

**PARK DISTRICT OF LA GRANGE
REGULAR BOARD MEETING
MONDAY, FEBRUARY 12, 2024, 6:00 PM**

The Board of Commissioners of the Park District of La Grange will meet at 6:00 p.m. on Monday, February 12, 2024, at the Park District's Administrative\Recreation Facility in the De Sitter Room located at 536 East Avenue, La Grange, Illinois

1.0 CONVENING THE MEETING

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

2.0 COMMUNICATIONS, PRESENTATIONS & DECLARATIONS

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

3.0 CONSENT AGENDA

- 3.1 Approval of the Minutes of the Regular Board Meeting of January 22, 2024
- 3.2 Approval of the Financial Reports dated January 31, 2024
- 3.3 Approval of the Consolidated Vouchers for February dated February 12, 2024

4.0 STAFF REPORTS

- 4.1 Director's Report
- 4.2 Staff Reports

5.0 ATTORNEY REPORT

6.0 TREASURER REPORT

7.0 ACTION ITEMS

- 7.1 Discussion and/or Approval of Section 126, Naming Rights Policy
- 7.2 Discussion and/or Approval of Amendment No. 2 to License Agreement for Storage Space, Rotary Club
- 7.3 Discussion and/or Approval to Rescind Prior Board Action of January 22, 2024 Amending Section 234, Personnel Policies, Concerning Time Off

8.0 BOARD BUSINESS

- OLD BUSINESS**
- NEW BUSINESS**

9.0 COMMITTEE REPORTS

- 9.1 Administration Committee
- 9.2 Parks & Facilities Committee
- 9.3 Recreation & Cultural Programming Committee
 - 9.3.1 Arts & Cultural Affairs Committee

10.0 PUBLIC COMMENTS (Board Manual Section #152)

11.0 BOARD COMMENTS

12.0 EXECUTIVE SESSION

- 12.1 Potential Claims and/or Litigation, 5 ILCS 120/2 (c) 11
- 12.2 Acquisition of Real Property, 5 ILCS 120/2 (c)(5)
- 12.3 Setting the Price of Real Property, 5 ILCS 120/2 (c)(6)
- 12.4 Personnel, 5 ILCS 120/2 (c)(1)
- 12.5 Review of Closed Executive Session Minutes, 5 ILCS 120/2 (c)(21)
- 12.6 Security Procedures & Response Plans 5 ILCS 120/2 (c)(8)
- 12.7 The Selection of a Person to Fill a Public Office Vacancy 5 ILCS 120/2 (c)(3)

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

14.0 ADJOURNMENT

2/9/2024
Jennifer Bechtold
Board Secretary

*Parks & Recreation... The Benefits are Endless!
Remember to Take Time for Fun and Enjoy Life to the Fullest!*



Section 1



MEETING NOTICE

&

CALENDAR

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

MEETING NOTICE

The regular meeting of the Board of Commissioners will take place at:

6:00 PM

Monday, February 12, 2024

Park District of La Grange Recreation Center

536 East Avenue

La Grange, Illinois

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

SECTION 1	Meeting Notice/Calendar
SECTION 2	Communications/FOIA
SECTION 3	Consent Agenda
SECTION 4	Staff Reports
SECTION 5	Attorney Report
SECTION 6	Treasurer Report
SECTION 7	Action Items
SECTION 8	Board Business
SECTION 9	Committee Reports/MBO Reports/Special Reports
SECTION 10	Village of La Grange/SEASPAR Information

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

Jenny Bechtold
02/09/2024



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

**Park District of La Grange
BOARD OF COMMISSIONERS
REGULAR BOARD MEETINGS
YEAR 2024**

Monthly meetings of the Board of Commissioners of the Park District of La Grange are regularly scheduled for the **second Monday of the month (except where noted within published schedule)**. All regularly scheduled meetings start at 6:00 P.M. in the DeSitter Room located in the Administrative\Recreation Facility at 536 East Avenue, La Grange, Illinois. The April and July meeting will be held at the Community Center, 200 S. Washington Ave, La Grange, IL 60525.

Monday, January 22*

Monday, February 12

Monday, March 11

Monday, April 15** (Third Monday of the Month, held at the Community Center)

Monday, May 13

Monday, June 10

Monday, July 15** (Third Monday of Month, held at the Community Center)

Monday, August 12

Monday, September 9

Monday, October 14

Monday, November 11

Monday, December 9

** Fourth Monday of the month due to holidays*

*** Meetings held at the Community Center, 200 S. Washington Ave, La Grange, IL*

Section 2



COMMUNICATIONS & FOIA

Section 3



CONSENT AGENDA

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

MEMORANDUM

TO: PDLG BOARD OF COMMISSIONERS
FROM: JENNIFER BECHTOLD, CPRP, EXECUTIVE DIRECTOR
RE: CONSENT AGENDA ITEMS
DATE: FEBRUARY 12, 2024

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

CONSENT AGENDA ITEM 1: Approval of the Minutes of the Regular Board Meeting of January 22, 2024

CONSENT AGENDA ITEM 2: Approval of the Financial Reports Dated January 31, 2024

CONSENT AGENDA ITEM 3: Approval of the Consolidated Vouchers for February Dated February 12, 2024

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

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

JANUARY 22, 2024

President Opyd called the meeting to order at 6:00 P.M.

PRESENT: Commissioners Vear, Chvatal, Opyd

ABSENT: Commissioners Lacey and Posey

STAFF PRESENT: Executive Director Jenny Bechtold
Director of Recreation Kevin Miller
Director of Parks Maintenance Eric Krueger
Recording Secretary Linda Muth

OTHERS PRESENT: Attorney Derke Price
Becky Lorentzen

* Commissioner Posey arrived at 6:04 P.M.

President Opyd welcomed everyone to the meeting and asked for any announcements or changes to the agenda and there were none. He thanked Becky Lorentzen for coming out with the bad night on the roads.

Communications, Presentations & Declarations

Public Comments

Becky Lorentzen, 103 E. Cossitt, La Grange, provided information on the 4th annual community building conference which will be held at LTHS and has co-sponsors including the LeaderShop. Attendees can hear a keynote speaker and then attend two workshops. She encouraged everyone to check it out and spread the word. She also announced that the Community Diversity Group's annual scholarship dinner is coming up to raise funds for their summer camp scholarship program for children up to 8th grade. Donations are appreciated and can be made on their website.

Consent Agenda

President Opyd asked for a motion to approve Item 3.1 Approval of the Minutes of the Regular Board Meeting of December 11, 2023; Item 3.2 Approval of the Minutes of the Truth in Taxation Public Hearing of December 11, 2023; Item 3.3 Approval of the Financial Reports dated December 31, 2023; and Item 3.4 Approval of the Consolidated Vouchers for January dated January 22, 2024.

REGULAR BOARD MEETING – JANUARY 22, 2024

The motion was so moved by Commissioner Vear, seconded by Commissioner Chvatal, and passed by Roll Call Vote as follows:

AYES: Commissioners Vear, Chvatal, Opyd
NAYES: None
ABSENT: Commissioners Lacey and Posey

Staff Reports

Executive Director Jenny Bechtold

- Director Bechtold reported that she is excited to welcome our new director of parks maintenance, Eric Kreuger. Eric studied ornamental horticulture at the University of Wisconsin, and his history includes working at the Waukegan Park District and the City of Lake Forest. He recently obtained a Masters in Recreation and Tourism from the University of Illinois. He has done a great job during his first week with snow removal.
- Jenny stated that we hope to hear a decision on the OSLAD grant next week.
- She stated that the upcoming legislative breakfast is on February 16th at Tinley Park and is a great way to get in front of our legislators and let them know how unfunded mandates affect us.
- Jenny reported that she will be attending the IAPD conference this week.
- She stated that Little League received a \$20,000 donation and approached us regarding naming rights. Staff discussed it and agreed that fields and large items should be reserved for the District but we are comfortable allowing them to name their scoreboard, which Babe Ruth previously did. There would be an agreement that the naming right would expire after the life of the scoreboard. Jenny provided copies of the current policy on naming rights.

Commissioners Vear and Chvatal agreed that naming a scoreboard was acceptable, but not a field. Commissioner Vear asked if the \$20,000 was allocated to anything specific, and Director Bechtold replied that it was invested back into the park.

Commissioner Posey stated that even though the scoreboard is owned by and paid for by Little League it is on park land and would be subject to park policy. We must be careful authorizing naming rights even for items stuck on parks. We should evaluate it according to our policy which states in cases where individuals have provided exceptional contributions or service to the District the Board can use discretion to name a facility or an area within a park. We should consider whether this person meets those criteria. Director Bechtold stated that the policy has not been updated since 2001 and we can explore what other districts are doing and update it with Ancel Glink. Commissioner Posey stated she is comfortable with that but we have to be consistent with our policies. Commissioner Chvatal asked if anybody was vetting the person and

REGULAR BOARD MEETING - JANUARY 22, 2024

President Opyd added that the Board would like some brief information from Little League on the person. There was Board consensus for Director Bechtold to obtain this information, update the policy, and present it at next month's meeting.

There was a brief discussion of the naming of the Bissias Clubhouse and a field that Babe Ruth previously named, which we have no history on how it came about. Director Bechtold stated that this is an example of why we need to evaluate the policy going forward.

- Director Bechtold reported that Countryside has not responded to us regarding the IGA. We approached them because the current IGA is not working for us, and they do not want any changes made to it. We receive feedback that the fields are bad, and Countryside asserts that the conditions are due to excessive wear and tear and will not fix them. Jenny stated her concern is that they will bill us for excessive wear and tear. There are references in the 2013 IGA that Countryside is responsible for repairs but we will reimburse them for anything beyond normal wear and tear. Our options are to leave things the same which will keep us in the same vicious cycle, or we can develop an addendum stating that if they do not want to take the accountability to monitor and close the fields PDLG is not responsible for their repair. The third option is to move away from the IGA.

President Opyd inquired about our liability if an affiliate's player is injured due to a hole in the field since we take the requests to rent Countryside's fields. Attorney Price answered that we have immunity for recreation purposes through the District. Commissioner Vear questioned our liability for reimbursing Countryside for excess use. Director Bechtold answered that we would be liable for wear that exceeds normal use, which they consider to be playing on wet turf, but it could be our affiliates or residents of Countryside doing it. We don't know because they do not monitor and close their fields. Currently it is up to the affiliates' discretion to close the fields. This is why an addendum is necessary. Director Miller stated that the issue lies with Countryside not having the manpower to close the fields and take liability. With our property we are proactive and close fields; we do not have that authority with Countryside. Jenny added that it is not our property, and we do not want to take that responsibility.

President Opyd stated that the intent is to create a mutually beneficial relationship, and he does not see that in this discussion and is struggling with what benefit we get from doing this at all. If Countryside will not maintain the fields we may not want to be a part of that. Commissioner Vear stated that we receive fees for field use, and Director Bechtold replied that it is almost a wash with the reduced fees we provide Countryside residents.

REGULAR BOARD MEETING – JANUARY 22, 2024

Commissioner Posey questioned where the affiliates fit in and if they have been invited to talk and whether there are other places to put them. Director Miller stated that he and Zach are having prescheduling discussions with the three soccer groups. Based on staff input, it is difficult to fit them in smaller spaces and if we use green space that is not athletic space it will put a strain on the parks. Director Bechtold added that the affiliates do not understand the IGA and have expressed concerns that they pay us to use bad fields. The Celtics indicated they would prefer to go directly through Countryside. There are fields in surrounding towns but some affiliates have stopped working with them completely because they consider their fields unusable and prefer our spaces.

President Opyd asked if further discussions with the three groups will provide a consensus to move forward. Director Miller stated he hoped it would and added that we plan to redo the affiliate agreements in 2025 where travel play pays a premium versus recreational leagues. Director Bechtold stated there is a bigger picture with the pre-referendum and the potential change in amenities in that plan. Her preference is to get through spring with an addendum to the IGA stating the requirements for Countryside to repair the fields if they will not close them. This is the first step and then we can talk to the affiliates and move forward from there.

Attorney Price stated that we do not have control over the fields nor the resources and power to close them, and Countryside is not on board with the changes. He questioned the effectiveness of an addendum when the affiliates can say it was not raining when they played and suggested we may want to get out of the middle. There was discussion that we receive fees of \$10,000-\$15,000 for field rentals which is a wash with the discounts we provide them. Attorney Price stated that that is the offset, and it makes financial sense to get out of the middle. President Opyd stated that since the affiliates sign an agreement with us they think that we are the problem. He added that our taxpayers should not pay for us to monitor or repair fields in another community. Director Bechtold stressed that we cannot get out of the middle until fall and an addendum will protect the District from bills that Countryside may issue for excessive wear and get us through spring.

President Opyd asked what the exit clause states and its effect on the affiliates' fall season. If we do it, it should be in a way that is as painless as possible for all involved. Director Bechtold stated we have to give a 90-day notice and would prefer to let them know as soon as possible, but no later than the end of their spring season.

Commissioner Chvatal asked if the extent of the field conditions put kids or the District at risk. Attorney Price answered that we have tort immunity, but we do not want to be the ones scheduling subpar fields. Residents ask what their taxes pay for, and it is quality of service that does not allow us to control the product. Commissioner Posey stated that it is not our product. We only

REGULAR BOARD MEETING – JANUARY 22, 2024

schedule the fields and we are adding value to our affiliates. We could set aside the discounted fees we give them, which are negligible, and continue to be good neighbors. We are talking about whether we continue to be the scheduler of fields that are not ours. If they want to bill us then we say no, they are not our fields, and call their bluff. If Countryside requires us to pay for their fields' repair there is no deal. President Opyd agreed with Commissioner Posey, but stated that there is a reputational cost to us if it goes viral and the people playing there do not understand the agreement. Commissioner Posey stated that people understand it is Countryside Park and not ours. She never thought she was taking her kids to a La Grange park when they played there. If there is a viral post that parks in La Grange are terrible, they are not talking about Countryside.

Director Miller encouraged that we keep in mind that the way the current affiliate agreement is written AYSO has first dibs on all fields because of their Tier 1 status. If we exit the IGA, that guarantees that the Celtics will not have field space since Countryside does not want to take rentals. If Countryside agreed to close a field all they would need to do is call us, and we would send out the communications. Commissioner Posey suggested telling them that as part of scheduling without the authority to close fields, we could use our expertise to advise affiliates when the fields are not playable and then bill them for staff time to do this. Jenny stated that we do not have the staff available to do this. President Opyd stated that the issue is very complex and the solution may be to get out of it. Commissioner Chvatal suggested we go back firm and say we are happy to schedule but be firm on what we need and end the debate. He prefers not to terminate with a neighbor.

Attorney Price stated that the parties have to agree on what excessive use is. To the extent the cost exceeds normal wear and tear, if Countryside chooses not to close the fields during rain, then it is normal wear and tear. If they feel otherwise then they should propose something else. We can begin here and see where it gets us and use it for leverage with an addendum if needed.

President Opyd asked the Board if they want to consider this IGA moving forward. Commissioner Vear stated he would as long as the cost liability is removed. Director Miller stated that he has meetings coming up with the affiliate groups for discussion. Based on this President Opyd and the Board agreed to table the discussion tonight and revisit it at the next board meeting in three weeks.

- Director Bechtold continued her report. She stated that we are still navigating the Babe Ruth agreement and they have the redlined agreement in their hands.
- She stated that staff are working on the budget and trying to get something on the books for the administration committee.
- Jenny stated that she is debating on whether to make a public statement

REGULAR BOARD MEETING – JANUARY 22, 2024

on Endless Summerfest and has mixed feelings. It opens us up to the media, but not saying anything puts answering questions in the hands of our part-time staff, and it may be best to have something out there. LGBA would like a statement to be issued.

Commissioner Posey stated that she is a member of LGBA and they are receiving inquiries and would like to issue a statement. We know there will be a public perception and she questioned what we are waiting for. The decision was made and bands are starting to book elsewhere.

Commissioner Chvatal asked if the District had an alternate event planned yet and stated it would be nice to provide that information in the press release. President Opyd stated we should be ready to communicate that we are proactively planning for a new event. Commissioner Posey stated that the statement will be coming from both parties, and we will not be moving forward with a joint event. She added that there is an obligation to the other organization and urged the Board to allow the District to proceed with a joint public statement. Doing this early does not prevent the Park District from publicizing and creating a new event. Director Bechtold said that the statement will read in part “thank you for your understanding and we hope to find new ways to create vibrant and safe community experiences in the future.” When the media reaches out afterward we can let them know that the District is working on an alternative event. The Board agreed and President Opyd stated there was consensus to move forward with a statement.

- Director Bechtold reminded everyone that the Decennial Committee will meet at 5:30 P.M. prior to the February and March board meetings.
- Jenny stated that the first task force meeting is coming up. She has been working with Beyond Your Base on the first presentation, and we have 27 residents on a task force that have committed to attending the three meetings. Commissioners Vear and Posey are attending the first meeting.

Director of Recreation Kevin Miller

- Director Miller reported that they are working on BASE registration, which is tentatively scheduled for April 16th – April 26th. It is spread out to accommodate online registration with days allocated for each site.
- Kevin stated they are prepping for the preschool open house and registration in February.
- He stated that summer camp registration will begin March 4th. Based on feedback from last year we will begin with a week of resident registration only and start non-resident registration on March 11th.
- He stated that the end of season report for fall indicates a very successful season. It is great to see the record numbers in some areas, and we want to work to retain the foot traffic.

REGULAR BOARD MEETING – JANUARY 22, 2024

President Opyd stated he was excited to see the impressive senior numbers for the recent event. He saw the remote opportunities online offered for a French class and asked about the numbers. Kevin stated that Brandon offered French, Italian, and sign language with remote options, but unfortunately they were cancelled due to low enrollment. They are working with Katie on a new plan for marketing.

Commissioner Vear asked if there was success in finding a dance program. Kevin answered that it will be moved in-house for fall 2024 with part-time staff. Contractual companies were not interested because we are too small or located too far away.

Director of Parks Maintenance Eric Krueger

- Director Bechtold indicated that she wrote the report this month and stated that Eric has been getting to know his staff and touring our parks. Eric stated he is excited to see everything we are dealing with when the snow melts.
- Jenny reported that we are still working on the punch list for the parking lot. We received the deficiency list from Baxter Woodman and are waiting for the as-builts from Abbey Paving, and then Cody Braun will develop a punch list. We need to close out permits and hope to have everything wrapped up in the spring.

Attorney Report

Attorney Price stated that the bad news is that Cook County will not help (with the Paid Leave Act). The unions are pushing back hard and are trying to go to Springfield to get it undone down there for park districts and school districts. The District is prepared because Jenny got ready and put a policy in place. Jenny stated it could cost approximately \$20,000 annually, but it is difficult to estimate because of the stipulations which say time cannot be taken in the first 90 days and allows roll-overs with reinstatement if the employee leaves and comes back within 12 months. Attorney Price stated it is bad legislation and does not give us operational control and will likely lead to early closure of programs like summer camps and facilities which depend on seasonal staff. They can take off without notice and we cannot ask why or for documentation. When we close programs and parents have no care because staff is on paid leave it will be thanks to Cook County. They have talked to four county commissioners who thought it was identical to the State and didn't realize it is not. They did not understand that seasonal staff will reach the 90 days with training time and facilities. Jenny added that many executive directors have been trying to speak to commissioners, and they are not even returning calls. We may have to consider condensing camps and accepting less enrollees to protect ourselves.

Treasurer Report

Director Bechtold stated that there were no updates.

Action Items

Ratify the First Amendment to Grant Temporary Access and Construction License for ComEd

Director Bechtold stated that it was discussed last month that ComEd requested extra time. They have since performed work outside of the dates and created turf damage that will need to be fixed, but we still need to ratify this item. They ripped the edges all along the soccer field because they plowed the snow on the turf. Attorney Price added that they are obligated to fix it.

President Opyd asked for a motion to Ratify the First Amendment to Grant Temporary Access and Construction License for ComEd. The motion was so moved by Commissioner Vear, seconded by Commissioner Chvatal, and passed by Roll Call Vote as follows:

AYES: Commissioners Vear, Chvatal, Posey, Opyd

NAYES: None

ABSENT: Commissioner Lacey

Discussion and/or Approval of Updated Policies

Director Bechtold stated that we did not include the personal leave because we had hoped it would not pass, but it will be added and state that part-time staff get 1 hour off for every 40 hours worked annually, and it will roll over if they do not use it. We currently offer personal days for part-time IMRF staff, and this will replace that policy and it will give them more time off starting next year. She will email the policy to the Board tomorrow. We have no choice but to pass it.

Jenny stated that Section 236/Insurance is a policy for the new Transportation Benefit Act and provides a pretax commuter benefit. Bereavement leave has been updated to provide a maximum of six weeks of unpaid leave for the loss of a child by suicide or homicide in accordance with a new law effective January 1st. The VESSA (Victims' Economic Safety and Security Act) policy has also been updated for the new year to provide two work weeks of unpaid time off if a family or household member is killed in a crime of violence.

The last policy update is Section 278/Telecommuting which is included in the packet. We are updating this policy to remain competitive. The policy details a trial period and the number of days staff at different levels can work from home, which can range from 1-3 days per month. Other districts are doing this, as well as the for-profit world, and we are trying to make ourselves more competitive.

President Opyd asked for a motion to approve the updates to Policy Sections 234, 236, 244, 251 and 278. The motion was so moved by Commissioner Posey, seconded by Commissioner Vear, and passed by Roll Call Vote as follows:

REGULAR BOARD MEETING – JANUARY 22, 2024

AYES: Commissioners Posey, Vear, Chvatal, Opyd
NAYES: None
ABSENT: Commissioner Lacey

Board Business

Old Business

Discussion and/or Approval of Board Policy Section 632, Sponsorships and Advertising

Director Bechtold stated that this is not a policy that we have to implement but staff needs to know if the Board would like us to accept political sponsorships moving forward.

Commissioner Chvatal stated that he recently attended State Senator Porfirio's senior event at the park district in Summit and questioned if this would be banned under this policy. Attorney Price stated that we cannot do anything about a rental for politic purposes. He clarified that a sponsorship is a sign somewhere saying an event or facility is sponsored by someone and the individual being named as such. Commissioner Vear questioned the sponsorship signage posted by Little League and Babe Ruth. Director Bechtold stated that Little League was responsible for their signs, which really should have gone through the Park District, and we need to remind them of that. Babe Ruth will fall under the District.

President Opyd stated that aside from the money issue, the consideration is whether we want to publicize the political sponsor's name or logo at an event and on our social media. Attorney Price agreed that this is about political advertising in our literature, flyers, and website. Director Bechtold stated there will be requests coming in, and if the Board says this is fine then we know we can collect dollars but are not giving our endorsement. Commissioner Chvatal pointed out that we are not endorsing College Hunks as movers when they are a sponsor, and he does not see that we are endorsing political sponsors. Attorney Price stated that the difference is our mission. We are forbidden by law to take a political position but some people may see it as stepping over the line. Legally, a sponsorship is not the Park District taking a position because the opponent has the opportunity to do the same. The issue is a policy question and whether we want to do this.

Commissioner Chvatal stated that other districts raise more money and we have trouble obtaining sponsorships so he does not see why we would turn away free money. Commissioner Posey encouraged the Board to make a decision and keep it simple so that staff does not have to interpret requests.

Attorney Price clarified that this discussion is not about political or religious discussions or campaigning. That can happen anyway, and we must have a designated free speech area for a forum at our events. They must stay in that

REGULAR BOARD MEETING – JANUARY 22, 2024

area and cannot walk around. That is a different problem than that one, where we decide if we are okay with flyers and signage stating that our Easter event is brought to you by Joe Smith, candidate for office. Director Bechtold further explained that under this policy, a political candidate may pass out candy at their table at our Trunk or Treat event, but to ask for political signatures they would need to move to the designated public forum area.

After an additional brief discussion on political versus religious sponsorships there was Board consensus to strike item A from the policy, which prohibits sponsorships that are political or religious in nature. The Board agreed it could be changed later if there are problems.

