRANGE PARK	02-100	5,216.52
19627	9/10/18	VISA	02-100	2,135.93
19628	9/10/18	YENA, MARK	02-100	70.00
19629	9/10/18	YOUNG REMBRANDT'S	02-100	540.00
Total				70,635.72

ORDINANCE 05-2018
COMMUNITY PARK DISTRICT OF LAGRANGE PARK

**An Ordinance to Authorize the Transfer of Excess Funds
From the Bond Fund to the Capital Projects Fund**

WHEREAS, the Board of Park Commissioners (the “Board”) of the Community Park District of LaGrange Park, Cook County, Illinois (the “Park District”) has previously and periodically issued General Obligation Park Bonds, including Alternate Revenue Source Bonds, in various years and denominations (the “Bonds”); and

WHEREAS, the Bonds were issued pursuant to various Bond Ordinances, which provided for the levy of a direct annual tax sufficient to pay the principal of and interest on the Bonds(the “Pledged Taxes”), and established a special fund of the District known as the “Bond Fund”; and

WHEREAS, during the years that the Bonds were outstanding, the property taxes levied for payments on the Bonds were deposited into the Bond Fund, and all payments of principal and interest on the Bonds were paid from the Bond Fund; and

WHEREAS, the Bond Fund has accumulated excess funds over the years due to interest earnings on the Fund and the use of alternative revenue sources to pay the Bonds; and

WHEREAS, the Board hereby determines that the Pledged Taxes expected to be available for the future payment of any outstanding bonds will provide, in each year, an amount not less than the debt service of such bonds; and

WHEREAS, the Board hereby determines that it is advisable, necessary and in the best interests of the District to transfer any excess funds from the Bond Fund to the Capital Projects Fund, for park purposes and to build, maintain, improve and protect the property in and for the District.

NOW, THEREFORE, IT IS HEREBY ORDAINED by the Board of Park Commissioners of the Community Park District of LaGrange Park, Cook County, Illinois, as follows:

Section 1. Incorporation of Preambles. The Board hereby finds that all of the recitals contained in the preambles to this ordinance are full, true and correct and does incorporate them into this ordinance by this reference.

Section 2. Authorization. It is hereby found and determined that the District has accumulated funds in the Bond Fund which are more than sufficient to make principal and interest payments on all outstanding Bonds, and it is necessary and for the best interests of the District that the surplus funds be transferred to the Capital Projects Fund. The Treasurer of the Board is hereby authorized and directed to transfer Eighty Thousand Dollars (\$80,000.00) from the Bond Fund to the Capital Projects Fund.

Section 3. Repeal. All ordinances, resolutions or parts thereof in conflict herewith be and the same are hereby repealed and this ordinance shall be in full force and effect forthwith upon its adoption.

Roll Call Vote:

AYES: _____

NAYS: _____

ABSENT: _____

Approved this 10th day of September, 2018.

**COMMUNITY PARK DISTRICT OF
LAGRANGE PARK, COOK COUNTY, IL**

SEAL

President

Secretary



August 17, 2018

Members of the Board of Commissioners
Community Park District of LaGrange Park, Illinois

We are pleased to confirm our understanding of the services we are to provide the Community Park District of LaGrange Park, Illinois for the years ended April 30, 2019, April 30, 2020 and April 30, 2021. We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the Park District as of and for the years ended April 30, 2019, April 30, 2020 and April 30, 2021. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Park District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Park District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited: management's discussion and analysis, the budgetary comparison schedules, pension plan employer contribution schedules, and changes in the employer's net pension liability schedules.

We have also been engaged to report on supplementary information other than RSI that accompanies the Park District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole: combining and individual fund statements and budgetary comparison schedules, and other information listed as supplemental schedules.

Audit Objective

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the Park District's financial statements. Our report will be addressed to the Board of Commissioners of the Park District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from this engagement.

Audit Procedures – General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Audit Procedures – General (Continued)

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about the financial statements and related matters.

