

**AGENDA**  
**REGULAR PARK DISTRICT BOARD MEETING**  
**COMMUNITY PARK DISTRICT of La GRANGE PARK**  
**June 8, 2020 - 6:30 PM**

This meeting will be conducted by audio or video conference without a physically present quorum of the Community Park District of La Grange Park Board of Commissioners because of a disaster declaration related to COVID-19 public health concerns affecting the jurisdiction of the Park District. The President of the Board of Commissioners has determined that an in-person meeting at the Recreation Center, 1501 Barnsdale Road, La Grange Park, IL with all participants is not practical or prudent because of the disaster. Commissioners, the Executive Director, Staff and chief legal counsel will not all be physically present at the Recreation Center, due to the disaster. Physical public attendance at the Recreation Center may be limited or not feasible, so alternative arrangements for public access to hear the meeting are available here:

<https://us02web.zoom.us/j/5150272773?pwd=eFdHc0tDZERTYVpaZXhkU2dlVzgrdz09>

Meeting ID: 515 027 2773 Password: CPD1501.

Additional access meeting is provided below.

The meeting will also be audio or video recorded and made available to the public, as provided by law.

1. Call to Order & Roll Call
2. Pledge of Allegiance
3. Park District Mission: The Community Park District of La Grange Park shall offer high quality, affordable and accessible park and recreation facilities, programs and services in a financially responsible manner.
4. Suspend the Normal Rules for Public Comment
  - a. Continuation of resolution R002-20 to suspend the Normal Rules for Public Comment and temporarily require public comment to be held in real time through the Zoom chat box feature or by submitting comments via email by the established deadline.
5. Open Forum
6. Approval of the June 8, 2020 Agenda
7. Approval of Board Meeting Minutes
  - a. May 11, 2020 Regular Meeting Minutes
8. Communications/Proclamations/Presentations
9. Staff Recognition
10. Staff Reports
  - a. Executive Director
  - b. Recreation Report
  - c. Parks Report
  - d. Safety Coordinator

e. Financial Consultant

11. Approve Monthly Disbursements

12. Unfinished Business

- a. 2020/2021 Budget Update
- b. Tentative Budget and Appropriations Ordinance 003-20

13. New Business

- a. Cell Phone Reimbursement Policy Ordinance 004-20
- b. Review FY 19-20 Estimated Year End vs. Unaudited Actuals

14. Next Regular Meeting: Monday, July 20, 2020, 6:30pm

15. Adjournment

## **Public participation instructions:**

### **Computer Access:**

Join the Zoom Meeting:

<https://us02web.zoom.us/j/5150272773?pwd=eFdHc0tDZERTYVpaZXhkU2dlVzgrdz09>

**Meeting ID:** 515 027 2773 **Password:** CPD1501

**Phone access:** Audio Participation for Chicago Region: Dial 1-312-626-6799

**Meeting ID:** 515 027 2773 **Password:** CPD1501

**Android phones & tablets, iPad, iPhone:** Download the “Zoom Cloud Meeting” app through the Google Play Store or Apple App Store. Open the app on your device.

**Meeting ID:** 515 027 2773 **Password:** CPD1501

**Important:** As you install the Zoom software, it will prompt you to enter your name. Please be sure to use your legal name. Any use of rude names will result in ejection from the meeting. Plan to join the meeting at least 5-10 minutes before the start of the meeting.

Everyone is automatically muted. If you wish to speak during “Open Forum” use the “Chat” function to type a message to the host indicating you would like to speak. You will then be unmuted to speak.

### **Comments for Open Forum may also be emailed to**

jcannaday@communityparkdistrict.org by 5pm on 6/8/2020 to be read at the meeting by staff.

You can use the following link to view a tutorial on how to connect with your computer:

[https://www.youtube.com/embed/vFhAEoCF7jg?rel=0&autoplay=1&cc\\_load\\_policy=1](https://www.youtube.com/embed/vFhAEoCF7jg?rel=0&autoplay=1&cc_load_policy=1)

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

Minutes  
Regular Meeting of the Board of Commissioners  
Community Park District of La Grange Park  
May 11, 2020

The Meeting was held by video conference as permitted by the Gubernatorial Disaster Proclamation in Response to COVID-19 (COVID-19 Executive Order 5) exempting the requirement of the Open Meetings Act for the physical presence of the Commissioners at the meeting and permitting Commissioner attendance by video, audio, or telephone access.

Please Note: Due to the shut-down of all Park District facilities in response to COVID-19, the Community Park District used Zoom conferencing for the Regular Meeting of the Community Park District Board of Commissioners on May 11, 2020 at 6:30 pm. The public was invited to attend the Regular Meeting.

1. CALL TO ORDER & ROLL CALL

President Ogden called the meeting to order at 6:33 p.m. Other Commissioners present were Bob Corte, Karen Boyd, and Peggy Ronovsky. At 6:40 Lucy Stastny joined the meeting.

Also present were Executive Director Jessica Cannaday and Financial Consultant Phil Mesi.

2. PLEDGE OF ALLEGIANCE

3. PARK DISTRICT MISSION

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

4. SUSPEND THE NORMAL RULES FOR PUBLIC COMMENT

- a. Commissioner Boyd made a motion to approve Resolution R002-20 to suspend the normal rules for public comment and temporarily require public comment to be held in real time through the Zoom chat box feature or by submitting comments via email by the established deadline. Seconded by Commissioner Corte. Motion passed unanimously by roll call vote.

5. OPEN FORUM

There were no comments.

6. ADDITIONS/DELETIONS TO AGENDA

Commissioner Boyd made a motion to approve the agenda as written.  
Seconded by Commissioner Corte. Motion passed unanimously by voice vote.

7. APPROVE BOARD MEETING MINUTES

- a. Commissioner Ronovsky made a motion to approve the April 13, 2020 minutes. Seconded by Commissioner Corte. Motion passed unanimously by voice vote.

## 8. COMMUNICATIONS/PROCLAMATIONS

There were no communications.

## 9. STAFF REPORTS

### a. Executive Director

A written report distributed to the Board prior to the meeting was introduced by Executive Director Cannaday. Cannaday stated that, despite the circumstances and lost revenue we are doing better than budgeted. The staff has been doing an amazing job and are currently evaluating the numbers.

Cannaday stated the audit is moving forward. This is being done virtually which has made it very efficient.

Cannaday and the Board discussed the COVID-19 Recovery Plan in detail. She suggested we approve a Budget & Appropriate Ordinance in July. The Park District will operate under a stringent recovery plan. All agencies in the area are exchanging information in order to implement programs with the correct safety measures. Questions were asked and answered.

There was discussion about how to communicate plans to the residents. Questions were asked and concerns were answered. There was consensus that she would move forward with plans for the next phase of the COVID-19 recovery.

### b. Human Resources Executive Assistant

A written report included in the packet by Human Resources Executive Assistant Nancy Daum was presented by Executive Director Cannaday. There were no additions.

### c. Community Engagement & Marketing Coordinator

A written report included in the packet by Community Engagement & Marketing Coordinator Amanda Kennedy was presented by Executive Director Cannaday. There were no additions.

### d. Recreation Manager

A written report included in the packet by Recreation Manager Ashley Jusk was presented by Executive Director Cannaday. There were no additions.

### e. Building & Grounds Supervisor

A written report included in the packet by Building & Grounds Supervisor Ray Drexler was presented by Executive Director Cannaday. Cannaday commended Drexler on the state of the parks.

### f. Safety Coordinator

There was no report for this meeting. Cannaday stated both she and Safety Coordinator Jadron will be involved in COVID-19 response.

- g. Financial Consultant  
Financial statements for the month ending April 30, 2020 and distributed to the Board were introduced by Financial Consultant Phil Mesi. Questions were asked and answered.

#### 10. APPROVE MONTHLY DISBURSEMENTS

A Purchase Journal included in the packet prior to the meeting was introduced by Financial Consultant Phil Mesi. Commissioner Corte made a motion to approve the monthly disbursements totaling \$102,771.06; seconded by Commissioner Ronovsky. Motion passed unanimously by roll call vote.

#### 11. OLD BUSINESS

- a. 2020/2021 Budget Update. There was discussion of the proposed Budget and Appropriations Ordinance in the packet. There were no additions.
- b. Commissioner Stastny made a motion to schedule a public hearing for Budget and Appropriations Ordinance on July 20 at 6:30 p.m. Seconded by Commissioner Corte. Motion passed unanimously by voice vote.

#### 12. NEW BUSINESS

- a. Appoint Park District Board Officers
  - i. Commissioner Karen Boyd resigned from Secretary of the Board.
  - ii. President Ogden nominated Commissioner Corte for Secretary, seconded by Commissioner Boyd. Motion passed unanimously by voice vote.

#### 13. ADJOURN TO EXECUTIVE SESSION

Commissioner Corte made a motion, seconded by Commissioner Boyd, to adjourn to Executive Session at 8:20 p.m. There was no further discussion and motion passed unanimously by roll call vote.

#### 14. RECONVENE TO OPEN MEETING & ROLL CALL

#### 15. ACTION, IF ANY FROM EXECUTIVE SESSION

#### 16. NEXT REGULAR MEETING MONDAY, JUNE 8, 2020 6:30 P.M.

DATE: June 5, 2020

TO: Tim Ogden, President, Community Park District Board of Commissioners

FROM: Jessica Cannaday, Executive Director

**RE: May Executive Report**

### **Suspending the Normal Rules for Public Comment and New Remote Meeting Guidance**

We have been advised to temporarily suspend the regular rules for public comment and adopt practices that adhere to the format by which we are holding our regular meeting. IAPD had a great webinar reviewing Senate Bill 2135, which addressed remote meetings and the Open Meetings Act. This includes having all board members introduce themselves at the beginning of each remote meeting, verbally stating that the meeting is going to be held virtually due to the health risk posed by COVID-19 and conducting each vote by roll call.

### **Unfinished Business**

**2020/2021 Budget** – The final budget, the COVID Response budget, and the B&A Ordinance are presented for discussion and review.

### **New Business**

**Year End:** Year-end adjustments still indicate that we will be adding approximately \$100,000 to our fund balances despite the significant revenue loss from our Winter/Spring season due to the COVID-19 shut-down. There are no other significant changes to report.

**Revised Cell Phone Usage Policy:** Submitted for review and approval is a revised Telephone and Cellular Phone Usage Policy. The updates include changes to phone usage in vehicles as well as a new cell phone reimbursement policy. A structured reimbursement plan is fair and equitable for all employees, will eliminate the cost providing a device and service, eliminate the administrative burden of processing monthly reimbursement requests and will bring us into compliance with the Illinois Wage Payment and Collection Act.

### **Executive Office**

**Audit:** The audit process has begun. We have provided our auditors with requested information and Nancy has organized all files for the scheduled

**Health Insurance:** The Village informed us that they have added a second plan, which reduced the total cost increase of our premium by nearly 1%.

**Hiring:** Nancy worked on new hire paperwork for Cole Burdick, Footlight Theatre Music Director and Emma Garcia, our new baseball/softball instructor.

### **COVID-19 Response & Recovery:**

**Communication has been integral in our response and recovery plan:**

**Village:** We have worked closely with the police and village to identify areas of risk and mitigation and in making decisions on what to open and implementing gradual reopening of parks and facilities.

**Tennis:** Our tennis focus group helped develop grass roots advocates that policed tennis courts to help educate residents on social distancing requirements. This allowed us to keep our courts open through Phase 2 of the Restore Illinois Plan.

**Local Organizations:** Regular meetings with our neighboring park districts, SEASPAR member agencies,

and the YMCA have helped us stay on top of trends and what other communities are doing so we could prepare for stepping into phases 3 and 4.

**Risk Management and Safety:**

Through phase 3, the Recreation Center will still be closed to the public. We have invested in EPA N-List disinfectants, a “sneeze guard” at the front desk, as well as masks, gloves and other PPE. We have implemented IDPH and CDC social distancing practices and created required signage. As we begin programming, staff will be required to complete a daily symptom check record. Summer camp participants will also be required to complete a daily survey.

**Programming**

Our Ready Teddy team did an amazing job finishing out the school year with their students and celebrating graduates with a special parade. Virtual theatre programming began in May and we began taking registration for summer camp, private tennis lessons, and private baseball/softball lessons. We cancelled all co-op programming through phase 3. As we move into phase 4, we will continue to be as flexible as possible to safely meet the recreational needs of the community.

Nancy has worked diligently to stay on top of inputting, monitoring, canceling and refunding programs as needed.

**Advocacy**

We have worked with IAPD and NRPA to send letters to our representatives to try to secure state or federal relief funding for special park districts.



DATE: June 5, 2020

TO: Jessica Cannaday, Executive Director

FROM: Ashley Jusk and Amanda Kennedy

**RE: Recreation Report**

## **Recreation**

### **PRESCHOOL**

We currently have 138 students enrolled for the 2020-2021 school year. We are currently looking into contingencies for the start of the school year if modifications are still in place in September.

Our graduation parade was a success on Wednesday, May 20. We had 11 cars and passed by 55 Pre K homes around town and neighboring villages. Thank you Commissioner Stastny for attending the parade!

Thank you to our Ready Teddy teachers for all your hard work this school. We are lucky to have you!

### **SUMMER CAMPS & PROGRAMING**

Camp will start on Monday June 15th, we currently have 12 full day participants and 3 half day participants enrolled in weeks 1-4. We will be following IDPH recommendations and will have 10 participants to 2 counselors. Groups will be separated into different classrooms or sections outdoors and will not be able to mix with other groups or counselors for the summer. There will be sharing restrictions and we are introducing a new sanitation plan. This summer will look very different from past camps, but we are hopeful that we can provide some fun for these campers.

Miss. Angie is running virtual classes in place of her normal summer programs for the month of June. We are hoping to get her outside next month.