Commissioner Chvatal motioned to approve Section 632 with the removal of section A. The motion was seconded by Commissioner Vear and passed by Roll Call Vote as follows:

AYES: Commissioners Chvatal, Vear, Posey, Opyd
NAYES: None
ABSENT: Commissioner Lacey

Discussion and/or Approval of Updated Mission Statement, New Vision Statement and New Core Values

Director Bechtold stated that once the CMP was completed, we engaged staff and the Board on developing a revised mission statement and new vision statement and core values. Our current mission statement is long and dated and reads: Our mission is to provide quality recreation programs, facilities and parks that enhance the health, happiness and quality of life residents and program participants. Staff had several meetings with homework in between and we had a very good discussion on where we see the Park District going. Based on the feedback from these meetings, the CMP, community surveys, and feedback from the Board, we developed the updated mission statement. We also developed a vision statement and core values which we did not have previously. We would like to begin promoting these as well as the new diversity, equity, and inclusion statement.

Commissioner Vear stated that they all sound good. President Opyd stated it was well put together and he supports it. It will help the Board make decisions and direct what they do.

Commissioner Posey moved to approve the Updated Mission Statement, New Vision Statement, New Core Values, and New Diversity, Equity and Inclusion Statement. The motion was seconded by Commissioner Vear and passed by Roll Call Vote as follows:

AYES: Commissioners Posey, Vear, Chvatal, Opyd
NAYES: None
ABSENT: Commissioner Lacey

New Business

Discussion and/or Approval of Enhancing Support in the Finance Department
Director Bechtold explained that we are struggling to replace the Director of Finance & HR. We have had some interviews with candidates that were not going to work out. Based on our pay grades the salary range is \$85,000-\$109,00. There are currently postings from other park districts for similar positions at higher rates including:

Palatine, finance director, \$120-\$140,000
Downers Grove, second in charge, \$98,000
Glenview, finance director, \$135-\$155,000
Glenview, assistant director, \$95-\$105,000
Bensenville, finance director, \$125-\$165,000
Village of Oak Terrace, \$115-\$145,000
Village of Wheeling, deputy director, \$110-\$155,000

She stated that these are all open now, and we are struggling to draw candidates, and our location does not help us. She and Linda are working hard to keep administration, as well as finance afloat, but need more support. A part-time position for a Business Services Coordinator has been posted to ease part of the burden. Selden Fox is providing some support, but not all that we need. Engaging Robert Half or Lauterbach to come in, in addition to or instead of Selden Fox would be between \$100-\$200 per hour. The cost of finance personnel is high right now. Robert Half interviewed someone for \$103 per hour, and they were not qualified. We are still working to fill the position but would like approval to hire an additional consulting firm for up to 16 hours per week at a maximum of \$200 per hour. This is needed especially with it being budget time.

Attorney Price stated that many firms have exited the market and finance directors have retired. Their ability to return to work is limited by IMRF and social security. This is why you see the high salary numbers which are influenced by a very small pool for government work.

Commissioner Vear asked if the budget would allow for this. Director Bechtold answered that we have the funds since we have not had someone in the position. She stated that she has an interview next week and is bringing in Selden Fox for their help in assessing the candidate. They do not have the qualifications but we can train them. Otherwise, we may need to evaluate the overall pay grades but she would like to avoid paying that much. President Opyd stated that he was okay with the extra support as a temporary solution, but that we should think hard about our pay grades if the market is higher and address the real issue, which is a salary problem we continue to struggle with. We want to hire and retain a person that will stay with our organization. Jenny stated that the grades could be evaluated in March at budget time.

REGULAR BOARD MEETING – JANUARY 22, 2024

Commissioner Posey stressed that it is important to have finance support, especially with the upcoming referendum.

Jenny clarified that we already have Selden Fox providing approximately 25 hours per month of support at \$135 per hour with a max of \$4,300, and tonight's approval would be for additional support. Commissioner Chvatal recommended removing the time limit because it is a necessity that will not go away until the position is filled. Commissioner Posey agreed but recommended a periodic check-in with the Board. Commissioner Chvatal also inquired about hiring a firm to do a search. Jenny stated that she contacted GovHR and Robert Half, and their fees are between \$25,000-\$30,000. She knows of districts that hired GovHR and if they come in they would tell us to raise the salary range.

President Opyd asked for a motion to approve hiring an additional accounting support resource at up to \$200 per hour not to exceed 16 hours per week through the end of the fiscal year April 30, 2024. The motion was so moved by Commissioner Vear, seconded by Commissioner Chvatal, and passed by Roll Call Vote as follows:

AYES: Commissioners Vear, Chvatal, Posey, Opyd
NAYES: None
ABSENT: Commissioner Lacey

Committee Reports

Administration Committee

No report at this time.

Parks and Facilities Committee

No report at this time.

Recreation & Cultural Programming Committee/ Arts & Cultural Affairs Committee

Commissioner Posey stated that her dream is to bring the midnight circus to La Grange and she sent some emails and Instagram messaging to see if they would be interested. That is her goal for this year.

Public Comments (Board Manual Section #152)

None

Board Comments

Commissioner Posey thanked staff for working through the change in personnel. She welcomed Eric aboard and stated she looks forward to working with him.

REGULAR BOARD MEETING – JANUARY 22, 2024

Commissioner Chvatal stated that he experienced the basketball league when he was in the building this past weekend. There were tons of kids and everyone looked to be having a great time. The program is well put together.

Commissioner Vear welcomed Eric; he is sure he will be doing great things. He commended Kevin for the great success rates, and he thanked Jenny for all the hard work she is doing while being short-handed. He stated that he has had requests that we consider extending the fitness center weekend hours.

President Opyd expressed appreciation for everyone pitching in to get things done. He continues to hear positive feedback on the parking lot and is happy that it is done and is there for our residents.

President Opyd announced that there is no executive session tonight and asked for a motion to adjourn.

Adjournment

Commissioner Chvatal moved for adjournment at 7:35 P.M. The motion was seconded by Commissioner Vear and passed unanimously by Voice Vote.

Brian Opyd, President

Jennifer Bechtold, Board Secretary
Approved February 12, 2024



Park District of La Grange, IL

Statement of Revenue & Expenditures Group Summary

For Fiscal: 2023-2024 Period Ending: 01/31/2024

SubAccount	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 01 - General					
Revenue					
Department: 5 - Admin					
426 - BUILDING RENTALS	108,168.00	108,168.00	10,626.88	77,204.78	30,963.22
942 - TAX REVENUE	1,005,592.00	1,005,592.00	0.00	1,022,075.59	-16,483.59
943 - OTHER REVENUES	154,600.00	154,600.00	31,586.42	259,886.36	-105,286.36
Department: 5 - Admin Total:	1,268,360.00	1,268,360.00	42,213.30	1,359,166.73	-90,806.73
Revenue Total:	1,268,360.00	1,268,360.00	42,213.30	1,359,166.73	-90,806.73
Expense					
Department: 5 - Admin					
511 - ADMINISTRATIVE SALARIES	316,143.00	316,143.00	14,953.72	167,655.58	148,487.42
512 - FRONT DESK	49,874.00	49,874.00	2,279.61	20,130.89	29,743.11
530 - HEALTH & LIFE INSURANCE	129,000.00	129,000.00	7,976.21	66,469.56	62,530.44
540 - EDUCATION & TRAINING	18,442.53	18,442.53	812.97	5,708.26	12,734.27
600 - PROMOTION & PUBLICITY	15,075.00	15,075.00	350.00	4,225.31	10,849.69
610 - PROFESSIONAL FEES	59,864.00	59,864.00	2,056.25	20,517.39	39,346.61
630 - TRANSPORTATION	0.00	0.00	300.00	2,100.00	-2,100.00
650 - BANK/MERCHANT FEES	250.00	250.00	0.00	395.34	-145.34
660 - DUES & SUBSCRIPTIONS	8,755.02	8,755.02	197.50	2,480.47	6,274.55
670 - COMMUNICATION SERVICES	14,162.00	14,162.00	1,167.99	9,791.72	4,370.28
680 - SOFTWARE CONTRACTS	48,095.00	48,095.00	2,489.97	23,717.75	24,377.25
690 - LEGAL/ RECRUITMENT NOTICES	1,625.00	1,625.00	0.00	1,133.98	491.02
691 - PRINTING/ DESIGN SERVICES	6,138.00	6,138.00	767.37	4,865.27	1,272.73
710 - ADMINISTRATIVE EXPENSE ACCTS	2,320.00	2,320.00	0.00	1,168.83	1,151.17
720 - EMPLOYEE/ PUBLIC RELATIONS	5,250.00	5,250.00	0.00	0.00	5,250.00
730 - OFFICE/ ADMIN SUPPLIES	5,850.00	5,850.00	402.31	1,823.31	4,026.69
740 - COMPUTER SUPPLIES/ EQUIP	9,350.00	9,350.00	0.00	1,390.73	7,959.27
750 - OFFICE EQUIPMENT	10,500.00	10,500.00	14.84	4,665.77	5,834.23
760 - POSTAGE & DELIVERY	4,745.00	4,745.00	0.00	2,221.38	2,523.62
764 - BANQUET BEVERAGE SERVICE	250.00	250.00	0.00	0.00	250.00
765 - CONTINGENCY	17,500.00	17,500.00	0.00	0.00	17,500.00
890 - PARK IMPROVEMENTS & REPAIRS	10,000.00	10,000.00	0.00	0.00	10,000.00
Department: 5 - Admin Total:	733,188.55	733,188.55	33,768.74	340,461.54	392,727.01
Department: 6 - Maintenance					
513 - MAINTENANCE SALARIES	148,607.00	148,607.00	11,501.01	100,119.10	48,487.90
514 - SEASONAL MAINTENANCE	42,000.00	42,000.00	0.00	16,980.00	25,020.00
800 - EQUIPMENT RENTALS	1,500.00	1,500.00	0.00	0.00	1,500.00
810 - MAINTENANCE SERVICES	106,325.00	106,325.00	6,473.33	60,437.09	45,887.91
820 - EQUIPMENT REPAIRS	8,750.00	8,750.00	0.00	2,045.03	6,704.97
830 - MAINTENANCE SUPPLIES	14,025.00	14,025.00	1,357.41	10,165.27	3,859.73
840 - MAINTENANCE MATERIALS	20,900.00	20,900.00	403.34	7,534.37	13,365.63
850 - PETROLEUM PRODUCTS	5,650.00	5,650.00	0.00	4,153.90	1,496.10
860 - MAIN. TOOLS & EQUIPMENT	3,000.00	3,000.00	38.99	2,510.43	489.57
870 - PARK LANDSCAPING	8,100.00	8,100.00	0.00	2,460.01	5,639.99
880 - UTILITIES - ELECTRIC	57,109.40	57,109.40	9,656.37	42,588.21	14,521.19
881 - UTILITIES - NATURAL GAS	19,039.00	19,039.00	2,988.78	9,610.09	9,428.91
882 - UTILITIES - WATER	12,239.40	12,239.40	1,220.82	8,696.79	3,542.61
890 - PARK IMPROVEMENTS & REPAIRS	47,845.00	47,845.00	0.00	7,021.71	40,823.29
Department: 6 - Maintenance Total:	495,089.80	495,089.80	33,640.05	274,322.00	220,767.80
Expense Total:	1,228,278.35	1,228,278.35	67,408.79	614,783.54	613,494.81
Fund: 01 - General Surplus (Deficit):	40,081.65	40,081.65	-25,195.49	744,383.19	-704,301.54

Statement of Revenue & Expenditures

For Fiscal: 2023-2024 Period Ending: 01/31/2024

SubAccount	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 11 - Fitness Center					
Revenue					
Department: 7 - Recreation					
490 - PROGRAM REVENUE	661,878.00	661,878.00	77,106.98	589,869.07	72,008.93
943 - OTHER REVENUES	630.00	630.00	25.00	97.00	533.00
Department: 7 - Recreation Total:	662,508.00	662,508.00	77,131.98	589,966.07	72,541.93
Revenue Total:	662,508.00	662,508.00	77,131.98	589,966.07	72,541.93
Expense					
Department: 5 - Admin					
511 - ADMINISTRATIVE SALARIES	92,507.00	92,507.00	5,646.88	58,978.38	33,528.62
521 - SS/ MEDICARE	6,502.50	6,502.50	431.26	4,481.26	2,021.24
522 - PENSION	0.00	0.00	499.02	6,167.25	-6,167.25
530 - HEALTH & LIFE INSURANCE	13,000.00	13,000.00	1,108.31	10,675.79	2,324.21
540 - EDUCATION & TRAINING	1,000.00	1,000.00	0.00	450.00	550.00
550 - TRAVEL REIMBURSEMENT	600.00	600.00	0.00	0.00	600.00
600 - PROMOTION & PUBLICITY	9,744.00	9,744.00	0.00	1,968.47	7,775.53
610 - PROFESSIONAL FEES	350.00	350.00	0.00	200.00	150.00
650 - BANK/MERCHANT FEES	15,700.00	15,700.00	1,945.54	15,106.64	593.36
670 - COMMUNICATION SERVICES	3,800.00	3,800.00	614.96	2,865.82	934.18
680 - SOFTWARE CONTRACTS	3,540.00	3,540.00	201.89	2,838.90	701.10
690 - LEGAL/ RECRUITMENT NOTICES	500.00	500.00	0.00	0.00	500.00
691 - PRINTING/ DESIGN SERVICES	250.00	250.00	0.00	0.00	250.00
720 - EMPLOYEE/ PUBLIC RELATIONS	420.00	420.00	0.00	0.00	420.00
730 - OFFICE/ ADMIN SUPPLIES	2,500.00	2,500.00	326.82	778.01	1,721.99
760 - POSTAGE & DELIVERY	500.00	500.00	0.00	0.00	500.00
765 - CONTINGENCY	5,000.00	5,000.00	0.00	0.00	5,000.00
Department: 5 - Admin Total:	155,913.50	155,913.50	10,774.68	104,510.52	51,402.98
Department: 6 - Maintenance					
810 - MAINTENANCE SERVICES	11,800.00	11,800.00	0.00	2,230.27	9,569.73
830 - MAINTENANCE SUPPLIES	21,747.00	21,747.00	2,066.40	9,252.18	12,494.82
880 - UTILITES - ELECTRIC	12,413.00	12,413.00	1,599.22	7,202.48	5,210.52
881 - UTILITES - NATURAL GAS	1,884.00	1,884.00	1,402.07	4,180.24	-2,296.24
882 - UTILITIES - WATER	758.00	758.00	101.62	555.27	202.73
890 - PARK IMPROVEMENTS & REPAIRS	100.00	100.00	0.00	100.00	0.00
Department: 6 - Maintenance Total:	48,702.00	48,702.00	5,169.31	23,520.44	25,181.56
Department: 7 - Recreation					
512 - FRONT DESK	147,838.00	147,838.00	9,276.20	87,019.04	60,818.96
515 - CUSTODIANS & FACILITY SUPERVISORS	19,604.00	19,604.00	472.76	8,017.52	11,586.48
516 - PROGRAM WAGES	22,200.00	22,200.00	2,126.61	22,695.22	-495.22
521 - SS/ MEDICARE	11,309.61	11,309.61	908.45	9,292.01	2,017.60
620 - CONTRACTUAL PROGRAMS	75,009.00	75,009.00	7,869.50	53,533.64	21,475.36
640 - EQUIP/ FACILITY LEASE	10,485.00	10,485.00	0.00	7,174.90	3,310.10
780 - PROGRAM EQUIPMENT	15,500.00	15,500.00	417.11	7,069.35	8,430.65
790 - PROGRAM SUPPLIES	2,050.00	2,050.00	0.00	555.16	1,494.84
Department: 7 - Recreation Total:	303,995.61	303,995.61	21,070.63	195,356.84	108,638.77
Expense Total:	508,611.11	508,611.11	37,014.62	323,387.80	185,223.31
Fund: 11 - Fitness Center Surplus (Deficit):	153,896.89	153,896.89	40,117.36	266,578.27	-112,681.38

Statement of Revenue & Expenditures

For Fiscal: 2023-2024 Period Ending: 01/31/2024

SubAccount	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 12 - Before & After School					
Revenue					
Department: 7 - Recreation					
490 - PROGRAM REVENUE	741,480.00	741,480.00	70,987.56	486,723.24	254,756.76
943 - OTHER REVENUES	0.00	0.00	0.00	506.90	-506.90
Department: 7 - Recreation Total:	741,480.00	741,480.00	70,987.56	487,230.14	254,249.86
Revenue Total:	741,480.00	741,480.00	70,987.56	487,230.14	254,249.86
Expense					
Department: 5 - Admin					
610 - PROFESSIONAL FEES	5,468.00	5,468.00	440.63	2,755.70	2,712.30
Department: 5 - Admin Total:	5,468.00	5,468.00	440.63	2,755.70	2,712.30
Department: 7 - Recreation					
511 - ADMINISTRATIVE SALARIES	179,770.00	179,770.00	12,519.82	123,076.69	56,693.31
516 - PROGRAM WAGES	340,937.00	340,937.00	14,762.49	152,418.19	188,518.81
521 - SS/ MEDICARE	38,828.55	38,828.55	2,071.79	21,430.78	17,397.77
522 - PENSION	15,280.13	15,280.13	1,290.58	15,064.46	215.67
530 - HEALTH & LIFE INSURANCE	30,000.00	30,000.00	2,416.98	21,860.66	8,139.34
540 - EDUCATION & TRAINING	11,511.00	11,511.00	333.00	1,198.00	10,313.00
550 - TRAVEL REIMBURSEMENT	1,200.00	1,200.00	0.00	395.23	804.77
600 - PROMOTION & PUBLICITY	2,042.75	2,042.75	0.00	1,261.32	781.43
610 - PROFESSIONAL FEES	350.00	350.00	0.00	200.00	150.00
640 - EQUIP/ FACILITY LEASE	2,262.00	2,262.00	2,250.00	2,250.00	12.00
650 - BANK/MERCHANT FEES	16,000.00	16,000.00	1,949.07	13,234.06	2,765.94
660 - DUES & SUBSCRIPTIONS	300.01	300.01	0.00	91.49	208.52
670 - COMMUNICATION SERVICES	2,120.00	2,120.00	155.00	1,674.78	445.22
680 - SOFTWARE CONTRACTS	14,600.00	14,600.00	742.67	7,921.80	6,678.20
690 - LEGAL/ RECRUITMENT NOTICES	1,200.00	1,200.00	0.00	0.00	1,200.00
720 - EMPLOYEE/ PUBLIC RELATIONS	800.00	800.00	0.00	433.82	366.18
750 - OFFICE EQUIPMENT	9,375.74	9,375.74	0.00	1,063.61	8,312.13
780 - PROGRAM EQUIPMENT	2,500.00	2,500.00	0.00	503.59	1,996.41
790 - PROGRAM SUPPLIES	54,305.00	54,305.00	183.37	20,380.84	33,924.16
820 - EQUIPMENT REPAIRS	1,500.00	1,500.00	0.00	0.00	1,500.00
Department: 7 - Recreation Total:	724,882.18	724,882.18	38,674.77	384,459.32	340,422.86
Expense Total:	730,350.18	730,350.18	39,115.40	387,215.02	343,135.16
Fund: 12 - Before & After School Surplus (Deficit):	11,129.82	11,129.82	31,872.16	100,015.12	-88,885.30

Statement of Revenue & Expenditures

For Fiscal: 2023-2024 Period Ending: 01/31/2024

SubAccount	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 13 - Recreation					
Revenue					
Department: 5 - Admin					
480 - PARK USAGE	50,750.01	50,750.01	1,462.50	60,473.30	-9,723.29
942 - TAX REVENUE	845,736.00	845,736.00	12,651.57	846,343.74	-607.74
943 - OTHER REVENUES	1,000.00	1,000.00	500.00	1,421.25	-421.25
Department: 5 - Admin Total:	897,486.01	897,486.01	14,614.07	908,238.29	-10,752.28
Department: 7 - Recreation					
490 - PROGRAM REVENUE	982,171.00	982,171.00	69,100.92	785,607.52	196,563.48
491 - RECREATION CENTER	245,382.01	245,382.01	26,198.00	150,497.50	94,884.51
943 - OTHER REVENUES	5,975.00	5,975.00	2,000.00	3,897.59	2,077.41
Department: 7 - Recreation Total:	1,233,528.01	1,233,528.01	97,298.92	940,002.61	293,525.40
Revenue Total:	2,131,014.02	2,131,014.02	111,912.99	1,848,240.90	282,773.12
Expense					
Department: 5 - Admin					
511 - ADMINISTRATIVE SALARIES	444,445.00	444,445.00	25,163.87	294,739.58	149,705.42
512 - FRONT DESK	49,874.00	49,874.00	2,341.45	18,934.81	30,939.19
530 - HEALTH & LIFE INSURANCE	200,000.00	200,000.00	10,000.22	87,671.80	112,328.20
540 - EDUCATION & TRAINING	18,442.53	18,442.53	813.01	5,337.30	13,105.23
550 - TRAVEL REIMBURSEMENT	2,660.00	2,660.00	0.00	153.93	2,506.07
600 - PROMOTION & PUBLICITY	15,075.00	15,075.00	350.00	4,225.31	10,849.69
610 - PROFESSIONAL FEES	7,318.00	7,318.00	440.62	3,705.66	3,612.34
630 - TRANSPORTATION	0.00	0.00	300.00	2,100.00	-2,100.00
650 - BANK/MERCHANT FEES	25,150.00	25,150.00	4,077.51	23,077.23	2,072.77
660 - DUES & SUBSCRIPTIONS	8,755.02	8,755.02	197.50	2,115.48	6,639.54
670 - COMMUNICATION SERVICES	14,162.00	14,162.00	1,287.99	9,802.91	4,359.09
680 - SOFTWARE CONTRACTS	48,095.00	48,095.00	2,489.97	23,717.78	24,377.22
690 - LEGAL/ RECRUITMENT NOTICES	2,775.00	2,775.00	0.00	2,259.98	515.02
691 - PRINTING/ DESIGN SERVICES	16,712.00	16,712.00	767.37	6,246.28	10,465.72
710 - ADMINISTRATIVE EXPENSE ACCTS	360.00	360.00	0.00	93.23	266.77
720 - EMPLOYEE/ PUBLIC RELATIONS	7,650.00	7,650.00	0.00	829.31	6,820.69
730 - OFFICE/ ADMIN SUPPLIES	5,850.00	5,850.00	402.33	1,823.33	4,026.67
740 - COMPUTER SUPPLIES/ EQUIP	850.00	850.00	0.00	55.72	794.28
750 - OFFICE EQUIPMENT	10,500.00	10,500.00	14.84	4,665.77	5,834.23
760 - POSTAGE & DELIVERY	4,745.04	4,745.04	0.00	2,254.63	2,490.41
764 - BANQUET BEVERAGE SERVICE	250.00	250.00	0.00	0.00	250.00
Department: 5 - Admin Total:	883,668.59	883,668.59	48,646.68	493,810.04	389,858.55
Department: 6 - Maintenance					
513 - MAINTENANCE SALARIES	148,607.00	148,607.00	11,500.98	98,415.04	50,191.96
800 - EQUIPMENT RENTALS	1,500.00	1,500.00	0.00	0.00	1,500.00
810 - MAINTENANCE SERVICES	76,825.00	76,825.00	6,483.55	59,002.58	17,822.42
820 - EQUIPMENT REPAIRS	8,750.00	8,750.00	0.00	2,044.96	6,705.04
830 - MAINTENANCE SUPPLIES	14,025.00	14,025.00	1,357.42	11,411.06	2,613.94
840 - MAINTENANCE MATERIALS	14,100.00	14,100.00	403.33	4,850.82	9,249.18
850 - PETROLEUM PRODUCTS	5,650.00	5,650.00	0.00	4,153.84	1,496.16
860 - MAIN. TOOLS & EQUIPMENT	3,000.00	3,000.00	38.99	2,510.35	489.65
870 - PARK LANDSCAPING	8,100.00	8,100.00	0.00	2,459.97	5,640.03
880 - UTILITES - ELECTRIC	57,109.40	57,109.40	9,656.38	42,588.14	14,521.26
881 - UTILITES - NATURAL GAS	19,039.00	19,039.00	2,988.71	10,615.17	8,423.83
882 - UTILITIES - WATER	12,239.40	12,239.40	1,220.78	8,696.67	3,542.73
890 - PARK IMPROVEMENTS & REPAIRS	8,995.00	8,995.00	0.00	9,104.81	-109.81
Department: 6 - Maintenance Total:	377,939.80	377,939.80	33,650.14	255,853.41	122,086.39
Department: 7 - Recreation					
515 - CUSTODIANS & FACILITY SUPERVISORS	123,821.00	123,821.00	4,339.08	45,605.56	78,215.44
516 - PROGRAM WAGES	169,938.00	169,938.00	3,755.02	107,794.79	62,143.21
571 - BEVERAGE COST	5,600.00	5,600.00	195.00	1,540.00	4,060.00
600 - PROMOTION & PUBLICITY	10,000.00	10,000.00	0.00	321.50	9,678.50
620 - CONTRACTUAL PROGRAMS	404,448.00	404,448.00	29,722.50	243,064.63	161,383.37