Audit Procedures – Internal Control

Our audit will include obtaining an understanding of the Park District and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Park District's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also assist in preparing the financial statements and required audit adjustments, if any, for the Park District in conformity with U.S. generally accepted accounting principles based on information provided by you. We will perform these services in accordance with applicable professional standards. The other services are limited to the financial statements previously defined. We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for designing, implementing, and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation in the financial statements in conformity with U.S. generally accepted accounting principles.

Management Responsibilities (Continued)

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Community Park District of LaGrange Park, Illinois
August 17, 2018
Page 5

Engagement Administration, Fees, and Other

Our fees for the April 30, 2019, April 30, 2020 and April 30, 2021 audit will be \$8,700, \$8,950 and \$9,200, respectively.

We appreciate the opportunity to be of service to the Community Park District of LaGrange Park, Illinois and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign below and return it to us.

Cordially,



LAUTERBACH & AMEN, LLP

RESPONSE:

This letter correctly sets forth the understanding of the Community Park District of LaGrange Park, Illinois.

By: _____

Title: _____

**AGREEMENT between the VILLAGE OF LA GRANGE PARK and the COMMUNITY PARK
DISTRICT OF LA GRANGE PARK for MEMORIAL PARK RAIN GARDEN**

PROJECT No. IGIG 1302

This is an agreement by and between the VILLAGE OF LA GRANGE PARK (herein referred to as the VILLAGE), 447 N. Catherine Avenue, La Grange Park, Illinois 60526 and the COMMUNITY PARK DISTRICT OF LA GRANGE PARK, (herein referred to as RECIPIENT), 1501 Barnsdale Road, La Grange Park, Illinois 60526.

PURPOSE

The Village has received a grant from Illinois Environmental Protection Agency (Illinois EPA) of Illinois Green Infrastructure Grant (IGIG) Program funds. Illinois EPA has agreed to allow the Village to assign a portion of those grant funds, not to exceed \$12,385 or 85% of the eligible project costs, to the RECIPIENT for the *Memorial Park Rain Garden Project* (PROJECT) as a reimbursement of PROJECT costs, upon each of the following events:

- Approval by Illinois EPA and execution of this Agreement by Village and RECIPIENT,
- RECIPIENT's execution of the Illinois EPA "Best Management Practice (BMP) Application Form", and a 10-year operation and maintenance plan, and
- Approval by Illinois EPA of the PROJECT design and specifications;
- RECIPIENT's successful implementation of the PROJECT in conformance with the approved design plan and specifications; RECIPIENT's submission of a final PROJECT report including photo documentation; and RECIPIENT's submission of a report of vouchers or other evidence of expenditure of funds or evidence of in-kind services as agreed upon in the Illinois Green Infrastructure Grant (IGIG) proposal, IGIG Financial Assistance Agreement and budget (copies of which have been received and reviewed by RECIPIENT), or in a revised budget or schedule accepted in writing by both parties to this Agreement and the Illinois EPA.

The Scope of work is described below and in Attachment A and the PROJECT Budget is described in Attachment B. Reimbursement shall be made upon receipt and approval of the grant documentation required by the Illinois EPA Financial Assistance Agreement (a copy of which has been received and reviewed by RECIPIENT) in accordance with the PROJECT schedule (Attachment C) and upon receipt of grant funds from Illinois EPA.

SCOPE OF WORK AND SCHEDULE OF COMPLETION

The scope of Work is summarized below and is further described in the Recipient's grant proposal, which is included as Attachment A. The scope of work may be subject to slight modifications for enhanced water quality purposes, subject to IEPA approval. The schedule for completion of the PROJECT, including grant documentation and PROJECT implementation, is included as Attachment C.

The RECIPIENT shall implement stormwater best management practices (BMPs) in Memorial Park, La Grange Park, Illinois to reduce nonpoint source pollution in the Lower Salt Creek Watershed.

