

**PARK DISTRICT OF LA GRANGE
REGULAR BOARD MEETING
MONDAY, FEBRUARY 9, 2015 7:00 PM**

The Board of Commissioners of the Park District of La Grange will meet at 7:00 pm on Monday, February 9, 2015 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 12, 2015
 - 3.2 Approval of the Financial Report dated January 31, 2015
 - 3.3 Approval of the Consolidated Vouchers for February dated February 9, 2015
- 4.0 STAFF REPORTS**
 - 4.1 Director's Report
 - 4.1.1 Budget Timeline
 - 4.1.2 Update of Fitness Center
 - 4.1.2.1 Site Preliminary Demolition
 - 4.1.3 Update of Other Park District Matters
 - 4.2 Staff Comments
- 5.0 ATTORNEY REPORT**
- 6.0 TREASURER REPORT**
- 7.0 ACTION ITEMS**
 - 7.1 Re-approval of Agency Goals
 - 7.2 Discussion and/or Approval of Ordinance 15-02 Security Policy which includes Board Policy Sections 266 and 842
- 8.0 BOARD BUSINESS**
 - OLD BUSINESS**
 - NEW BUSINESS**
- 9.0 COMMITTEE REPORTS**
 - 9.1 Administration Committee
 - 9.2 Public Relations Committee
 - 9.3 Finance & Capital Project Committee
 - 9.4 User Group Committee
- 10.0 PUBLIC COMMENTS (Board Manual Section #152)**
- 11.0 BOARD COMMENTS**

12.0 EXECUTIVE SESSION

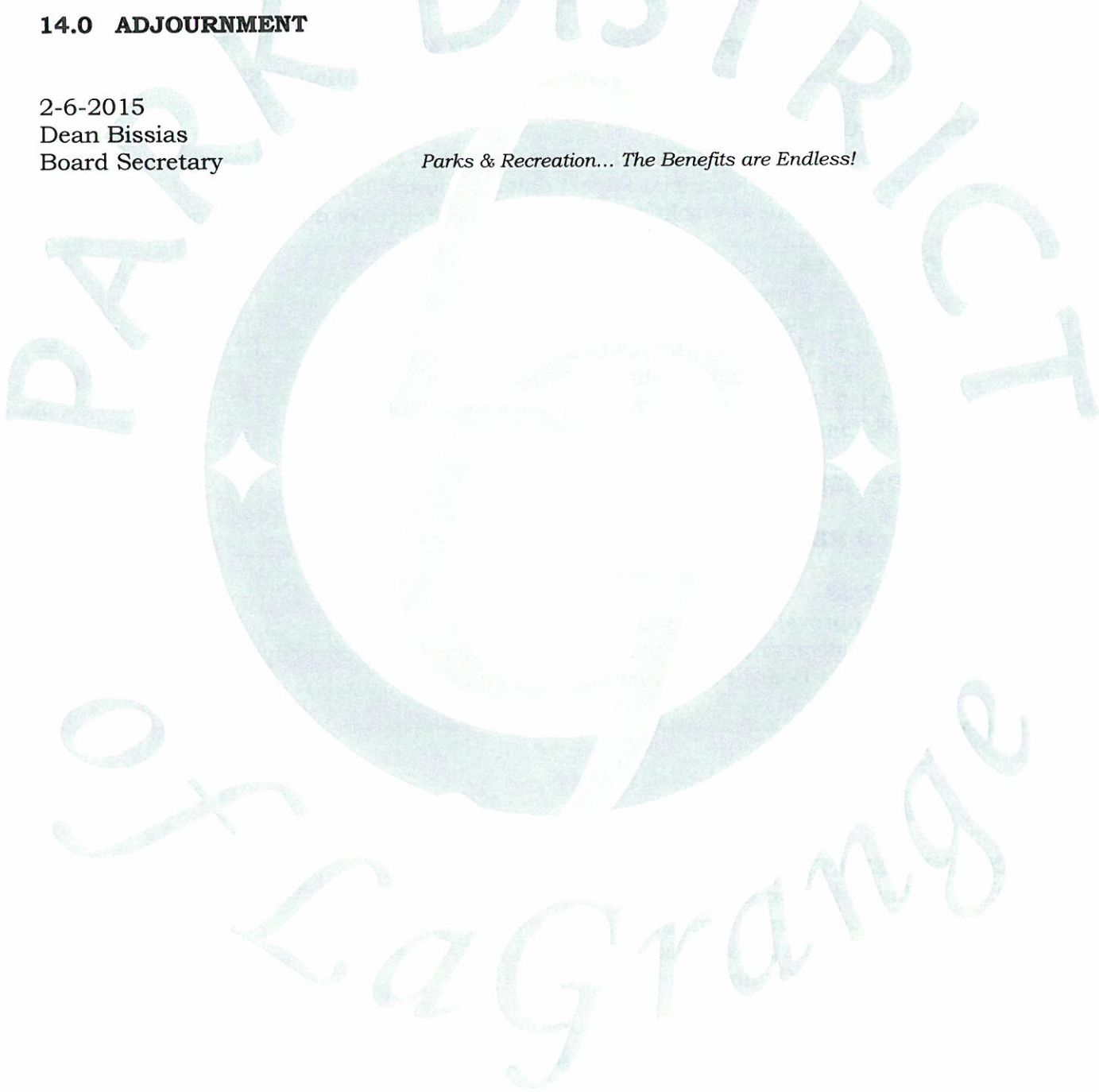
- 12.1 Potential Claims and/or Litigation, 5 ILCS 120/2 (c) 11
- 12.2 Acquisition of Real Property, 5 ILCS 120/2 (c)(5)
- 12.3 Setting the Price of Real Property, 5 ILCS 120/2 (c)(6)
- 12.4 Personnel, 5 ILCS 120/2 (c)(1)
- 12.5 Review of Closed Executive Session Minutes, 5 ILCS 120/2 (c)(21)
- 12.6 Security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