Statement of Revenue & Expenditures

For Fiscal: 2023-2024 Period Ending: 01/31/2024

SubAccount	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
630 - TRANSPORTATION	8,040.00	8,040.00	0.00	0.00	8,040.00
774 - SPECIAL EVENTS	9,100.00	9,100.00	0.00	2,964.36	6,135.64
780 - PROGRAM EQUIPMENT	10,425.00	10,425.00	0.00	2,764.41	7,660.59
790 - PROGRAM SUPPLIES	58,966.45	58,966.45	-469.50	32,811.03	26,155.42
Department: 7 - Recreation Total:	800,338.45	800,338.45	37,542.10	436,866.28	363,472.17
Expense Total:	2,061,946.84	2,061,946.84	119,838.92	1,186,529.73	875,417.11
Fund: 13 - Recreation Surplus (Deficit):	69,067.18	69,067.18	-7,925.93	661,711.17	-592,643.99
Total Surplus (Deficit):	274,175.54	274,175.54	38,868.10	1,772,687.75	

Statement of Revenue & Expenditures

For Fiscal: 2023-2024 Period Ending: 01/31/2024

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
01 - General	40,081.65	40,081.65	-25,195.49	744,383.19	-704,301.54
11 - Fitness Center	153,896.89	153,896.89	40,117.36	266,578.27	-112,681.38
12 - Before & After School	11,129.82	11,129.82	31,872.16	100,015.12	-88,885.30
13 - Recreation	69,067.18	69,067.18	-7,925.93	661,711.17	-592,643.99
Total Surplus (Deficit):	274,175.54	274,175.54	38,868.10	1,772,687.75	



Park District of La Grange, IL

Statement of Revenue & Expenditures Account Summary

For Fiscal: 2023-2024 Period Ending: 01/31/2024

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 04 - Debt Service						
Revenue						
04-5-00-40000	PROPERTY TAXES - DS	897,083.00	897,083.00	0.00	917,314.32	-20,231.32
04-5-00-40100	REPLACEMENT TAXES	56,836.00	56,836.00	0.00	24,639.82	32,196.18
04-5-00-40200	BOND PROCEEDS	209,743.00	209,743.00	0.00	209,743.75	-0.75
	Revenue Total:	1,163,662.00	1,163,662.00	0.00	1,151,697.89	11,964.11
Expense						
04-5-00-91100	DEBT SERVICE - PRINCIPAL	1,002,700.00	1,002,700.00	0.00	1,009,200.00	-6,500.00
04-5-00-91150	DEBT SERVICE - INTEREST	119,582.00	119,582.00	0.00	113,080.97	6,501.03
04-5-00-91200	BOND ISSUE COSTS	8,250.00	8,250.00	0.00	7,875.00	375.00
	Expense Total:	1,130,532.00	1,130,532.00	0.00	1,130,155.97	376.03
	Fund: 04 - Debt Service Surplus (Deficit):	33,130.00	33,130.00	0.00	21,541.92	

Statement of Revenue & Expenditures

For Fiscal: 2023-2024 Period Ending: 01/31/2024

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining	
Fund: 36 - Capital Projects						
Revenue						
36-5-00-40200	BOND PROCEEDS	0.00	152,956.00	0.00	167,256.25	-14,300.25
36-5-00-40300	ASSET SALE PROCEEDS	0.00	0.00	0.00	52.00	-52.00
36-5-00-50200	TRANSFER IN	0.00	0.00	0.00	280,000.00	-280,000.00
	Revenue Total:	0.00	152,956.00	0.00	447,308.25	-294,352.25
Expense						
36-5-00-76501	CONTINGENCY - CAPITAL	50,000.00	33,182.00	909.48	15,531.48	17,650.52
36-5-00-94580	DRINKING FOUNTAINS	10,000.00	0.00	0.00	0.00	0.00
36-5-00-96102	PARK & FACILITY PLANNING	65,000.00	65,000.00	13,713.41	55,211.10	9,788.90
36-5-00-96103	FEASIBILITY FUNDING FOR CMP FUTURE PL...	110,000.00	40,000.00	0.00	0.00	40,000.00
36-5-00-96118	REPLACE/ REPAIR FENCING	10,000.00	10,000.00	0.00	3,742.00	6,258.00
36-5-00-96500	Playground Replacement Parks	20,000.00	15,209.34	-2,023.00	13,186.34	2,023.00
36-5-10-92060	Facility Enhancements (Denning)	20,000.00	2,983.00	0.00	2,983.00	0.00
36-5-12-90110	610 East Ave	30,000.00	0.00	0.00	0.00	0.00
36-5-12-96112	Replacement of Babe Ruth Prep Field Fence	130,000.00	0.00	0.00	0.00	0.00
36-5-13-97302	Repair Sewage Line @CC	10,000.00	10,000.00	0.00	10,000.00	0.00
36-5-14-96114	GORDON PARK FIELD REPAIRS	0.00	31,300.00	0.00	31,300.00	0.00
36-5-15-91904	OSLAD Application	20,000.00	20,000.00	0.00	18,242.40	1,757.60
36-5-15-96501	OSLAD PARK RENOVATION	500,000.00	50,000.00	0.00	0.00	50,000.00
36-5-20-84021	Aera-vator with Seed Hopper	9,500.00	9,500.00	0.00	0.00	9,500.00
36-5-20-84022	Seeder for New Tractor	8,000.00	8,000.00	0.00	0.00	8,000.00
36-5-20-92420	Vestibules (Green Tile) New Flooring	35,000.00	29,487.00	0.00	29,487.00	0.00
36-5-20-93015	Utility Tractor	52,231.00	52,231.00	0.00	52,231.15	-0.15
36-5-20-93016	Zero turning Radius Mower (2012 & 2018)	32,912.00	19,681.46	0.00	19,681.46	0.00
36-5-20-94600	PARKING LOT DEVELOPMENT	2,250,000.00	1,849,425.00	0.00	1,572,610.74	276,814.26
36-5-20-97301	TIME & ATTENDANCE SOFTWARE	5,000.00	4,000.00	0.00	4,000.00	0.00
	Expense Total:	3,367,643.00	2,249,998.80	12,599.89	1,828,206.67	421,792.13
	Fund: 36 - Capital Projects Surplus (Deficit):	-3,367,643.00	-2,097,042.80	-12,599.89	-1,380,898.42	
	Total Surplus (Deficit):	-3,334,513.00	-2,063,912.80	-12,599.89	-1,359,356.50	

Statement of Revenue & Expenditures

For Fiscal: 2023-2024 Period Ending: 01/31/2024

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
04 - Debt Service	33,130.00	33,130.00	0.00	21,541.92	11,588.08
36 - Capital Projects	-3,367,643.00	-2,097,042.80	-12,599.89	-1,380,898.42	-716,144.38
Total Surplus (Deficit):	-3,334,513.00	-2,063,912.80	-12,599.89	-1,359,356.50	



Park District of La Grange, IL

Special Recreation Funds Account Summary

For Fiscal: 2023-2024 Period Ending: 01/31/2024

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Revenue						
Department: 5 - Admin						
14-5-00-40000	PROPERTY TAXES - PENSION	62,720.00	62,720.00	0.00	63,764.41	-1,044.41
15-5-00-40000	PROPERTY TAXES - P&L	24,500.00	24,500.00	0.00	25,129.55	-629.55
16-5-00-40000	PROPERTY TAXES - INS	122,500.00	122,500.00	0.00	125,375.59	-2,875.59
16-5-00-43000	MISCELLANEOUS INCOME	1,500.00	1,500.00	18,750.00	19,250.00	-17,750.00
17-5-00-40000	PROPERTY TAXES - AUDIT	9,800.00	9,800.00	0.00	9,964.78	-164.78
18-5-00-40000	PROPERTY TAXES - SPEC REC	257,740.00	257,740.00	0.00	263,361.44	-5,621.44
19-5-00-40000	PROPERTY TAXES - SS	107,800.00	107,800.00	0.00	110,133.05	-2,333.05
	Department: 5 - Admin Total:	586,560.00	586,560.00	18,750.00	616,978.82	-30,418.82
	Revenue Total:	586,560.00	586,560.00	18,750.00	616,978.82	
Expense						
Department: 5 - Admin						
14-5-00-53100	PENSION CONTRIBUTIONS	121,624.00	121,624.00	4,572.31	57,378.65	64,245.35
15-5-00-50100	TRANSFER OUT	30,000.00	30,000.00	0.00	30,000.00	0.00
16-5-00-61200	LIABILITY INSURANCE	61,000.00	61,000.00	30,246.30	60,492.60	507.40
16-5-00-61210	UNEMPLOYMENT COMP	5,000.00	5,000.00	0.00	4,098.58	901.42
16-5-00-61230	CLAIM DEDUCTIBLE	2,000.00	2,000.00	6,562.50	6,562.50	-4,562.50
17-5-00-61100	AUDIT SERVICES	16,300.00	16,300.00	0.00	14,260.00	2,040.00
18-5-00-50100	TRANSFER OUT	250,000.00	250,000.00	0.00	250,000.00	0.00
18-5-00-51100	WAGES - ADMIN	22,336.00	22,336.00	1,710.98	18,647.13	3,688.87
18-5-00-53001	HEALTH INSURANCE	0.00	0.00	456.60	3,897.53	-3,897.53
18-5-00-61300	SEASPAR CONTRIBUTIONS	110,000.00	110,000.00	0.00	105,784.00	4,216.00
18-5-00-61310	RECREATION INCLUSION	11,000.00	11,000.00	0.00	4,581.89	6,418.11
18-5-00-72013	SEASPAR EVENTS	1,000.00	1,000.00	0.00	0.00	1,000.00
18-5-00-82012	REPAIRS - REC VAN	800.00	800.00	0.00	0.00	800.00
18-5-00-85016	PETRO PROD - REC VAN	900.00	900.00	0.00	0.00	900.00
18-5-00-93040	ADA COMPLIANCE	10,000.00	10,000.00	785.00	785.00	9,215.00
19-5-00-53200	EMPLOYER MATCH SS & MEDICARE	175,264.00	175,264.00	5,816.89	68,611.10	106,652.90
	Department: 5 - Admin Total:	817,224.00	817,224.00	50,150.58	625,098.98	192,125.02
Department: 6 - Maintenance						
15-6-00-90100	PATHWAY REPLACEMENT	0.00	0.00	0.00	9,765.00	-9,765.00
15-6-00-90110	SEALCOAT PAVEMENT	30,000.00	30,000.00	0.00	9,765.00	20,235.00
15-6-00-90120	MISCELLANEOUS REPAIRS	5,000.00	5,000.00	0.00	0.00	5,000.00
16-6-00-53300	FIRST AID SUPPLIES	2,000.00	2,000.00	0.00	477.71	1,522.29
16-6-00-53301	PRE-EMPLOYMENT PHYSICALS	210.00	210.00	250.00	875.00	-665.00
16-6-00-53302	PDRMA TRAINING	800.00	800.00	0.00	0.00	800.00
16-6-00-53303	SAFETY TRAINING	300.00	300.00	0.00	280.00	20.00
16-6-00-53304	SAFETY LICENSES	0.00	0.00	0.00	15.00	-15.00
16-6-00-53305	INCENTIVES	250.00	250.00	0.00	0.00	250.00
16-6-00-73200	SUPPLIES - SAFETY & RISK MGMT	1,150.00	1,150.00	0.00	616.32	533.68
16-6-00-73230	EQUIP - SAFETY INSPECTIONS	9,700.00	9,700.00	2,548.46	2,548.46	7,151.54
18-6-00-81022	PORTABLE TOILETS	910.00	910.00	0.00	1,160.00	-250.00
18-6-00-84031	PLAY SURFACES	6,882.00	6,882.00	0.00	6,882.00	0.00
	Department: 6 - Maintenance Total:	57,202.00	57,202.00	2,798.46	32,384.49	24,817.51
	Expense Total:	874,426.00	874,426.00	52,949.04	657,483.47	
	Total Surplus (Deficit):	-287,866.00	-287,866.00	-34,199.04	-40,504.65	

Special Recreation Funds

For Fiscal: 2023-2024 Period Ending: 01/31/2024

Group Summary

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Revenue					
5 - Admin	586,560.00	586,560.00	18,750.00	616,978.82	-30,418.82
Revenue Total:	586,560.00	586,560.00	18,750.00	616,978.82	-30,418.82
Expense					
5 - Admin	817,224.00	817,224.00	50,150.58	625,098.98	192,125.02
6 - Maintenance	57,202.00	57,202.00	2,798.46	32,384.49	24,817.51
Expense Total:	874,426.00	874,426.00	52,949.04	657,483.47	216,942.53
Total Surplus (Deficit):	-287,866.00	-287,866.00	-34,199.04	-40,504.65	

Special Recreation Funds

For Fiscal: 2023-2024 Period Ending: 01/31/2024

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
14 - IMRF Pension	-58,904.00	-58,904.00	-4,572.31	6,385.76	-65,289.76
15 - Paving & Lighting	-40,500.00	-40,500.00	0.00	-24,400.45	-16,099.55
16 - Liability Insurance	41,590.00	41,590.00	-20,857.26	68,659.42	-27,069.42
17 - Audit	-6,500.00	-6,500.00	0.00	-4,295.22	-2,204.78
18 - Special Recreation	-156,088.00	-156,088.00	-2,952.58	-128,376.11	-27,711.89
19 - Social Security/ Medicare	-67,464.00	-67,464.00	-5,816.89	41,521.95	-108,985.95
Total Surplus (Deficit):	-287,866.00	-287,866.00	-34,199.04	-40,504.65	



Park District of La Grange, IL

Prior-Year Comparative Income Statement

Group Summary

For the Period Ending 01/31/2024

SubAccount...	2022-2023 Jan. Activity	2023-2024 Jan. Activity	Jan. Variance Favorable / (Unfavorable)	Variance %	2022-2023 YTD Activity	2023-2024 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 01 - General								
Revenue								
Department: 5 - Admin								
426 - BUILDING RENTALS	9,734.93	10,626.88	891.95	9.16%	77,174.64	77,204.78	30.14	0.04%
942 - TAX REVENUE	213,703.75	0.00	-213,703.75	-100.00%	921,900.66	1,022,075.59	100,174.93	10.87%
943 - OTHER REVENUES	22,961.29	31,586.42	8,625.13	37.56%	136,162.52	259,886.36	123,723.84	90.86%
Department 5 - Admin Total:	246,399.97	42,213.30	-204,186.67	-82.87%	1,135,237.82	1,359,166.73	223,928.91	19.73%
Revenue Total:	246,399.97	42,213.30	-204,186.67	-82.87%	1,135,237.82	1,359,166.73	223,928.91	19.73%
Expense								
Department: 5 - Admin								
511 - ADMINISTRATIVE SALARIES	17,958.49	14,953.72	3,004.77	16.73%	190,351.57	167,655.58	22,695.99	11.92%
512 - FRONT DESK	2,659.32	2,279.61	379.71	14.28%	23,121.18	20,130.89	2,990.29	12.93%
530 - HEALTH & LIFE INSURANCE	8,147.62	7,976.21	171.41	2.10%	64,316.71	66,469.56	-2,152.85	-3.35%
540 - EDUCATION & TRAINING	316.50	812.97	-496.47	-156.86%	4,700.45	5,708.26	-1,007.81	-21.44%
600 - PROMOTION & PUBLICITY	618.68	350.00	268.68	43.43%	2,977.88	4,225.31	-1,247.43	-41.89%
610 - PROFESSIONAL FEES	1,679.74	2,056.25	-376.51	-22.41%	15,017.68	20,517.39	-5,499.71	-36.62%
630 - TRANSPORTATION	0.00	300.00	-300.00	0.00%	0.00	2,100.00	-2,100.00	0.00%
650 - BANK/MERCHANT FEES	87.09	0.00	87.09	100.00%	327.25	395.34	-68.09	-20.81%
660 - DUES & SUBSCRIPTIONS	305.26	197.50	107.76	35.30%	4,817.44	2,480.47	2,336.97	48.51%
670 - COMMUNICATION SERVICES	870.23	1,167.99	-297.76	-34.22%	9,059.05	9,791.72	-732.67	-8.09%
680 - SOFTWARE CONTRACTS	1,168.80	2,489.97	-1,321.17	-113.04%	16,155.36	23,717.75	-7,562.39	-46.81%
690 - LEGAL/ RECRUITMENT NOTICES	0.00	0.00	0.00	0.00%	1,481.63	1,133.98	347.65	23.46%
691 - PRINTING/ DESIGN SERVICES	13.93	767.37	-753.44	-5,408.76%	3,926.46	4,865.27	-938.81	-23.91%
710 - ADMINISTRATIVE EXPENSE ACCTS	45.14	0.00	45.14	100.00%	998.01	1,168.83	-170.82	-17.12%
720 - EMPLOYEE/ PUBLIC RELATIONS	32.11	0.00	32.11	100.00%	371.26	0.00	371.26	100.00%
730 - OFFICE/ ADMIN SUPPLIES	822.56	402.31	420.25	51.09%	3,699.92	1,823.31	1,876.61	50.72%
740 - COMPUTER SUPPLIES/ EQUIP	0.00	0.00	0.00	0.00%	190.01	1,390.73	-1,200.72	-631.92%
750 - OFFICE EQUIPMENT	211.29	14.84	196.45	92.98%	11,211.29	4,665.77	6,545.52	58.38%
760 - POSTAGE & DELIVERY	45.64	0.00	45.64	100.00%	2,777.89	2,221.38	556.51	20.03%
764 - BANQUET BEVERAGE SERVICE	0.00	0.00	0.00	0.00%	138.50	0.00	138.50	100.00%
765 - CONTINGENCY	4,350.00	0.00	4,350.00	100.00%	4,350.00	0.00	4,350.00	100.00%
Department 5 - Admin Total:	39,332.40	33,768.74	5,563.66	14.15%	359,989.54	340,461.54	19,528.00	5.42%
Department: 6 - Maintenance								
513 - MAINTENANCE SALARIES	11,106.49	11,501.01	-394.52	-3.55%	100,456.77	100,119.10	337.67	0.34%
514 - SEASONAL MAINTENANCE	0.00	0.00	0.00	0.00%	22,249.50	16,980.00	5,269.50	23.68%

Prior-Year Comparative Income Statement

For the Period Ending 01/31/2024

SubAccoun...	2022-2023		Jan. Variance		2023-2024		YTD Variance	
	Jan. Activity	Jan. Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
800 - EQUIPMENT RENTALS	0.00	0.00	0.00	0.00%	545.76	0.00	545.76	100.00%
810 - MAINTENANCE SERVICES	2,544.17	6,473.33	-3,929.16	-154.44%	76,950.30	60,437.09	16,513.21	21.46%
820 - EQUIPMENT REPAIRS	212.30	0.00	212.30	100.00%	5,720.22	2,045.03	3,675.19	64.25%
830 - MAINTENANCE SUPPLIES	2,545.68	1,357.41	1,188.27	46.68%	10,430.98	10,165.27	265.71	2.55%
840 - MAINTENANCE MATERIALS	694.25	403.34	290.91	41.90%	12,294.83	7,534.37	4,760.46	38.72%
850 - PETROLEUM PRODUCTS	0.00	0.00	0.00	0.00%	3,653.88	4,153.90	-500.02	-13.68%
860 - MAIN. TOOLS & EQUIPMENT	0.00	38.99	-38.99	0.00%	1,197.66	2,510.43	-1,312.77	-109.61%
870 - PARK LANDSCAPING	20.50	0.00	20.50	100.00%	1,983.36	2,460.01	-476.65	-24.03%
880 - UTILITES - ELECTRIC	3,129.82	9,656.37	-6,526.55	-208.53%	33,837.34	42,588.21	-8,750.87	-25.86%
881 - UTILITES - NATURAL GAS	5,028.77	2,988.78	2,039.99	40.57%	14,391.20	9,610.09	4,781.11	33.22%
882 - UTILITIES - WATER	238.88	1,220.82	-981.94	-411.06%	8,265.55	8,696.79	-431.24	-5.22%
890 - PARK IMPROVEMENTS & REPAIRS	1,374.78	0.00	1,374.78	100.00%	4,123.08	7,021.71	-2,898.63	-70.30%
Department 6 - Maintenance Total:	26,895.64	33,640.05	-6,744.41	-25.08%	296,100.43	274,322.00	21,778.43	7.36%
Expense Total:	66,228.04	67,408.79	-1,180.75	-1.78%	656,089.97	614,783.54	41,306.43	6.30%
Fund 01 Surplus (Deficit):	180,171.93	-25,195.49	-205,367.42	-113.98%	479,147.85	744,383.19	265,235.34	55.36%

Prior-Year Comparative Income Statement

For the Period Ending 01/31/2024

SubAccount...	2022-2023 Jan. Activity	2023-2024 Jan. Activity	Jan. Variance Favorable / (Unfavorable)	Variance %	2022-2023 YTD Activity	2023-2024 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 11 - Fitness Center								
Revenue								
Department: 7 - Recreation								
490 - PROGRAM REVENUE	61,084.33	77,106.98	16,022.65	26.23%	486,183.82	589,869.07	103,685.25	21.33%
943 - OTHER REVENUES	31.00	25.00	-6.00	-19.35%	112.00	97.00	-15.00	-13.39%
Department 7 - Recreation Total:	61,115.33	77,131.98	16,016.65	26.21%	486,295.82	589,966.07	103,670.25	21.32%
Revenue Total:	61,115.33	77,131.98	16,016.65	26.21%	486,295.82	589,966.07	103,670.25	21.32%
Expense								
Department: 5 - Admin								
511 - ADMINISTRATIVE SALARIES	6,174.99	5,646.88	528.11	8.55%	60,887.68	58,978.38	1,909.30	3.14%
521 - SS/ MEDICARE	472.41	431.26	41.15	8.71%	4,657.88	4,481.26	176.62	3.79%
522 - PENSION	599.58	499.02	100.56	16.77%	6,200.11	6,167.25	32.86	0.53%
530 - HEALTH & LIFE INSURANCE	1,303.98	1,108.31	195.67	15.01%	10,727.28	10,675.79	51.49	0.48%
540 - EDUCATION & TRAINING	0.00	0.00	0.00	0.00%	335.00	450.00	-115.00	-34.33%
600 - PROMOTION & PUBLICITY	0.00	0.00	0.00	0.00%	1,996.34	1,968.47	27.87	1.40%
610 - PROFESSIONAL FEES	0.00	0.00	0.00	0.00%	400.00	200.00	200.00	50.00%
650 - BANK/MERCHANT FEES	1,684.84	1,945.54	-260.70	-15.47%	12,355.73	15,106.64	-2,750.91	-22.26%
670 - COMMUNICATION SERVICES	335.98	614.96	-278.98	-83.03%	3,023.82	2,865.82	158.00	5.23%
680 - SOFTWARE CONTRACTS	237.57	201.89	35.68	15.02%	1,344.02	2,838.90	-1,494.88	-111.22%
690 - LEGAL/ RECRUITMENT NOTICES	0.00	0.00	0.00	0.00%	180.00	0.00	180.00	100.00%
730 - OFFICE/ ADMIN SUPPLIES	0.00	326.82	-326.82	0.00%	496.69	778.01	-281.32	-56.64%
Department 5 - Admin Total:	10,809.35	10,774.68	34.67	0.32%	102,604.55	104,510.52	-1,905.97	-1.86%
Department: 6 - Maintenance								
810 - MAINTENANCE SERVICES	60.79	0.00	60.79	100.00%	2,383.53	2,230.27	153.26	6.43%
830 - MAINTENANCE SUPPLIES	1,015.93	2,066.40	-1,050.47	-103.40%	10,164.68	9,252.18	912.50	8.98%
880 - UTILITIES - ELECTRIC	500.39	1,599.22	-1,098.83	-219.59%	4,777.10	7,202.48	-2,425.38	-50.77%
881 - UTILITIES - NATURAL GAS	553.48	1,402.07	-848.59	-153.32%	1,419.84	4,180.24	-2,760.40	-194.42%
882 - UTILITIES - WATER	0.00	101.62	-101.62	0.00%	389.50	555.27	-165.77	-42.56%
890 - PARK IMPROVEMENTS & REPAIRS	0.00	0.00	0.00	0.00%	62.50	100.00	-37.50	-60.00%
Department 6 - Maintenance Total:	2,130.59	5,169.31	-3,038.72	-142.62%	19,197.15	23,520.44	-4,323.29	-22.52%
Department: 7 - Recreation								
512 - FRONT DESK	8,457.31	9,276.20	-818.89	-9.68%	83,867.84	87,019.04	-3,151.20	-3.76%
515 - CUSTODIANS & FACILITY SUPERVISORS	827.45	472.76	354.69	42.87%	8,825.60	8,017.52	808.08	9.16%
516 - PROGRAM WAGES	1,789.93	2,126.61	-336.68	-18.81%	14,397.30	22,695.22	-8,297.92	-57.64%
521 - SS/ MEDICARE	847.20	908.45	-61.25	-7.23%	8,413.21	9,292.01	-878.80	-10.45%
620 - CONTRACTUAL PROGRAMS	7,843.13	7,869.50	-26.37	-0.34%	51,897.88	53,533.64	-1,635.76	-3.15%
640 - EQUIP/ FACILITY LEASE	1,553.96	0.00	1,553.96	100.00%	11,341.78	7,174.90	4,166.88	36.74%
780 - PROGRAM EQUIPMENT	0.00	417.11	-417.11	0.00%	6,435.42	7,069.35	-633.93	-9.85%