The PROJECT will include preparing the site for BMPs by removing the existing turfgrass, excavating and disposing of soil from a 60 square foot area to a depth of four inches to create a wet zone, incorporating leaf compost and biochar to the basin, installing granite cobbles and other stone work to reduce erosion, installing native vegetation or other plants per the approved plant list, and integrating boulders throughout the rain garden for visual interest. The BMP shall be designed to improve water quality by reducing erosion, increasing infiltration and increasing filtration of pollutants by installing native vegetation. The downspout from the adjacent picnic shelter will runoff into the rain garden as well as runoff from the adjacent tennis courts and asphalt path. The rain garden will be approximately six-hundred fifty (650) square feet.

The RECIPIENT agrees to:

1. **Design and Specifications.** The RECIPIENT, or its Assigns, shall prepare engineering design plans and specifications (Design) for the construction of stormwater BMPs to reduce nonpoint source pollution to the Lower Salt Creek Watershed. The Design shall provide 650 square foot of rain garden area, excavation to a four inch depth to create a wet zone, materials to increase absorptive capacity, the installation of a dry creek bed as well as cobbles around the existing catch basin to create a collar to slow the release of runoff out of the rain garden. Boulders shall be integrated throughout the rain garden for visual interest. The slotted grate from the nearby shelter's downspout extension shall be removed to allow conveyance into the raingarden where erosion from discharge shall be minimized. All plantings shall meet the approved plant list. The Design shall include a one inch emplacement of leaf mulch around the basin and a four inch V-trench border between the rain garden and the lawn areas. The work shall also include the regrading and establishment of a vegetative border to the east and north sides of raingarden along the public walkways. The grading shall allow runoff from the south end of the tennis courts that flows across the asphalt walkway to enter the rain garden.

The Design shall identify the type and general location of the BMP described above, and provide a detailed plan for the cost, location, design, maintenance, installation and construction, and materials used, including plant species. The Design shall meet the requirements and approval of the Illinois EPA. The Design submittal to the VILLAGE for Illinois EPA approval shall be the same engineering design and specifications package submitted for required VILLAGE permits.

An electronic copy or three (3) paper copies of the draft Design and BMP Application Form shall be completed and submitted by the RECIPIENT to the VILLAGE by September 14, 2018 for review and approval by the VILLAGE and the Illinois EPA. An electronic copy or three (3) paper copies of the final Design and BMP Application Form shall be completed and submitted by the RECIPIENT to the VILLAGE by September 30, 2018 for submission to the Illinois EPA.

2. **Permits and Landowner Agreements.** The recipient shall secure all necessary permits prior to the implementation of the Design developed and approved under Item 1 of this Agreement.
3. **Operation and Maintenance Plan.** The RECIPIENT shall develop an Operation and Maintenance Plan (O&M Plan) for the BMP implemented under item 1 of this Agreement to ensure their long-term viability (at least ten years). The O&M Plan shall identify regular inspection needs and appropriate management activities such as sediment and debris removal, placement of vegetation, chemical treatment, etc. The O&M Plan shall identify coordinating parties to carry

out inspection and management needs and financial resources necessary for implementation of the O&M Plan.

A draft of the O&M Plan shall be completed and submitted by the RECIPIENT to the VILLAGE by September 14, 2018 for review and approval by the VILLAGE and the Illinois EPA. The final O&M Plan shall be completed and submitted by the RECIPIENT to the VILLAGE by October 5, 2018 for submission to the Illinois EPA. The O&M Plan begins upon completion and approval of the PROJECT and is effective until November 1, 2028.

Design Implementation. The RECIPIENT shall implement the Illinois EPA approved Design developed under Item 1 of this Agreement. Note: Design implementation may not begin prior to VILLAGE and Illinois EPA approval of the following: construction plans and design specifications; BMP Application Form; and the ten year O&M Plan. The RECIPIENT will notify the VILLAGE prior to the start of construction and will participate in a preconstruction meeting that includes any required permitting agencies and the VILLAGE building official and VILLAGE Engineer. RECIPIENT's construction and implementation of the Design developed in accordance with Item 1 of this Agreement must begin by September 30, 2018.