### **FITNESS**

Theresa had two successful zoom yoga classes that ended the week of May 25. We are excited that she will be offering an outdoor class on Mondays in June on top of her Wednesday PM and Thursday AM zoom yoga classes.

### **THEATRE**

28 Virtual Theatre and Performing Arts classes have been made available to our community. Our May Audition Workshop sold out and the Theatre team is working on continuously developing additional programming.

## **Community Engagement and Marketing**

- Organized & scheduled 104 private tennis lessons for the month of June
- Organized & scheduled 23 private baseball & softball lessons for the month of June
- Created Karate & Tennis Camp classes for the month of July
- Processed payables for May 2020 .

DATE: June 5, 2020

TO: Jessica Cannaday, Executive Director

FROM: Ray Drexler

**RE: Parks Report**

**FACILITY MAINTENANCE**

- Repaired gutters
- Inspected and turned water on at Memorial Park restrooms
- Inventoried and purchased EPA N-list cleaning supplies

**PARKS**

- Heavy rains have required a lot of mulch clean-up
- Planted annual flowers
- Groomed, planted, and mulched at the Veteran's Memorial
- Began power washing tennis courts
- Removed deteriorated mulch from Beach Oak Park-This will be used as dressing for flower beds
- Began grooming Memorial Park ballfield
- Began skinning Robinhood Park-Using sod to repair areas throughout the park district

**OTHER**

- Parks lead the Ready Teddy graduation parade
- Frequent repairs are made to the Stone Monroe fence to prevent access to the playground

DATE: June 5, 2020

TO: Jessica Cannaday, Executive Director

FROM: Megan Jadron

**RE: Safety Report**

**Ongoing Inspections:**

All playgrounds are closed at this time during to the Covid – 19 Pandemic.

**New Business:**

- I am inquiring with a variety of vendors on some new equipment for the sand area at Beach Oak Park.
- As an ongoing process, I am receiving new learning materials from PDRMA and DuPont as well for additional safety tools to pass along to staff.
- I have been in constant contact with PDRMA on ways to manage Covid- 19 when we are able to reopen.
- I have attended many online meetings with PDRMA, IPRA as well as other safety coordinators on how to prepare for when we are able to open to the public.
- I am in the process of working on an Emergency Operations Plan for the district.
- I am in the process of researching signage and supplies for the district for the best pricing.

Community Pk District LaGrange Pk  
Income Statement  
For the One Month Ending May 31, 2020

		Current Month Actual	Year to Date Actual	Budget	%	Prev % Budget
<b>Revenues</b>						
01-401	Corporate Fund Taxes	\$ 2,201.98	\$ 2,201.98	\$ 0.00	0.00	0.44
01-402	Replacement Taxes	2,510.84	2,510.84	0.00	0.00	30.55
01-403	Interest Earned-Corp. Fun	147.20	147.20	0.00	0.00	62.48
02-401	Recreation Fund Taxes	207.74	207.74	0.00	0.00	0.37
02-403	Interest Earned - Rec. Fu	109.13	109.13	0.00	0.00	42.19
02-405	Programs Fees - General	27,882.00	27,882.00	0.00	0.00	21.56
02-490	Other Income - Recreatio	0.00	0.00	0.00	0.00	921.46
03-401	Property Taxes-IMRF	166.19	166.19	0.00	0.00	0.50
03-403	Interest IMRF	20.00	20.00	0.00	0.00	30.45
04-401	Property Taxes FICA	207.74	207.74	0.00	0.00	0.44
04-403	Interest-FICA	13.15	13.15	0.00	0.00	28.35
05-401	Property Taxes Auditing	41.55	41.55	0.00	0.00	0.49
05-403	Interest Auditing	2.55	2.55	0.00	0.00	117.60
06-401	Property Taxes-PDRMA	166.19	166.19	0.00	0.00	0.44
06-403	Interest-PDRMA	13.66	13.66	0.00	0.00	252.10
08-401	Property Taxes-SEASPA	373.92	373.92	0.00	0.00	0.40
08-403	Interest-SEASPAR	90.24	90.24	0.00	0.00	355.80
09-401	Property Taxes-Bond& In	789.39	789.39	0.00	0.00	0.46
09-403	Interest- Bond&Interest	50.21	50.21	0.00	0.00	0.00
11-403	Interest Earned- Fund #11	5.49	5.49	0.00	0.00	126.05
11-408	VMF Donations	100.00	100.00	0.00	0.00	20.00
	<b>Total Revenues</b>	<b>35,099.17</b>	<b>35,099.17</b>	<b>0.00</b>	<b>0.00</b>	<b>9.38</b>
<b>Expenses</b>						
01-501	Full Time Wages-Admin	17,576.91	17,576.91	0.00	0.00	6.43
01-505	Part Time Wages	0.00	0.00	0.00	0.00	18.60
01-511	Wages - Program Leaders	2,806.25	2,806.25	0.00	0.00	7.96
01-603	Postage Stamps	110.00	110.00	0.00	0.00	0.00
01-606	Telephones	87.87	87.87	0.00	0.00	1.26
01-612	Mileage Reimbursement	346.14	346.14	0.00	0.00	0.00
01-701	Park Board Expense	269.90	269.90	0.00	0.00	0.96
01-702	Computer Services	814.00	814.00	0.00	0.00	5.87
01-704	Health Insurance Admin.	12,971.42	12,971.42	0.00	0.00	0.00
01-705	Professional Services	405.00	405.00	0.00	0.00	15.07
01-706	Office Machine Contracts	0.00	0.00	0.00	0.00	0.63
01-707	Refuse Disposals	140.19	140.19	0.00	0.00	0.00
01-708	Portable Toilets	0.00	0.00	0.00	0.00	3.96
01-709	Trade Services	4,613.45	4,613.45	0.00	0.00	0.00
01-710	Utilites - Natural Gas	190.03	190.03	0.00	0.00	37.10
01-711	Utilities - Electricity	598.10	598.10	0.00	0.00	5.06
01-723	Bank Fees	0.00	0.00	0.00	0.00	7.60
01-801	Supplies	70.00	70.00	0.00	0.00	0.85
01-805	Awards & Remembrance	124.82	124.82	0.00	0.00	0.00
01-901	Other Expenses	0.00	0.00	0.00	0.00	132.50
02-501	Full Time Wages-Rec	7,752.75	7,752.75	0.00	0.00	8.50
02-505	Part Time Wages-Prog A	3,610.26	3,610.26	0.00	0.00	12.50

Community Pk District LaGrange Pk  
Income Statement  
For the One Month Ending May 31, 2020

	Current Month	Year to Date		%	Prev %
	Actual	Actual	Budget		Budget
02-511 Wages - Program Leaders	4,046.00	4,046.00	0.00	0.00	9.25
02-606 Telephones	87.88	87.88	0.00	0.00	8.42
02-704 Health Insurance Rec.	15,628.08	15,628.08	0.00	0.00	0.05
02-707 Refuse Disposals	313.22	313.22	0.00	0.00	7.52
02-710 Utilites - Natural Gas	194.65	194.65	0.00	0.00	9.53
02-711 Utilities - Electricity	911.28	911.28	0.00	0.00	8.33
02-717 Program Contractual Serv	637.42	637.42	0.00	0.00	0.32
02-718 Credit Card Fees	298.92	298.92	0.00	0.00	21.13
02-720 Brochure Printing	0.00	0.00	0.00	0.00	10.47
02-723 Bank Fees	30.00	30.00	0.00	0.00	0.00
02-801 Supplies	137.50	137.50	0.00	0.00	3.79
02-901 Other Expenses	289.64	289.64	0.00	0.00	0.00
03-630 IMRF Contribution	3,143.09	3,143.09	0.00	0.00	7.58
04-640 FICA-Employer Contribu	2,846.50	2,846.50	0.00	0.00	9.00
08-501 Full Time Wages-Board	951.93	951.93	0.00	0.00	0.00
08-708 ADA Portable Restrooms	78.04	78.04	0.00	0.00	0.00
	<u>82,081.24</u>	<u>82,081.24</u>	<u>0.00</u>	0.00	4.41
Total Expenses	<u>82,081.24</u>	<u>82,081.24</u>	<u>0.00</u>	0.00	4.41
Net Income	\$ <u>(46,982.07)</u>	\$ <u>(46,982.07)</u>	\$ <u>0.00</u>	0.00	(23.44)

Community Pk District LaGrange Pk  
Income Statement  
For the One Month Ending May 31, 2020  
CORPORATE FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Prev YTD	Prev % Budget
Revenues						
Corporate Fund Taxes	\$ 2,201.98	\$ 2,201.98	\$ 0.00	0.00	\$ 2,331.68	0.44
Replacement Taxes	2,510.84	2,510.84	0.00	0.00	4,583.12	30.55
Interest Earned-Corp. Fund	147.20	147.20	0.00	0.00	624.77	62.48
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Total Revenues	4,860.02	4,860.02	0.00	0.00	7,539.57	1.37
	<hr/>	<hr/>	<hr/>		<hr/>	
Expenses						
Full Time Wages-Admin	17,576.91	17,576.91	0.00	0.00	12,459.81	6.43
Part Time Wages	0.00	0.00	0.00	0.00	6,511.45	18.60
Wages - Program Leaders	2,806.25	2,806.25	0.00	0.00	5,335.64	7.96
Postage Stamps	110.00	110.00	0.00	0.00	0.00	0.00
Telephones	87.87	87.87	0.00	0.00	87.88	1.26
Mileage Reimbursement	346.14	346.14	0.00	0.00	0.00	0.00
Park Board Expense	269.90	269.90	0.00	0.00	120.00	0.96
Computer Services	814.00	814.00	0.00	0.00	440.00	5.87
Health Insurance Admin.	12,971.42	12,971.42	0.00	0.00	0.00	0.00
Professional Services	405.00	405.00	0.00	0.00	3,013.06	15.07
Office Machine Contracts	0.00	0.00	0.00	0.00	82.30	0.63
Refuse Disposals	140.19	140.19	0.00	0.00	0.00	0.00
Portable Toilets	0.00	0.00	0.00	0.00	237.35	3.96
Trade Services	4,613.45	4,613.45	0.00	0.00	0.00	0.00
Utilites - Natural Gas	190.03	190.03	0.00	0.00	853.33	37.10
Utilities - Electricity	598.10	598.10	0.00	0.00	773.44	5.06
Bank Fees	0.00	0.00	0.00	0.00	38.00	7.60
Supplies	70.00	70.00	0.00	0.00	269.29	0.85
Awards & Remembrances	124.82	124.82	0.00	0.00	0.00	0.00
Other Expenses	0.00	0.00	0.00	0.00	2,649.93	132.50
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Total Expenses	41,124.08	41,124.08	0.00	0.00	32,871.48	4.25
	<hr/>	<hr/>	<hr/>		<hr/>	
Net Income	\$ (36,264.06)	\$ (36,264.06)	\$ 0.00	0.00	\$ (25,331.91)	11.38
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Community Pk District LaGrange Pk  
Income Statement  
For the One Month Ending May 31, 2020

RECREATION FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Previous YTD	Prev % Budget
Revenues						
Recreation Fund Taxes	\$ 207.74	\$ 207.74	\$ 0.00	0.00	\$ 219.97	0.37
Interest Earned - Rec. Fund	109.13	109.13	0.00	0.00	632.88	42.19
Programs Fees - General	27,882.00	27,882.00	0.00	0.00	121,070.75	21.56
Other Income - Recreation	0.00	0.00	0.00	0.00	18,429.10	921.46
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Total Revenues	28,198.87	28,198.87	0.00	0.00	140,352.70	22.13
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Expenses						
Full Time Wages-Rec	7,752.75	7,752.75	0.00	0.00	15,093.99	8.50
Part Time Wages-Prog Adm	3,610.26	3,610.26	0.00	0.00	13,356.51	12.50
Wages - Program Leaders	4,046.00	4,046.00	0.00	0.00	6,501.76	9.25
Telephones	87.88	87.88	0.00	0.00	87.89	8.42
Health Insurance Rec.	15,628.08	15,628.08	0.00	0.00	32.00	0.05
Refuse Disposals	313.22	313.22	0.00	0.00	338.57	7.52
Utilites - Natural Gas	194.65	194.65	0.00	0.00	228.79	9.53
Utilities - Electricity	911.28	911.28	0.00	0.00	999.75	8.33
Program Contractual Service	637.42	637.42	0.00	0.00	390.00	0.32
Credit Card Fees	298.92	298.92	0.00	0.00	2,324.71	21.13
Brochure Printing	0.00	0.00	0.00	0.00	1,780.00	10.47
Bank Fees	30.00	30.00	0.00	0.00	0.00	0.00
Supplies	137.50	137.50	0.00	0.00	2,235.38	3.79
Other Expenses	289.64	289.64	0.00	0.00	0.00	0.00
	<hr/>	<hr/>	<hr/>		<hr/>	
Total Expenses	33,937.60	33,937.60	0.00	0.00	43,369.35	6.21
	<hr/>	<hr/>	<hr/>		<hr/>	
Net Income	\$ (5,738.73)	\$ (5,738.73)	\$ 0.00	0.00	\$ 96,983.35	(150.20)
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>		<hr/> <hr/>	