Prior-Year Comparative Income Statement

For the Period Ending 01/31/2024

SubAccoun...	2022-2023	2023-2024	Jan. Variance		2022-2023	2023-2024	YTD Variance	
	Jan. Activity	Jan. Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
790 - PROGRAM SUPPLIES	743.99	0.00	743.99	100.00%	1,654.99	555.16	1,099.83	66.46%
Department 7 - Recreation Total:	22,062.97	21,070.63	992.34	4.50%	186,834.02	195,356.84	-8,522.82	-4.56%
Expense Total:	35,002.91	37,014.62	-2,011.71	-5.75%	308,635.72	323,387.80	-14,752.08	-4.78%
Fund 11 Surplus (Deficit):	26,112.42	40,117.36	14,004.94	53.63%	177,660.10	266,578.27	88,918.17	50.05%

Prior-Year Comparative Income Statement

For the Period Ending 01/31/2024

SubAccount...	2022-2023 Jan. Activity	2023-2024 Jan. Activity	Jan. Variance Favorable / (Unfavorable)	Variance %	2022-2023 YTD Activity	2023-2024 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 12 - Before & After School								
Revenue								
Department: 7 - Recreation								
490 - PROGRAM REVENUE	76,657.00	70,987.56	-5,669.44	-7.40%	524,200.00	486,723.24	-37,476.76	-7.15%
943 - OTHER REVENUES	0.00	0.00	0.00	0.00%	938.00	506.90	-431.10	-45.96%
Department 7 - Recreation Total:	76,657.00	70,987.56	-5,669.44	-7.40%	525,138.00	487,230.14	-37,907.86	-7.22%
Revenue Total:	76,657.00	70,987.56	-5,669.44	-7.40%	525,138.00	487,230.14	-37,907.86	-7.22%
Expense								
Department: 5 - Admin								
610 - PROFESSIONAL FEES	360.00	440.63	-80.63	-22.40%	2,575.67	2,755.70	-180.03	-6.99%
Department 5 - Admin Total:	360.00	440.63	-80.63	-22.40%	2,575.67	2,755.70	-180.03	-6.99%
Department: 7 - Recreation								
511 - ADMINISTRATIVE SALARIES	12,933.40	12,519.82	413.58	3.20%	124,882.53	123,076.69	1,805.84	1.45%
516 - PROGRAM WAGES	11,696.20	14,762.49	-3,066.29	-26.22%	152,484.74	152,418.19	66.55	0.04%
521 - SS/ MEDICARE	1,880.35	2,071.79	-191.44	-10.18%	21,471.93	21,430.78	41.15	0.19%
522 - PENSION	1,554.56	1,290.58	263.98	16.98%	15,858.90	15,064.46	794.44	5.01%
530 - HEALTH & LIFE INSURANCE	2,534.12	2,416.98	117.14	4.62%	23,093.21	21,860.66	1,232.55	5.34%
540 - EDUCATION & TRAINING	0.00	333.00	-333.00	0.00%	149.00	1,198.00	-1,049.00	-704.03%
550 - TRAVEL REIMBURSEMENT	0.00	0.00	0.00	0.00%	689.30	395.23	294.07	42.66%
600 - PROMOTION & PUBLICITY	0.00	0.00	0.00	0.00%	1,124.49	1,261.32	-136.83	-12.17%
610 - PROFESSIONAL FEES	0.00	0.00	0.00	0.00%	400.00	200.00	200.00	50.00%
630 - TRANSPORTATION	0.00	0.00	0.00	0.00%	3,357.50	0.00	3,357.50	100.00%
640 - EQUIP/ FACILITY LEASE	0.00	2,250.00	-2,250.00	0.00%	1,800.00	2,250.00	-450.00	-25.00%
650 - BANK/MERCHANT FEES	1,506.52	1,949.07	-442.55	-29.38%	11,757.95	13,234.06	-1,476.11	-12.55%
660 - DUES & SUBSCRIPTIONS	0.00	0.00	0.00	0.00%	24.45	91.49	-67.04	-274.19%
670 - COMMUNICATION SERVICES	144.37	155.00	-10.63	-7.36%	1,410.56	1,674.78	-264.22	-18.73%
680 - SOFTWARE CONTRACTS	712.73	742.67	-29.94	-4.20%	5,744.99	7,921.80	-2,176.81	-37.89%
720 - EMPLOYEE/ PUBLIC RELATIONS	0.00	0.00	0.00	0.00%	384.40	433.82	-49.42	-12.86%
750 - OFFICE EQUIPMENT	0.00	0.00	0.00	0.00%	0.00	1,063.61	-1,063.61	0.00%
780 - PROGRAM EQUIPMENT	0.00	0.00	0.00	0.00%	0.00	503.59	-503.59	0.00%
790 - PROGRAM SUPPLIES	2,472.90	183.37	2,289.53	92.58%	27,097.91	20,380.84	6,717.07	24.79%
820 - EQUIPMENT REPAIRS	0.00	0.00	0.00	0.00%	507.35	0.00	507.35	100.00%
Department 7 - Recreation Total:	35,435.15	38,674.77	-3,239.62	-9.14%	392,239.21	384,459.32	7,779.89	1.98%
Expense Total:	35,795.15	39,115.40	-3,320.25	-9.28%	394,814.88	387,215.02	7,599.86	1.92%
Fund 12 Surplus (Deficit):	40,861.85	31,872.16	-8,989.69	-22.00%	130,323.12	100,015.12	-30,308.00	-23.26%

Prior-Year Comparative Income Statement

For the Period Ending 01/31/2024

SubAccount...	2022-2023 Jan. Activity	2023-2024 Jan. Activity	Jan. Variance Favorable / (Unfavorable)	Variance %	2022-2023 YTD Activity	2023-2024 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 13 - Recreation								
Revenue								
Department: 5 - Admin								
480 - PARK USAGE	10,260.50	1,462.50	-8,798.00	-85.75%	41,922.50	60,473.30	18,550.80	44.25%
942 - TAX REVENUE	209,648.19	12,651.57	-196,996.62	-93.97%	933,018.26	846,343.74	-86,674.52	-9.29%
943 - OTHER REVENUES	0.00	500.00	500.00	0.00%	480.70	1,421.25	940.55	195.66%
Department 5 - Admin Total:	219,908.69	14,614.07	-205,294.62	-93.35%	975,421.46	908,238.29	-67,183.17	-6.89%
Department: 7 - Recreation								
490 - PROGRAM REVENUE	55,738.69	69,100.92	13,362.23	23.97%	711,789.43	785,607.52	73,818.09	10.37%
491 - RECREATION CENTER	33,912.00	26,198.00	-7,714.00	-22.75%	201,491.84	150,497.50	-50,994.34	-25.31%
943 - OTHER REVENUES	0.00	2,000.00	2,000.00	0.00%	969.30	3,897.59	2,928.29	302.10%
Department 7 - Recreation Total:	89,650.69	97,298.92	7,648.23	8.53%	914,250.57	940,002.61	25,752.04	2.82%
Revenue Total:	309,559.38	111,912.99	-197,646.39	-63.85%	1,889,672.03	1,848,240.90	-41,431.13	-2.19%
Expense								
Department: 5 - Admin								
511 - ADMINISTRATIVE SALARIES	33,286.66	25,163.87	8,122.79	24.40%	311,366.01	294,739.58	16,626.43	5.34%
512 - FRONT DESK	2,659.30	2,341.45	317.85	11.95%	23,120.97	18,934.81	4,186.16	18.11%
530 - HEALTH & LIFE INSURANCE	10,456.35	10,000.22	456.13	4.36%	91,492.73	87,671.80	3,820.93	4.18%
540 - EDUCATION & TRAINING	316.50	813.01	-496.51	-156.88%	4,454.45	5,337.30	-882.85	-19.82%
550 - TRAVEL REIMBURSEMENT	0.00	0.00	0.00	0.00%	766.75	153.93	612.82	79.92%
600 - PROMOTION & PUBLICITY	618.67	350.00	268.67	43.43%	3,408.22	4,225.31	-817.09	-23.97%
610 - PROFESSIONAL FEES	360.00	440.62	-80.62	-22.39%	3,020.70	3,705.66	-684.96	-22.68%
630 - TRANSPORTATION	0.00	300.00	-300.00	0.00%	0.00	2,100.00	-2,100.00	0.00%
650 - BANK/MERCHANT FEES	4,674.55	4,077.51	597.04	12.77%	20,145.62	23,077.23	-2,931.61	-14.55%
660 - DUES & SUBSCRIPTIONS	305.27	197.50	107.77	35.30%	4,817.45	2,115.48	2,701.97	56.09%
670 - COMMUNICATION SERVICES	925.23	1,287.99	-362.76	-39.21%	9,516.28	9,802.91	-286.63	-3.01%
680 - SOFTWARE CONTRACTS	1,168.80	2,489.97	-1,321.17	-113.04%	16,155.35	23,717.78	-7,562.43	-46.81%
690 - LEGAL/ RECRUITMENT NOTICES	710.00	0.00	710.00	100.00%	1,216.63	2,259.98	-1,043.35	-85.76%
691 - PRINTING/ DESIGN SERVICES	41.76	767.37	-725.61	-1,737.57%	5,706.04	6,246.28	-540.24	-9.47%
710 - ADMINISTRATIVE EXPENSE ACCTS	0.00	0.00	0.00	0.00%	0.00	93.23	-93.23	0.00%
720 - EMPLOYEE/ PUBLIC RELATIONS	32.11	0.00	32.11	100.00%	3,239.84	829.31	2,410.53	74.40%
730 - OFFICE/ ADMIN SUPPLIES	822.55	402.33	420.22	51.09%	3,700.05	1,823.33	1,876.72	50.72%
740 - COMPUTER SUPPLIES/ EQUIP	0.00	0.00	0.00	0.00%	190.00	55.72	134.28	70.67%
750 - OFFICE EQUIPMENT	211.29	14.84	196.45	92.98%	11,211.25	4,665.77	6,545.48	58.38%
760 - POSTAGE & DELIVERY	45.65	0.00	45.65	100.00%	2,777.87	2,254.63	523.24	18.84%
764 - BANQUET BEVERAGE SERVICE	0.00	0.00	0.00	0.00%	138.50	0.00	138.50	100.00%
Department 5 - Admin Total:	56,634.69	48,646.68	7,988.01	14.10%	516,444.71	493,810.04	22,634.67	4.38%
Department: 6 - Maintenance								
513 - MAINTENANCE SALARIES	11,106.34	11,500.98	-394.64	-3.55%	100,455.79	98,415.04	2,040.75	2.03%
800 - EQUIPMENT RENTALS	0.00	0.00	0.00	0.00%	545.78	0.00	545.78	100.00%
810 - MAINTENANCE SERVICES	2,544.17	6,483.55	-3,939.38	-154.84%	49,098.32	59,002.58	-9,904.26	-20.17%

Prior-Year Comparative Income Statement

For the Period Ending 01/31/2024

SubAccount...	2022-2023	2023-2024	Jan. Variance		2022-2023	2023-2024	YTD Variance	
	Jan. Activity	Jan. Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
820 - EQUIPMENT REPAIRS	212.29	0.00	212.29	100.00%	3,998.58	2,044.96	1,953.62	48.86%
830 - MAINTENANCE SUPPLIES	2,120.28	1,357.42	762.86	35.98%	11,035.44	11,411.06	-375.62	-3.40%
840 - MAINTENANCE MATERIALS	694.23	403.33	290.90	41.90%	7,794.31	4,850.82	2,943.49	37.76%
850 - PETROLEUM PRODUCTS	0.00	0.00	0.00	0.00%	3,653.88	4,153.84	-499.96	-13.68%
860 - MAIN. TOOLS & EQUIPMENT	0.00	38.99	-38.99	0.00%	1,197.64	2,510.35	-1,312.71	-109.61%
870 - PARK LANDSCAPING	20.49	0.00	20.49	100.00%	1,983.34	2,459.97	-476.63	-24.03%
880 - UTILITES - ELECTRIC	3,129.83	9,656.38	-6,526.55	-208.53%	28,882.45	42,588.14	-13,705.69	-47.45%
881 - UTILITES - NATURAL GAS	5,028.78	2,988.71	2,040.07	40.57%	14,391.23	10,615.17	3,776.06	26.24%
882 - UTILITIES - WATER	238.87	1,220.78	-981.91	-411.06%	8,265.38	8,696.67	-431.29	-5.22%
890 - PARK IMPROVEMENTS & REPAIRS	1,374.78	0.00	1,374.78	100.00%	3,948.08	9,104.81	-5,156.73	-130.61%
Department 6 - Maintenance Total:	26,470.06	33,650.14	-7,180.08	-27.13%	235,250.22	255,853.41	-20,603.19	-8.76%
Department: 7 - Recreation								
515 - CUSTODIANS & FACILITY SUPERVISORS	7,469.31	4,339.08	3,130.23	41.91%	61,221.17	45,605.56	15,615.61	25.51%
516 - PROGRAM WAGES	3,690.44	3,755.02	-64.58	-1.75%	82,255.01	107,794.79	-25,539.78	-31.05%
571 - BEVERAGE COST	0.00	195.00	-195.00	0.00%	0.00	1,540.00	-1,540.00	0.00%
600 - PROMOTION & PUBLICITY	0.00	0.00	0.00	0.00%	0.00	321.50	-321.50	0.00%
620 - CONTRACTUAL PROGRAMS	31,369.10	29,722.50	1,646.60	5.25%	214,355.88	243,064.63	-28,708.75	-13.39%
630 - TRANSPORTATION	0.00	0.00	0.00	0.00%	3,477.50	0.00	3,477.50	100.00%
774 - SPECIAL EVENTS	0.00	0.00	0.00	0.00%	4,324.01	2,964.36	1,359.65	31.44%
780 - PROGRAM EQUIPMENT	280.17	0.00	280.17	100.00%	3,010.50	2,764.41	246.09	8.17%
790 - PROGRAM SUPPLIES	365.03	-469.50	834.53	228.62%	26,529.88	32,811.03	-6,281.15	-23.68%
Department 7 - Recreation Total:	43,174.05	37,542.10	5,631.95	13.04%	395,173.95	436,866.28	-41,692.33	-10.55%
Expense Total:	126,278.80	119,838.92	6,439.88	5.10%	1,146,868.88	1,186,529.73	-39,660.85	-3.46%
Fund 13 Surplus (Deficit):	183,280.58	-7,925.93	-191,206.51	-104.32%	742,803.15	661,711.17	-81,091.98	-10.92%
Total Surplus (Deficit):	430,426.78	38,868.10	-391,558.68	-90.97%	1,529,934.22	1,772,687.75	242,753.53	15.87%

Prior-Year Comparative Income Statement

For the Period Ending 01/31/2024

Fund Summary

Fund	2022-2023	2023-2024	Jan. Variance		2022-2023	2023-2024	YTD Variance	
	Jan. Activity	Jan. Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
01 - General	180,171.93	-25,195.49	-205,367.42	-113.98%	479,147.85	744,383.19	265,235.34	55.36%
11 - Fitness Center	26,112.42	40,117.36	14,004.94	53.63%	177,660.10	266,578.27	88,918.17	50.05%
12 - Before & After School	40,861.85	31,872.16	-8,989.69	-22.00%	130,323.12	100,015.12	-30,308.00	-23.26%
13 - Recreation	183,280.58	-7,925.93	-191,206.51	-104.32%	742,803.15	661,711.17	-81,091.98	-10.92%
Total Surplus (Deficit):	430,426.78	38,868.10	-391,558.68	-90.97%	1,529,934.22	1,772,687.75	242,753.53	15.87%

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

MEMORANDUM

TO: Finance Chair
FROM: Selden Fox
RE: Consolidated Vouchers dated 2/12/2024

If this voucher is removed from the consent agenda, the financial report for the month of January should be noted and allowed to stand for audit, and a motion be made and seconded to approve the Consolidated Vouchers dated February 12, 2024 in the amount of
A roll call vote is required.

\$ 243,710.04

CONSOLIDATED VOUCHERS

Fund Code	Accounts Payable Vouchers & P Card Purchases		
1	General Fund	39,956.58	
4	Debt Service	-	
11	Fitness Center	8,626.51	
12	BASE Program	345.32	
13	Recreation Fund	31,363.66	
15	Paving & Lighting	-	
16	Liability Insurance	-	
17	Audit	-	
18	Special Recreation for Handicapped	-	
36	Capital Projects	14,622.89	
40	Endless Summerfest	-	
		94,914.96	94,914.96
	Recreation Refunds		25.00
	Imprest Checks:		
	AT&T		
	Internet Service (Gilbert, CC, Sedgewick)	251.28	251.28
	Merchant Service & Bank Fees		7,972.12
	Payroll for the pay dates through January (2 pay periods)		140,546.68
	Includes monthly Social Security, Medicare & IMRF contributions.		
		243,710.04	\$ 243,710.04



Expense Approval Report

By Vendor Name

Payment Dates 1/19/2024 - 2/8/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: DI4423 - BRANDON DIAZ					
BRANDON DIAZ	012524	01/31/2024	TRANSPORTATION TO IPRA C...	01-5-00-54031	34.54
BRANDON DIAZ	012524	01/31/2024	TRANSPORTATION TO IPRA C...	13-5-00-54031	34.54
Vendor DI4423 - BRANDON DIAZ Total:					69.08
Vendor: CA6722 - CASE LOTS INC					
CASE LOTS INC	22209	01/31/2024	TOILET TISSUE/SOAP/GARB B...	01-6-00-83011	481.31
CASE LOTS INC	22209	01/31/2024	TOILET TISSUE/SOAP/GARB B...	01-6-00-83012	24.45
CASE LOTS INC	22209	01/31/2024	TOILET TISSUE/SOAP/GARB B...	13-6-00-83011	481.32
CASE LOTS INC	22209	01/31/2024	TOILET TISSUE/SOAP/GARB B...	13-6-00-83012	24.45
CASE LOTS INC	22272	01/31/2024	ANTIBACTERIAL WIPES	11-6-00-83010	590.40
CASE LOTS INC	22354	01/31/2024	ANTIBACTERIAL WIPES	11-6-00-83010	1,476.00
CASE LOTS INC	22583	01/31/2024	TOILET TISSUE/SOAP/TOWELS...	01-6-00-83011	273.30
CASE LOTS INC	22583	01/31/2024	TOILET TISSUE/SOAP/TOWELS...	01-6-00-83012	39.95
CASE LOTS INC	22583	01/31/2024	TOILET TISSUE/SOAP/TOWELS...	13-6-00-83011	273.30
CASE LOTS INC	22583	01/31/2024	TOILET TISSUE/SOAP/TOWELS...	13-6-00-83012	39.95
Vendor CA6722 - CASE LOTS INC Total:					3,704.43
Vendor: CO6878-1 - COM ED					
COM ED	1004	01/23/2024	ELECTRIC-SPRING	01-6-18-88000	15.52
COM ED	1004	01/23/2024	ELECTRIC-SPRING	13-6-18-88000	15.53
COM ED	7002	01/23/2024	ELECTRIC-WAIOLA	01-6-15-88000	32.12
COM ED	7002	01/23/2024	ELECTRIC-WAIOLA	13-6-15-88000	32.13
COM ED	8003	01/23/2024	ELECTRIC-SEDGWICK	01-6-12-88000	126.62
COM ED	8003	01/23/2024	ELECTRIC-SEDGWICK	13-6-12-88000	126.63
COM ED	8019-121323	01/23/2024	ELECTRIC-REC CENTER	01-6-20-88000	3,251.14
COM ED	8019-121323	01/23/2024	ELECTRIC-REC CENTER	11-6-20-88000	722.48
COM ED	8019-121323	01/23/2024	ELECTRIC-REC CENTER	13-6-20-88000	3,251.14
COM ED	1004-011724	01/24/2024	ELECTRIC-SPRING	01-6-18-88000	17.32
COM ED	1004-011724	01/24/2024	ELECTRIC-SPRING	13-6-18-88000	17.31
COM ED	7002-011724	01/31/2024	ELECTRIC-WAIOLA	01-6-15-88000	40.12
COM ED	7002-011724	01/31/2024	ELECTRIC-WAIOLA	13-6-15-88000	40.13
COM ED	8003-011724	01/31/2024	ELECTRIC-SEDGWICK	01-6-12-88000	160.44
COM ED	8003-011724	01/31/2024	ELECTRIC-SEDGWICK	13-6-12-88000	160.43
COM ED	8019-011724	01/31/2024	ELECTRIC-REC CENTER	01-6-20-88000	3,945.35
COM ED	8019-011724	01/31/2024	ELECTRIC-REC CENTER	11-6-20-88000	876.74
COM ED	8019-011724	01/31/2024	ELECTRIC-REC CENTER	13-6-20-88000	3,945.35
COM ED	1007	01/23/2024	ELECTRIC-GORDON 2 MONTHS	01-6-14-88000	1,662.14
COM ED	1007	01/23/2024	ELECTRIC-GORDON 2 MONTHS	13-6-14-88000	1,662.14
COM ED	7006	01/23/2024	ELECTRIC-DENNING 2 MONTHS	01-6-10-88000	311.40
COM ED	7006	01/23/2024	ELECTRIC-DENNING 2 MONTHS	13-6-10-88000	311.40
COM ED	8000	01/23/2024	ELECTRIC-GILBERT 2 MONTHS	01-6-11-88000	94.20
COM ED	8000	01/23/2024	ELECTRIC-GILBERT 2 MONTHS	13-6-11-88000	94.19
Vendor CO6878-1 - COM ED Total:					20,911.97
Vendor: CO0007 - CONSERV FS INC					
CONSERV FS INC	66057524	01/31/2024	BAGGED SALT	01-6-00-84050	374.06
CONSERV FS INC	66057524	01/31/2024	BAGGED SALT	13-6-00-84050	374.06
Vendor CO0007 - CONSERV FS INC Total:					748.12
Vendor: CO7226 - CONSTELLATION NEWENERGY - GAS DIVISION					
CONSTELLATION NEWENERGY...	3930300-1	01/23/2024	NATURAL GAS-536 EAST AVE ...	01-6-20-88100	1,028.36
CONSTELLATION NEWENERGY...	3930300-1	01/23/2024	NATURAL GAS-536 EAST AVE ...	13-6-20-88100	1,028.36
CONSTELLATION NEWENERGY...	3930300-2	01/23/2024	NATURAL GAS-536 EAST AVE ...	01-6-20-88100	1,402.07
CONSTELLATION NEWENERGY...	3930300-2	01/23/2024	NATURAL GAS-536 EAST AVE ...	11-6-20-88100	1,402.07
CONSTELLATION NEWENERGY...	3930300-2	01/23/2024	NATURAL GAS-536 EAST AVE ...	13-6-20-88100	1,402.07
CONSTELLATION NEWENERGY...	3930301	01/23/2024	NATURAL GAS-GORDON/SED...	01-6-11-88100	105.63