The RECIPIENT shall complete the installation and construction of the BMPs by October 31, 2018. Photographic documentation of Design implementation (before, during and after photos) shall be completed and submitted by the RECIPIENT to the VILLAGE by November 10, 2018 for submission to the Illinois EPA.

4. **Signage.** The RECIPIENT shall erect one or more "Work in Progress" sign(s), provided by the VILLAGE, prior to the start of implementation. The sign(s) shall remain in place throughout the installation of the BMP and for one year or a period thereafter as mutually agreed upon by the recipient, the Village and the Illinois EPA.
5. **PROJECT Evaluation and Report.** A final report is required to be submitted by RECIPIENT and shall consist of an introduction; PROJECT description including pre and post conditions, type and location of practices, methods of practice installation; a summary of the units of BMP installed; PROJECT evaluation/benefits operation and maintenance strategy description; a PROJECT cost summary; the PROJECT tasks and lessons learned during the installation of the project. Attachments to the final report will include a location map; the approved as-built plan and specifications; the post-implementation BMP application form; photographic documentation; copies of all required permits; and invoices and/or cost documentation for all project work including in-kind work and materials. The VILLAGE will provide the RECIPIENT with a template for a final report, and will provide the RECIPIENT assistance in completing the final report, if needed.

An electronic copy of the draft final report shall be completed and submitted by the RECIPIENT to the VILLAGE on or before October 31, 2018 for review and approval by the VILLAGE and the Illinois EPA. The final report, including invoices and cost documentation, shall be completed and submitted by the RECIPIENT to the VILLAGE on or before November 10, 2018 for submission to the Illinois EPA.

6. **PROJECT Coordination.** The RECIPIENT shall be available for PROJECT coordination and progress briefings. The dates and locations of these briefings will be specified by the Village in consultation with the RECIPIENT during the course of the PROJECT. The RECIPIENT will provide the VILLAGE with a brief progress report on a bi-weekly basis via electronic mail or by telephone throughout the Agreement period.

COMPENSATION

Upon successful completion of the PROJECT and Illinois EPA approval of the Final PROJECT Report,

Illinois EPA IGIG Program Funding shall reimburse PROJECT costs, NOT TO EXCEED twelve thousand three hundred eighty-five dollars (\$12,385). Reimbursement will be made for costs incurred during the successful completion of tasks in the Scope of Work and the approved grant proposal (Attachment A) in accordance with the PROJECT Budget (Attachment B) and within the time period outlined in the PROJECT Schedule (Attachment C). Reimbursement is subject to the RECIPIENT's adherence to the terms and conditions of this Agreement including any special conditions, EPA Organization Certifications and Grant Conditions, as determined by the Illinois EPA.

The RECIPIENT shall provide a minimum of 25 % match or \$2,185.50, as identified in Attachment B. PROJECT Budget, Landowner Share.

The RECIPIENT shall provide dated vendor invoices for all cash expenditures and cost documentation for all in-kind services and materials to the Village on or before November 10, 2018 for review, approval and submission to Illinois to Illinois EPA for reimbursement. Reimbursement will be made upon Illinois EPA approval of the Final PROJECT Evaluation and Report.

TERMS AND CONDITIONS

1. All products produced and work performed by the RECIPIENT under this agreement shall be subject to the review and approval of the Illinois EPA to determine eligibility and acceptability in meeting the terms and intent of this Agreement.
2. The VILLAGE reserves the right to conduct periodic inspections of the PROJECT to verify the existence and condition of the installed BMP and that monitoring and maintenance are being completed as specified in the O&M plan throughout the granting period and the following ten (10) year operation and maintenance period.
3. All grant documentation shall be submitted and approved by the VILLAGE and Illinois EPA prior to construction in order to be eligible for grant reimbursement.
4. The RECIPIENT shall take no action to remove, alter or modify the BMP for a period of ten (10) years after the date of completion of construction of the BMP, unless prior written authorization is obtained from both the VILLAGE and the Illinois EPA.
5. The RECIPIENT shall refund to the VILLAGE (or to the Illinois EPA if the Illinois EPA Agreement or its amendments has expired or been terminated) the entire amount of the IGIG Grant funds received if a BMP PROJECT is not properly maintained in accordance with this Agreement, or if any unauthorized removal, alteration or modification of a BMP occurs within a ten (10) year period following the PROJECT's completion.
6. The RECIPIENT shall notify in writing any prospective purchaser or assignee of said property herein described, and provide a copy of notice to the VILLAGE, of the obligations and