Community Pk District LaGrange Pk  
Income Statement  
For the One Month Ending May 31, 2020  
ILLINOIS MUNICIPAL RETIREMENT FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Previous YTD	Prev % Budget
Revenues						
Property Taxes-IMRF	\$ 166.19	\$ 166.19	\$ 0.00	0.00	\$ 175.97	0.50
Interest IMRF	20.00	20.00	0.00	0.00	30.45	30.45
	<u>186.19</u>	<u>186.19</u>	<u>0.00</u>		<u>206.42</u>	
Total Revenues	<u>186.19</u>	<u>186.19</u>	<u>0.00</u>	0.00	<u>206.42</u>	0.59
Expenses						
IMRF Contribution	3,143.09	3,143.09	0.00	0.00	2,316.20	7.58
	<u>3,143.09</u>	<u>3,143.09</u>	<u>0.00</u>		<u>2,316.20</u>	
Total Expenses	<u>3,143.09</u>	<u>3,143.09</u>	<u>0.00</u>	0.00	<u>2,316.20</u>	7.58
Net Income	\$ <u>(2,956.90)</u>	\$ <u>(2,956.90)</u>	\$ <u>0.00</u>	0.00	\$ <u>(2,109.78)</u>	(46.45)



Community Pk District LaGrange Pk  
Income Statement  
For the One Month Ending May 31, 2020  
SOCIAL SECURITY FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Previous YTD	Prev % Budget
Revenues						
Property Taxes FICA	\$ 207.74	\$ 207.74	\$ 0.00	0.00	\$ 219.97	0.44
Interest-FICA	<u>13.15</u>	<u>13.15</u>	<u>0.00</u>	0.00	<u>28.35</u>	28.35
Total Revenues	<u>220.89</u>	<u>220.89</u>	<u>0.00</u>	0.00	<u>248.32</u>	0.50
Expenses						
FICA-Employer Contri	<u>2,846.50</u>	<u>2,846.50</u>	<u>0.00</u>	0.00	<u>4,542.52</u>	9.00
Total Expenses	<u>2,846.50</u>	<u>2,846.50</u>	<u>0.00</u>	0.00	<u>4,542.52</u>	9.00
Net Income	\$ <u><u>(2,625.61)</u></u>	\$ <u><u>(2,625.61)</u></u>	\$ <u><u>0.00</u></u>	0.00	\$ <u><u>(4,294.20)</u></u>	1,151.26

Community Pk District LaGrange Pk  
Income Statement  
For the One Month Ending May 31, 2020  
AUDITING FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Previous YTD	Prev % Budget
Revenues						
Property Taxes Auditing	\$ 41.55	\$ 41.55	\$ 0.00	0.00	\$ 43.99	0.49
Interest Auditing	2.55	2.55	0.00	0.00	5.88	117.60
	<hr/>	<hr/>	<hr/>		<hr/>	
Total Revenues	44.10	44.10	0.00	0.00	49.87	0.55
	<hr/>	<hr/>	<hr/>		<hr/>	
Expenses						
	<hr/>	<hr/>	<hr/>		<hr/>	
Total Expenses	0.00	0.00	0.00	0.00	0.00	0.00
	<hr/>	<hr/>	<hr/>		<hr/>	
Net Income	\$ 44.10	\$ 44.10	\$ 0.00	0.00	\$ 49.87	16.35
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>		<hr/> <hr/>	

Community Pk District LaGrange Pk  
Income Statement  
For the One Month Ending May 31, 2020

LIABILITY INSURANCE FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Previous YTD	Prev % Budget
Revenues						
Property Taxes-PDRM	\$ 166.19	\$ 166.19	\$ 0.00	0.00	\$ 175.97	0.44
Interest-PDRMA	13.66	13.66	0.00	0.00	25.21	252.10
	<u>179.85</u>	<u>179.85</u>	<u>0.00</u>		<u>201.18</u>	
Total Revenues	<u>179.85</u>	<u>179.85</u>	<u>0.00</u>	0.00	<u>201.18</u>	0.50
Expenses						
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	0.00	<u>0.00</u>	0.00
Total Expenses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	0.00	<u>0.00</u>	0.00
Net Income	\$ <u>179.85</u>	\$ <u>179.85</u>	\$ <u>0.00</u>	0.00	\$ <u>201.18</u>	64.90

Community Pk District LaGrange Pk  
Income Statement  
For the One Month Ending May 31, 2020  
SPECIAL RECREATION FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Previous YTD	Prev % Budget
Revenues						
Property Taxes-SEAS	\$ 373.92	\$ 373.92	\$ 0.00	0.00	\$ 395.94	0.40
Interest-SEASPAR	90.24	90.24	0.00	0.00	71.16	355.80
	<u>464.16</u>	<u>464.16</u>	<u>0.00</u>		<u>467.10</u>	
Total Revenues	<u>464.16</u>	<u>464.16</u>	<u>0.00</u>	0.00	<u>467.10</u>	0.47
Expenses						
Full Time Wages-Boar	951.93	951.93	0.00	0.00	0.00	0.00
ADA Portable Restroo	78.04	78.04	0.00	0.00	0.00	0.00
	<u>1,029.97</u>	<u>1,029.97</u>	<u>0.00</u>		<u>0.00</u>	
Total Expenses	<u>1,029.97</u>	<u>1,029.97</u>	<u>0.00</u>	0.00	<u>0.00</u>	0.00
Net Income	\$ <u><u>(565.81)</u></u>	\$ <u><u>(565.81)</u></u>	\$ <u><u>0.00</u></u>	0.00	\$ <u><u>467.10</u></u>	(34.52)

Community Pk District LaGrange Pk  
Income Statement  
For the One Month Ending May 31, 2020  
**BONDS & INTEREST FUND**

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Previous YTD	Prev % Budget
Revenues						
Property Taxes-Bond& Inter	\$ 789.39	\$ 789.39	\$ 0.00	0.00	\$ 835.88	0.46
Interest- Bond&Interest	50.21	50.21	0.00	0.00	0.00	0.00
	<hr/>	<hr/>	<hr/>		<hr/>	
Total Revenues	839.60	839.60	0.00	0.00	835.88	0.46
	<hr/>	<hr/>	<hr/>		<hr/>	
Expenses						
	<hr/>	<hr/>	<hr/>		<hr/>	
Total Expenses	0.00	0.00	0.00	0.00	0.00	0.00
	<hr/>	<hr/>	<hr/>		<hr/>	
Net Income	\$ 839.60	\$ 839.60	\$ 0.00	0.00	\$ 835.88	41.28
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>		<hr/> <hr/>	

Community Pk District LaGrange Pk  
Income Statement  
For the One Month Ending May 31, 2020  
CAPITAL PROJECT FUND #10

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Previous YTD	Prev % Budget
Revenues						
Total Revenues	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	0.00	<u>0.00</u>	0.00
Expenses						
Total Expenses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	0.00	<u>0.00</u>	0.00
Net Income	\$ <u>0.00</u>	\$ <u>0.00</u>	\$ <u>0.00</u>	0.00	\$ <u>0.00</u>	0.00

Community Pk District LaGrange Pk  
Income Statement  
For the One Month Ending May 31, 2020

MEMORIAL FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Previous YTD	Prev % Budget
Revenues						
Interest Earned- Fund	\$ 5.49	\$ 5.49	\$ 0.00	0.00	\$ 25.21	126.05
VMF Donations	<u>100.00</u>	<u>100.00</u>	<u>0.00</u>	0.00	<u>100.00</u>	20.00
Total Revenues	<u>105.49</u>	<u>105.49</u>	<u>0.00</u>	0.00	<u>125.21</u>	24.08
Expenses	<u>          </u>	<u>          </u>	<u>          </u>		<u>          </u>	
Total Expenses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	0.00	<u>0.00</u>	0.00
Net Income	\$ <u><u>105.49</u></u>	\$ <u><u>105.49</u></u>	\$ <u><u>0.00</u></u>	0.00	\$ <u><u>125.21</u></u>	104.34

Community Pk District LaGrange Pk  
Purchase Journal

For the Period From May 31, 2020 to May 31, 2020

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

Date	Account ID Account Description	Invoice/CM	Line Description	Debit Amount	Credit Amo	Job ID
5/31/20	01-606 Telephones Cash Basis	SB174751	YEARLY MAINTENANCE  AT & T	635.04		OFF  635.04
5/31/20	01-606 Telephones Cash Basis	17808018-5-	PHONE LINE LG SIGN  AT&T	77.69		OFF  77.69
5/31/20	01-606 Telephones Cash Basis	45847158	OFFICE PHONE  AT&T	77.69		OFF  77.69
5/31/20	01-709 Trade Services 02-709 Trade Services Cash Basis	56181	BACKFLOW TESTING PARKS  BACKFLOW TESTING 845 & 1501 BODY PLUMBING	190.00  665.00		PKS  BRC  855.00
5/31/20	01-200 Accounts Payable-Co Cash Basis	SI-03186	REC SOFTWARE  CAPTUREPOINT.COM	5,775.00		  5,775.00
5/31/20	01-711 Utilities - Electricity Cash Basis	0000-5-2020	ELECTRIC MEMORIAL  COM-ED	163.66		PKS  163.66
5/31/20	01-711 Utilities - Electricity Cash Basis	3000-5-2020	ELECTRIC LG OAK  COM-ED	23.30		PKS  23.30
5/31/20	01-711 Utilities - Electricity Cash Basis	3011-5-2020	ELECTRIC BEACH OAK  COM-ED	21.44		PKS  21.44
5/31/20	02-711 Utilities - Electricity Cash Basis	5008-5-2020	ELECTRIC REC CENTER  COM-ED	593.26		BRC  593.26
5/31/20	01-711 Utilities - Electricity Cash Basis	6006-5-2020	ELECTRIC YENA  COM-ED	22.66		PKS  22.66
5/31/20	01-711 Utilities - Electricity Cash Basis	7005-5-2020	HANESWORTH ELEC  COM-ED	88.36		PKS  88.36
5/31/20	01-711 Utilities - Electricity Cash Basis	7017-5-2020	ELECTRIC WOODLAWN LG ROAD COM-ED	23.89		PKS  23.89
5/31/20	01-711 Utilities - Electricity Cash Basis	9007-5-2020	ELECTRIC MAINT BLDG  COM-ED	165.90		BPK  165.90
5/31/20	01-606 Telephones Cash Basis	165537-5-20	INTERNET  COMCAST	447.03		OFF  447.03
5/31/20	02-717 Program Contractual Cash Basis	19349	FISH TANK MAINTANCE  CRYSTAL CLEAN	45.00		PRT  45.00



## Community Pk District LaGrange Pk

## Purchase Journal

For the Period From May 31, 2020 to May 31, 2020

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

Date	Account ID Account Description	Invoice/CM	Line Description	Debit Amount	Credit Amo	Job ID
			AQUARIUM MAINT.			
5/31/20	01-805 Awards & Remembra Cash Basis	FLOWERS5	FLOWERS ASHLEYS BROTHER IN LAW NANCY DAUM	49.99		ADM
					49.99	
5/31/20	01-703 Security Services Cash Basis	34276073	845 SECURITY  JOHNSON CONTROLS SEC	469.53		BPK
					469.53	
5/31/20	02-801 Supplies Cash Basis	6104799-00	CLEANING SUPPLIES  KRANZ INCORPORATED	298.12		BRC
					298.12	
5/31/20	02-804 Repair Parts	LGACE5-20	1501 REPAIRS	81.02		BRC
	01-804 Repair Parts		ANTIFREEZE	8.99		VEH
	01-804 Repair Parts		CABLE TIES	10.78		PKS
	01-804 Repair Parts		LIGHT SWITCH SHOP	23.38		BPK
	Cash Basis		LAGRANGE PARK ACE HARDWARE		124.17	
5/31/20	01-706 Office Machine Cont Cash Basis	10658162	COPIER INSURANCE  LEAF	148.14		OFF
					148.14	
5/31/20	02-405 Programs Fees - Gen Cash Basis	RR5-2020	ROOM RENTAL REFUND  MOISES LOPEZ	170.00		BRC
					170.00	
5/31/20	02-405 Programs Fees - Gen Cash Basis	RBयोगA5-	BASIC YOGA REFUND  MCLAUGHLIN, JULIE	37.00		PFT
					37.00	
5/31/20	01-710 Utilites - Natural Gas Cash Basis	0000-6-5-20	GAS 845  NICOR	78.15		BPK
					78.15	
5/31/20	02-710 Utilites - Natural Gas Cash Basis	3463-7-5-20	GAS 1501  NICOR	143.77		BRC
					143.77	
5/31/20	01-710 Utilites - Natural Gas Cash Basis	8774-8-5-20	132 OAK GAS  NICOR	50.86		BPK
					50.86	
5/31/20	01-702 Computer Services Cash Basis	8336	COMPUTER ASSISTANCE  NOVENTECH, INC.	201.25		OFF
					201.25	
5/31/20	01-702 Computer Services Cash Basis	8463	MONTHLY STORAGE  NOVENTECH, INC.	144.00		OFF
					144.00	
5/31/20	01-702 Computer Services Cash Basis	8468	MONTHLY MANAGEMENT  NOVENTECH, INC.	230.00		OFF
					230.00	
5/31/20	01-705 Professional Services	043020	APRIL 2020 ACCOUNTING	975.00		ADM