Expense Approval Report

Payment Dates: 1/19/2024 - 2/8/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CONSTELLATION NEWENERGY...	3930301	01/23/2024	NATURAL GAS-GORDON/SED...	01-6-12-88100	227.88
CONSTELLATION NEWENERGY...	3930301	01/23/2024	NATURAL GAS-GORDON/SED...	01-6-13-88100	194.66
CONSTELLATION NEWENERGY...	3930301	01/23/2024	NATURAL GAS-GORDON/SED...	01-6-14-88100	30.18
CONSTELLATION NEWENERGY...	3930301	01/23/2024	NATURAL GAS-GORDON/SED...	13-6-11-88100	105.63
CONSTELLATION NEWENERGY...	3930301	01/23/2024	NATURAL GAS-GORDON/SED...	13-6-12-88100	227.87
CONSTELLATION NEWENERGY...	3930301	01/23/2024	NATURAL GAS-GORDON/SED...	13-6-13-88100	194.60
CONSTELLATION NEWENERGY...	3930301	01/23/2024	NATURAL GAS-GORDON/SED...	13-6-14-88100	30.18
Vendor CO7226 - CONSTELLATION NEWENERGY - GAS DIVISION Total:					7,379.56
Vendor: DA2510 - DANZAN RYU CHICAGO CORP					
DANZAN RYU CHICAGO CORP	1302024	01/31/2024	JUJITSU CLASSES WINTER SESS...	13-7-01-62000	9,280.00
Vendor DA2510 - DANZAN RYU CHICAGO CORP Total:					9,280.00
Vendor: DI7800 - DIRECT FITNESS SOLUTIONS					
DIRECT FITNESS SOLUTIONS	0584946-IN	01/31/2024	FOOT FOR PRECOR LEG PRESS	11-7-00-78000	44.02
Vendor DI7800 - DIRECT FITNESS SOLUTIONS Total:					44.02
Vendor: DI7855 - DIRECTV					
DIRECTV	020916397x240115	01/23/2024	TV SERVICE-FITNESS CENTER	11-5-00-67040	289.98
Vendor DI7855 - DIRECTV Total:					289.98
Vendor: BA2089 - FREYA E. CRAIG SMITH					
FREYA E. CRAIG SMITH	2024-1.2-FIT	01/31/2024	LGF GROUP X CLASSES 1/1-1/...	11-7-00-62100	2,898.00
FREYA E. CRAIG SMITH	2024-1.2-REC	01/31/2024	W/S SESS 1 - 2ND HALF REV/A...	13-7-02-62000	4,114.50
Vendor BA2089 - FREYA E. CRAIG SMITH Total:					7,012.50
Vendor: HO2000 - HOFFMAN ESTATES PARK D					
HOFFMAN ESTATES PARK D	2053216601	01/31/2024	STATE CONF HOTEL RM-SPLIT...	01-5-00-54031	196.95
HOFFMAN ESTATES PARK D	2053216601	01/31/2024	STATE CONF HOTEL RM-SPLIT...	13-5-00-54031	196.95
Vendor HO2000 - HOFFMAN ESTATES PARK D Total:					393.90
Vendor: KI5437 - KIDS FIRST SPORTS SAFETY INC					
KIDS FIRST SPORTS SAFETY INC	012624	01/31/2024	JANUARY BASKETBALL CLASS	13-7-01-62000	1,520.00
Vendor KI5437 - KIDS FIRST SPORTS SAFETY INC Total:					1,520.00
Vendor: KO8391 - KONE INC					
KONE INC	871241578	01/31/2024	MONTHLY MAINT-ELEVATOR	01-6-00-81017	115.72
KONE INC	871241578	01/31/2024	MONTHLY MAINT-ELEVATOR	13-6-00-81017	115.73
Vendor KO8391 - KONE INC Total:					231.45
Vendor: KO2997 - KONICA MINOLTA BUSINESS					
KONICA MINOLTA BUSINESS	291545045	01/31/2024	COPY MACHINE-FITNESS CEN...	01-5-00-69120	8.78
KONICA MINOLTA BUSINESS	291545045	01/31/2024	COPY MACHINE-FITNESS CEN...	01-6-00-81031	3.74
KONICA MINOLTA BUSINESS	291545045	01/31/2024	COPY MACHINE-FITNESS CEN...	12-7-00-79000	12.32
KONICA MINOLTA BUSINESS	291545045	01/31/2024	COPY MACHINE-FITNESS CEN...	13-5-00-69120	8.78
KONICA MINOLTA BUSINESS	291545045	01/31/2024	COPY MACHINE-FITNESS CEN...	13-6-00-81031	3.74
Vendor KO2997 - KONICA MINOLTA BUSINESS Total:					37.36
Vendor: HA5560 - LEANNA HARTUNG					
LEANNA HARTUNG	012924	01/31/2024	ACA CONFERENCE PER DIEM	12-7-00-54040	333.00
Vendor HA5560 - LEANNA HARTUNG Total:					333.00
Vendor: MA2100 - MARKET ACCESS CORPORATION					
MARKET ACCESS CORPORATI...	7986	01/31/2024	GROSS PREMIUM PDRMA EV...	13-7-09-57150	195.00
Vendor MA2100 - MARKET ACCESS CORPORATION Total:					195.00
Vendor: NU9055 - NUTOYS LEISURE PRODUCTS					
NUTOYS LEISURE PRODUCTS	55247	01/31/2024	SPRING PARK-DECK RAIL/BARR..	36-5-00-76501	909.48
Vendor NU9055 - NUTOYS LEISURE PRODUCTS Total:					909.48
Vendor: PD0332 - P.D.R.M.A.					
P.D.R.M.A.	012083H	01/31/2024	GROUP HEALTH COVERAGE	01-21400	23,702.38
Vendor PD0332 - P.D.R.M.A. Total:					23,702.38
Vendor: QU5069 - QUILL CORPORATION					
QUILL CORPORATION	36564068	01/31/2024	FC SUPPLIES/CALENDAR	01-5-00-73023	1.66
QUILL CORPORATION	36564068	01/31/2024	FC SUPPLIES/CALENDAR	11-5-00-73023	326.82
QUILL CORPORATION	36564068	01/31/2024	FC SUPPLIES/CALENDAR	13-5-00-73023	1.67
Vendor QU5069 - QUILL CORPORATION Total:					330.15

Expense Approval Report

Payment Dates: 1/19/2024 - 2/8/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: RJ1300 - RJ O'NEIL INC					
RJ O'NEIL INC	122469	01/31/2024	REPLACE JADE CONTROLLER/...	01-6-00-81010	1,690.00
RJ O'NEIL INC	122469	01/31/2024	REPLACE JADE CONTROLLER/...	13-6-00-81010	1,690.00
Vendor RJ1300 - RJ O'NEIL INC Total:					3,380.00
Vendor: RU1058 - RUSSO'S POWER EQUIPMENT INC					
RUSSO'S POWER EQUIPMENT ...120497422		01/31/2024	SNOW SHOVELS	01-6-00-86017	38.99
RUSSO'S POWER EQUIPMENT ...120497422		01/31/2024	SNOW SHOVELS	13-6-00-86017	38.99
Vendor RU1058 - RUSSO'S POWER EQUIPMENT INC Total:					77.98
Vendor: VI5006 - VILLAGE OF LA GRANGE					
VILLAGE OF LA GRANGE	3500124	01/31/2024	WATER-GILBERT TENNIS CTS	01-6-11-88200	42.18
VILLAGE OF LA GRANGE	3500124	01/31/2024	WATER-GILBERT TENNIS CTS	13-6-11-88200	42.18
VILLAGE OF LA GRANGE	4500124	01/31/2024	WATER-DENNING BLDG	01-6-10-88200	128.14
VILLAGE OF LA GRANGE	4500124	01/31/2024	WATER-DENNING BLDG	13-6-10-88200	128.13
VILLAGE OF LA GRANGE	56800124	01/31/2024	WATER-ELM FOUNTAIN	01-6-16-88200	42.18
VILLAGE OF LA GRANGE	56800124	01/31/2024	WATER-ELM FOUNTAIN	13-6-16-88200	42.18
VILLAGE OF LA GRANGE	6200124	01/31/2024	WATER-SPRING FOUNTAIN	01-6-18-88200	35.46
VILLAGE OF LA GRANGE	6200124	01/31/2024	WATER-SPRING FOUNTAIN	13-6-18-88200	35.46
VILLAGE OF LA GRANGE	6600124	01/31/2024	WATER-GILBERT BLDG	01-6-11-88200	42.18
VILLAGE OF LA GRANGE	6600124	01/31/2024	WATER-GILBERT BLDG	13-6-11-88200	42.18
VILLAGE OF LA GRANGE	6800124	01/31/2024	WATER-GILBERT HYDRANT	01-6-11-88200	35.46
VILLAGE OF LA GRANGE	6800124	01/31/2024	WATER-GILBERT HYDRANT	13-6-11-88200	35.46
Vendor VI5006 - VILLAGE OF LA GRANGE Total:					651.19
Vendor: WC7000 - WIGHT & COMPANY					
WIGHT & COMPANY	230203-003	01/23/2024	PRE-REFERENDUM PARK CON...	36-5-00-96102	13,713.41
Vendor WC7000 - WIGHT & COMPANY Total:					13,713.41
Grand Total:					94,914.96

Report Summary

Fund Summary

Fund	Expense Amount	Payment Amount
01 - General	39,956.58	39,956.58
11 - Fitness Center	8,626.51	8,626.51
12 - Before & After School	345.32	345.32
13 - Recreation	31,363.66	31,363.66
36 - Capital Projects	14,622.89	14,622.89
Grand Total:	94,914.96	94,914.96

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
01-21400	INSURANCE DEDUCTIONS	23,702.38	23,702.38
01-5-00-54031	CONF- PROF - IPRA/IAPD	231.49	231.49
01-5-00-69120	PUBLIC INFO FLYER PRIN...	8.78	8.78
01-5-00-73023	DESK SUPPLIES	1.66	1.66
01-6-00-81010	HVAC CONTRACT	1,690.00	1,690.00
01-6-00-81017	ELEVATOR	115.72	115.72
01-6-00-81031	COPY MACHINE	3.74	3.74
01-6-00-83011	BATHROOM SUPPLIES	754.61	754.61
01-6-00-83012	BUILDING SUPPLIES	64.40	64.40
01-6-00-84050	SALT	374.06	374.06
01-6-00-86017	TOOLS - MISC	38.99	38.99
01-6-10-88000	ELECTRIC - DENNING	311.40	311.40
01-6-10-88200	WATER - DENNING	128.14	128.14
01-6-11-88000	ELECTRIC - GILBERT	94.20	94.20
01-6-11-88100	NATURAL GAS- GILBERT	105.63	105.63
01-6-11-88200	WATER - GILBERT	119.82	119.82
01-6-12-88000	ELECTRIC - SEDGWICK	287.06	287.06
01-6-12-88100	NATURAL GAS - SEDGWI...	227.88	227.88
01-6-13-88100	NATURAL GAS - COMM...	194.66	194.66
01-6-14-88000	ELECTRIC - GORDON	1,662.14	1,662.14
01-6-14-88100	NATURAL GAS - GORDON	30.18	30.18
01-6-15-88000	ELECTRIC - WAIOLA	72.24	72.24
01-6-16-88200	WATER -ELM	42.18	42.18
01-6-18-88000	ELECTRIC - SPRING	32.84	32.84
01-6-18-88200	WATER - SPRING	35.46	35.46
01-6-20-88000	ELECTRIC - EAST AVE	7,196.49	7,196.49
01-6-20-88100	NATURAL GAS - EAST AVE	2,430.43	2,430.43
11-5-00-67040	HIGH SPEED INTERNET/ ...	289.98	289.98
11-5-00-73023	DESK SUPPLIES	326.82	326.82
11-6-00-83010	CLEANING SUPPLIES	2,066.40	2,066.40
11-6-20-88000	ELECTRIC - EAST AVE	1,599.22	1,599.22
11-6-20-88100	NATURAL GAS - EAST AVE	1,402.07	1,402.07
11-7-00-62100	FITNESS INSTRUCTORS	2,898.00	2,898.00
11-7-00-78000	EQUIPMENT REPAIRS &...	44.02	44.02
12-7-00-54040	SEMINARS/ WORKSHOPS	333.00	333.00
12-7-00-79000	SUPPLIES - ADMIN	12.32	12.32
13-5-00-54031	CONF- PROF - IPRA/IAPD	231.49	231.49
13-5-00-69120	PUBLIC INFO FLYER PRIN...	8.78	8.78
13-5-00-73023	DESK SUPPLIES	1.67	1.67
13-6-00-81010	HVAC CONTRACT	1,690.00	1,690.00
13-6-00-81017	ELEVATOR	115.73	115.73
13-6-00-81031	COPY MACHINE	3.74	3.74
13-6-00-83011	BATHROOM SUPPLIES	754.62	754.62
13-6-00-83012	BUILDING SUPPLIES	64.40	64.40
13-6-00-84050	SALT	374.06	374.06
13-6-00-86017	TOOLS - MISC	38.99	38.99
13-6-10-88000	ELECTRIC - DENNING	311.40	311.40
13-6-10-88200	WATER - DENNING	128.13	128.13

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
13-6-11-88000	ELECTRIC - GILBERT	94.19	94.19
13-6-11-88100	NATURAL GAS- GILBERT	105.63	105.63
13-6-11-88200	WATER - GILBERT	119.82	119.82
13-6-12-88000	ELECTRIC - SEDGWICK	287.06	287.06
13-6-12-88100	NATURAL GAS - SEDGWI...	227.87	227.87
13-6-13-88100	NATURAL GAS - COMM...	194.60	194.60
13-6-14-88000	ELECTRIC - GORDON	1,662.14	1,662.14
13-6-14-88100	NATURAL GAS - GORDON	30.18	30.18
13-6-15-88000	ELECTRIC - WAIOLA	72.26	72.26
13-6-16-88200	WATER -ELM	42.18	42.18
13-6-18-88000	ELECTRIC - SPRING	32.84	32.84
13-6-18-88200	WATER - SPRING	35.46	35.46
13-6-20-88000	ELECTRIC - EAST AVE	7,196.49	7,196.49
13-6-20-88100	NATURAL GAS - EAST AVE	2,430.43	2,430.43
13-7-01-62000	CONTRACTUAL - ATHLET..	10,800.00	10,800.00
13-7-02-62000	CONTRACTUAL - FITNESS	4,114.50	4,114.50
13-7-09-57150	ALCOHOL PERMITS - PA...	195.00	195.00
36-5-00-76501	CONTINGENCY - CAPITAL	909.48	909.48
36-5-00-96102	PARK & FACILITY PLANN...	13,713.41	13,713.41
	Grand Total:	94,914.96	94,914.96

Project Account Summary

Project Account Key	Expense Amount	Payment Amount
None	94,914.96	94,914.96
	Grand Total:	94,914.96



Park District of La Grange, IL

Expense Approval Report

By Vendor Name

Post Dates 1/19/2024 - 2/8/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: AF1000 - AFLAC					
AFLAC	INV0002320	01/22/2024	AFLAC	01-21401	59.16
Vendor AF1000 - AFLAC Total:					59.16
Vendor: AT5004 - AT&T					
AT&T	INV0002323	01/23/2024	INTERNET	01-5-00-67011	83.76
AT&T	INV0002323	01/23/2024	INTERNET	13-5-00-67011	83.76
AT&T	INV0002324	01/30/2024	INTERNET	01-5-00-67011	41.88
AT&T	INV0002324	01/30/2024	INTERNET	13-5-00-67011	41.88
Vendor AT5004 - AT&T Total:					251.28
Vendor: NU9055 - NUTOYS LEISURE PRODUCTS					
NUTOYS LEISURE PRODUCTS	CM0000016	01/19/2024	PARTS REFUND - WAIOLA PARK	36-5-00-96500	-2,023.00
Vendor NU9055 - NUTOYS LEISURE PRODUCTS Total:					-2,023.00
Grand Total:					-1,712.56

Report Summary

Fund Summary

Fund	Expense Amount	Payment Amount
01 - General	184.80	184.80
13 - Recreation	125.64	125.64
36 - Capital Projects	-2,023.00	-2,023.00
Grand Total:	-1,712.56	-1,712.56

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
01-21401	AFLAC DEDUCTIONS	59.16	59.16
01-5-00-67011	PHONE - LOCAL SERVICE	125.64	125.64
13-5-00-67011	PHONE - LOCAL SERVICE	125.64	125.64
36-5-00-96500	Playground Replacement..	-2,023.00	-2,023.00
Grand Total:		-1,712.56	-1,712.56

Project Account Summary

Project Account Key	Expense Amount	Payment Amount
None	-1,712.56	-1,712.56
Grand Total:	-1,712.56	-1,712.56



Park District of La Grange, IL

Expense Approval Report

By Vendor Name

Post Dates 1/19/2024 - 2/8/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: 31210-719 - Priscilla Dorgan Priscilla Dorgan	INV0002325	01/31/2024	Actv 112780-01 Class Refund	13-24200	25.00
			Vendor 31210-719 - Priscilla Dorgan Total:		25.00
			Grand Total:		25.00

Report Summary

Fund Summary

Fund	Expense Amount	Payment Amount
13 - Recreation	25.00	25.00
Grand Total:	25.00	25.00

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
13-24200	HOUSEHOLD BALANCES	25.00	25.00
	Grand Total:	25.00	25.00

Project Account Summary

Project Account Key	Expense Amount	Payment Amount
None	25.00	25.00
	Grand Total:	25.00

Section 4



STAFF REPORTS

Park District of La Grange
February 2024
Board Report
Jenny Bechtold
Executive Director

- As a reminder, the final Decennial Committee meeting will take place prior to the March 11th board meeting at 5:30 pm. The report will be approved at the March meeting. Once approved, the report will be filed accordingly.



We also had our first Pre-Referendum Citizen Task Force meeting on Monday, January 29, 2024. An update will be given during the meeting.


- We are very excited to announce we have been awarded an Open Space Land Acquisition and Development (OSLAD) Grant for Waiola Park in the amount of \$600,000. In addition to the state funding, the Park District will contribute \$600,000 toward park enhancements.
- Staff have evaluated our organizational structure and determined we have a need for an Athletic Fields Specialist to assist with maintaining our athletic fields. We have completed the job description, and we will begin the search over the next few weeks.
- Ongoing efforts continue in the search for the Director of Finance; an update will be provided during the upcoming meeting.
- A verbal update will be given regarding Countryside and Babe Ruth agreements at the meeting.



**PARK DISTRICT OF LA GRANGE
2023-2024 GOALS & OBJECTIVES
FINANCE & HR DEPARTMENT**

Key: C = Complete / O = On Track / D = Deferred / N = Not Started

Objective/Goal	Performance Measures/Action Plan	Assigned To/ Program Area	Status
Make the district a paperless environment for Accounts Payable at \$0.00 cost.	Create paperless process and roll out instructions to all staff by 5/1/23.	All staff	C 
	Train accounting & finance staff on best practices, including completing the procedures for staff roll-out.	Finance Dept.	
1Q Comment	Implemented 7/31/2023. Linda Muth, HR & Administrative Coordinator performance is great in this area, she has completed 3 full months' worth of training for the new AP process. Rolled out to all FT staff August.		
2Q Comment	Per an Admin meeting among leadership, the paperless AP project was dissolved and reverted back to the original process due to the workflow process and staff's preference.		
3Q Comment			
4Q Comment			
Automate the HR on/offboarding and payroll processes for the district.	Complete successful implementation of the new HR platform.	All staff	C 
	Structure an on/offboarding process for the district, based on the new HR platform software features.	Finance/HR Dept.	
1Q Comment	Our district is in current training session (began June 2023) regarding usage of the Paycom software. The implementation process is on track for the 9/29/23 "go-live" date.		
2Q Comment	Our district completed "go live" as of 10/13/23 for the first payroll. Timeclock Plus will be retired after the processing of the 11/10/23 payroll.		
3Q Comment			
4Q Comment			
Make the district a paperless environment for all HR related tasks.	Train / guide staff on new on/offboarding process, including completion of trainings and PDRMA related topics.	Linda Muth	O
	Become an expert on position maintenance and entry tasks, including completion of background checks.		Complete
1Q Comment	Linda Muth, HR & Administrative Coordinator is proficient in all areas and has completed several background checks and PDRMA profile set ups.		
2Q Comment	I am highly proficient in the HR aspects of Incode and Timeclock, both of which we are phasing out. We are training with Paycom on the HR side of the software and are developing workflow approvals, digital personnel		

	actions forms, and applicant tracking, as well as digital tracking of employee trainings.		
3Q Comment	Time to work on this has been limited due to the transition in our dept. and increased workload. I have continued to learn how to best use the new Paycom software and we in the beginning phases of learning the online onboarding process.		
4Q Comment			
Improve all bank rec processes for month-end close.	Become an expert in understanding the accounting process behind the completion of bank recs.	Linda Muth	O
	Make the connection between the MS Excel spreadsheet and Incode module.		
1Q Comment	With the elimination of the Accounting & Finance Coordinator, Linda Muth, HR & Administrative Coordinator has assumed those responsibilities and has been doing well with understanding all accounting / finance principles that correspond with the job.		
2Q Comment	The Paycom Implementation process was a priority over this goal. Therefore, Linda will sit with me to learn the full process for the FNBC bank rec for October 2023 month end close. This process will be shared with the Selden Fox Consultant as well.		
3Q Comment	This goal is on hold with the departure of our finance director. I have been working with Amanda from Selden Fox on providing information to facilitate month end close and journal entries.		
4Q Comment			
Complete the transition to the new user interface for WebTrac (online registration)	I have already completed work on a preliminary splash page. I met with Kevin regarding the changes and requested pictures from the recreation dept. for the site. Once pictures are obtained, contact IT to save them to the server. Schedule conversion with VSI – target is May, ensure prior customizations are transitioned Educate staff on site updates	Linda Muth	C 
1Q Comment	Linda Muth, HR & Administrative Coordinator, updated our user interface for online registration (WebTrac). It is a more modern look and should be easier to navigate, as well as functioning better on mobile devices.		
2Q Comment	This is complete.		
3Q Comment			
4Q Comment			
Cross-train on all duties	Both staff members must be able to cover each other's responsibilities	All staff	O
1Q Comment	Linda Muth, HR & Administrative Coordinator has cross-trained on all responsibilities. In addition, Linda has taken the initiative in sharing		

	responsibilities that require dual verification for our manual payroll process.		
2Q Comment	This goal is on track and continuous for, Linda is doing an amazing job with learning "on-the-fly" and pivoting.		
3Q Comment	The Admin and Finance departments are in a transition. We will continue to cross train once we are fully staffed.		
4Q Comment			
Investigate PayTrac	Understand / research rationale for potentially converting to PayTrac from Card Point. Gather all necessary information.	Linda Muth	D
	Complete conversion from Card Point to PayTrac (if required)	All Staff	D
1Q Comment	We have yet to receive notice about this process and will follow up on this during Q2.		
2Q Comment	This goal has been on hold during the Paycom transition. VSI currently is not mandating that Card Point customers convert to PayTrac.		
3Q Comment	Deferred until we have a finance manager/director		
4Q Comment			

Park District of La Grange
February 2024
Board Report

Kevin Miller
Director of Recreation

Athletics

- The winter season of the Youth Developmental League began the last week of January. To date there are 449 players across 46 teams in 5 divisions. The season will go through March 16th with an end-of-season Championship in each division.