responsibilities agreed to by the RECIPIENT before legal or equitable title to any portion of said property is transferred. Written authorization from the VILLAGE shall be required, and shall not be unreasonable withheld, as well as execution of a separate agreement with the prospective purchaser or assignee to continue to operate and maintain the BMP for the remainder of the original ten (10) year O&M period. In the event an agreement cannot be reached with the prospective purchaser or assignee, the RECIPIENT shall refund to the VILLAGE or to the Illinois EPA, the entire amount of the IGIG Grant funds received.

7. The RECIPIENT shall refund to the Village all IGIG funds received under this Agreement (or to the Illinois EPA if the Illinois EPA Grant Agreement or its Amendments has expired or been terminated) in the event that this Agreement is cancelled, or in the event that property subject to this Agreement is transferred without the new party assuming all obligations of said agreement.
8. In the event that Illinois EPA IGIG funds become unavailable for reimbursement, the VILLAGE shall not be responsible for reimbursing the RECIPIENT for this PROJECT.
9. VILLAGE authorization of this PROJECT is conditioned on the RECIPIENT's compliance with all applicable federal, state and local statutes and regulations, and the VILLAGE's receipt of funds from the Illinois EPA.
10. In the event
11. All of the above provisions, including the refund provisions, also shall apply to funds, if any, that are provided for BMP design or implementation to the RECIPIENT by the VILLAGE.
12. All adjustments, amendments, additions and/or deletions to the approved design plans are subject to the written approval of the VILLAGE and the Illinois EPA.
13. The RECIPIENT, the VILLAGE, and the Illinois EPA retain the right to cite, quote, circulate, reprint all documents and other materials produced under this Agreement. The RECIPIENT will include in any publications for external general circulation (including all press releases, brochures, newsletters, and presentation materials) the following phrase: *"Funding for this Project provided, in part, by the Illinois Environmental Protection Agency through the Illinois Green Infrastructure Grant Program."*
14. This Agreement shall be governed by and construed according to the laws of the State of Illinois.
15. This Agreement supersedes any and all other agreements, oral or written, between the parties hereto with respect to the subject matter hereof.

Correspondence related to the PROJECT covered by this Agreement should reference the PROJECT number IGIG 1302 and be directed as follows:

RECIPIENT contact:

Aleks Briedis, Executive Director
Community Park District of La Grange Park
1501 Barnsdale Road
La Grange Park, Illinois 60526
Phone: 708.354.4580
Email: abriedis@communityparkdistrict.org

VILLAGE contact:

Julia Cedillo, Village Manager
Village of La Grange Park

447 N. Catherine Avenue
La Grange Park, Illinois 60526
Phone: 708.354.0225
Email: icedillo@lagrangepark.org

The VILLAGE and the RECIPIENT (or their successors, agents, assignees or transferees) agree with the terms and conditions of this agreement (Agreement), which includes the requirements in the Illinois Environmental Protection Agency Financial Assistance Agreement IGIG No. 1302.