## Community Pk District LaGrange Pk

## Purchase Journal

For the Period From May 31, 2020 to May 31, 2020

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

Date	Account ID Account Description	Invoice/CM	Line Description	Debit Amount	Credit Amo	Job ID
	Cash Basis		P.J. MESI & CO		975.00	
5/31/20	01-705 Professional Services Cash Basis	053120	MONTHLY ACCOUNTING FEE MARCH 2020 P.J. MESI & CO	975.00		ADM
					975.00	
5/31/20	02-801 Supplies Cash Basis	5502945-00	TENNIS BALLS  PALOS SPORTS	98.59		PSC
					98.59	
5/31/20	02-801 Supplies Cash Basis	RT5-2020	RT SUPPLIES REIMBIRSEMNT PETTY CASH	11.00		PRT
					11.00	
5/31/20	01-706 Office Machine Cont Cash Basis	2414450	WATER COOLER  QUENCH	82.30		OFF
					82.30	
5/31/20	01-707 Refuse Disposals Cash Basis	14842997-5-	1501 GARBAGE  REPUBLIC SERVICES	138.21		PKS
					138.21	
5/31/20	02-707 Refuse Disposals Cash Basis	14843077-5-	GAS 1501  REPUBLIC SERVICES	308.69		BRC
					308.69	
5/31/20	02-709 Trade Services Cash Basis	2531485	PEST CONTROL  ROSE PEST SOLUTIONS	15.00		BRC
					15.00	
5/31/20	08-780 SEASPAR Contributi Cash Basis	2021MEC4	MEMBER CONTRIBUTION FY 20-21 1ST INSTALLMENT SEASPAR	28,875.00		PAD
					28,875.00	
5/31/20	02-720 Brochure Printing Cash Basis	1002660-5-2	FEE FOR BULK MAILING  UNITED STATES POSTAL SERVICE	105.00		PAD
					105.00	
5/31/20	01-200 Accounts Payable-Co Cash Basis	20	DIESEL FUEL NOV-APRIL  VILLAGE OF LAGRANGE PARK	754.32		
					754.32	
5/31/20	02-712 Utilities - Water Cash Basis	201035812-	WATER BILL 1501  VILLAGE OF LAGRANGE PARK	231.20		BRC
					231.20	
5/31/20	01-805 Awards & Remembra 06-801 Safety Supplies Cash Basis	2421ND-5-2	FLOWERS - BOYD FAMILY  AMAZON - FACE MASKS  VISA	61.90 139.96		ADM ADM
					201.86	
5/31/20	01-801 Supplies Cash Basis	2439RD-5-2	GAS  VISA	100.00		VEH
					100.00	
5/31/20	02-804 Repair Parts 01-804 Repair Parts 01-801	2447FS-5-20	FIX 1501 TOLIE  REPAIRS PARKS  SUPPLIES PARK	88.98 32.48 101.79		BRC PKS BPK

## Community Pk District LaGrange Pk

## Purchase Journal

For the Period From May 31, 2020 to May 31, 2020

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

Date	Account ID Account Description	Invoice/CM	Line Description	Debit Amount	Credit Amo	Job ID
	Supplies 01-804 Repair Parts 02-804 Repair Parts Cash Basis		PARK REPAIRS  1501 REPAIRS  VISA	30.26  32.97	   286.48	BPK  BRC
5/31/20	02-901 Other Expenses 02-801 Supplies 02-801 Supplies 02-801 Supplies Cash Basis	2595AJ-5-20	LIFE STORAGE  RT SUPPLIES  CAMP SUPPLIES  CREDIT RT SUPPLIES  VISA	249.00  49.93  484.08	     230.34  552.67	PTT  PRT  PGA  PRT
5/31/20	02-200 Account Payable - Re Cash Basis	2611DC-5-2	LIFE STORAGE APRIL  VISA	249.00	 249.00	
5/31/20	06-801 Safety Supplies Cash Basis	2629JC-5-20	COVID CLEANING SUPPLIES  VISA	365.14	 365.14	ADM
				<hr/> 45,714.70	<hr/> 45,714.70	
				<hr/> <hr/>	<hr/> <hr/>	

## Community Pk District LaGrange Pk

## Check Register

For the Period From May 12, 2020 to Jun 8, 2020

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

Check #	Date	Payee	Cash Acc	Amount
PRTR0515	5/12/20	FIRST NATIONAL BANK OF BROOK.	01-100	9,470.77
20617	5/12/20	ACTServices, Inc	01-100	2,795.00
20616	5/15/20	IVY INVESTMENTS	01-100	50.00
STTD0515	5/15/20	ILLINOIS DEPT OF REV	01-100	514.96
FDTD0515	5/15/20	INTERNAL REVENUE SERVICE	01-100	2,639.23
052720	5/27/20	FIRST NATIONAL BANK OF BROOK.	01-100	9,688.93
FDTD0529	5/29/20	INTERNAL REVENUE SERVICE	01-100	2,725.64
STTD0529	5/29/20	ILLINOIS DEPT OF REV	01-100	529.62
20618	5/29/20	IVY INVESTMENTS	01-100	50.00
BD INT W	6/1/20	WELLSFARGO CORPTRUST	01-100	26,975.00
20619	6/8/20	AT & T	01-100	635.04
20620	6/8/20	AT&T	01-100	155.38
20621	6/8/20	BODY PLUMBING	02-100	855.00
20622	6/8/20	CAPTUREPOINT.COM	01-100	5,775.00
20623	6/8/20	COM-ED	02-100	1,102.47
20624	6/8/20	COMCAST	01-100	447.03
20625	6/8/20	CRYSTAL CLEAN AQUARIUM MAI	02-100	45.00
20626	6/8/20	NANCY DAUM	01-100	49.99
20627	6/8/20	JOHNSON CONTROLS SEC	01-100	469.53
20628	6/8/20	KRANZ INCORPORATED	02-100	298.12
20629	6/8/20	LAGRANGE PARK ACE HARDWARE	02-100	124.17
20630	6/8/20	LEAF	01-100	148.14
20631	6/8/20	MOISES LOPEZ	02-100	170.00
20632	6/8/20	MCLAUGHLIN, JULIE	02-100	37.00
20633	6/8/20	NICOR	02-100	272.78
20634	6/8/20	NOVENTECH, INC.	01-100	575.25
20635	6/8/20	P.J. MESI & CO	01-100	1,950.00
20636	6/8/20	PALOS SPORTS	02-100	98.59
20637	6/8/20	PETTY CASH	02-100	11.00
20638	6/8/20	QUENCH	01-100	82.30
20639	6/8/20	REPUBLIC SERVICES	02-100	446.90
20640	6/8/20	ROSE PEST SOLUTIONS	02-100	15.00
20641	6/8/20	SEASPAR	08-100	28,875.00
20642	6/8/20	UNITED STATES POSTAL SERVICE	02-100	105.00
20643	6/8/20	VILLAGE OF LAGRANGE PARK	01-100	754.32
20644	6/8/20	VILLAGE OF LAGRANGE PARK	02-100	231.20
20645	6/8/20	VISA	02-100	1,755.15
Total				<u><u>100,923.51</u></u>



## CORPORATE FUND-COVID RESPONSE

	2015-16	2016-17	2017-18	2018-19	2019-20	2019-20	2020-2021
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	ESTIMATE	PROPOSED
Revenues							
Corporate Fund Taxes	\$ 484,743.00	\$ 497,394.00	\$ 526,423.00	\$ 538,407.00	\$ 532,000.00	\$ 547,946.62	\$ 514,000.00
Replacement Taxes	\$ 17,592.00	\$ 18,479.00	\$ 551,000.00	\$ 15,062.00	\$ 15,000.00	\$ 20,465.98	\$ 15,000.00
Interest Earned - Corp	\$ 300.00	\$ 808.00	\$ 2,011.00	\$ 2,011.00	\$ 1,000.00	\$ 5,086.86	\$ 1,000.00
Other Income - Corp	\$ 8,786.00	\$ 3,329.00	\$ 245,783.00	\$ 8,556.00	\$ 3,000.00	\$ 2,626.20	\$ 2,500.00

<b>Total Revenue</b>	<b>\$ 511,421.00</b>	<b>\$ 520,010.00</b>	<b>\$ 1,325,217.00</b>	<b>\$ 564,036.00</b>	<b>\$ 551,000.00</b>	<b>\$ 576,125.66</b>	<b>\$ 532,500.00</b>
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Expenses							
Full Time Wages	\$ 206,369.00	\$ 208,300.00	\$ 154,947.00	\$ 238,033.00	\$ 193,756.00	\$ 147,000.00	\$ 152,950.00
Part Time Wages	\$ 54,895.00	\$ 66,256.00	\$ 65,962.00	\$ 51,514.00	\$ 35,000.00	\$ 46,183.00	\$ 16,900.00
Part Time Wages - IMRF	\$ 653.00	\$ 711.00	\$ 387.00	\$ 67,000.00	\$ 67,000.00	\$ 51,500.00	\$ 49,200.00
Overtime	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Legal Publications	\$ 880.00	\$ 1,277.00	\$ 230.00	\$ 111.00	\$ 120.00	\$ 109.00	\$ 500.00
Postage Stamps	\$ 1,617.00	\$ 1,629.00	\$ 1,629.00	\$ 603.00	\$ 500.00	\$ 814.00	\$ 1,000.00
Public Relations	\$ 218.00	\$ 379.00	\$ 35.00	\$ -	\$ -	\$ -	\$ 1,000.00
Telephones	\$ 7,092.00	\$ 6,179.00	\$ 6,261.00	\$ 7,609.00	\$ 6,950.00	\$ 8,115.00	\$ 8,450.00
Association Dues	\$ 5,977.00	\$ 5,392.00	\$ 5,327.00	\$ 4,961.00	\$ 5,500.00	\$ 4,892.00	\$ 6,800.00
Professional Development	\$ 5,182.00	\$ 4,374.00	\$ 6,144.00	\$ 3,890.00	\$ 5,900.00	\$ 7,135.00	\$ 7,250.00
Subscriptions	\$ 753.00	\$ 591.00	\$ 667.00	\$ 912.00	\$ 750.00	\$ 771.00	\$ 1,000.00
Mileage Reimbursement	\$ 3,250.00	\$ 2,988.00	\$ 3,000.00	\$ 2,999.00	\$ 3,000.00	\$ 2,077.00	\$ 3,000.00
Park Board Expense	\$ 1,680.16	\$ 1,085.00	\$ 1,085.00	\$ 493.00	\$ 12,500.00	\$ 5,714.00	\$ 2,000.00
Computer Services	\$ 6,798.00	\$ 5,636.00	\$ 5,636.00	\$ 7,500.00	\$ 7,500.00	\$ 7,978.00	\$ 8,500.00
Security Services	\$ 9,127.00	\$ 1,604.00	\$ 1,304.00	\$ 1,826.00	\$ 2,000.00	\$ 3,639.00	\$ 2,100.00
Health Insurance	\$ 51,372.00	\$ 56,530.00	\$ 50,988.00	\$ 44,673.00	\$ 55,773.00	\$ 41,840.00	\$ 70,250.00
Professional Services	\$ 18,417.00	\$ 18,305.00	\$ 18,305.00	\$ 17,464.00	\$ 20,000.00	\$ 32,803.00	\$ 23,000.00
Office Machine Contract	\$ 19,132.00	\$ 12,608.00	\$ 12,608.00	\$ 20,467.00	\$ 13,000.00	\$ 13,178.00	\$ 20,000.00
Refuse Disposals	\$ 5,823.00	\$ 5,210.00	\$ 5,676.00	\$ 8,469.00	\$ 7,680.00	\$ 932.00	\$ 5,500.00
Portable Toilets	\$ 5,295.00	\$ 6,187.00	\$ 4,013.00	\$ 4,789.00	\$ 6,000.00	\$ 3,191.00	\$ 1,500.00
Trade Services	\$ 36,245.00	\$ 20,748.00	\$ 228,335.00	\$ 11,443.00	\$ 151,057.00	\$ 16,314.00	\$ 23,000.00
Utilities - Natural Gas	\$ 1,217.00	\$ 1,135.00	\$ 1,135.00	\$ 2,646.00	\$ 2,300.00	\$ 2,843.00	\$ 2,500.00
Utilities - Electricity	\$ 8,468.00	\$ 9,337.00	\$ 10,343.00	\$ 12,027.00	\$ 15,300.00	\$ 13,616.00	\$ 11,000.00
Utilities - Water	\$ -	\$ 201.00	\$ 525.00	\$ 14,826.00	\$ 15,000.00	\$ 8,755.00	\$ 7,000.00
Bank Fees	\$ 290.00	\$ 35.00	\$ 35.00	\$ 410.00	\$ 500.00	\$ 66.00	\$ 500.00
Supplies	\$ 36,254.97	\$ 37,691.00	\$ 27,010.00	\$ 25,638.00	\$ 31,500.00	\$ 24,100.00	\$ 27,700.00
Equipment	\$ 1,727.00	\$ 2,563.00	\$ 5,686.00	\$ 4,475.00	\$ 3,000.00	\$ 2,303.00	\$ 16,000.00
Repair Parts	\$ 1,401.00	\$ 3,289.00	\$ 4,513.00	\$ 7,421.00	\$ 7,000.00	\$ 4,638.00	\$ 6,500.00
Awards & Remembrances	\$ -	\$ 397.00	\$ 397.00	\$ 920.00	\$ 1,500.00	\$ 1,078.00	\$ 1,500.00
Staff Uniforms	\$ 2,255.00	\$ 1,167.00	\$ 1,767.00	\$ -	\$ 1,500.00	\$ 188.00	\$ 2,100.00
Separation Pay	\$ 5,832.00	\$ -	\$ -	\$ -	\$ 100,000.00	\$ 44,759.00	\$ -
Other Expenses	\$ 316.00	\$ -	\$ 6,026.00	\$ 5.66	\$ 2,000.00	\$ 2,593.00	\$ 8,500.00

<b>Total Expenses</b>	<b>\$ 498,536.13</b>	<b>\$ 481,804.00</b>	<b>\$ 629,976.00</b>	<b>\$ 563,124.66</b>	<b>\$ 773,586.00</b>	<b>\$ 499,124.00</b>	<b>\$ 487,200.00</b>
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<b>Net Income</b>	<b>\$ 12,884.87</b>	<b>\$ 38,206.00</b>	<b>\$ 695,241.00</b>	<b>\$ 911.34</b>	<b>\$ (222,586.00)</b>	<b>\$ 77,001.66</b>	<b>\$ 45,300.00</b>
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<b>Fund Balance</b>		<b>\$ 422,895.00</b>	<b>\$ 248,018.00</b>	<b>\$ 146,671.00</b>	<b>\$ (75,915.00)</b>	<b>\$ 223,672.66</b>	<b>\$ 191,971.00</b>
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Fund Balance Policy is 75% Minimum