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

14.0 ADJOURNMENT

2-6-2015
Dean Bissias
Board Secretary

Parks & Recreation... The Benefits are Endless!



PARK DISTRICT OF LA GRANGE

SECTION #152

PUBLIC PARTICIPATION

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

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

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

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

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

Proposed 2014-2015 Capitol Budget

Capital Projects Summary				Spent to Date	2014-2015 Budget
Safety /Legal Projects				52,520	271,500
Computers/Communication Improvements				2,000	14,500
Multi-Park Fixtures & Amenities				9,501	38,000
Planning & Design				5,300	2,000
Contingency				2,757	10,000
Paving & Lighting				0	120,000
Capital Projects Scheduled for 2014-2015				222,899	380,897
Projected Capital Project Total				\$294,977	\$836,897
Funding Sources					
Revenue from Paving Lighting Fund					50,000
Projected Revenue from Operations					90,000
Revenue from Special Recreation Fund ADA Upgrades					120,000
Revenue from Special Recreation Fund ADA For Gordon Park Tilden Avenue					28,000
Capital Project Fund Balance					500,000
Revenue from Roll Over Bonds					65,000
Total Funding Available					853,000
Funding less Projected Project Costs				\$	16,103

Capital Project Description & Project Number Identification					Points Awarded	Progress	Spent to Date	2014-2015 Budget
					L or S			
Safety &or Legal								
ADA	ADA Improvement Plan Phase 1	L	25					120,000
RAM	Install security cameras Phase 1	S & L	39			0		25,000
SED	Installation of Playground at Sedgwick	S	32			30,590		50,000
RAM	Used SEASPAR Bus	S	29			0		6,000
RAM 2	Emergency Roof Repair/ Patch	S	30			0		30,000
GORM 1	Demolition of Buildings Village Requirement	L	10					30,000
CCI	Time Management & HR Tracking Upgrade	L	20			5,348		10,500
GOR	Sale and Legal	L				16,582		
Totals								
								\$ 52,520
								\$ 271,500

Projects For 2014-2015								
SEG 26	East Soccer Field Restoration		39					8,000
GOR	New Fence Around Tennis Ct Gordon Park		23			0		15,000
GOR	Resurface Tennis Courts Gordon Park		19			0		15,600
RAM	New Vending Machine Rec Center		19			3,188		4,000
RAM	Used Bus SEASPAR		29			0		6,000
RAM	Paint walls in gymnasium		26			0		10,000
RAM	Golf Simulator with build		24			5,756		50,000
RAM	Replace Hanging heaters garage		23					6,500
RAM	Fitness Center					55,826		
GOR	Site improvements (Phase 1)							180,000
GOR	Gordon Park Tilden Avenue Parking					158,129		85,797
Totals								
								\$ 222,899
								\$ 380,897