Aleks Briedis, Executive Director
Community Park District of La Grange Park
(RECIPIENT)

Date

Dr. James L. Discipio, Village President
Village of La Grange Park, Illinois

Date

Attachment A: Grant Proposal

**Community Park District of La Grange Park
Memorial Park Rain Garden
Scope of Work
As of 9/6/18**

1) Site Preparation

- a) Remove and dispose of existing turfgrass in the project area, including up to the public sidewalks (the turfgrass adjacent to the rain garden appears to be failing and weedy).
 - i) Regrade and establish a vegetative border on the east and north sides of the rain garden.
 - ii) This creates an approximately 650-square-foot garden area.
- b) Excavate and dispose of soil from a 60-square-foot area to a depth of 4" to create a low "wet zone" (see design). Ensure a flat bottom to this area.
- c) Purchase, deliver and incorporate 3 CY leaf compost to the basin to a depth of 4". This adds organic matter to the soil and increases the absorptive capacity of the soil.
 - i) At the same time, purchase, deliver and incorporate 10 cubic feet of biochar to the basin.
- d) Ensure final grade allows runoff from the south end of the tennis courts that flows across the asphalt walkway to enter the rain garden.

2) Stone Work

- a) Erosion Control—Dry Creek Bed
 - i) Excavate and dispose of soil to a depth of 3" along eroding side of tennis court.
 - ii) Backfill with Grade 8 gravel and hand-tamp.
 - iii) Use cobbles to form the framing of the dry creek bed. Use "Large Swanee River" pebbles to form the bed.
- b) Purchase, deliver and emplace about fifteen 6" to 8" cobbles around the existing catch basin to create a "collar" round the catch basin in order to slow the release of runoff out of the rain garden.



- c) Purchase, deliver and emplace six, minimum 24" boulders throughout the rain garden for visual interest. Preferably flat-topped for stability. Each boulder installed on 3" to 4" of Grade 8 gravel.
 - d) Remove the slotted grate from the nearby shelter's downspout extension. Surround with "Large Swanee River" to minimize erosion from discharges.
- 3) Planting
- a) Purchase, deliver and install plants per approved plant list.
 - b) Purchase, deliver and emplace a 1" layer of leaf mulch around the plants in the basin.
 - c) Cut a 4"x4"x4" V-trench border edge between the rain garden and the lawn areas.
 - d) Install around 270 SF of Bluegrass sod to the east and north sides of the rain garden along public walkways. Finish by rolling in place.
- 4) Watering
- a) To be provided by the Park District following written instructions provided by Dig Right In.
- 5) Maintenance
- a) Weed suppression:
 - i) Burn in spring every three years.
 - ii) Do not mulch. If unvegetated gaps occur, divide successful plants or infill with new plants.
 - b) Sediment control:
 - i) Inspect annually in late fall or early spring looking for soil piles/seams and remove from rain garden.

Attachment B: PROJECT Budget:

Memorial Park Rain Garden (BMP)

Site Preparation	\$1,666.00
Stone Work	\$2,329.00
Plantings	\$5,381.00
Labor	\$4,994.00
<u>Design</u>	<u>\$200.00</u>
Total:	\$14,570.00
IGIG Share	\$12,384.50
Landowner Share	\$2,185.50

Attachment C: Grant Schedule

Date	Project Milestone
September 14, 2018	An electronic copy or three (3) paper copies of the <u>draft</u> Design and BMP Application Form shall be completed and submitted by the RECIPIENT to the VILLAGE for review and approval by the VILLAGE and the Illinois EPA.
September 14, 2018	A <u>draft</u> of the O&M Plan shall be completed and submitted by the RECIPIENT to the VILLAGE for review and approval by the VILLAGE and the Illinois EPA.
September 30, 2018	An electronic copy or three (3) paper copies of the <u>final</u> Design and BMP Application Form shall be completed and submitted by the RECIPIENT to the VILLAGE for submission to the Illinois EPA.
October 5, 2018	Rain garden construction and implementation of the Design must begin by this date.
October 5, 2018	The <u>final</u> O&M Plan shall be completed and submitted by the RECIPIENT to the VILLAGE for submission to the Illinois EPA.
October 31, 2018	An electronic copy of the draft final report shall be completed and submitted by the RECIPIENT to the VILLAGE for review and approval by the VILLAGE and the Illinois EPA.
November 10, 2018	The final report, including invoices and cost documentation, shall be completed and submitted by the RECIPIENT to the VILLAGE for submission to the Illinois EPA.
<i>Now until</i> November 1, 2028	The O&M Plan begins upon completion and approval of the PROJECT and is effective until November 1, 2028.