75% Expenses	Proposed FB
\$ 365,400.00	\$ 191,971.00

Fund Balance is deficient \$ (173,429.00)

6/5/2020

6/5/2020

6/5/2020



## RECREATION FUND-COVID RESPONSE

	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20	2020-2021
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATE	PROPOSED
<b>Revenues</b>								
Recreation Fund Taxes	\$ 49,646.26	\$ 55,985.00	\$ 49,663.00	\$ 49,663.00	\$ 50,793.00	\$ 59,000.00	\$ 51,693.00	\$ 93,000.00
Interest Earned - Rec.	\$ 2,181.00	\$ 1,036.00	\$ 551,000.00	\$ 800.00	\$ 2,733.00	\$ 1,500.00	\$ 4,049.00	\$ 1,500.00
Program Fees- General	\$ 514,862.00	\$ 578,753.00	\$ 519,282.00	\$ 544,398.00	\$ 530,396.00	\$ 561,500.00	\$ 489,467.00	\$ 384,000.00
Donations & Sponsors	\$ 6,516.00	\$ 8,450.00	\$ 25,963.00	\$ 25,963.00	\$ 5,100.00	\$ 10,200.00	\$ 5,925.00	\$ 1,500.00
Other Income - Recreation	\$ 1,629.00	\$ 3,205.00	\$ 245,783.00	\$ 245,783.00	\$ 1,738.00	\$ 2,000.00	\$ 40,822.77	\$ 500.00
<b>Total Revenues</b>	<b>\$ 574,834.26</b>	<b>\$ 647,429.00</b>	<b>\$ 1,391,691.00</b>	<b>\$ 866,607.00</b>	<b>\$ 590,760.00</b>	<b>\$ 634,200.00</b>	<b>\$ 591,956.77</b>	<b>\$ 480,500.00</b>
<b>Expenses</b>								
Full Time Wages - Recreation	\$ 191,646.00	\$ 159,912.00	\$ 156,480.00	\$ 156,480.00	\$ 160,494.00	\$ 177,495.00	\$ 157,488.00	\$ 152,695.00
Part Time Wages - Programs	\$ 86,153.00	\$ 85,594.00	\$ 84,907.00	\$ 84,907.00	\$ 103,092.50	\$ 106,850.00	\$ 106,854.00	\$ 102,750.00
Wages - Rental Supervisor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Part Time Wages - IMRF	\$ 75,991.00	\$ 83,964.00	\$ 87,874.00	\$ 87,874.00	\$ 63,258.00	\$ 70,300.00	\$ 57,500.00	\$ 73,375.00
Legal Publications - Recreation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Program Marketing	\$ 1,681.00	\$ 662.00	\$ 638.00	\$ 638.00	\$ 1,361.00	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
Telephones	\$ 1,384.00	\$ 1,342.00	\$ 1,448.00	\$ 1,448.00	\$ 1,242.00	\$ 1,044.00	\$ 1,267.00	\$ 2,160.00
Association Dues	\$ 782.00	\$ 350.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Development	\$ 2,009.00	\$ 3,101.00	\$ 2,732.00	\$ 2,732.00	\$ 970.00	\$ 3,500.00	\$ 1,127.00	\$ 4,000.00
Mileage	\$ 492.00	\$ 291.00	\$ 464.00	\$ 464.00	\$ 167.00	\$ 250.00	\$ 129.00	\$ 250.00
Security Services	\$ 6,509.00	\$ 4,760.00	\$ 4,760.00	\$ 4,760.00	\$ 8,225.00	\$ 6,650.00	\$ 8,028.00	\$ 8,000.00
Health Insurance Recreation	\$ 46,254.00	\$ 49,418.00	\$ 58,846.00	\$ 58,846.00	\$ 41,579.00	\$ 63,181.00	\$ 26,846.00	\$ 77,366.00
Refuse Disposals	\$ 3,507.00	\$ 3,378.00	\$ 3,378.00	\$ 3,378.00	\$ 4,530.00	\$ 4,500.00	\$ 3,513.00	\$ 4,500.00
Trade Services	\$ 6,102.00	\$ 3,990.00	\$ 3,990.00	\$ 3,990.00	\$ 2,104.00	\$ 5,000.00	\$ 5,161.00	\$ 5,000.00
Utilities - Natural Gas	\$ 1,815.00	\$ 1,434.00	\$ 1,434.00	\$ 1,434.00	\$ 2,578.00	\$ 2,400.00	\$ 1,738.00	\$ 3,000.00
Utilities - Electricity	\$ 14,518.00	\$ 11,726.00	\$ 12,049.00	\$ 12,049.00	\$ 10,107.00	\$ 12,000.00	\$ 17,496.00	\$ 13,000.00
Utilities - Water	\$ 856.00	\$ 412.00	\$ 592.00	\$ 592.00	\$ 1,239.00	\$ 1,000.00	\$ 1,401.00	\$ 1,500.00
Program Contractual Services	\$ 110,615.00	\$ 107,528.00	\$ 135,266.00	\$ 135,266.00	\$ 127,016.00	\$ 122,300.00	\$ 96,133.00	\$ 50,960.00
Credit Card Fees	\$ 6,284.00	\$ 9,736.00	\$ 9,782.00	\$ 9,782.00	\$ 11,443.00	\$ 11,000.00	\$ 12,716.00	\$ 11,500.00
Brochure Printing	\$ 18,256.00	\$ 14,614.00	\$ 13,875.00	\$ 13,875.00	\$ 17,400.00	\$ 17,000.00	\$ 18,454.00	\$ 6,000.00
Co-op Fees	\$ 13,100.00	\$ 19,333.00	\$ 17,251.00	\$ 17,251.00	\$ 18,818.00	\$ 16,850.00	\$ 23,866.00	\$ 4,950.00
Bank Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 488.00	
Supplies	\$ 70,406.00	\$ 61,070.00	\$ 55,076.00	\$ 55,076.00	\$ 64,331.34	\$ 59,050.00	\$ 42,306.00	\$ 46,750.00
Equipment	\$ 2,832.00	\$ 1,443.00	\$ 2,248.00	\$ 2,248.00	\$ 321.00	\$ 9,400.00	\$ 2,767.00	\$ 7,050.00
Repair Parts	\$ 8,700.00	\$ 4,987.00	\$ 4,987.00	\$ 4,987.00	\$ 10,258.00	\$ 5,000.00	\$ 3,947.00	\$ 6,000.00
Severance	\$ -	\$ 6,935.00	\$ -	\$ -	\$ -	\$ -	\$ 231.00	\$ -
Other Expenses	\$ 2,115.00	\$ 1,531.00	\$ 14,121.00	\$ 2,228.00	\$ 2,541.00	\$ 3,000.00	\$ 3,078.35	\$ 4,150.00
<b>Total Expenses</b>	<b>\$ 672,007.00</b>	<b>\$ 637,511.00</b>	<b>\$ 672,198.00</b>	<b>\$ 660,305.00</b>	<b>\$ 653,074.84</b>	<b>\$ 698,770.00</b>	<b>\$ 593,534.35</b>	<b>\$ 586,956.00</b>
<b>Net Income</b>	<b>\$ (97,172.74)</b>	<b>\$ 9,918.00</b>	<b>\$ 719,493.00</b>	<b>\$ 206,302.00</b>	<b>\$ (62,314.84)</b>	<b>\$ (64,570.00)</b>	<b>\$ (1,577.58)</b>	<b>\$ (106,456.00)</b>
<b>Fund Balance</b>		<b>\$ 321,153.00</b>	<b>\$ 253,553.00</b>	<b>\$ 527,455.00</b>	<b>\$ 175,255.00</b>	<b>\$ 110,685.00</b>	<b>\$ 173,677.42</b>	<b>\$ 67,221.42</b>

Fund Balance Policy is 75% Minimum

75% Expenses	Proposed FB
\$ 440,217.00	\$ 67,221.42

Fund Balance Deficient By: \$ (372,995.58)

6/5/2020

6/5/2020

6/5/2020



## IMRF FUND-COVID RESPONSE

	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20	2020-2021
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATE	PROPOSED
Revenues								
Property Taxes - IMRF	\$ 54,331.00	\$ 29,342.00	\$ 43,417.00	\$ 40,000.00	\$ 40,634.00	\$ 35,000.00	\$ 41,354.00	\$ 41,200.00
Interest IMRF	\$ 31.00	\$ 53.00	\$ 50.00	\$ 130.00	\$ 179.00	\$ 100.00	\$ 174.00	\$ 174.00
<b>Total Revenues</b>	<b>\$ 54,362.00</b>	<b>\$ 29,395.00</b>	<b>\$ 43,467.00</b>	<b>\$ 40,130.00</b>	<b>\$ 40,813.00</b>	<b>\$ 35,100.00</b>	<b>\$ 41,528.00</b>	<b>\$ 41,374.00</b>
Expenses								
IMRF Contribution	\$ 48,678.00	\$ 44,027.00	\$ 43,765.00	\$ 40,227.50	\$ 42,633.28	\$ 30,558.00	\$ 28,208.84	\$ 42,798.56
<b>Total Expenses</b>	<b>\$ 48,678.00</b>	<b>\$ 44,027.00</b>	<b>\$ 43,765.00</b>	<b>\$ 40,227.50</b>	<b>\$ 42,633.28</b>	<b>\$ 30,558.00</b>	<b>\$ 28,208.84</b>	<b>\$ 42,798.56</b>
<b>Net Income</b>	<b>\$ 5,684.00</b>	<b>\$ (14,632.00)</b>	<b>\$ (298.00)</b>	<b>\$ (97.50)</b>	<b>\$ (1,820.28)</b>	<b>\$ 4,542.00</b>	<b>\$ 13,319.16</b>	<b>\$ (1,424.56)</b>
<b>Fund Balance</b>		<b>\$ 12,208.00</b>	<b>\$ 11,935.00</b>	<b>\$ 12,110.50</b>	<b>\$ 20,024.00</b>	<b>\$ 24,566.00</b>	<b>\$ 33,343.16</b>	<b>\$ 31,918.60</b>

Fund Balance Policy is 25-50% of expenses

25 % Expenses	Proposed FB	50% Expenses
\$ 10,699.64	\$ 31,918.60	\$ 14,104.42

Fund Balance Within Range



## SOCIAL SECURITY FUND-COVID RESPONSE

	2018-19	2018-19	2019-20	2019-20	2020-2021
	BUDGET	ACTUAL	BUDGET	ESTIMATE	PROPOSED
Revenues					
Property Taxes FICA	\$ 50,000.00	\$ 50,793.00	\$ 50,000.00	\$ 51,693.07	\$ 51,500.00
Interest - FICA	\$ 5.00	\$ 211.00	\$ 100.00	\$ 281.17	\$ 100.00
<b>Total Revenues</b>	<b>\$ 50,005.00</b>	<b>\$ 51,004.00</b>	<b>\$ 50,100.00</b>	<b>\$ 51,974.24</b>	<b>\$ 51,600.00</b>
Expenses					
FICA - Employer Contribution	\$ 50,784.43	\$ 50,654.13	\$ 49,911.43	\$ 57,728.26	\$ 42,562.31
<b>Total Expenses</b>	<b>\$ 50,784.43</b>	<b>\$ 50,654.13</b>	<b>\$ 49,911.43</b>	<b>\$ 57,728.26</b>	<b>\$ 42,562.31</b>
<b>Net Income</b>	<b>\$ (779.43)</b>	<b>\$ 349.87</b>	<b>\$ 188.57</b>	<b>\$ (5,754.02)</b>	<b>\$ 9,037.70</b>
<b>Fund Balance</b>	<b>\$ 16,050.57</b>	<b>\$ 16,806.00</b>	<b>\$ 16,994.57</b>	<b>\$ 11,051.98</b>	<b>\$ 20,089.68</b>

Fund Balance Policy is 25-50% of expenses

25 % Expenses	Proposed FB	50% Expenses
\$ 10,640.58	\$ 20,089.68	\$ 21,281.15

Fund Balance Within Range

6/5/2020

6/5/2020

6/5/2020





## AUDITING FUND-COVID RESPONSE

	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20	2020-2021
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATE	PROPOSED
Revenues								
Property Taxes Audit	\$ 7,619.00	\$ 7,647.00	\$ 8,917.00	\$ 10,158.00	\$ 10,158.00	\$ 9,000.00	\$ 10,400.00	\$ 8,000.00
Interest Audit	\$ 3.00	\$ 19.00	\$ 5.00	\$ 24.00	\$ 24.00	\$ 5.00	\$ 33.00	\$ 5.00
<b>Total Revenues</b>	<b>\$ 7,622.00</b>	<b>\$ 7,666.00</b>	<b>\$ 8,922.00</b>	<b>\$ 10,182.00</b>	<b>\$ 10,182.00</b>	<b>\$ 9,005.00</b>	<b>\$ 10,433.00</b>	<b>\$ 8,005.00</b>
Expenses								
Professional Service - Audit	\$ 7,950.00	\$ 8,200.00	\$ 8,700.00	\$ 8,700.00	\$ 8,700.00	\$ 8,700.00	\$ 8,700.00	\$ 8,700.00
<b>Total Expenses</b>	<b>\$ 7,950.00</b>	<b>\$ 8,200.00</b>	<b>\$ 8,700.00</b>	<b>\$ 8,700.00</b>	<b>\$ 8,700.00</b>	<b>\$ 8,700.00</b>	<b>\$ 8,700.00</b>	<b>\$ 8,700.00</b>
<b>Net Income</b>	<b>\$ (328.00)</b>	<b>\$ (534.00)</b>	<b>\$ 222.00</b>	<b>\$ 1,482.00</b>	<b>\$ 1,482.00</b>	<b>\$ 305.00</b>	<b>\$ 1,733.00</b>	<b>\$ (695.00)</b>
<b>Fund Balance</b>		<b>\$ 1,740.00</b>	<b>\$ 1,962.00</b>	<b>\$ 3,222.00</b>	<b>\$ 2,693.00</b>	<b>\$ 2,998.00</b>	<b>\$ 4,426.00</b>	<b>\$ 3,731.00</b>