Capital Project Description & Project Number Identification		L or S	Points Awarded	Progress	Spent to Date	2014-2015 Budget
Planning and Design						
PD 1	Site Documents (Surveys, Appraisals, etc.)		26		5,300	2,000
	Totals				\$ 5,300	\$ 2,000
CONTINGENCY						
CON 1	Reserved for Unforeseen Expenses				2,757	10,000
	Totals				\$ 2,757	\$ 10,000
PAVING AND LIGHTING						
PL 1	Athletic Fields Light Bulbs		21			2,000
PL 2	Parking Lot\Pathway Light Bulbs		21			2,000
PL 4	Unforeseen for Paving & Lighting		21		0	14,000
RAM	Parking Lot Repair/Patch		39			100,000
PL 3	Miscellaneous Repairs					2,000
	Totals				\$ -	\$ 120,000

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10	VILLAGE OF LA GRANGE & SEASPAR INFORMATION

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:
7:00 PM
Monday, February 9, 2015
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 Dean Bissias, Executive Director at (708) 352-1762.

Dean Bissias
2/6/15



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

Park District of La Grange SUSPENSE CALENDAR

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

**Park District of La Grange
BOARD OF COMMISSIONERS
REGULAR BOARD MEETINGS
YEAR 2015**

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). **All Regularly Scheduled meetings start at 7:00 P.M.** in the DeSitter Room located in the Administrative\Recreation Facility at 536 East Avenue, La Grange, Illinois.

Monday, January 12

Monday, February 9

Monday, March 9

Monday, April 13

Monday, May 11

Monday, June 8

Monday, July 13

Monday, August 10

***Tuesday, September 8** (Due to NRPA Conference)

****Tuesday, October 13** (Due to Columbus Day)

Monday, November 9

Monday, December 14

*Due to staff attending the National Park and Recreation Conference
** Due to Columbus Day falling on Monday, October 12th

Section 2



COMMUNICATIONS & FOIA

Section 3



CONSENT AGENDA

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

MEMORANDUM

TO: BOARD OF COMMISSIONERS
FROM: DEAN BISSIAS - EXECUTIVE DIRECTOR\BOARD SECRETARY
RE: CONSENT AGENDA ITEMS
DATE: FEBRUARY 9, 2015

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 12, 2015

CONSENT AGENDA ITEM 2: Acceptance of the Financial Report Dated January 31, 2015

CONSENT AGENDA ITEM 3: Approval of the Consolidated Vouchers for February dated February 9, 2015

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

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

JANUARY 12, 2015

President Penicook called the meeting to order at 7:05 P.M.

PRESENT: Commissioners Penicook, Ashby, Walsh, Vear

ABSENT: Commissioner Lacey

STAFF PRESENT: Executive Director Dean Bissias, Superintendent of Facilities Chris Finn, Superintendent of Finance Leynette Kuniej, Superintendent of B.A.S.E. Leanna Hartung, Recording Secretary Ginger Zeman

OTHERS PRESENT: Attorney Rob Bush, Jeff Braun from Cody Braun and Assoc., Charles Gilbert

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

Commissioner Walsh pulled Item 7.2 Discussion and/or Approval of Ordinance 15-02 Security Policy which Includes Board Policy Sections 266 and 842 from the agenda.

Communications, Presentations & Declarations

None

Consent Agenda

Commissioner Walsh motioned to approve Item 3.1 Minutes of the Regular Board Meeting of December 8, 2014; Item 3.2 Minutes of the Executive Session Meeting of December 8, 2014; Item 3.3 Financial Report dated December 31, 2014; Item 3.4 Consolidated Vouchers for January dated January 12, 2015. Commissioner Ashby seconded the motion which passed unanimously by Roll Call Vote as follows:

AYES: Commissioners Penicook, Ashby, Walsh, Vear

NAYES: None

ABSENT: Commissioner Lacey

Staff Reports

Director's Report

Budget Timeline

Director Bissias stated the timeline for the budget was in their board packets. After Board discussion, there was Board consensus to have the MBO (Management by Objective) meeting and the general budget meeting on Monday March 23, 2015 at 6:00 P.M.