Fitness

- La Grange Fitness had 198 new members join during the month of January 2024. We currently have 2,358 members through January 31st, 2024, compared to 2,004 as of January 31st, 2023 (an increase 354 members). During the month of January, we had 35 cancellation requests, and 7 members requested a hold. We had 11 annual memberships expire, 3 switched to monthly memberships, and 39 renewed.
- January brought in 1,510 group fitness participants. The group fitness classes have an average of 302 participants per week and an average of 12 participants per class.
- We had 11,199 visits by fitness members during the month of January 2024, compared to 10,245 during January 2023, an increase of 954 visits. We had 94 guest visits bringing in \$940 in revenue.
- The personal training department brought \$8,505 for January 2024. Compared to \$3,995 during January 2023 (an increase of \$4,510). We had 133 personal training sessions during the month of January 2024.
- Throughout the month of January, we offered our *New Year New You* promo: Purchase a membership between January 2 - 8, 2024, and we'll waive your initiation fee. In addition, purchase 3 personal training sessions, throughout the month of January, and save \$25. We had 72 patrons take advantage of our membership promo and 38 members take advantage of our personal training promo.
- January 11th was our *Restorative Yoga* workshop and we had 7 participants join, bringing in \$175 in Revenue. January 28th was our *Sound Journey Gong Wash Meditation* workshop, and

we had 14 participants join, bringing in \$490 in revenue. We plan on running more specialty fitness workshops throughout the month of February.

- February 14th, 2024, La Grange Fitness will be running a Valentine's Day promo; members can bring a friend/guest for a free visit. In addition, guests can try out our group fitness classes free of charge. This offer will only be valid on Valentine's Day but will give patrons a chance to experience our facility and see all the great services we are offering.

Special Events

- Brandon Diaz and Katie Wagner have been working on obtaining in-kind donations as prizes for our Family Bingo event on February 9th. We currently have 50 participants enrolled in the event.
- Nerf Wars is being held on Friday, February 16th. To date, we have 65 participants registered across the 3 age divisions, which is the highest enrollment we have seen for the event since it's inception 1.5 years ago.

Preschool

- Brandon Diaz is preparing for La Grange U Preschool registration for the 2024-2025 school year. He has received numerous calls from families not currently enrolled in the program inquiring about the revamped preschool offerings. Resident registration opens Wednesday, February 14th and Non-Resident registration opens Wednesday February 21st.

BASE

- BASE Staff will be hosting a school day out camp on Friday, February 16th with 12 campers registered.
- BASE had a table at St. Francis Xavier Open House on Sunday, January 28th. We had giveaways to handout and staff spoke about the BASE program offered at SFX. Staff believes this was a great marketing opportunity to showcase the program families not currently utilizing BASE. Photos from the event are posted the PDLG Facebook page.
- Leanna Hartung and Melissa Seaberg applied for the Power Play Grant through IAPD. It is a \$1000.00 grant that focuses on health, nutrition and fitness for children K-12th grade. Staff worked with Dom Adjoumani and his team to put a curriculum together for the 2024-2025 school year. The Park District will be notified by the end of March regarding the status of the grant.

Summer Day Camp

- Registration for Summer Camp starts March 4th. Leanna Hartung and Melissa Seaberg have been working with Katie Wagner preparing and getting marketing materials ready and updating the Park District website promoting the 2024 summer camps. SD102 and SFX administrative offices will get the Summer Camp information by February 15th to post on their websites. We are offering a new camp called Trailblazers for 6-7 year olds(campers going into 1st and 2nd grade) at Forest Road School. This camp was formed due to splitting the camps by age/grades.
- Leanna Hartung will be attending the American Camp Association (ACA) National Conference February 6th-10th.

Marketing

- Katie Wagner is working with the Recreation Staff to update the website and social media accounts as well as taking photos of programs to enhance the District's marketing materials and posts.
- Social Media accounts were updated with current content. The following are statistics from our Social Media Accounts and FunBytes from 1/12-2/5. The percentages are in comparison to the prior month.

Social Media Data December	PDLG Facebook	PDLG Instagram	LG Fitness Facebook	LG Fitness Instagram
Reach	8,377 +58%	613 +32%	1,895 +153.7%	383 +43%
Visits	1,498 +83%	154 +79%	864 +59%	155 +72%
New Page Likes	25 +150%	46 +64%	4 -33%	14 +27%

Weekly E-Blast December	Jan 2 Funbytes	Jan 9 Funbytes	Jan 16 FunBytes	Jan. Board Meeting	Jan 23 FunBytes	Jan 30 FunBytes
Total Opens	3525	3251	3796	3660	3479	3508
Open %	46%	45%	48%	47%	47%	48%
Total Clicks	96	73	95	161	62	64
Click %	2.6%	2.3%	1.2%	1.5%	1%	.69%
Unsubscribes	8	6	1	8	2	5
New Subscribers			21			

Recreation Miscellaneous

- Kevin Miller has been meeting with Soccer Affiliates the last several weeks to go over transition plans with Zach Price leaving the Park District and Spring Schedule Requests. Additionally, Kevin has informed the groups he is looking at restructuring the current Affiliate Agreement for the 2025 calendar year.
- Kevin Miller will begin interviewing Athletic Supervisor applicants the week of February 12th.
- Please see updated 3Q goals and objectives following this report.

Facilities

- During the recent cold snap and snow storms, several issues arose that have been addressed, which include one of the furnaces at Denning Park's building needing to be repaired along with ground water entering the basement as snow and ice melted. This issue was addressed. At the Recreation Center, there were several leaks in program room 113 in the Fitness Center, the Men's Locker Room, and White Sox Academy that required an outside contractor to fix.
- Dan Schaffer has had initial conversations and meetings with multiple vendors regarding the possibility of upgrading the current camera surveillance system along with the possibility of adding additional cameras to cover the new parking lot areas.

Rental Information-January 2024

Recreation Center Room Rentals January 2024:

Rentals- 18 total rentals from (6 La Grange Park, 3 La Grange, 2 Chicago, and one each from Western Spring, Willow Springs, Berwyn, Cicero, Countryside, Lyons, and Chicago Ridge.)

Total Fees January 2024- \$8482

Rooms: 105/106- 9 Rentals

108/109- 2 Rentals

108- 5 Rentals

112- 0 Rentals

109- 0 Rentals

105- 1 Rental

102- 0 Rentals

DeSitter Room- 1 Rental

Parties with exclusive playground rental included-17

Outdoor Rentals January 2024:

Rentals- 0 rentals

Total Fees January 2024- \$0

Community Center Rentals January 2024:

Rentals-2 total rentals from (1 La Grange and 1 Chiago)

Total Fees January 2024- \$562.50

Court Rentals January 2024:

Rentals- 1 Rentals from (Chicago)

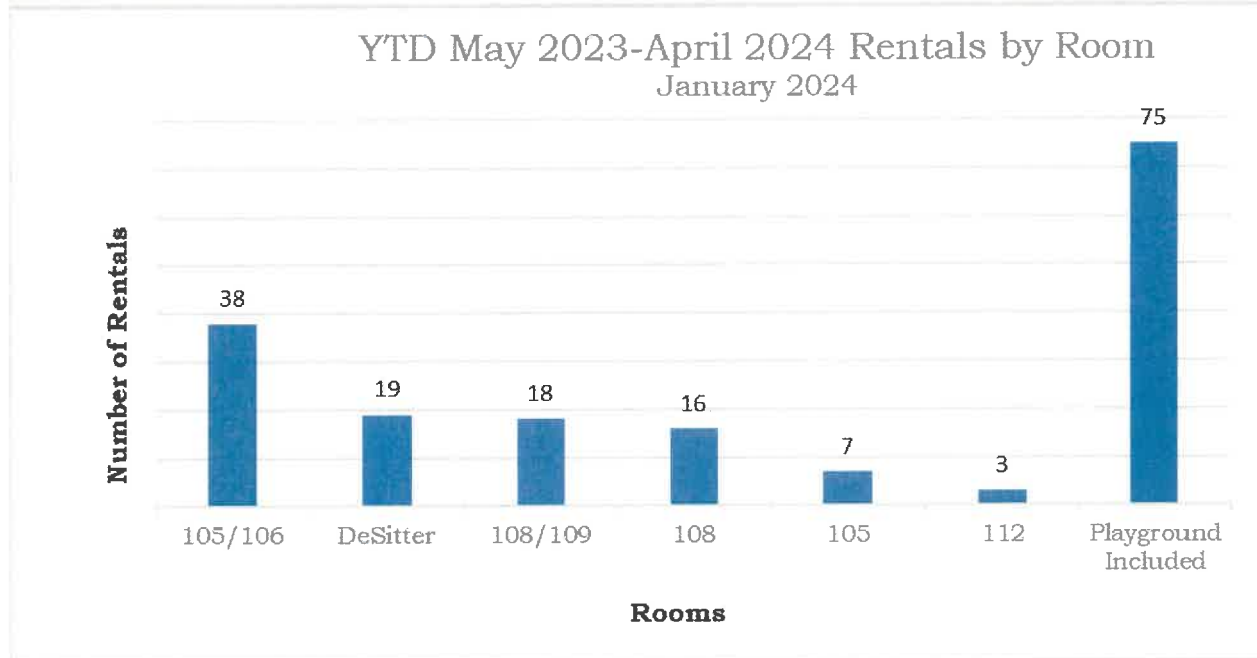
Total Fees January 2024- \$150

All the above information is based on individual rentals, not multi-date, repeat rentals from teams/organizations.

YTD Rental Information May 2023-April 2024 January 2024

Recreation Center Rentals

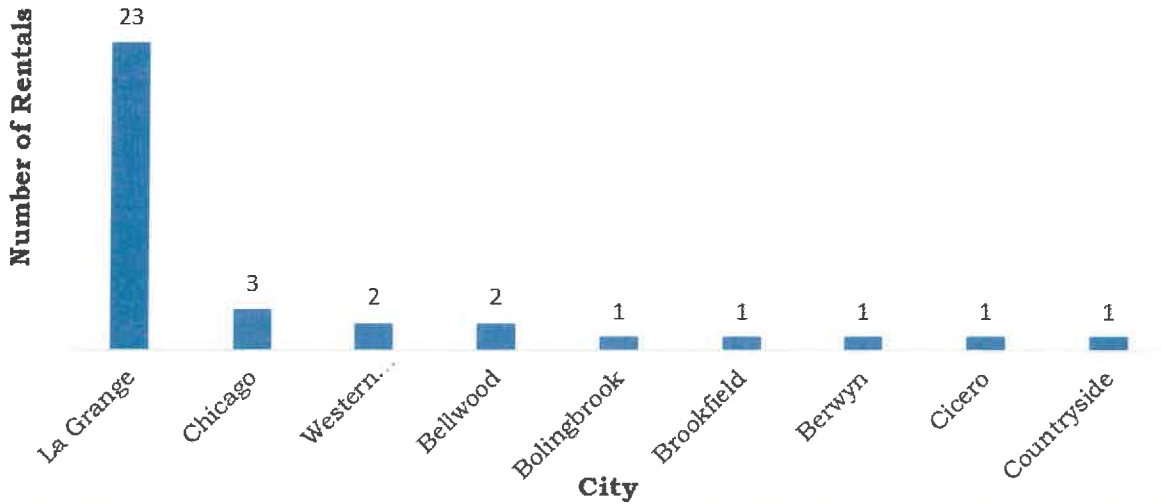
There has been a total of 101 rentals for the Recreation Center rooms from May 2023-April 2024. The total fees collected May 2023-April 2024 equals \$58013. The following charts display the number of parties by renter locations and by the rooms reserved.



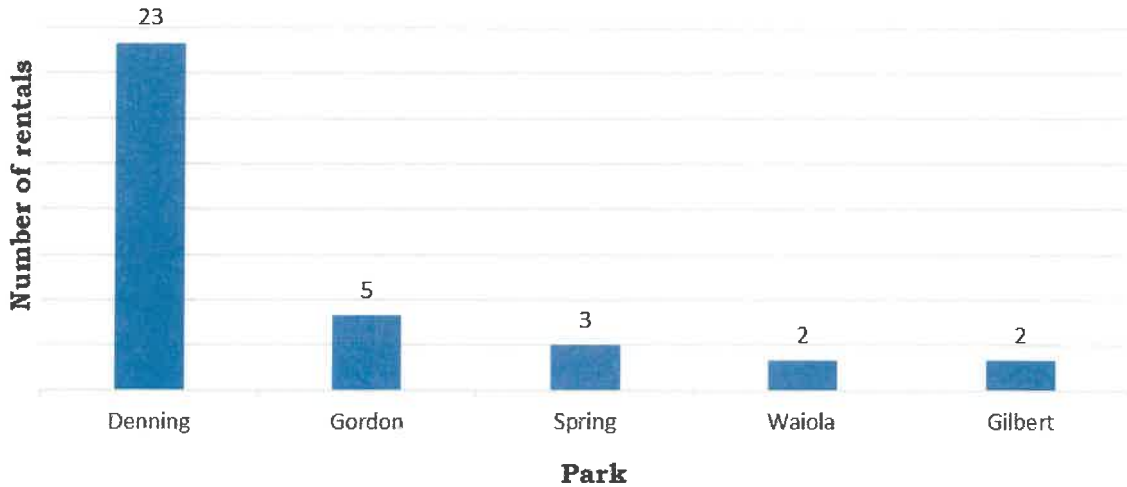
Outdoor Rentals

There has been a total of 35 rentals for outdoor facilities and park shelters From May 2023-April 2024. The total fees collected May 2023-April 2024 for outdoor rentals equals \$4720. The following charts display the number of rentals by renter locations and by the parks reserved. This information is based on individual rentals. It does not include the field rentals by organizations which include multiple dates over several months of use (example-AYSO soccer field rentals are not included in these graphs).

YTD May 2023-April 2024 Outdoor Rentals by Renter Location
January 2024



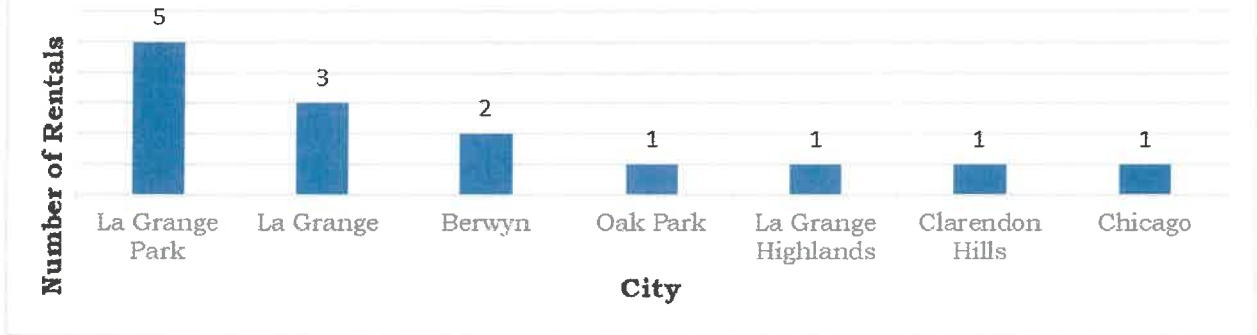
YTD May 2023-April 2024 Outdoor Rentals by Park
January 2024



Indoor Court Rentals

There has been a total of 14 indoor court rentals from May 2023-April 2024. The total fees collected May 2023-April 2024 for indoor court rentals equals \$1340. The following chart displays the number of rentals by renter locations. This informatin is based on individual rentals. It does not include the court rentals by organizations which include multiple dates over several months of use (example-Taylorred Intensity is not included in this).

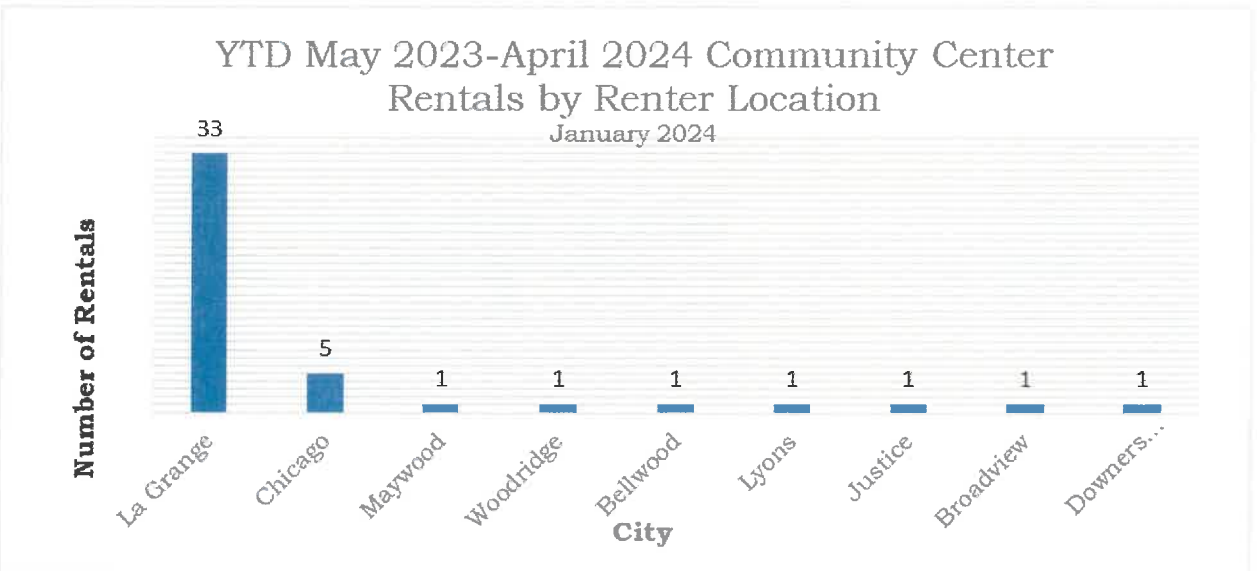
YTD May 2023- April 2023 Recreation Center
Court Rentals by Renter Location
January 2024



Community Center Rentals

There has been a total of 45 rentals for the community center from May 2023-April 2024. The total fees collected May 2023-April 2024 for the Community Center rentals equals \$12137.50. The following chart displays the number of rentals by renter locations. This information is based on individual rentals. It does not include the rentals by organizations which include multiple dates over several months of use, example-Leadership and Sign of the Cross Christian Ministries are not included in this information).

YTD May 2023-April 2024 Community Center
Rentals by Renter Location
January 2024





**PARK DISTRICT OF LA GRANGE
2023-2024 GOALS & OBJECTIVES
RECREATION DEPARTMENT
INCLUDES: RECREATION, BASE, FITNESS & FACILITIES**


Key: C = Complete / O = On Track / D = Deferred / N = Not Started

Objective/Goal	Performance Measures/Action Plan	Assigned To/ Program Area	Status
Develop Programs & Events Targeted Towards Adults & Seniors Based on Current Recreation Trends	Review Illinois & National Recreation trends for Adult & Active Adult/Senior programs, along with the 22/32 Comprehensive Master Plan, to identify programs and events that can be implemented in the current fiscal year	Zach Price, Brandon Diaz, Dom Adjoumani/Recreation	O
1Q Comment	Athletic Supervisor, Zach Price plans to work with Kevin Miller, Director of Recreation, on adult leagues and potential partnerships with local businesses and organizations. Fitness hosted Yoga in the Park on 7/6/23 at Gordon Park: Outdoor yoga class. Partnered with <i>Milk Money Brewing</i> and offered participants a free drink voucher post class. Will begin researching offers for senior patrons.		
2Q Comment	New Recreation Supervisor, Brandon Diaz, will be offering language classes and a new Dungeons and Dragons Club for adults for the winter/spring. Brandon will begin to evaluate senior programming in quarter 3. Fitness Supervisor, Dom Adjoumani, is in the process of re-evaluating adult group fitness classes.		
3Q Comment	Recreation Supervisor, Brandon Diaz, is adding an additional senior social for each season going forward and he is continuing to evaluate adult/senior programming. Fitness Supervisor, Dom Adjoumani, is in process of merging our fitness center classes with our specialty fitness classes. This will give our adult/senior fitness members access to more classes. It will also give our non-fitness members access to our fitness classes and offer more of a variety to choose from.		
4Q Comment			
Expand Competitive Program Areas within Athletics & Fitness	Review competitive sport & fitness offerings, along with price points, in La Grange & surrounding communities to identify programs/events that prove to be insufficiently offered in La Grange and develop plans and budgets to introduce these programs & events in the 24/25 fiscal year. If feasible, introduce in 23/24 fiscal year	Zach Price, Dom Adjoumani, Kevin Miller/Recreation	O
1Q Comment	The Athletic Supervisor, Zach Price, redesigned the format for 7 th /8 th grade rec basketball to offer a more affordable and laid-back program in the hopes of regaining enrollment in this age group. Will begin researching fitness offers in Q2.		

2Q Comment	Athletic Supervisor, Zach Price, added an additional league – a Fall Volleyball League – as a competitive sports offering. Will look to offer Volleyball at least two seasons a year, with potential for a Summer league as well. Fitness Supervisor, Dom Adjoumani, will be launching a youth, Intro to Weight Training camp beginning January 2024.		
3Q Comment	Fitness Supervisor, Dom Adjoumani, launched Intro to weight Training youth fitness camp. Will continue offering and growing the program throughout 2024.		
4Q Comment			
Develop & Implement Equitable Programs & Events Throughout Fiscal Year	Identify 1-2 programs and events each season, that are not currently being offered by the Park District, that meets the needs identified by the residents in the Comprehensive Master Plan, which include free or low-cost programs/events, times that are conducive for working families and that are held in under programmed PDLG facilities & parks throughout La Grange.	Recreation Department/Recreation & Facilities	O
1Q Comment	6/21/23 hosted <i>Hello Summer Walk</i> at Gordon Park: 2-mile walk at Gordon Park to celebrate the first day of summer. Participants had healthy snacks and refreshments post walk. Additionally, the Recreation Department celebrated Parks & Rec Month in July where we hosted two free events at Denning Park & the Community Center.		
2Q Comment	The district will be offering two new low-cost special events for the winter/spring: Indoor Drive-In Movie and Garage Sale. Both new special events will take place at the Recreation Center. Recreation Supervisor, Brandon Diaz, is in the process of creating new events that showcase the different parks the Park District of La Grange has to offer.		
3Q Comment	Recreation Supervisor, Brandon Diaz, is elevating Unplug Illinois Day by offering different events throughout the day for different age demographics and it will conclude with a celebration at the end of the day that is free to the public.		
4Q Comment			
Enhance and Provide Additional Recreational Opportunities in the BASE program	Identify and utilize community partners and PDGL contractors and resources to augment the BASE program	Leanna Hartung, Melissa Seaberg/Recreation	O
1Q Comment	BASE & Camp Manager, Leanna Hartung, reached out to Kellogs to see if they had any healthy kids programs. One that they would send a representative out to talk to the students. They do not do that but they did send lessons we can incorporate into our monthly lesson plans at BASE		
2Q Comment	Athletic Supervisor, Zach Price is asking his contractors to see if any would be interested in providing basic skills sessions at the BASE locations. Library visits from the La Grange and La Grange Park libraries will start January 2024 at all locations.		
3Q Comment	Library visits began at the BASE locations from both the LaGrange and La Grange Park libraries in January. Leanna Hartung, BASE and Camp Manager, along with Melissa		

	Seaberg, BASE and Camp Supervisor, are investigating fitness opportunities with Dom for the BASE programs starting fall of 2024.		
4Q Comment			
Develop & Implement Monthly & Quarterly Staff Trainings	Research, Develop and Implement trainings for BASE, Preschool, Customer Service & Fitness Staff that pertain to Social Emotional Learning, Mental Health, Bullying Prevention, Safety, and Customer Service Standards.	Kevin Miller, Dan Schaffer, Leanna Hartung/Recreation & Facilities	O
1Q Comment	BASE & Camp Manager, Leanna Hartung, is awaiting a response from SD102 SEL coordinator in hopes to have her do a training on Social Emotional Learning. She also reached out to Pillars and hopeful to set up a training on mental health in September/October 2023. Pillars will be doing a training with BASE staff on August 16 th on bullying.		
2Q Comment	BASE & Camp Manager, Leanna Hartung is still waiting on a date for the mental health training date from Pillars. Target date is Dec, 2023		
3Q Comment	BASE & Camp Manager, Leanna Hartung is working to solidify a training date on mental health awareness in March for BASE staff and for day camp counselors the week of June 3 rd -7 th . Facility & Operations Manager, Dan Schaffer, is exploring customer service trainings to be rolled out in the new fiscal year of 2024/2025.		
4Q Comment			
Update & Develop Facility, Maintenance, Rental and Customer Service Manuals and Procedures	Update current operational and training manuals for Recreation Center, La Grange Fitness Center, Satellite Facilities, Building Maintenance, Customer Service and Rentals.	Kevin Miller, Dan Schaffer, Madonna Giampietro/Recreation, Facilities & Parks	O
1Q Comment	Q2 will begin taking steps to condense and update manuals. Will reach out to other districts and see what changes may be most optimal for PDLG.		
2Q Comment	Starting with the Recreation Center, Building Maintenance and Customer Service manuals, going through existing manuals and removing items no longer being offered/utilized, adding new items currently being done along with compiling a list of items that currently do not have procedures but should (pending approval). These manuals will be completed first with Fitness, Satellite and Rentals taking part in phase 2. Created guide sheet for front desk procedures to be used as reference for general tasks at the front desk. Contacted local park districts to discuss customer service training-best practices.		
3Q Comment	Facility & Rental Supervisor, Madonna Giampietro, created a Manager on Duty training PowerPoint and presented it to all MOD staff at the November 2023 meeting. Additionally, the MOD staff binder was updated to include weekly maintenance schedules and notes, rental surveys, and a manager on duty reporting form.		