Fund Balance Policy is 25-50% of expenses

25 % Expenses	Proposed FB	50% Expenses
\$ 2,175.00	\$ 3,731.00	\$ 4,350.00

Fund Balance Within Range

6/5/2020

6/5/2020



## LIABILITY INSURANCE FUND-COVID RESPONSE

	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20	2020-2021
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATE	PROPOSED
Revenues								
Property Taxes - PDRMA	\$ 38,212.00	\$ 36,600.00	\$ 39,761.00	\$ 40,634.00	\$ 40,634.00	\$ 40,000.00	\$ 41,354.00	\$ 34,400.00
Interest - PDRMA	\$ (5.00)	\$ 34.00	\$ 5.00	\$ 156.00	\$ 10.00	\$ 233.00	\$ 268.00	
Other Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00	\$ 2,500.00
<b>Total Revenues</b>	<b>\$ 38,207.00</b>	<b>\$ 36,634.00</b>	<b>\$ 39,766.00</b>	<b>\$ 40,790.00</b>	<b>\$ 40,644.00</b>	<b>\$ 40,233.00</b>	<b>\$ 44,122.00</b>	<b>\$ 36,900.00</b>
Expenses								
PDRMA Workshops	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Professional Services	\$ 8,070.00	\$ 8,779.00	\$ 8,100.00	\$ 9,535.00	\$ 9,535.00	\$ 7,700.00	\$ 8,200.00	\$ 8,500.00
Trade Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Security Reference Check	\$ 250.00	\$ 300.00	\$ 310.00	\$ 462.50	\$ 462.50	\$ 500.00	\$ 500.00	\$ 750.00
PDRMA Premium	\$ 24,426.00	\$ 27,352.00	\$ 29,373.00	\$ 29,863.00	\$ 29,863.00	\$ 30,000.00	\$ 27,261.60	\$ 30,000.00
Safety Supplies	\$ 524.00	\$ 447.00	\$ 1,044.00	\$ 1,253.00	\$ 1,253.00	\$ 1,500.00	\$ 1,726.00	\$ 1,500.00
<b>Total Expenses</b>	<b>\$ 33,270.00</b>	<b>\$ 36,878.00</b>	<b>\$ 38,827.00</b>	<b>\$ 41,113.50</b>	<b>\$ 41,113.50</b>	<b>\$ 39,700.00</b>	<b>\$ 37,687.60</b>	<b>\$ 40,750.00</b>
<b>Net Income</b>	<b>\$ 4,937.00</b>	<b>\$ (244.00)</b>	<b>\$ 939.00</b>	<b>\$ (323.50)</b>	<b>\$ (469.50)</b>	<b>\$ 533.00</b>	<b>\$ 6,434.40</b>	<b>\$ (3,850.00)</b>
<b>Fund Balance</b>		<b>\$ 10,155.00</b>	<b>\$ 11,094.00</b>	<b>\$ 10,770.50</b>	<b>\$ 15,648.00</b>	<b>\$ 11,303.50</b>	<b>\$ 22,082.40</b>	<b>\$ 7,453.50</b>

Fund Balance Policy is 25-50% of expenses

25 % Expenses	Proposed FB	50% Expenses	50% Expenses
\$ 10,187.50	\$ 7,453.50	\$ 20,375.00	\$ 20,375.00

Fund Balance Deficient By: \$ (2,734.00)

6/5/2020

6/5/2020



## SPECIAL RECREATION FUND-COVID RESPONSE

	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20	2020-2021
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATE	PROPOSED
Revenues								
Property Taxes - SEASPAR	\$ 40,636.00	\$ 69,618.00	\$ 96,885.00	\$ 96,885.00	\$ 91,427.00	\$ 100,000.00	\$ 93,047.00	\$ 100,000.00
Interest - SEASPAR	\$ 82.00	\$ 164.00	\$ 551,000.00	\$ 551,000.00	\$ 297.00	\$ 20.00	\$ 1,514.00	\$ 20.00
<b>Total Revenues</b>	<b>\$ 40,718.00</b>	<b>\$ 69,782.00</b>	<b>\$ 647,885.00</b>	<b>\$ 647,885.00</b>	<b>\$ 91,724.00</b>	<b>\$ 100,020.00</b>	<b>\$ 94,561.00</b>	<b>\$ 100,020.00</b>
Expenses								
Full Time Wages	\$ 10,799.00	\$ 10,922.00	\$ 132,521.00	\$ 132,521.00	\$ 9,614.00	\$ 9,373.00	\$ 5,672.00	\$ 8,500.00
ADA Portable Restrooms	\$ 4,000.00	\$ -	\$ 9,000.00	\$ 9,000.00	\$ 2,000.00	\$ 2,000.00	\$ 774.00	\$ 5,500.00
Special Rec - Instructors	\$ 1,000.00	\$ 363.00	\$ 982.00	\$ 982.00	\$ 100.00	\$ 4,000.00	\$ 82.00	\$ 4,000.00
SEASPAR Contribution	\$ 57,286.00	\$ 58,328.00	\$ 54,689.00	\$ 54,689.00	\$ 54,329.00	\$ 61,000.00	\$ 60,788.00	\$ 61,000.00
ADA Accessibility	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00	\$ 18,656.00	\$ 25,000.00
Other Expense - SEASPAR	\$ -	\$ -	\$ 407,986.00	\$ 407,986.00	\$ -	\$ -	\$ 4,666.50	\$ -
<b>Total Expenses</b>	<b>\$ 73,085.00</b>	<b>\$ 69,613.00</b>	<b>\$ 605,178.00</b>	<b>\$ 605,178.00</b>	<b>\$ 66,043.00</b>	<b>\$ 101,373.00</b>	<b>\$ 90,638.50</b>	<b>\$ 104,000.00</b>
<b>Net Income</b>	<b>\$ (32,367.00)</b>	<b>\$ 169.00</b>	<b>\$ 42,707.00</b>	<b>\$ 42,707.00</b>	<b>\$ 25,681.00</b>	<b>\$ (1,353.00)</b>	<b>\$ 3,922.50</b>	<b>\$ (3,980.00)</b>
<b>Fund Balance</b>		<b>\$ 54,895.00</b>	<b>\$ 97,602.00</b>	<b>\$ 97,602.00</b>	<b>\$ 122,854.00</b>	<b>\$ 96,249.00</b>	<b>\$ 126,776.50</b>	<b>\$ 122,796.50</b>

No Fund Balance Policy

6/5/2020

6/5/2020

6/5/2020

## BONDS & INTEREST FUND-COVID RESPONSE

	2018-19	2018-19	2019-20	2019-20	2020-2021
	BUDGET	ACTUAL	BUDGET	ESTIMATE	PROPOSED
Revenues					
Property Taxes - B&I	\$ 183,454.00	\$ 183,454.00	\$ 180,000.00	\$ 196,433.66	\$ 180,000.00
Interest - B&I	\$ 3,159.00	\$ 3,159.00	\$ 25.00	\$ 916.90	\$ 25.00
<b>Total Revenues</b>	<b>\$ 186,613.00</b>	<b>\$ 186,613.00</b>	<b>\$ 180,025.00</b>	<b>\$ 197,350.56</b>	<b>\$ 180,025.00</b>
Expenses					
Bonds & Interest-Professional	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Bond Principal	\$ 115,000.00	\$ 115,000.00	\$ 120,000.00	\$ 120,250.00	\$ 125,000.00
Bond Interest	\$ 61,000.00	\$ 61,000.00	\$ 57,550.00	\$ 57,550.00	\$ 53,950.00
<b>Total Expenses</b>	<b>\$ 176,500.00</b>	<b>\$ 176,500.00</b>	<b>\$ 178,050.00</b>	<b>\$ 178,300.00</b>	<b>\$ 179,450.00</b>
<b>Net Income</b>	<b>\$ 10,113.00</b>	<b>\$ 10,113.00</b>	<b>\$ 1,975.00</b>	<b>\$ 19,050.56</b>	<b>\$ 575.00</b>
<b>Fund Balance</b>	<b>\$ 142,200.00</b>	<b>\$ 64,784.00</b>	<b>\$ 66,759.00</b>	<b>\$ 85,809.56</b>	<b>\$ 86,384.56</b>



## CAPITAL PROJECT FUND-COVID RESPONSE

	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20	2020-2021
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATE	PROPOSED
Revenues								
Interest Earned	\$ 1,000.00	\$ 1,098.00	\$ (1,165.00)	\$ (1,165.00)	\$ 12,384.00	\$ -	\$ -	\$ -
Fund Transfer In	\$ -	\$ -			\$ 80,000.00	\$ -	\$ -	\$ -
Donations & Grants	\$ -	\$ -	\$ 400,000.00	\$ 400,000.00	\$ 12,384.00	\$ -	\$ -	\$ -
Veterans Memorial	\$ 85,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Revenue</b>	<b>\$ 86,000.00</b>	<b>\$ 1,098.00</b>	<b>\$ 398,835.00</b>	<b>\$ 398,835.00</b>	<b>\$ 104,768.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Expenses								
Wages-Part Time	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -
Professional Services	\$ 6,700.00	\$ 4,529.00	\$ 25,044.00	\$ 25,044.00	\$ 21,540.00	\$ 21,540.00	\$ -	\$ -
Trade Services	\$ 75,000.00	\$ 13,038.00	\$ 631,024.00	\$ 631,024.00	\$ 2,185.00	\$ 2,185.00	\$ 4,000.00	\$ 4,000.00
Supplies	\$ 3,000.00	\$ -			\$ -	\$ -	\$ -	\$ -
Equipment	\$ 3,300.00	\$ -			\$ -	\$ -	\$ -	\$ -
Capital Account - Land	\$ 300,500.00	\$ 1,639.00			\$ -	\$ -	\$ -	\$ -
<b>Total Expenses</b>	<b>\$ 388,500.00</b>	<b>\$ 19,206.00</b>	<b>\$ 656,068.00</b>	<b>\$ 656,068.00</b>	<b>\$ 23,725.00</b>	<b>\$ 23,725.00</b>	<b>\$ 4,000.00</b>	<b>\$ 4,000.00</b>
<b>Net Income</b>	<b>\$ (302,500.00)</b>	<b>\$ (18,108.00)</b>	<b>\$ (257,233.00)</b>	<b>\$ (257,233.00)</b>	<b>\$ 81,043.00</b>	<b>\$ (23,725.00)</b>	<b>\$ (4,000.00)</b>	<b>\$ (4,000.00)</b>
<b>Fund Balance</b>		<b>\$ 205,776.00</b>	<b>\$ (51,457.00)</b>	<b>\$ (308,690.00)</b>	<b>\$ 29,586.00</b>	<b>\$ (332,415.00)</b>	<b>\$ 25,586.00</b>	<b>\$ (336,415.00)</b>

No Fund Balance Policy

6/5/2020

6/5/2020

6/5/2020



## VETERANS FUND

	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20	2020-2021
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATE	PROPOSED
Revenues								
Donations	\$ 9,228.00	\$ 1,630.00	\$ 2,173.00	\$ 2,173.00	\$ 1,100.00	\$ 500.00	\$ 2,680.00	\$ -
Interest - VMF	\$ 2.00	\$ 15.00	\$ 551,000.00	\$ 551,000.00	\$ 140.00	\$ 20.00	\$ 300.00	\$ -
<b>Total Revenues</b>	<b>\$ 9,230.00</b>	<b>\$ 1,645.00</b>	<b>\$ 553,173.00</b>	<b>\$ 553,173.00</b>	<b>\$ 1,240.00</b>	<b>\$ 520.00</b>	<b>\$ 2,980.00</b>	<b>\$ -</b>
Expenses								
Part Time Wages	\$ 1,000.00	\$ 156.00	\$ 124,421.00	\$ 124,421.00	\$ -	\$ -	\$ -	\$ -
Professional Services	\$ -	\$ -	\$ 8,100.00	\$ 8,100.00	\$ -	\$ -	\$ -	\$ -
Trade Services	\$ -	\$ -	\$ 407,986.00	\$ 407,986.00	\$ -	\$ -	\$ -	\$ -
Supplies	\$ 5,300.00	\$ 707.00	\$ 9,000.00	\$ 9,000.00	\$ 375.00	\$ 400.00	\$ 1,675.71	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Expenses</b>	<b>\$ 6,300.00</b>	<b>\$ 863.00</b>	<b>\$ 549,507.00</b>	<b>\$ 549,507.00</b>	<b>\$ 375.00</b>	<b>\$ 400.00</b>	<b>\$ 1,675.71</b>	<b>\$ -</b>
<b>Net Income</b>	<b>\$ 2,930.00</b>	<b>\$ 782.00</b>	<b>\$ 3,666.00</b>	<b>\$ 3,666.00</b>	<b>\$ 865.00</b>	<b>\$ 120.00</b>	<b>\$ 1,304.29</b>	<b>\$ -</b>
<b>Fund Balance</b>		<b>\$ 4,810.00</b>	<b>\$ 8,476.00</b>	<b>\$ 8,476.00</b>	<b>\$ 9,341.00</b>	<b>\$ 8,596.00</b>	<b>\$ 10,645.29</b>	<b>\$ 8,596.00</b>