SERVICES AGREEMENT

Prepared for:

Community Park District

C/O Aleks Breidis

La Grange Park, IL 60526

email abriedis@communityparkdistrict.org

Home

Cell 970-618-8881

Work (708) 354-4580

Item #	Description	Quantity	Unit	Unit Price	Total Price
1	All work to conform with details provided in the "Memorial Park Rain Garden Scope of Work" dated 8/21/18.	-	-	-	-
2	Site Preparation (equipment, disposals, deliveries, and materials)	1	lump sum	\$1,666.00	\$1,666.00
3	Stone Work (equipment, disposals, deliveries, and materials)	1	lump sum	\$2,329.00	\$2,329.00
4	Planting (equipment, disposals, deliveries, and materials)	1	lump sum	\$5,381.00	\$5,381.00
5	Labor using Cook County prevailing wage for Laborer, Foreman and Driver 4	1	lump sum	\$4,994.00	\$4,994.00

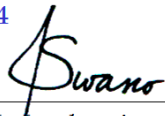
Your designer is: Jeff 708-485-1234

Total

\$14,370.00

Guaranteed!

Estimate completed by:


Dig Right In Landscaping, Inc.

on

8/21/2018

Date

GUARANTEES

Pricing & Schedule

- 1) Dig Right In prices are guaranteed as firm, unless additional work is requested or unforeseen issues are encountered.
- 2) Dig Right In further guarantees that once this project is started, work continues until the job is complete, except as affected by village-required inspections, the weather or short-term emergencies and requests for additional work.

Plants Guarantee

1) The plant list provided in this proposal is "as-designed". At the time of ordering these plants, the nursery may be out of stock, in which case, the undersigned authorizes Dig Right In to either make appropriate substitutions on its behalf in order to adequately meet the landscape design, or omit the plantings altogether and offer a credit. Any recommendation to upgrade plant material will be offered in advance for customer approval.

2) Dig Right In guarantees trees and shrubs for up to one year and perennials for up to four weeks after planting that do not display injury due to animals, insects, disease, drought, under watering, overwatering, and any other natural or mechanical forces. Plants covered under this guarantee will be replaced one time only and on a schedule determined by Dig Right In, based on availability, and based on visual confirmation of deceased plant material. This guarantee **does not apply** to annuals, transplants, sod, seed, pond plants, ground covers and plants installed in pots or planters; and perennials after four weeks after installation because poor planting methods will show up within this timeframe and thereafter these plants are considered wholly in the care of the customer.

3) This guarantee is strictly and expressly conditioned upon payment of invoice when due, which is immediately upon completion of services under this contract. Any past due or late payments will void this guarantee.

4) All claims for loss must be submitted to Dig Right In Landscaping, Inc. in writing within the guarantee time period specified above.

Rain Garden & Infiltration System Guarantees

1) Dig Right In installs rain gardens and infiltration systems in an effort to improve drainage across a property and better manage stormwater runoff and sump pump discharges. This is achieved through a combination of techniques that, most notably, provide subsurface storage capacity and/or increase surface area to promote infiltration. Rain gardens are aesthetic surface features that increase infiltration and provide evapotranspiration and have been designed to drain within 72 hours, weather permitting.

2) These techniques essentially move runoff to a dedicated area on the property and reduce the time that runoff remains on the ground surface. Actual standing times depend on the duration, intensity and frequency of rain events, local geology (relative permeabilities and saturation of surface and subsurface soils), and the size of the installed features. No system will completely prevent standing water all of the time unless it is connected to a municipal storm sewer (which in most municipalities is illegal unless a permit is obtained) or directly discharges down-gradient.

- 3) Dig Right In drainage systems have been designed to address a few set of known variables in order to solve minor drainage problems in most cases. Additional information obtained after drainage systems are installed often requires additional actions to tweak said systems, which may incur additional design and installation costs and will be priced out separately upon request.
- 4) Dig Right In is not responsible for extreme weather.