4Q Comment			
Transition Registration & Rental Forms, along with Operation and Procedure Forms within the Recreation Department, to Digital Forms	Update and/or create digital forms for rentals, registration, memberships, employment applications, etc. to improve and modernize processes and procedures for patrons/members and staff.	Recreation Department/Recreation & Facilities	○
1Q Comment	Recreation Staff will be researching how the District can implement more digital forms to enhance staff efficiency and the customer experience in 2Q with the goal of rolling out several forms in 3Q.		
2Q Comment	<p>Facility and Rental Supervisor, Madonna Giampietro, consulted with our IT provider regarding the process to put rental applications on our website. Madonna Giampietro and Facilities and Operations Manager, Dan Schaffer, researched modernizing our check-in process to include keychain fobs instead of id cards. They received a few fobs to test the process. They will continue to assess the cost benefit and application to make a determination to switch or not during Quarter 3.</p> <p>Recreation Supervisor, Brandon Diaz, created a new updated action form for his programming to include all the possible actions that can be taken by patrons. Athletic Supervisor, Zach Price, worked with AYSO and LGLL on an alternate form of submitting field requests. Shifting to an excel format allowed for less paper/number of copies, and was easier to organize.</p> <p>Recreation staff started the discussion of moving BASE registration online. This would be implemented during Quarter 3 for BASE registration for the 2024/2025 school year.</p>		
3Q Comment	<p>Recreation Supervisor, Brandon Diaz, will begin to discuss and evaluate moving Preschool registration online next quarter. Also, Brandon is working with Marketing Specialist, Katie Wagner, on creating a Sponsorship/Advertising guide.</p> <p>Director of Recreation, Kevin Miller, and staff will have online registration ready and available for the 2024/2025 BASE Registration dates.</p> <p>Facility & Operations Manager, Dan Schaffer, and Facility & Operations Supervisor, Madonna Giampietro successfully transitioned La Grange Fitness and Recreation Center members to key fob passes in Jan. 2024.</p> <p>All rental forms have been added to our web site in a PDF format. Madonna Giampietro, Facility and Rental Supervisor, is working with Katie Wagner, Marketing Specialist, to transition all rental applicants to fillable forms and create an availability request form to include on the rental page of the website.</p>		
4Q Comment			
Evaluate and Develop plans to Enhance	Evaluate Recreation Center rooms and Satellite facilities to determine if they are effectively and efficiently being utilized in	Kevin Miller, Brandon Diaz, Dan Schaffer, Recreation & Facilities	○

Preschool Spaces and Underutilized Spaces within PDLG Facilities	the best manner along with any needed enhancements and repairs. Develop budget and plans to address needs in 24/25 FY budget.		
1Q Comment	Fitness Supervisor, Dom Adjoumani, and former Recreation Supervisor, Tom Oeltgen, worked with Facilities and Operations Manager, Dan Schaffer, to review fall 2023 programming offerings and move program offerings (dance, fitness, etc) into more consistent rooms creating a more effective and efficient program flow.		
2Q Comment	Recreation Supervisor, Brandon Diaz, will be utilizing Room 104 and possibly 105/106 for preschool programming in 2024. Also, Brandon will begin utilizing Room 102 for youth programming in 2024.		
3Q Comment	Recreation Supervisor, Brandon Diaz, has budgeted for overall equipment/toy enhancements for Room 104 which will be used for Kiddie Kollege starting Fall 2024. Also, Brandon has budgeted to start replacing toys/equipment for preschool at all three locations.		
4Q Comment			
Develop & Implement Seasonal Customer & Member Survey	Develop a seasonal satisfaction survey to capture patron and members input on programs/rentals, memberships, customer service, facility, cleanliness, etc.	Kevin Miller, Dan Schaffer/Recreation & Facilities	O
1Q Comment	Facility & Operations Manager, Dan Schaffer, sought out feedback from Recreation staff on questions of importance a feedback survey may have along with creating some initial guidelines as to the who/what/where/when of the survey. The first draft of survey was submitted to Director of Recreation for review.		
2Q Comment	Started a free trial with Survey Sparow to see if it will meet the needs of the district. An initial survey will be initially sent out to fitness center members before expanding to other departments.		
3Q Comment	Facility & Operations Manager, Dan Schaffer, created a generic program survey to start being sent out to program participants in 4Q.		
4Q Comment			
Develop & Implement New Scholarship Program	Modernize the current scholarship program that is conducive to all PDLG programs and services. Create criteria that merges the BASE & Recreation Scholarship programs into one format with plan to implement in Fall 2023.	Kevin Miller, Leanna Hartung/Recreation	C 
1Q Comment	BASE & Camp Manager, Leanna Hartung, along with Director of Recreation, Kevin Miller, met and created a new scholarship template, criteria and guidelines. The new program will be submitted to Executive Director, Jenny Bechtold, for review during Q2.		

2Q Comment	Director of Recreation, Kevin Miller, updated Board Section Policy 626 for Board approval in November along with a newly developed Financial Assistance Program Application and Acknowledgement Form.
3Q Comment	The Financial Assistance Policy was approved in 3Q and will be rolled out and advertised on the PDLG website in 4Q along with having the info in the seasonal brochures.
4Q Comment	

Park District of La Grange
February 2023
Board Report
Eric Krueger
Director of Parks Maintenance

- The Parks staff have been working hard at preparing district vehicles and equipment for the upcoming growing season. We have made sure all vehicles and equipment have had updated oil changes, filter replacements, inspections of the tires, and multi-check points of each apparatus. Some vehicles that needed to be safety laned inspected have been completed and passed through IDOT. This will help us continue to have safe and reliable vehicles in the district.
- The indoor area on the north-west side of the building had multiple lights out. We were able to replace 49 light bulbs in that area and a few more near our shop to help brighten up the north side of the building.
- Parks maintenance staff has continued to assist the facility and operations crew with some winter projects that they couldn't get to. The front desk area was painted.
- With the rise in temperatures at the end of the month, the Parks staff worked hard at keeping up with the increase in trash and usage of the parks. More and more people visited the parks those last few weeks, so we have spent more time checking trash cans, replacing dog bags, and walking the parks for any litter.
- Monthly playground inspections were finalized the last week in January. A few minor issues were found, and the staff is currently working on replacements and repairs needed.



**PARK DISTRICT OF LA GRANGE
2023-2024 GOALS & OBJECTIVES
PARKS, PLANNING & MAINTENANCE DEPARTMENT**

Key: C = Complete / O = On Track / D = Deferred / N = Not Started

Objective/Goal	Performance Measures/Action Plan	Assigned To/ Program Area	Status
Development and implement a detailed maintenance plan and procedures for all athletic fields throughout the district.	<p>Train staff on proper procedures and equipment to maintain infields and sports field turf.</p> <p>Purchase proper equipment and supplies for maintaining athletic fields and sport field turf.</p>	<p>Director of Parks Claudia Galla Jose Farias Ricky Cox Vince Gonzalez</p>	O
1Q Comment	Staff have been trained on infield grooming procedures. Once new equipment arrives, staff will beginning addressing issues on soccer and baseball outfields.		
2Q Comment	The new tractor has arrived. The seeder and rake for the tractor will be purchased in early 2024. Staff will begin renovating athletic fields in the spring of 2024.		
3Q Comment	New Director of Parks Maintenance to evaluate		
4Q Comment			
Assess facility improvement recommendations in CMP and develop plan for corrective action.	<p>Determine what items can be completed by park district staff and what items need to be contracted out.</p> <p>Prioritize items and address accordingly.</p>	Director of Parks	O
1Q Comment	The director has begun assessing items on the CMP to determine what items staff can complete. Staff will begin addressing those items once mowing operation ceases for the season.		
2Q Comment	On hold until director vacancy is filled		
3Q Comment	New Director of Parks Maintenance to evaluate		
4Q Comment			
Evaluate and update district's safety manual to current standards.	Safety committee will address this issue as a team and will work with PDRMA on recommendations and update safety manual accordingly.	<p>Director of Parks Dan Schaffer Dom Adjoumani Zach Price</p>	O
1Q Comment	Updating and modernizing districts safety manual has been submitted as PDRMA SMART Goal for the district. Safety committee will begin working on updating manual at August meeting.		
2Q Comment	The safety committee has begun the process of updating the safety manual.		
3Q Comment	Ongoing with Safety Committee		

4Q Comment			
Continue the commitment to staff training using live and online resources for professional and skills development.	Set certification & training goals for each staff to obtain throughout the year.	Director of Parks Claudia Galla Jose Farias Ricky Cox Vince Gonzalez	N
1Q Comment	Staff will discuss training and certification goals once the mowing operation ceases for the season.		
2Q Comment	Staff will discuss training and certification goals once director vacancy is filled.		
3Q Comment	New Director of Parks Maintenance to evaluate		
4Q Comment			
Update park fixtures to current aesthetic and safety standards.	Develop replacement plan based on condition of fixtures and evaluate number of fixtures required at each park. Replace fixtures accordingly.	Director of Parks Claudia Galla Jose Farias Ricky Cox Vince Gonzalez	O
1Q Comment	Staff have begun replacing picnic tables and removing outdated bleachers and benches from parks. Staff will continue this process throughout the year.		
2Q Comment	Staff will continue removing old fixtures from the parks during the winter and fall season.		
3Q Comment	New Director of Parks Maintenance to evaluate		
4Q Comment			
Incorporate more native areas and plantings on district land.	Evaluate open spaces, gardens, and detention areas in parks for potential locations of native areas. Determine areas that park district staff can plant or if a contractor is required.	Director of Parks Claudia Galla	N
1Q Comment	Claudia and Blake will begin this process in the fall.		
2Q Comment	Claudia will work with the native area contractor this winter to determine viable options for more native plantings within the parks.		
3Q Comments	Planning with Wight & Company for Park Planning		
4Q Comments			

Section 5



ATTORNEY REPORT

Section 6



TREASURER REPORT

Section 7



ACTION ITEMS

MEMORANDUM M24-009



TO: PDLG Board of Commissioners
FROM: Jennifer Bechtold, CPRP, Executive Director
RE: Board Policy Section 126, Naming of Parks, Recreation Areas and Facilities
DATE: February 12, 2024

Background:

The Board Policy Manual has been adopted by the Park District of La Grange Board of Commissioners and requires frequent updating, due to changes in operations, as well as legal updates. At our last board meeting, we discussed updating Section 126, Naming of Parks, Recreation Areas, and Facilities.

Implications:

Staff and legal counsel reviewed Section 126, Naming of Parks, Recreation Areas, and Facilities. Please find the policy with the recommended updates following this memo.

Staff Recommendation:

Staff recommends approving Policy Section 126, Naming of Parks, Recreation Areas, and Facilities as presented.

SECTION 126

NAMING OF PARKS, RECREATION AREAS AND FACILITIES

Section 126.1 Purpose of Policy

The Board of Commissioners recognizes the need to properly identify all park and/or recreation areas within the jurisdiction of the District. The naming of all such park or recreation areas shall be a function of the Board.

Section 126.2 Policy

~~Designation of such names shall be based upon geographical, historical or ecological relationships indigenous to, or of significance to, the region.~~

~~In cases where individuals have provided exceptional contributions and/or service to the District, the Board may, at its discretion, officially name a facility or area within a park, or the park itself, after an individual or group of people. All maps, plats and other official records and instruments of the District shall reflect the Board's action.~~

The Board shall approve the naming of parks, facilities and recreation areas with an emphasis on geographical, historical, economical or ecological relationships indigenous to or significant to the community or otherwise in the best interests of the Park District, including sponsorship opportunities. Park and facility names shall be unique to avoid confusion and create easily identifiable spaces.

The Board also recognizes that parks, facilities, and amenities within the jurisdiction of the District may be named or renamed. Providing there is no legal obligation to the contrary, the District may name or rename a park, facility, or amenity if renaming improves the community's knowledge and understanding of geographical, historical, economical, or ecological significance of the park, facility or amenity or is otherwise in the best interest of the Park District. Naming or renaming a park, facility or amenity shall require no less than 4 affirmative votes of the Board of Commissioners. There shall be a minimum of 60 days between the making of a motion to name or rename a park, facility, or amenity and the vote on that motion (the "Consideration Period").

Naming of Park Amenities (Philanthropic)

Parks, facilities, or amenities within parks may be named to honor an individual or organization for outstanding achievement or service to the community or by reason of services rendered, relationship with the District, or monetary donation. Naming of parks, facilities and amenities and the length of time for which the naming honor shall last must be approved by no less than 4 affirmative votes of the Board of Commissioners following the Consideration Period.

Naming Facilities and Recreation Areas (Corporate)

Parks, facilities or amenities within parks may be named by reason of a corporate sponsorship agreement. The Executive Director may evaluate a corporate naming proposal in terms of overall compatibility of the company's goals with those of the Park District, desirability of the association, its effect on the District's (or facility's) image, the actual value in cash, or in-kind goods or services, of the proposal, community support for, or opposition to, the proposal and the operating and maintenance costs associated with the proposal. The Executive Director shall, in the first instance, negotiate a draft naming rights agreement with the sponsor. Corporate naming proposal agreements will be presented to the Park District Board of Commissioners for approval. Naming of park or recreational amenities must be approved by no less than 4 affirmative votes of the Board of Commissioners following the Consideration Period.

MEMORANDUM M24-008



TO: PDLG Board of Commissioners
FROM: Jenny Bechtold, CPRP, Executive Director
Kevin Miller, CPRP, Director of Recreation
RE: Amendment No. 2 to License Agreement for Storage Space
(Rotary Club/Secret Santa)
DATE: February 12, 2024

Background:

The Rotary Club of La Grange currently holds a License Agreement for Storage Space with the Park District to operate their Secret Santa program. The original agreement expired on August 31, 2023, with an amendment approved by the Board on July 10, 2023, to extend the agreement to February 29, 2024.

Implications:

During the District agreement renewal process, the document underwent a thorough review by staff and Ancel/ Glink for all legal matters. While the agreement was not renewed, an Amendment was made to extend the agreement term until February 29, 2024. As the Park District continues to assess its operations, our Facility & Operations Manager requires time to evaluate the operation before finalizing a new agreement. Considering this, we propose an additional amendment to extend the agreement and Amendment No. 1 for one more year, expiring on February 28, 2025.

In addition to the existing Amendment No. 1, the following items are proposed:

Amendment No. 2

The License Agreement shall now end on February 28, 2025, instead of the previously amended date of February 29, 2024.

Staff Recommendation:

Staff recommends that the PDLG Board of Commissioners approve Amendment No. 2 to the License Agreement for Storage Space for the Rotary Club of La Grange.

AMENDMENT NO. 2 TO
LICENSE AGREEMENT
FOR STORAGE SPACE

This Amendment No. 2 further modifies that License Agreement for Storage Space (“License Agreement”) entered into by the PARK DISTRICT OF LAGRANGE (the “Park District”) and the ROTARY CLUB OF LAGRANGE (“Licensee”) with a term ending August 31, 2023 concerning storage of the items donated to the Licensee’s Secret Santa Program, as previously amended by AMENDMENT NO. 1.

NOW THEREFORE, effective upon approval by the Park District Board of Commissioners, the License Agreement is hereby modified as follows:

1. Section 2, *Term of License*, is hereby further modified to provide that the License Agreement shall end on February 28, 2025.

/All other terms and conditions remain unchanged from those as previously modified by Amendment No. 1/

PARK DISTRICT OF LAGRANGE

ROTARY CLUB OF LAGRANGE

Board President

President

AMENDMENT NO. 1 TO
LICENSE AGREEMENT
FOR STORAGE SPACE

This Amendment No. 1 modifies that License Agreement for Storage Space (“License Agreement”) entered into by the PARK DISTRICT OF LAGRANGE (the “Park District”) and the ROTARY CLUB OF LAGRANGE (“Licensee”) with a term ending August 31, 2023 concerning storage of the items donated to the Licensee’s Secret Santa Program.

NOW THEREFORE, effective upon approval by the Park District Board of Commissioners, the License Agreement is hereby modified as follows:

1. Section 1, *The License*, is hereby amended to change the Storage from 1,500 square feet to 2,250 square feet.

Section 1 is further modified by adding the following requirement: Licensee must, at least 7 days in advance and in writing, apply for and obtain written approval from the Park District’s Executive Director for the use—however temporary--of any additional space to be used beyond the 2,250 Storage area designated for Licensee.

Section 1 is further modified by adding the following requirement: Licensee shall provide, and keep current, a list of those volunteers of the Licensee who Licensee authorizes to have access to the back storage area. The Park District may refuse to grant access or check-out a key to any person not on the list provided by Licensee.

Section 1 is further modified by adding the following requirement: Licensee shall notify the Park District Facility and Operation Manager, no less than 48 hours in advance and in writing, of any scheduled deliveries to be taken to the Storage area (all such deliveries are to be made to the garage door area on the north side of the building) and after such a delivery, the Park District will notify Licensee by email of the fact of the delivery. Following notification from the Park District, Licensee shall have 72 hours—unless a shorter time frame is reasonably required by the Park District and such time frame is communicated to Licensee--to move any such delivery into the Storage area. Any deliveries not timely moved by Licensee will be moved by Park District staff into Storage at a rate of \$50/hr/person, billed to and payable by the Licensee.

2. Section 2, *Term of License*, is hereby modified to provide that the License Agreement shall end on February 29, 2024 rather than August 31, 2023.

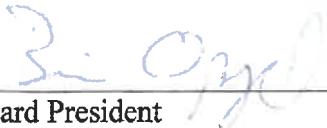
3. Section 4, *Access to Common Areas*, is hereby modified by adding the following requirement: Any requests by Licensee for use of Park District property (carts, chairs, tables, etc) shall be made no less than 7 days in advance, in writing, to the Facility and Operation Manager.

4. Section 6, *Maintenance and Supervision*, subparagraph A, is hereby modified by adding the following requirement: Licensee shall place all waste inside trash bags (50 to be provided by Park District at no cost) and Licensee shall not dispose of any loose garbage in the Park District’s dumpsters or other trash receptacles. Licensee shall segregate and break down any


items eligible for recycling and shall be placed in the designated recycling receptacles. Failure to maintain the Storage Area or other Park District property in a clean, neat, orderly and safe manner shall be remedied by the Park District at a rate of \$50/hr/person, billed to and payable by the Licensee.

/All other terms and conditions remain unchanged/

PARK DISTRICT OF LAGRANGE


Board President

ROTARY CLUB OF LAGRANGE


President

LICENSE AGREEMENT FOR STORAGE SPACE

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

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

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

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

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

1. The License

Subject to the terms and conditions of this Agreement, Licensee is hereby granted a license to use and occupy approximately 1,500 square feet of storage space ("Storage") on the first floor in a fenced in area of the Recreation Center, provide that if, in the sole discretion of Park District, the space occupied by Licensee becomes necessary for Park District use, Park District shall have the right to relocate Licensee to comparable storage space in the Recreation Center. In the event such relocation is contemplated, Park District will provide written notice to Licensee not less than 90 days prior to the relocation date and will pay the costs related to Licensee's move and to improve the new space to a similar condition as Licensee's prior space.

2. Term of License

A. Unless otherwise terminated as provided herein, the term of this License shall be for three years and shall begin on September 1, 2020 and end on August 31, 2023. This License may be extended for one additional three-year term upon written agreement of the Park District and Licensee if such extension is duly authorized by a vote of the Park District Board of Commissioners not less than thirty days prior to the expiration of the initial term.

B. This is a grant of a bare license solely for the use of the Storage and incidental use of the common areas within the Recreation Center in a manner which is not inconsistent

with the terms and conditions contained in this Agreement. Licensee shall not have any right to occupy or use the Recreation Center as a tenant or lessee at law, in equity or otherwise, or in a manner which is inconsistent with the terms and conditions of this Agreement.

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

D. In addition to the rights of termination under Section 7 herein, the Park District may terminate this Agreement for the Park District's own convenience effective on or after September 1, 2021 upon 30 days written notice to the Licensee. ✓

3. Costs, Fees, & Expenses

A. License fees (the "License Fees"), of \$1.00 per year receipt shall be paid by Licensee to Park District, receipt of which is hereby acknowledged.

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

4. Access to Common Areas

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

5. Insurance.

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

A. Commercial General and Umbrella Liability Insurance.

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

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

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

B. Workers Compensation Insurance.

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

C. Personal Property Replacement Insurance

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

D. General Insurance Provisions.

1. Evidence of Insurance.

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

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

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

obligation, to withhold License Fees until such certificates, or other evidence that insurance has been placed in complete compliance with these requirements, is received and approved by Licensee.

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

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

2. Acceptability of Insurers.

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

3. Cross-Liability Coverage.

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

4. No Waiver.

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

- (a) allowing any work to commence before receipt of certificates of insurance;
- (b) failing to review any certificates of insurance;
- (c) failing to advise the other party that any certificate of insurance fails to contain all the required insurance provisions, or is otherwise deficient in any manner.

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

E. Indemnification

1. Indemnification by Licensee.

To the fullest extent permitted by law, Licensee shall defend, indemnify and hold harmless the Park District, and its respective officers, officials, employees, and volunteers (the "Park District's Indemnified Parties"), from and against all claims, damages, losses, expenses, including, but not limited to, legal fees (reasonable attorney and paralegal fees and court costs) arising from or in any way connected with (i) any act and/or omission of Licensee or any of its officers, agents, program participants, employees, volunteers, contractors, students, invitees, guests, or anyone acting on behalf of Licensee; and/or (ii) Licensee's breach of this Agreement. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this paragraph. In no event shall Licensee be required to indemnify and/or hold harmless the Park District's Indemnified Parties to the extent of any negligent, willful or wanton, act(s) and/or omission(s) of the Park District and/or its employees, agents, contractors, and/or permitted and intended users, excluding Licensee's users, and program participants. This indemnity is separate from Licensee's insurance obligations under this Agreement.