Update of Fitness Center

The Board gave their consensus to move forward and go out for bid for the fitness center.

Update of Other Park District Matters

None

Staff Comments

Staff stated the building is very busy these days.

Attorney Report

None

Treasurer Report

None

Action Items

Discussion and/or Approval of Ordinance 15-01 Disposal of Park District Items (tables, chairs, old broken equipment, etc)

Director Bissias explained Staff is cleaning out and taking inventory of items in storage in the maintenance area. Commissioner Vear motioned to approve Ordinance 15-01 Disposal of Park District Items (tables, chairs, old broken equipment, etc.). Commissioner Walsh seconded the motion which passed unanimously by Roll Call Vote as follows:

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

Discussion and/or Approval Authorizing Executive Director to Engage Contractors for Preliminary Demolition for Construction of the New Fitness Center Not to Exceed \$20,000

Jeff Braun of Cody Braun and Associates stated he would like to start demolition and prep work of the area before construction of the fitness center begins. He would use laborers from WB Olson to keep the costs down. They would also move the roof stairs to the maintenance area with a new roof opening for access. There would be a contract written up for this work. Commissioner Walsh motioned to approve authorizing the Executive Director to

REGULAR BOARD MEETING - JANUARY 12, 2015

engage contractors for preliminary demolition for construction of the new fitness center not to exceed \$20,000. Commissioner Vear seconded the motion which passed unanimously by Roll Call vote as follows:

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

Committee Reports

Administration Committee

Commissioner Walsh stated he is working on the Security Policy and it should be ready for review at the next meeting.

Public Relations Committee

None

Finance & Capital Project Committee

Commissioner Ashby stated he is scheduling a meeting for the operation budget before the next meeting.

User Group Committee

Commissioner Vear stated he is meeting with Superintendent of Facilities Chris Finn tonight after the meeting to discuss the user groups.

Public Comments (Board Manual Section #152)

None

Board Comments

Commissioner Vear stated he was looking forward to getting the User Group Committee going.

Commissioner Ashby was looking forward to using the ice rinks at Gilbert Park. Director Bissias stated one rink was filled and the other would be filled tomorrow.

President Penicook wished everyone a happy new year.

Executive Session

None

Adjournment

Commissioner Walsh moved for adjournment at 7:28 P.M. The motion was seconded by Commissioner Ashby and passed unanimously by Voice Vote.

REGULAR BOARD MEETING - JANUARY 12, 2015

Mary Ellen Penicook, President

Constantine Bissias, Secretary
Approved 02/09/2015

PARK DISTRICT OF LA GRANGE
STATEMENT OF REVENUES AND EXPENDITURES
January 31, 2015

5/2015

FUND	FUND BALANCE 05/01/2014	YEAR TO DATE REVENUE	YEAR TO DATE EXPENSE	REVENUE OVER EXPENDITURES	TRANSFERS	FUND BALANCE 1/31/2015
GENERAL	\$ 220,575	\$ 893,917	\$ 599,020	\$ 294,897	\$ (45,000)	\$ 470,472
RECREATION	655,303	1,901,936	1,519,301	382,635	(45,000)	992,938
IMRF	1,209	121,565	80,246	41,319		42,528
PAVING & LIGHTING	64,585	25,285	2,248	23,037		87,622
LIABILITY INSURANCE	54,558	77,659	75,050	2,609		57,167
AUDIT	2,028	10,108	11,770	(1,662)		366
SPEC RECREATION	280,179	226,198	153,651	72,547		352,726
FICA/MEDICARE	22,319	80,870	69,462	11,408		33,727
TOTAL OPERATIONS	1,300,756	3,337,538	2,510,748	826,790		2,037,546
CAPITAL PROJECTS	736,354	187,060	300,382	(113,322)	90,000	713,032
DEBT SERVICE	336,032	993,050	1,126,831	(133,781)		202,251
GRAND TOTAL	\$ 2,373,142	\$ 4,517,648	\$ 3,937,961	\$ 579,687	\$ 90,000	\$ 2,952,829

TREASURER'S PROOF, CASH IN BANK:

ACCOUNT	BALANCE BEG OF MO	CURRENT RECEIPTS	CURRENT DISBURSEMENTS	TRANSFERS	BALANCE END OF MO
INVESTMENTS	\$ 2,838,325	\$ 1,452	\$ (373)		\$ 2,839,404
IPDLAF	281,720	5,169	(184,914)		101,975
FIRST NATL CHKG	224,070	191,119	(194,544)		220,645
CASH REGISTER BANK	1,610				1,610
TOTAL CASH	3,345,725				3,163,634
Taxes Receivable	45,010	(7,998)			37,012
Accounts Receivables	1,888	(712)			1,176
Prepaid expense	600				600
Accounts Payable	(202,412)		46,594		(155,818)
Accrued Payroll	-				-
Deferred Tax Revenue	(45,010)	7,998			(37,012)
Deferred Revenue	(52,105)		(4,658)		(56,763)
FUND BALANCE	\$ 3,093,696	\$ 197,028	\$ (337,895)	\$ -	\$ 2,952,829

PARK DISTRICT OF LA GRANGE
GENERAL FUND
 STATEMENT OF REVENUES AND EXPENDITURES
 FOR THE NINE MONTHS ENDED JANUARY 31, 2015

2/5/2015

REVENUES

	PRIOR YEAR CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
01-5-00-2-40000	2,853	732,049	1,505	754,267	748,166	101%
01-5-00-2-40100	7,173	32,020	6,218	29,948	40,000	75%
01-5-00-3-41000	1,302	18,454	1,455	14,795	15,000	99%
01-5-00-3-42000		2,200		500	7,500	7%
01-5-00-3-42100	98	3,628		3,911	4,000	98%
01-5-00-3-42150	1,936	11,056	1,451	7,106	6,500	109%
01-5-00-3-42600	1,964	17,454	1,968	17,716	23,621	75%
01-5-00-3-42610	1,964	17,513	1,994	17,795	23,775	75%
01-5-00-3-43000	-	1,228	50	17,530	600	2922%
01-5-00-3-43100	(38)	1,692	1,027	2,927	3,000	98%
01-5-00-3-48000	5,962	29,810	6,154	27,422	36,344	75%
TOTAL GENERAL FUND REVENUE	21,250	867,104	21,822	893,917	908,506	98%

EXPENSES

	PRIOR YEAR CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
ADMINISTRATIVE EXPENSES						
01-5-00-5-51100	22,718	143,105	24,303	149,842	204,869	73%
01-5-00-5-51200	3,965	23,245	4,585	24,784	35,745	69%
01-5-00-5-53001	9,758	81,508	9,486	85,278	123,413	69%
01-5-00-5-54010	1,397	7,793	2,165	7,960	14,973	53%
01-5-00-6-61000	3,537	14,029	987	16,236	24,300	67%
01-5-00-6-65001	1,017	7,442	1,353	8,395	12,899	65%
01-5-00-6-66010	-	5,430	(110)	4,607	6,670	69%
01-5-00-6-67010	701	11,978	791	10,829	14,412	75%
01-5-00-6-68010	-	7,257	709	10,734	9,175	117%
01-5-00-6-69010	168	1,617		1,208	2,863	42%
01-5-00-6-69110	(733)	7,005	41	6,942	11,438	61%
01-5-00-7-73010	469	3,845	1,087	4,919	7,075	70%
01-5-00-7-74010	271	862	84	619	1,225	51%

EXPENSES

	PRIOR YEAR CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
ADMINISTRATIVE EXPENSES (Continued)						
01-5-00-7-75010	736	3,624		822	4,350	19%
01-5-00-7-76010	-	3,946		4,459	8,510	52%
01-5-00-7-76400	62	517	57	715	700	102%
01-5-00-7-76500	-	1,200		2,866	5,000	57%
	44,066	324,403	45,538	341,215	487,617	70%
	TOTAL ADMIN EXP					