TERMS & ACCEPTANCE

☐ This proposal is intended to be accepted in its entirety and the items and services included herein are not considered to be offered as ala-carte. Items marked as OPTION, if accepted, will be added into the scope and price of the proposal. To accept an OPTION, place initials in the Total Price column; the total will be added into the final bill and will be included in the 50% down payment calculation.

All work to be completed in a professional manner according to common landscaping practices and Dig Right In (DRI) procedures and standards. Any requests by Customer to conduct work in some other fashion will incur a Change Order. Furthermore, the undersigned will treat all Dig Right In personnel in a courteous and professional manner; inappropriate customer behaviors are grounds for immediate termination of this contract and forfeiture of monies collected, warranties/guarantees and materials purchased under this contract.

Changes to the work requested by the Customer after the Contract has been executed, may be accomplished only by written Change Order without invalidating this Contract. The Change Order is a written addendum to this Contract specifying the changes in work, date of request for changes, all additional costs, and Customer acceptance to same. If Customer requests a stop to work already in progress under the terms of this contract, then a stop-work fee of \$500 will be incurred, and all subsequent labor, equipment and material costs will be charged to the Customer.

☐ Any alteration or deviation from the above specifications involving extra costs, including unforeseen site conditions, events or design oversight requiring additional labor, equipment or materials will be charged to me accordingly. When possible, charges will be accepted through the written Change Order process, but otherwise will be added to the Final Statement.

☐ All Change Orders are subject to a minimum \$330 per additional day of work Change Order Fee plus additional costs commensurate to the additional level of effort required to procure materials, mobilize resources and conduct related administrative efforts.

Contractor liability for materials ends upon delivery of all specified materials to client property. Replacement of materials due to loss or theft will be charged accordingly to the undersigned after discussing such conditions and costs with authorized Dig Right In personnel.

☐ DRI will contact J.U.L.I.E. prior to conducting work at the site. Although J.U.L.I.E. provides a service to locate underground utilities, DRI is not responsible for the accuracy of markings conducted by J.U.L.I.E. companies. Furthermore, J.U.L.I.E. does not mark private utilities and, therefore, DRI is not responsible for damaged cable lines, sprinkler systems, landscape lighting or any other buried items that are not identified. Private lines must be marked by the customer and any repairs are the responsibility of the customer.

Watering of all newly installed plants and sod is the full responsibility of the customer, who attests by signing below that they have received and understand the DRI-supplied written instructions on proper watering techniques.

Dig Right In is not responsible for any weed or grass growth that may occur in areas in which it has worked.

A down payment of 50% is due to establish this project's position on the production schedule. Cancellations after down payment is made are subject to all expenses and fees associated with project start up, material returns, and administrative costs, and will be deducted from return payment.

By signing below, customer authorizes Dig Right In to establish a production schedule and to commence work when ready. Dig Right In will notify customer of planned start date, but this is for informational purposes only. Customer is not required to be present for work to begin, and takes time off from work at their own risk because the planned start date can change--without notice--depending on weather, crew availability, or unforeseen circumstances.

☐ Balance of payment is due immediately upon completion of work unless otherwise stated. Balances that remain due after 5 days will immediately incur either a 1.5% monthly fee or the maximum rate allowable by law and will void all guarantees until paid in full, including late fees. Returned checks will incur a \$35 fee in addition to any other fee(s). Signature(s) below are responsible for any and all fees associated with recovering payment for work performed at the above address under this contract.

☐ If you prefer to pay by credit card, please note a 3.0% processing fee will apply. DRI does not profit from this fee.

This estimate is void if not accepted within 30 days of estimate date. By signing below, you hereby accept the items, quantities, prices, terms and conditions in this contract as satisfactory and authorize Dig Right In Landscaping, Inc. and/or its subcontractors to complete the work as specified.

Acceptance Signature

Date

Acceptance Signature

Date