No Fund Balance Policy

6/5/2020

6/5/2020

COVID-RES

IPONSE

## Corporate Fund

	2020-2021	2020-2021
	Budget	Appropriation
Revenues		
Corporate Fund Taxes	\$ 514,000.00	\$ 566,400.00
Replacement Taxes	\$ 15,000.00	\$ 15,000.00
Interest Earned - Corp	\$ 1,000.00	\$ 1,000.00
Other Income - Corp	\$ 2,500.00	\$ 2,500.00

<b>Total Revenue</b>	<b>\$ 532,500.00</b>	<b>\$ 584,900.00</b>
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Expenses		
Full Time Wages	\$ 159,068.00	\$ 175,000.00
Part Time Wages	\$ 28,600.00	\$ 31,460.00
Part Time Wages - IMRF	\$ 60,000.00	\$ 66,000.00
Overtime	\$ 2,500.00	\$ 2,750.00
Legal Publications	\$ 500.00	\$ 550.00
Postage Stamps	\$ 1,000.00	\$ 1,100.00
Public Relations	\$ 8,000.00	\$ 880.00
Telephones	\$ 8,450.00	\$ 9,295.00
Association Dues	\$ 6,800.00	\$ 6,800.00
Professional Development	\$ 7,250.00	\$ 7,480.00
Subscriptions	\$ 1,000.00	\$ 1,100.00
Mileage Reimbursement	\$ 3,000.00	\$ 3,300.00
Park Board Expense	\$ 7,500.00	\$ 8,250.00
Computer Services	\$ 8,500.00	\$ 9,350.00
Security Services	\$ 2,100.00	\$ 2,310.00
Health Insurance	\$ 70,250.00	\$ 77,275.00
Professional Services	\$ 23,000.00	\$ 25,300.00
Office Machine Contract	\$ 20,000.00	\$ 22,000.00
Refuse Disposals	\$ 5,500.00	\$ 6,050.00
Portable Toilets	\$ 1,500.00	\$ 1,650.00
Trade Services	\$ 23,000.00	\$ 25,300.00
Utilities - Natural Gas	\$ 2,500.00	\$ 2,750.00



Utilities - Electricity	\$ 11,000.00	\$ 12,100.00
Utilities - Water	\$ 16,000.00	\$ 17,600.00
Bank Fees	\$ 500.00	\$ 550.00
Supplies	\$ 27,700.00	\$ 30,470.00
Equipment	\$ 16,000.00	\$ 17,600.00
Repair Parts	\$ 6,500.00	\$ 7,150.00
Awards & Rememberances	\$ 1,500.00	\$ 1,650.00
Staff Uniforms	\$ 2,100.00	\$ 2,310.00
Separation Pay	\$ -	\$ -
Other Expenses	\$ 8,500.00	\$ 9,350.00

<b>Total Expenses</b>	<b>\$ 539,818.00</b>	<b>\$ 584,730.00</b>
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<b>Net Income</b>	<b>\$ (7,318.00)</b>	<b>\$ 170.00</b>
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<b>Fund Balance</b>	<b>\$ 229,353.00</b>	<b>\$ 236,841.00</b>
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Fund Balance Policy is 75% Minimum

5/9/2020

5/9/2020

## Recreation Fund

	2020-2021	2020-2021
	PROPOSED	APPROPRIATION
Revenues		
Recreation Fund Taxes	\$ 93,000.00	\$ 93,420.00
Interest Earned - Rec.	\$ 1,500.00	\$ 1,500.00
Program Fees- General	\$ 649,600.00	\$ 649,600.00
Donations & Sponsors	\$ 10,500.00	\$ 10,500.00
Other Income - Recreation	\$ 500.00	\$ 500.00

<b>Total Revenues</b>	<b>\$ 755,100.00</b>	<b>\$ 755,520.00</b>
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Expenses		
Full Time Wages - Recreation	\$ 169,153.00	\$ 186,068.00
Part Time Wages - Programs	\$ 138,250.00	\$ 152,075.00
Wages - Rental Supervisor	\$ 4,100.00	\$ 4,510.00
Part Time Wages - IMRF	\$ 81,175.00	\$ 89,292.00
Legal Publications - Recreation	\$ -	\$ -
Program Marketing	\$ 2,000.00	\$ 2,200.00
Telephones	\$ 2,160.00	\$ 2,376.00
Association Dues	\$ -	\$ -
Professional Development	\$ 4,000.00	\$ 4,400.00
Mileage	\$ 250.00	\$ 275.00
Security Services	\$ 8,000.00	\$ 8,800.00
Health Insurance Recreation	\$ 77,250.00	\$ 84,975.00
Refuse Disposals	\$ 4,500.00	\$ 4,950.00
Trade Services	\$ 5,000.00	\$ 5,500.00
Utilities - Natural Gas	\$ 3,000.00	\$ 3,300.00
Utilities - Electricity	\$ 13,000.00	\$ 14,300.00
Utilities - Water	\$ 1,500.00	\$ 1,650.00
Program Contractual Services	\$ 117,200.00	\$ 128,920.00
Credit Card Fees	\$ 11,500.00	\$ 12,650.00
Brochure Printing	\$ 17,500.00	\$ 19,250.00
Co-op Fees	\$ 16,450.00	\$ 18,095.00

Bank Fees		\$ -
Supplies	\$ 60,950.00	\$ 67,045.00
Equipment	\$ 8,100.00	\$ 8,910.00
Repair Parts	\$ 6,000.00	\$ 6,600.00
Severence	\$ -	\$ -
Other Expenses	\$ 7,100.00	\$ 7,810.00

<b>Total Expenses</b>	<b>\$ 752,638.00</b>	<b>\$ 827,901.00</b>
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<b>Net Income</b>	<b>\$ (3,038.00)</b>	<b>\$ (72,381.00)</b>
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<b>Fund Balance</b>	<b>\$ 115,147.00</b>	<b>\$ 45,804.00</b>
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Fund Balance Policy is 75% Minimum

5/9/2020

5/9/2020



## IMRF Fund

	2020-2021	2020-2021
	PROPOSED	APPROPRIATION
Revenues		
Property Taxes - IMRF	\$ 41,200.00	\$ 41,200.00
Interest IMRF	\$ 174.00	\$ 174.00

<b>Total Revenues</b>	<b>\$ 41,374.00</b>	<b>\$ 41,374.00</b>
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Expenses		
IMRF Contribution	\$ 46,834.00	\$ 51,517.00

<b>Total Expenses</b>	<b>\$ 46,834.00</b>	<b>\$ 51,517.00</b>
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<b>Net Income</b>	<b>\$ (5,460.00)</b>	<b>\$ (10,143.00)</b>
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<b>Fund Balance</b>	<b>\$ 27,564.00</b>	<b>\$ 22,880.00</b>
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Fund Balance Policy is 25-50% of expenses

5/9/2020

5/9/2020

## Social Security Fund

	2020-2021	2020-2021
	PROPOSED	APPROPRIATION
Revenues		
Property Taxes FICA	\$ 51,500.00	\$ 51,500.00
Interest - FICA	\$ 100.00	\$ 100.00

<b>Total Revenues</b>	<b>\$ 51,600.00</b>	<b>\$ 51,600.00</b>
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Expenses		
FICA - Employer Contribution	\$ 49,514.00	\$ 54,465.00

<b>Total Expenses</b>	<b>\$ 49,514.00</b>	<b>\$ 54,465.00</b>
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<b>Net Income</b>	<b>\$ 2,086.00</b>	<b>\$ (2,865.00)</b>
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<b>Fund Balance</b>	<b>\$ 21,891.68</b>	<b>\$ 19,027.00</b>
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Fund Balance Policy is 25-50% of expenses

5/9/2020

5/9/2020

## Auditing Fund

	2020-2021	2020-2021
	PROPOSED	APPROPRIATION
Revenues		
Property Taxes Audit	\$ 8,000.00	\$ 8,000.00
Interest Audit	\$ 5.00	\$ 5.00

<b>Total Revenues</b>	<b>\$ 8,005.00</b>	<b>\$ 8,005.00</b>
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Expenses		
Professional Service - Audit	\$ 8,700.00	\$ 9,570.00

<b>Total Expenses</b>	<b>\$ 8,700.00</b>	<b>\$ 9,570.00</b>
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<b>Net Income</b>	<b>\$ (695.00)</b>	<b>\$ (1,575.00)</b>
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<b>Fund Balance</b>	<b>\$ 3,673.00</b>	<b>\$ 2,793.00</b>
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Fund Balance Policy is 25-50% of expenses

5/9/2020

5/9/2020

## LIABILITY INSURANCE FUND

	2020-2021	2020-2021
	PROPOSED	APPROPRIATION
Revenues		
Property Taxes - PDRMA	\$ 34,400.00	\$ 34,400.00
Interest - PDRMA	\$ 50.00	\$ 50.00
Other Income	\$ 2,500.00	\$ 2,500.00

<b>Total Revenues</b>	<b>\$ 36,950.00</b>	<b>\$ 36,950.00</b>
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Expenses		
PDRMA Workshops		
Professional Services	\$ 8,500.00	\$ 9,350.00
Trade Services	\$ -	\$ -
Security Reference Check	\$ 750.00	\$ 825.00
PDRMA Premium	\$ 30,000.00	\$ 33,000.00
Safety Supplies	\$ 1,500.00	\$ 1,650.00

<b>Total Expenses</b>	<b>\$ 40,750.00</b>	<b>\$ 44,825.00</b>
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<b>Net Income</b>	<b>\$ (3,800.00)</b>	<b>\$ (7,875.00)</b>
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<b>Fund Balance</b>	<b>\$ 17,648.00</b>	<b>\$ 13,573.00</b>
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Fund Balance Policy is 25-50% of expenses

5/9/2020

5/9/2020



## SPECIAL RECREATION FUND

	2020-2021	2020-2021
	PROPOSED	APPROPRIATION
Revenues		
Property Taxes - SEASPAR	\$ 100,000.00	\$ 100,000.00
Interest - SEASPAR	\$ 20.00	\$ 20.00

<b>Total Revenues</b>	<b>\$ 100,020.00</b>	<b>\$ 100,020.00</b>
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Expenses		
Full Time Wages	\$ 8,500.00	\$ 9,350.00
ADA Portable Restrooms	\$ 5,500.00	\$ 6,050.00
Special Rec - Instructors	\$ 4,000.00	\$ 4,400.00
SEASPAR Contribution	\$ 61,000.00	\$ 67,100.00
ADA Accessibility	\$ 25,000.00	\$ 27,500.00
Other Expense - SEASPAR	\$ -	\$ -

<b>Total Expenses</b>	<b>\$ 104,000.00</b>	<b>\$ 114,400.00</b>
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<b>Net Income</b>	<b>\$ (3,980.00)</b>	<b>\$ (14,198.00)</b>
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<b>Fund Balance</b>	<b>\$ 122,774.00</b>	<b>\$ 112,556.00</b>
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No Fund Balance Policy

5/9/2020

5/9/2020

## CAPITAL PROJECT FUND

	2020-2021	2020-2021
	PROPOSED	APPROPRIATION
Revenues		
Interest Earned	\$ -	\$ -
Fund Transfer In	\$ -	\$ -
Donations & Grants	\$ -	\$ -
Veterans Memorial	\$ -	\$ -

<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ -</b>
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Expenses		
Wages-Part Time	\$ -	\$ -
Professional Services	\$ -	\$ -
Trade Services	\$ 4,000.00	\$ 4,000.00
Supplies	\$ -	\$ -
Equipment	\$ -	\$ -
Capital Account - Land	\$ -	\$ -

<b>Total Expenses</b>	<b>\$ 4,000.00</b>	<b>\$ 4,000.00</b>
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<b>Net Income</b>	<b>\$ (4,000.00)</b>	<b>\$ (4,000.00)</b>
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<b>Fund Balance</b>	<b>\$ 317.00</b>	<b>\$ 317.00</b>
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No Fund Balance Policy

5/9/2020

5/9/2020

## VETERANS FUND

	2020-2021	2020-2021
	PROPOSED	APPROPRIATION
Revenues		
Donations	\$ 500.00	\$ 500.00
Interest - VMF	\$ 20.00	\$ 20.00

<b>Total Revenues</b>	<b>\$ 520.00</b>	<b>\$ 520.00</b>
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Expenses		
Part Time Wages	\$ -	\$ -
Professional Services	\$ -	\$ -
Trade Services	\$ -	\$ -
Supplies	\$ 1,500.00	\$ 1,650.00
Equipment	\$ -	\$ -

<b>Total Expenses</b>	<b>\$ 1,500.00</b>	<b>\$ 1,650.00</b>
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<b>Net Income</b>	<b>\$ (980.00)</b>	<b>\$ (1,150.00)</b>
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<b>Fund Balance</b>	<b>\$ 7,488.00</b>	<b>\$ 7,318.00</b>
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No Fund Balance Policy

5/9/2020

5/9/2020

## **DRAFT ORDINANCE # 003-20**

### **COMBINED BUDGET AND APPROPRIATION ORDINANCE OF THE COMMUNITY PARK DISTRICT OF LA GRANGE PARK, COOK COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING MAY 1, 2020 AND ENDING APRIL 30, 2021**

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

**WHEREAS**, notice of the meeting and hearing, and the conduct of the meeting and hearing, held on July 20, 2020, were in compliance with SB2135 of the 101<sup>st</sup> General Assembly; and

**WHEREAS**, all other legal requirements have heretofore been performed for the adoption of the annual budget and appropriations ordinance of this District for the fiscal year beginning May 1, 2020 and ending April 30, 2021.

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

**SECTION 1:** That the following sums of money, or so much thereof as may be authorized by law for the following objects and purposes, be and the same are hereby budgeted and appropriated for the fiscal year beginning the May 1, 2020 and ending April 30, 2021. That each of said sums of money and the aggregate thereof are deemed necessary by the Board to defray the necessary expenses and liabilities of this District during the fiscal year beginning May 1, 2020 and ending April 30, 2021.