2. Indemnification by the Park District.

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

6. Maintenance and Supervision.

- A. At all times during which Licensee uses Storage at the Recreation Center, Licensee shall maintain such Storage, and all areas ancillary to its use, in a clean, neat, orderly and safe condition.
- B. To the extent Park District conducts background checks on its employees and upon request from the Park District, Licensee shall provide the same background checks on all of Licensee's personnel who may be employed at the Recreation Center.
- C. Licensee shall not make or cause to be made improvements to the Storage space without first obtaining express written authorization from Park District. Licensee shall be solely responsible for expenses related to improvements. Licensee shall obtain and pay for all permits related to any such improvements.
- D. Upon the expiration of this License, Licensee shall cause its improvements placed on or in the Recreation Center by Licensee to be removed if Licensee desires to remove such items or if requested to do so by the Park District. Any improvements or equipment abandoned on the Premises for greater than thirty (30) days after the termination or expiration of this Agreement, or any renewal term thereof, shall be considered forfeited and the Park District shall have the option, but not the obligation, to take title to those improvements and equipment, without providing any credit or setoff against any of Licensee's remaining obligations.
- E. Licensee will be responsible for providing all equipment and supplies it may require to conduct its operations. The Park District shall not be responsible in any way for any damage to or loss of Licensee's equipment.
- F. It is understood, acknowledged, and agreed by the parties that the relationship of Licensee to the Park District arising out of this Agreement shall be that of an independent contractor. Neither Licensee nor any employee or agent of Licensee is an employee or agent of the Park District, and therefore, is not entitled to any benefits provided to employees of the Park District. Licensee has no authority to employ or retain any person as an employee or agent for or on behalf of the Park District for any purpose. Neither Licensee nor any person engaging in any work or service related to this Agreement at the request, or with the actual or implied consent, of Licensee may represent himself or herself to others as an employee of the Park District. Should any person indicate to Licensee, or any employee or agent of Licensee, by written or oral communication, in the course of dealing, or otherwise, that such person believes any of Licensee's employees to be an employee or agent of the Park District, Licensee shall use its best efforts to correct such belief.
- G. Neither the Park District nor any employee or agent of Park District is an employee or agent of Licensee, and therefore, is not entitled to any benefits provided to employees of Licensee. The Park District has no authority to employ/retain any person as an employed or agent for or on behalf of Licensee for any purpose. Neither the Park District nor any person engaging in any work or services related to this Agreement at the

request or with the actual or implied consent of the Park District may represent himself to others as an employee of Licensee. Should any person indicate to the Park District or any employee or agent of the Park District by written or oral communication, in the course of dealing, or otherwise, that such person believes an employee of the Park District to be an employee or agent of Licensee, the Park District shall use its best efforts to correct such belief.

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

7. Termination.

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

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

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

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

E. In the event that any volunteer, agent, or representative of Licensee engages in indecency; immoral, unlawful, improper or otherwise inappropriate conduct that materially adversely impacts the Park District or any of its patrons while on the premises of the Recreation Center, such conduct shall constitute a material breach of this

Agreement. In such an instance, the Park District may, in its sole discretion, either terminate this Agreement immediately or allow Licensee thirty (30) days to cure said breach.

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

8. Force Majeure.

Neither party shall be liable for damages for its failure to perform due to contingencies beyond its reasonable control, including but not limited to, fire, storm, flood, earthquake, explosion, accident, public disorders, sabotage, lockouts, labor disputes, labor shortages, strikes, riots, or acts of God. Notwithstanding the foregoing, neither party shall be entitled to rely on this provision unless it is using its commercially reasonable efforts to resume performance. Any delay in performance permitted under this provision shall be for no longer than the duration of the event giving rise to the delay.

9. Waiver.

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

10. Severability.

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

11. Authorized Signatures/Effectiveness.

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

12. Notices.

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

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

With a copy to:

Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer, P.C.
Attn: Derke Price
1979 N. Mill Street, Suite 207
Naperville, Illinois 60563

Licensee:

Rotary Club of La Grange
P.O. Box 37A
LaGrange Il. 60525

With a copy to:

13. Representations.

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

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

14. Rights of Third Parties.

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

15. Assignability.

Licensee shall have no authority or power to sell, transfer or assign this Agreement or any interest therein, nor any power or authority to permit any other person or party to have an interest or use any part of the Park District property covered by this Agreement, for any purpose whatsoever, it being the intention of this Agreement to grant the privilege solely to Licensee and

neither directly nor indirectly to any other party. Any attempt to assign the License herein granted shall cause the License to become null and void.

16. Applicable Law: Venue.

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

17. Freedom of Information Act

Licensee agrees to maintain all records and documents related to this Agreement in compliance with the Freedom of Information Act, 5 ILCS 140/1 et seq. In addition, Licensee shall produce records which are responsive to a request received by the District under the Freedom of Information Act so that the District may provide records to those requesting them within the time frames required. If additional time is necessary to compile records in response to a request, then Licensee shall so notify the District and if possible, the District shall request an extension so as to comply with the Act. In the event that the District is found to have not complied with the Freedom of Information Act due to Licensee failure to produce documents or otherwise appropriately respond to a request under the Act, then Licensee shall indemnify and hold the District harmless, and pay all amounts determined to be due including but not limited to fines, costs, attorneys' fees and penalties.

18. Entire Agreement and Amendments.

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

19. Execution in Duplicate.

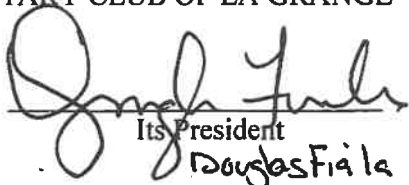
This Agreement may be signed in duplicate with the same effect as if the signatures to each copy were upon the same Agreement.

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

PARK DISTRICT OF LA GRANGE

ROTARY CLUB OF LA GRANGE

By: _____
Executive Director

By: 
Its President
Douglas Fiala

Attest:

Secretary

Section 8



BOARD BUSINESS

Section 9



COMMITTEE REPORTS & MBO/SPECIAL REPORTS

Section 10



VILLAGE OF LA GRANGE & SEASPAR INFORMATION

MINUTES

VILLAGE OF LA GRANGE BOARD OF TRUSTEES REGULAR MEETING

Monday, December 11, 2023 - 7:30 p.m.

1. CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE

The Board of Trustees regular meeting was called to order at 7:30 p.m. by Clerk Saladino. On roll call, as read by Clerk Saladino, the following were:

PRESENT: President Kuchler, Trustees Augustine, Gale, McGee, O'Brien, Peterson, and Thompson.

ABSENT: None

OTHERS: Village Manager Jack Knight
Village Attorney Benjamin Schuster
Deputy Village Manager/CD Director Charity Jones
Public Works Director Richard Colby
Finance Director Susan Mika
Chief of Police Tim Griffin
Fire Chief Steve Norvilas

President Kuchler welcomed the Village Board and shared that video of the meeting is available on YouTube, and will also be available on Facebook and posted to the Village website.

President Kuchler invited Scott and Donna Wolf to lead the audience in reciting the Pledge of Allegiance.

President Kuchler thanked the La Grange Business Association (LGBA) for another successful Holiday Walk. He wished everyone a Happy Hanukkah and a Merry Christmas.

2. PUBLIC HEARING

A. Public Hearing – Proposed 2023 Village Property Tax Levy

President Kuchler stated that the preliminary 2023 Village property tax levy was reviewed and discussed during the November 13, 2023 Village Board meeting. At that meeting, the Village Board provided direction regarding the 2023 property tax.

While the property tax levy does not rise to the level requiring a public hearing under the Truth in Taxation Act, the Village has elected to hold a public hearing

to ensure that interested parties have the opportunity to provide comment. A notice of the Public Hearing was posted and published in accordance with the state statute.

The proposed 2023 tax levy for the Village and La Grange Public Library, which is a separate governmental body included in the Village's levy, reflects a total increase of 4.5 percent, exclusive of debt service, over the prior year's tax extensions. The levy also includes an increase of 0.4% to capture new growth.

President Kuchler noted that with no comments, the Village Property Tax Levy hearing was closed.

3. PRESIDENT'S REPORT

A. A Resolution of Appreciation for Sergeant Stephen Ljubenko's 24 Years of Service to the Village of La Grange

Steve Ljubenko joined the La Grange Police Department on August 2nd, 1999 after serving for 2 years with the Chicago Police Department, was promoted to Sergeant on March 22nd, 2015. In December of 2019, he was appointed Watch Commander. Steve is a graduate of Lyons Township High School and graduated from the Virginian Military Institute (VMI). After graduation from VMI, Steve was commissioned as a 2nd Lieutenant in the US Army as a Field Artillery Officer and served 6 years active duty in assignments in the US and overseas, leaving active duty as a Captain of the US Army. He continued to serve in the US Army Reserve.

During his career, Sergeant Ljubenko has served as a Patrol Officer, DARE Instructor, Investigator, Squad Leader and Sergeant. Over the years, he served with the Major Case Assistance Team (MCAT), was an Evidence Technician, Bike Officer, School Liaison Officer at LTHS North Campus, a Field Training Officer, and served as the department representative to the FBI Chicago Terrorism Liaison Officer Committee (TLOC). Steve also served for 14 years on the La Grange Police Pension Board as Trustee and Board Secretary. Steve has received certifications as a Juvenile Officer, DARE Instructor, School Resource Officer, Field Training Officer; and completed courses at Northwestern University's Center for Public Safety in Crime Scene Technology and Supervision of Police Personnel. Steve has received numerous letters of commendation, the Field Training Officer Medal, DARE Officer Medal, National Defense Medal, Educational Achievement Award/Medal, four Good Conduct Award/Medals, and three Unit Citation Medals for his service during his career.

President Kuchler read the Resolution of Appreciation into the record. Trustee Gale made a motion to approve the Resolution of Appreciation for Sergeant Ljubenko's 24 years of service, seconded by Trustee O'Brien. Approved by a voice vote.

President Kuchler thanked veterans in La Grange, from all branches, for their service and dedication.

Sergeant Stephen Ljubenko thanked all Village employees. He noted that his time in La Grange and working with the members of the Police Department was very rewarding. He stated that it was a pleasure and an honor to serve in the community in which he grew up.

B. Oath of Office – Sergeant Scott Wolf

President Kuchler invited Scott Wolf and his family to step forward for the Oath of Office.

President Kuchler stated that on November 20th, 2023, the La Grange Board of Fire and Police Commissioners approved Officer Scott Wolf's promotion to the rank of Sergeant to fill this vacancy. Scott is 15-year veteran of the La Grange Police Department and began his career with the Village in September of 2008.

President Kuchler asked Clerk Saladino to administer the Oath of Office to Scott Wolf.

President Kuchler thanked Chief Norvilas as his last day with the Village was Friday, December 15th. In brief tenure with the organization, he made great strides in empowering his staff, providing them guidance and leadership.

President Kuchler announced that with Steve Norvilas' announcement, the Village moved swiftly to identify a candidate to serve as the Village's next Fire Chief. Dan Reda, currently the Deputy Chief in Tinley Park, was selected as the Village's next Fire Chief. Dan's first day is planned to be Monday, December 18th. A formal Oath of Office will take place during the next Village Board meeting on January 8, 2024.

4. MANAGER'S REPORT

Village Manager Knight congratulated Sergeant Ljubenko on his retirement and Sergeant Wolf on his new promotion.

Mr. Knight wished Steve Norvilas well in his next endeavor.

Mr. Knight stated this holiday season the Fire Department is encouraging everyone to help "Keep the Wreath Red". This effort, intended to raise safety awareness as it relates to holiday decorations, has been around since 1954. He encouraged all to exercise safety when decorating their homes and to have an incident-free holiday.

Mr. Knight stated that the Village's annual holiday light recycling program will continue through January 7, 2024. During this time, residents can drop off unwanted holiday lights for recycling. Receptacles can be found in Village Hall, parking garage vestibule, the library and several other locations within the Village.

Mr. Knight announced that Item B under Current Business is related to the implementation of a 12-hour shift pilot program in the Police Department. The proposal took significant effort on behalf of the Chief, Deputy Chief, HR staff, and union representatives to arrive at a proposal that works for both parties. The Village looks forward to several anticipated positive impacts resulting from the program and thanked all those that were involved for their efforts.

5. PUBLIC COMMENT REGARDING AGENDA ITEMS

None.

5. CONSENT AGENDA AND VOTE

- A. An Ordinance Abating the 2023 Tax Levy – General Obligation Bonds, Waterworks System, Alternative Revenue Source, Series 2012A
- B. An Ordinance Abating the 2023 Tax Levy – General Obligation Bonds, Sewer System, Alternative Revenue Sources, Series 2015
- C. An Ordinance Providing for the Annual Tax Levy for the Village of La Grange, Cook County, Illinois, for the Fiscal Year May 1, 2023 to April 30, 2024 (*moved to Current Business*)
- D. An Ordinance Approving a Zoning Text Amendment to Permit Changeable Message Signs when Accessory to Gasoline Service Stations
- E. An Ordinance Amending Title 11 of the Code of Ordinances of the Village of La Grange to Adopt Valet Parking Regulations
- F. A Resolution Approving a Supplemental Statement of Work with Municipal GIS Partners, Incorporated for GIS Service
- G. A Resolution Authorizing the Local Match for Improvements Through the West Central Municipal Conference Surface Transportation Program
- H. An Ordinance Amending Chapter 72 of the La Grange Code of Ordinances Regarding Village Parking Facilities

- I. An Ordinance Adopting the Village of La Grange's Current Paid Leave and Benefits Policy
- J. Minutes of the Village of La Grange Board of Trustees Special Meetings, Friday, October 27, 2023, and Saturday, October 28, 2023
- K. Minutes of the Village of La Grange Board of Trustees Regular Meeting, Monday, November 13, 2023
- L. Consolidated Voucher 231127
- M. Consolidated Voucher 231211

A motion was made by Trustee Gale to approve the Consent Agenda, seconded by Trustee McGee.

Trustee Augustine stated that, in consideration of her relationship to the Village Prosecutor, she recused herself from each item on the voucher related to the Village Prosecutor.

Trustee Peterson stated she wanted to ensure residents understood that the action taken on item A for an ordinance abating the 2023 Tax Levy – General Obligation Bonds, Waterworks System, Alternative Revenue Source, Series 2012A and item B for an ordinance abating the 2023 Tax Levy – General Obligation Bonds, Sewer System, Alternative Revenue Sources, Series 2015, will result in a lower property tax levy as the Village will be paying for debt service out of the operations budget.

Suzy Mika, Director of Finance stated that the abatement of items A and B means the Village will be identifying alternative funding to make those bond payments in order to reduce the permitted property tax payment of the resident.

Trustee Thompson noted that this is not an actual reduction as the proposed taxes have not been charged, instead, the Village will not be raising taxes as allowed by law which over time represents \$1,231,000 in funding to pay for streets, sewers, water, and flood control. He stated that every year that the Village does not increase the levy by the full amount the further behind the Village becomes on raising money to pay for flooding mitigation efforts. He stated he disagreed with not increasing the levy by the full amount allowed.

Trustee Augustine stated that she agreed. Trustee Augustine invited any member of the La Grange Library Board to comment regarding approving a lower tax levy increase than what was allowed.

A motion was made by Trustee Augustine to remove item C. An Ordinance Providing for the Annual Tax Levy for the Village of La Grange, Cook County,

Illinois, for the Fiscal Year May 1, 2023 to April 30, 2024 from the Consent Agenda, and approve all other items on the Consent Agenda.

Approved by a roll call vote:

Ayes: Trustees Augustine, Gale, McGee, O'Brien, Peterson and Thompson
Nays: None
Absent: None

7. CURRENT BUSINESS

6-C. An Ordinance Providing for the Annual Tax Levy for the Village of La Grange, Cook County, Illinois, for the Fiscal Year May 1, 2023 to April 30, 2024 (Removed from Consent Agenda for further discussion)

A motion was made by Trustee Augustine to approve item 6-C. An Ordinance Providing for the Annual Tax Levy for the Village of La Grange, Cook County, Illinois, for the Fiscal Year May 1, 2023 to April 30, 2024 from the Consent Agenda, seconded by Trustee Thompson.

President Kuchler noted that the La Grange Library is their own governmental entity under the Village umbrella, but they have independent rights and obligations and are governed under their own Board.

La Grange Library Board President Katie Allen noted that traditionally the library has made their tax levy request in line with the Village, which is 4.5% this year. She explained that the library is cognizant that they are leaving money on the table by not taking advantage of the full tax levy allowed, even though they would benefit as they have capital improvements that need funding. However, they will not be changing their request of 4.5% at this time and will remain in line with the Village.

Trustee Gale noted that the message to the resident is that the Village will try to do what can be done to keep taxes low and one way the Village is doing so is to keep the levy at 4.5% for 2023-24.

Trustee Augustine noted that the Village does a good job of applying for grants and finding savings, but that a reduced tax levy should not be an option year after year, as it sets a bad precedent and leaves funds that could be compounded on the table.

Trustee Thompson expressed a desire to keep taxes low but reiterated that the Village should not turn down available funds as it depletes resources to fund capital projects.

Approved by a roll call vote:

Ayes: Trustees Gale, McGee, O'Brien, and Peterson
Nays: Trustees Augustine and Thompson
Absent: None

A. 2024-2027 Strategic Planning Retreat Summary & Strategic Framework

President Kuchler stated that on a recurring basis, the Village Board and Management Team staff meet to develop a strategic plan for future years. This process allows for the creation of an organizational mission, values, and priorities to guide the efforts of the Village over the course of the plan. In October of this year, the Village Board and Village Management Team members participated in a strategic planning process for the years 2024 – 2027.

A motion was made by Trustee Gale to approve the 2024-2027 Strategic Planning Retreat Summary & Strategic Framework, seconded by Trustee Peterson. Approved by a voice vote.

B. A Resolution Authorizing the Execution of a Side Letter Agreement with the Illinois Fraternal Order of Police for a 12-Hour Shift Pilot Program

President Kuchler asked Trustee O'Brien to introduce the item. Trustee O'Brien stated that the Patrol Officers union has long desired to work an alternate patrol schedule. Command staff and the patrol officer's union leadership have worked together to develop a pilot program for a 12-hour patrol shift schedule. The one year pilot program will begin on January 14, 2024 and will run until January 11, 2025.

A motion was made by Trustee O'Brien to approve the proposed resolution, which was seconded by Trustee Gale.

President Kuchler thanked Chief of Police Griffin and the department for working on this pilot program, which will allow Officers to spend more time at home with families.

Approved by a roll call vote:

Ayes: Trustees Augustine, Gale, McGee, O'Brien, Peterson and Thompson
Nays: None
Absent: None

C. A Resolution Authorizing an Intergovernmental Agreement between the Village of La Grange and Cook County for the Resurfacing of Brainard and Shawmut Avenues

President Kuchler asked Trustee Augustine to introduce the item. Trustee Augustine stated that Invest in Cook is an annual program that provides financial support for construction projects undertaken by local and regional governments, as well as private entities, in support of fulfilling the priorities of Connecting Cook County.

A motion was made by Trustee Augustine to approve the proposed resolution, which was seconded by Trustee O'Brien.

Approved by a roll call vote:

Ayes: Trustees Augustine, Gale, McGee, O'Brien, Peterson and Thompson
Nays: None
Absent: None

- D. Ordinances Approving Amendments to the Zoning Approvals for Uptown La Grange, located at 31 E. Ogden Avenue, a Text Amendment Allowing Off-Site Signs in Planned Developments, and a Design Review Permit for 14 S. La Grange Road

President Kuchler asked Trustee Gale to introduce the item. Trustee Gale stated that GW LaGrange LLC (the "Applicant") is the owner of the vacant commercial out lot at the northeast intersection of Ogden Ave. and La Grange Rd., commonly known as 31 E. Ogden Ave. (the "Subject Property"). The Applicant is requesting (1) an Amendment to a Planned Development and Final Development Plan, (2) Text Amendment, (3) Site Plan Approval, and (4) Design Review Permit at 31 E. Ogden Ave.; and a Design Review Permit at 14 S. La Grange Rd (the "14 S. La Grange Property"). The Applicant is proposing to relocate the Chase Bank operations currently housed at 14 S. La Grange Rd. to 31 E. Ogden Avenue. Then, 14 S. La Grange Rd. will be rehabilitated with the first floor converted to commercial use, residential apartments on the second floor, and improvements to the façade. Furthermore, as a compensating amenity to the requested planned development amendment at 31 E. Ogden Ave., improvements will be made to 308 W. Burlington Ave. The existing vacant Chase Bank with an active ATM drive through at 308 W. Burlington Ave. will be razed, with the drive through reduced to two ATM lanes, and the remaining area converted to green space.

A motion was made by Trustee Gale to approve the proposed ordinances, which was seconded by Trustee O'Brien.

Approved by a roll call vote:

Ayes: Trustees Augustine, Gale, McGee, O'Brien, Peterson and Thompson
Nays: None
Absent: None

E. An Ordinance Approving a Special Use Permit for an Elementary and Secondary School Located at 100 6th Avenue

President Kuchler asked Trustee McGee to introduce the item. Trustee McGee stated that Tallgrass Sudbury School (the "Applicant") currently occupies space and utilizes shared facilities within the ground floor of First Congregational Church of La Grange located at 100 6th Ave. The Applicant is seeking approval of a Special Use Permit to continue operating an Elementary and Secondary School at 100 6th Ave.

A motion was made by Trustee McGee to approve the proposed ordinances, which was seconded by Trustee Gale.

Trustee Augustine stated that residents have concerns regarding parking and traffic flow near and around the subject property. She asked if there have been any considerations for additional crossing guards or Police presence around the subject property.

Charity Jones, Deputy Village Manager/CD Director Charity Jones stated that parking enforcement was contacted to do extra checks to ensure that the 2-hour parking limit was being enforced. She also noted that the traffic study consultants were contacted to confirm that the traffic volume would not require additional infrastructure improvements.

Approved by a roll call vote:

Ayes: Trustees Augustine, Gale, McGee, O'Brien, Peterson and Thompson
Nays: None
Absent: None

8. PUBLIC COMMENT

Scott Theisen, 16 S. Sawyer commented regarding the zoning of properties in his neighborhood and requested to have his property rezoned to a 3-flat.

Charity Jones, Deputy Village Manager/CD Director Charity Jones stated that the Village's consultant, TESKA, have established an 18-month time frame to provide the final Comprehensive Plan. TESKA is currently in the early stages of gathering and analyzing information and resident input. Throughout 2024, there will be more opportunities for the community to participate in providing feedback.

9. TRUSTEE COMMENTS

Trustee Peterson thanked the Gurrie Middle School for hosting their annual Thanksgiving Dinner. The guests included President Kuchler; Chief of Police Tim

Griffin; Fire Chief Steve Norvilas; and Trustee O'Brien. She also thanked the La Grange Park District for hosting the Community Trees at Waiola Park.

Trustee Augustine reminded residents to join the Facebook group "Lyons Township Quarry Information/Underground Blasting at McCook Quarry" for updates on quarry blasting. She also noted that she would like to see updates on the Village website regarding TESKA's findings and progress.

10. CLOSED SESSION

President Kuchler stated that it was the Village Board's intention to enter into Closed Session under Section 2(c)(11) of the Illinois Open Meetings Act to discuss pending, probable or imminent litigation and 2(c)(21) of the Illinois Open Meetings Act to review minutes of meetings lawfully closed under the Act. He stated that the Village Board will not reconvene in open session at the end of the closed session, as no formal action will occur.

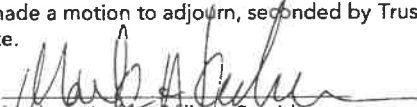
At 8:49 p.m., a motion was made by Trustee Thompson to adjourn into Closed Session under Sections 2(c)(5) and 2(c)(11) of the Illinois Open Meetings Act, seconded by Trustee McGee.

Approved by a roll call vote:

Ayes: Trustees Augustine, Gale, McGee, O'Brien, Peterson and Thompson
Nays: None
Absent: None

11. ADJOURNMENT

At 10:02 p.m. Trustee Peterson made a motion to adjourn, seconded by Trustee O'Brien. Approved by a voice vote.


Mark A. Kuchler, Village President

ATTEST:


Paul Saladino, Village Clerk

Approved On: January 8, 2024