## SUMMARY OF FUNDS

	Budget	Appropriations
Corporate Fund	\$539,818	\$584,730
Recreation Fund	\$752,638	\$827,901
IMRF Fund	\$46,834	\$51,517
Social Security Fund	\$49,514	\$54,465
Auditing Fund	\$8,700	\$9,570
Liability Insurance Fund	\$40,750	\$44,825
Special Recreation Fund	\$104,000	\$114,400
Capital Fund	\$4,000	\$4,000
Veterans Fund	\$1,500	\$1,650
<b>TOTAL</b>	<b>\$1,547,754</b>	<b>\$1,693,058</b>

**SECTION 3:** That all unexpended balances of any item or items or any general appropriation made in this ordinance may be expended in making up an insufficiency in any item or items in the same appropriation made for this Ordinance, subject to applicable statutes. All unexpended balances of the appropriation for the fiscal year ending the April 30, 2020 and prior years to the extent not otherwise reappropriated for other purposes herein are hereby specifically reappropriated for the same general purposes for which they were originally made.

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

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

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

- (a) Statement of cash on hand at the beginning of the fiscal year: \$776,078
- (b) Estimate of cash expected to be received during the fiscal year from all sources: \$1,526,069
- (c) Estimate of expenditures contemplated for the fiscal year: \$1,547,754
- (d) Statement of estimated cash expected to be on hand at the end of the fiscal year: \$754,393
- (e) An estimate of the amount of taxes to be received during the fiscal year is: \$842,100

**SECTION 7:** This ordinance is not intended or required to be in support of or in relation to any tax levy made by the Park District during the fiscal year beginning May 1, 2020 or any other fiscal year.

**SECTION 8:** That should any clause, sentence, paragraph, or part of this Ordinance be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof other than the part so declared to be invalid.

**SECTION 9:** This Ordinance shall be in full force and effect from and after its passage and approval as required by law.

PASSED this 20<sup>th</sup> day of July, 2020

ROLL CALL VOTE: Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Absent \_\_\_\_\_

Community Park District of LaGrange Park  
Cook County, Illinois

(SEAL)

By: \_\_\_\_\_  
Tim Ogden, Board President

Attest: \_\_\_\_\_  
Bob Corte, Board Secretary

STATE OF ILLINOIS )  
 )SS  
COUNTY OF COOK )

CERTIFICATION

I, the undersigned, do hereby certify that I am the Secretary of the Board of Park Commissioners of the Community Park District of La Grange Park, and that such Secretary, I am the keeper of the records thereof. I further certify that the foregoing is a complete, true and correct copy of Ordinance No. 003-20, entitled "Combined Budget and Appropriation Ordinance of the Community Park District of La Grange Park, Cook County, Illinois, for the fiscal year beginning May 1, 2020 and ending April 30, 2021", duly passed and enacted by said Board of said District at a meeting held in compliance with the Open Meetings Act on the 20<sup>th</sup> day of July, 2020, and deposited with me as Secretary. Given under my hand and seal of the Community Park District of La Grange Park this 20<sup>th</sup> day of May 2020.

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Bob Corte  
Secretary, Board of Park Commissioners

(SEAL)

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

I, Peggy Ronovsky, do hereby certify as follows:

1. I am the chief fiscal officer of Community Park District of La Grange Park, Cook County, Illinois
2. I estimate the revenue, by source, of said district for the fiscal year beginning May 1, 2020 and ending April 30, 2021, to be as follows:

<u>SOURCE</u>	<u>AMOUNT</u>
PROPERTY TAXES	\$842,100
REPLACEMENT TAXES	\$15,000
INTEREST	\$2,869
PROGRAM FEES	\$649,600
DONATIONS & SPONSORS	\$11,000
GRANTS	\$0
OTHER RECEIPTS	\$5,500
FUND TRANSFER	\$0
 TOTAL	 \$1,526,069

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

(SEAL)



**To:** Tim Ogden  
President, Community Park District Board Commissioners

**From:** Jessica Cannaday

**Date:** June 5, 2020

**Re:** Telephone and Cellular Phone Usage Policy

**Recommendation**

A motion and a second to approve Ordinance 004-20 amending the Community Park District Telephone and Cellular Phone Usage Policy.

**Background**

The updates to this policy include necessary changes to phone usage in vehicles as well as a new cell phone reimbursement policy.

Currently, the Community Park District provided devices and a service plan for two full time employees for a cost to the district of approximately \$178 per month. The amended policy includes a structured reimbursement plan that ensures our employees that use their personal devices and services for work are reimbursed fairly and equitably based on their position duties.

The policy preserves the ability to provide devices and plans should the district's business needs change. The revised policy will not only bring us into compliance with the Illinois Wage Payment Act, but will give us the ability to reimburse five employees for less than it cost to provide devices and services for in the past.

Reimbursement structure will be reviewed and revised and approved by the board annually.

**ORDINANCE NO. 004-20**  
**ORDINANCE APPROVING COMMUNITY PARK DISTRICT OF LA GRANGE PARK**  
**AMENDED 6.15 TELEPHONE AND CELLULAR TELEPHONE USAGE POLICY**

WHEREAS, The Illinois General Assembly has enacted amendments to the Illinois Wage Payment and Collection Act 820 ILCS 115/9.5, effective January 1, 2019 (the "Act"); and

WHEREAS, the Act requires units of local government to reimburse an employee for all necessary expenditures or losses incurred by the employee within the employee's scope of employment and directly related to services performed for the employer.; and

WHEREAS, the Board of Park Commissioners of the Community Park District of La Grange Park has determined, and hereby declares, that it is necessary and in the best interests of the District and its residents to modify its current Telephone and Cellular Telephone Usage Policy, in order to ensure full compliance with the Act.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE  
COMMUNITY PARK DISTRICT OF LA GRANGE PARK COOK COUNTY, ILLINOIS, AS FOLLOWS:**

**SECTION ONE:** The recitals set for the herinabove shall be and are hereby incorporated in this Section One as if said recitals were fully set forth herein.

**SECTION TWO:** The Community Park District Telephone and Cellular Telephone Usage Policy as amended to ensure compliance with the Act in the form attached hereto as Exhibit No. 1 and incorporated by this reference (the "Policy"), is hereby adopted, and the Executive Director and Board President are hereby authorized and directed to implement and administer the Policy in accordance with applicable law.

**SECTION THREE:** Any prior order, resolution, policy or ordinance of the Community Park District of La Grange Park in conflict with the provisions of the Policy or this Ordinance, shall be and hereby are, repealed to the extend of such conflict.

**SECTION FOUR:** This Ordinance shall take effect upon its passage and approval in the manner provided by law.

PASSED this 8th day of June 2020.

APPROVED this 8th day of June 2020.

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Tim Ogden, President

ATTEST: \_\_\_\_\_  
Bob Corte, Secretary

AYES:  
NAYS:  
ABSENT:

STATE OF ILLINOIS     )  
                                  ) SS  
COUNTY OF COOK     )

CERTIFICATE

I, Bob Corte, do hereby certify that I am duly qualified and acting Secretary of the Board of Park Commissioners of the Community Park District of La Grange Park, Cook County, Illinois, and as such am the keeper of the records and files of the Board of Commissioners of said Park District.

I further certify that the foregoing is a full, true and complete copy of the ordinance adopted at the regular meeting of said Board of Commissioners of said District held on the 8th day of June, 2020 entitled:

**“COMMUNITY PARK DISTRICT OF LA GRANGE PARK  
AMENDED 6.15 TELEPHONE AND CELLULAR TELEPHONE USAGE POLICY”**

IN WITNESS THEREOF I affix my official signature and seal of this office at La Grange Park, Illinois, this eight day of June 2020.

(SEAL)

\_\_\_\_\_  
Bob Corte, Secretary

## 6.15 Telephone and Cellular Telephone Usage

### General Cell Phone Usage

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Pursuant to state law, employees are specifically prohibited from accessing electronic mail or the internet, text messaging or operating any electronic communication devices, such as a laptop or tablet, while driving. This includes composing, sending or reading emails, text messages and instant messages while operating a vehicle on a roadway. In addition, cell phone use while driving is prohibited except when in hands-free mode (except in a school safety zone or in a construction or maintenance speed zone). Employees under the age of 19 are not permitted to use hands-free devices and must pull over and stop before making a call. An employee who is charged with traffic violations resulting from the improper use of his or her cell phone while driving will be solely responsible for all liabilities that result from such actions. It is the intent of the District that this policy shall be consistent with any current or amended statute relevant to cell phone usage. Any violation of state law as to cell phone usage shall also violate this policy.

Because of the large volume of agency business transacted by telephone, personal use of the telephone should be limited and personal calls should be brief. Personal long-distance calls must be placed by use of the employee's personal cellular phone during non-working time, billed to the employee's home phone or credit card or placed collect.

During work time, employees are not permitted to use personal cellular telephones. These should be used only during breaks and meal times.

### District Issued Cell Phones

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Cellular telephones ~~are may be~~ furnished to certain employees in connection with their job duties. Employees need to limit personal use of their cellular telephone in the same way they need to limit personal use of their office telephone. -Employees who have excessive cellular usage for personal calls will be subject to corrective action up to, and including, termination.

~~The Park District requires the safe use of its cellular telephones by employees while conducting business. The employee should exercise extreme caution when using the cellular telephone while driving because of safety and legal concerns. Under Illinois law, when using a hand-held cellular telephone, employees age 19 or older must use hands-free devices or pull over and stop before making calls. Employees under the age of 19 are not permitted to use hands-free devices and must pull over and stop before making a call. You are expected to fully comply with all traffic laws and laws related to cellular phone use.~~

~~During work time, employees are not permitted to use personal cellular telephones. These should be used only during breaks and meal times.~~

### Use of District Issued Cell Phones

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- A. Each cell phone is allotted a certain number of minutes (i.e. package), either individually or as part of a group-rate plan. If an employee abuses a District cell

phone for personal use, or his or her minutes are found to be in excess, he or she will be required to reimburse the District for any charges that result in cost to the account over the package limit. Continued abuse may result in disciplinary action up to and including termination.

- B. Certain etiquette is expected to be exercised when using cell phones. An employee should switch the cell to silent or vibrate when at meetings or other important functions, and refrain from answering calls. An employee should always identify him or herself when answering a cell phone call. After the receiver responds, the sender may proceed with the phone call. An employee may elect to forward calls from the cell phone to his or her land-line phone, or vice versa.
- C. Because the cell phone is District property and to ensure that the use of cell phones is consistent with the District's legitimate business purposes and interests, no employee has any right to privacy when using the District's cell phone. Authorized District representative(s) may monitor the use of the District's cell phone equipment from time to time in the ordinary course of its business. The District reserves the right to access and disclose all messages, both voice and text transmitted and received over such systems, as it deems appropriate. Further, billing statements may be reviewed to ensure non-abuse of the cell phone. Employees waive any right to privacy when using the District's cell phone and by their continued employment and use, consent to the access and disclosure of voice messages by authorized District representative(s).
- D. An employee in possession of a cell phone is expected to protect the cell phone from damage or loss. An employee will be held responsible for the cost of the cell phone or the cost of repair if it is lost or damaged as a result of the employee's negligence or willful or wanton actions.

#### **Use of Personal Cell Phones While Working**

The District provides cell phone stipends to certain full and part-time employees in key positions. The District expects employees to exercise care and good judgement while using cell phones and to comply with the following guidelines regarding their use while on the job.

- A. While at work, employees are expected to have minimal personal use of cell phone and to keep them on silent mode.
- B. Excessive personal calls and texting during the work day interfere with employees productivity and are distracting to others. Employees are asked to refrain as best as possible from making non-emergency or non-urgent personal calls during the work day. Excessive use of cell phones for personal business while on the job may result in disciplinary action.
- C. The District will not be liable for the loss of personal cell phones brought into the workplace.
- D. Keep in mind that records for business calls or texts are subject to the Freedom of Information Act (FOIA) disclosure. By accepting reimbursement for cell phone usage, District employees acknowledge requirements under FOIA regulation and consent to review of all records associated with such use in response or required by a FOIA compliance officer.

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#### Use of Cellular Phones while Away from the Job

- A. Employees who receive a cell phone stipend are expected to respond to District calls within an hour, or as stated by their direct supervisor.

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#### Stipends for Personal Cellular Telephone Use

- A. Employees who have been approved to use their personal cellular phone for business will receive an amount as set by the board per month, determined by their position.
- B. Criteria to determine eligibility include: Number of staff supervised, frequency of emergency calls expected, availability required for nights and weekends, time spent away from primary facility, need for data availability and other criteria as determined by the Executive Director.
- C. All cell phone stipends must be approved by the Executive Director.

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## **Community Park District Cell Phone Stipend Criteria and Levels**

### **Stipend Requirements**

District contributions for employee owned cellular services are not to be based on a particular title or position. Approved stipend amounts shall be based on the actual job requirements of the individual team member. Stipend levels are approved annually by the board. Approval for a District cellular stipend must be based on a valid, District related need and meet at least one of the following criteria.

- On-Call availability: Employee is required to be on call a majority of the time to be contacted in the event of an emergency or service need.
- Frequent mobility: The job requires considerable time outside the office during working hours and it is imperative to the functioning of the District that the employee be immediately accessible to receive and/or make frequent business calls during those times.
- After hours availability: The job requires the employee to be immediately accessible to receive and/or make frequent business calls outside of working hours. Employee must be readily accessible due to the specific nature of their duties and must be available for emergency responses or time sensitive consultation after normal office hours.
- Supervisory Role: The employee has 5 or more direct reports.

### **Stipend Levels:**

- Level 1- Minimum service requirement is voice. Stipend amount is \$30 per month not to exceed \$360 per year.
- Level 2 – Service requirement is voice and data. Stipend amount is \$40 per month not to exceed \$480 per year.