REPAIRS AND MAINTENANCE

01-6-00-5-51300	13,642	87,488	13,759	87,356	129,405	68%
01-6-00-5-51400	792	12,620		15,352	17,000	90%
01-6-00-6-80010	-	524		85	550	15%
01-6-00-6-81010	1,821	49,905	4,359	62,090	62,978	99%
01-6-00-6-82010	463	6,344	460	5,255	8,500	62%
01-6-00-6-89200	-			74	850	9%
01-6-00-7-83010	620	8,075	581	8,529	12,754	67%
01-6-00-7-84010	45	10,187	41	7,410	17,449	42%
01-6-00-7-85010	190	8,457	57	6,143	9,750	63%
01-6-00-7-86010	43	465	42	1,505	1,525	99%
01-6-00-7-87010	-	3,149		2,518	4,750	53%
01-6-xx-6-88000	2,322	33,933	3,872	38,661	45,000	86%
01-6-xx-6-88100	4,232	12,550	4,548	17,038	21,150	81%
01-6-xx-6-88200	153	4,724	164	3,814	5,800	66%
01-6-xx-6-89000	219	847		1,975	2,750	72%
	24,542	239,268	27,883	257,805	340,211	76%
	TOTAL MAINTENANCE EXP					

TOTAL GENERAL FUND EXPENDITURES	68,608	563,671	73,421	599,020	827,828	72%
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PARK DISTRICT OF LA GRANGE

RECREATION FUNDSTATEMENT OF REVENUES AND EXPENDITURES
FOR THE NINE MONTHS ENDED JANUARY 31, 2015

REVENUES		PRIOR YEAR CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
13-5-00-2-40000	Property Taxes	2,930	599,311	1,022	559,045	570,375	98%
13-5-00-3-43100	Vending Soda/Water		3,956	194	3,387	3,500	97%
13-7-xx-3-48000	Facility Usage Fees (not Rec Ctr)	1,140	14,439	830	18,742	21,900	86%
13-7-00-3-42000	Donations/Sponsorships	300	1,950	4	11,272	59,900	19%
13-7-00-3-43000	Misc./ Concession Income	459	539		1,274	2,000	64%
13-7-00-3-45000	Registration Assessment	1,214	9,110	1,279	9,405	12,000	78%
13-7-xx-3-49000	Activity Fees	61,333	685,276	60,102	669,104	955,912	70%
13-7-09-3-49xxx	Recreation Center	21,705	162,278	24,603	169,900	210,030	81%
	TOTAL RECREATION REVENUE	89,081	1,476,859	88,034	1,442,129	1,835,617	79%

EXPENSES

ADMINISTRATIVE EXPENSES		PRIOR YEAR CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
13-5-00-5-51100	Administrative Salaries	42,342	275,716	46,970	299,294	402,027	74%
13-5-00-5-51200	Clerical Wages	3,965	23,244	4,585	24,744	35,745	69%
13-5-00-5-53001	Health & Life Insurance	9,758	81,508	9,486	85,277	123,413	69%
13-5-00-5-54010	Education & Training	1,397	7,793	2,165	7,960	14,973	53%
13-5-00-5-55010	Automobile Travel Reimbursement	40	1,710	40	2,751	3,420	80%
13-5-00-6-60010	Promotion & Publicity	965	6,527	229	9,820	21,768	45%
13-5-00-6-61000	Legal Fees	3,537	14,029	987	16,236	24,300	67%
13-5-00-6-61020	Background Checks	-	935		1,000	950	105%
13-5-00-6-65001	Bank Service Fees	1,017	7,442	1,353	8,395	12,899	65%
13-5-00-6-66010	Dues & Subscriptions	-	5,430	(110)	4,607	6,670	69%
13-5-00-6-67010	Communications Services	701	11,872	791	10,933	14,412	76%
13-5-00-6-68010	Computer Software Contracts	-	7,257	709	10,734	9,175	117%
13-5-00-6-69010	Legal Notices & Publications	168	1,617		1,208	2,863	42%
13-5-00-6-69110	Printing/Design Service	(2,198)	20,905	123	20,628	34,313	60%
13-5-00-7-71010	Administrative Expense Account	156	1,524	71	1,110	2,400	46%
13-5-00-7-72010	Employee / Public Relations	523	6,474	252	2,540	10,700	24%
13-5-00-7-73010	Office/Administrative Supplies	469	3,845	1,087	4,918	7,075	70%
13-5-00-7-74010	Computer Supplies & Equipment	271	862	84	619	1,225	51%

EXPENSES

	PRIOR YEAR CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
ADMINISTRATIVE EXPENSES (Continued)						
13-5-00-7-75010 Office Equipment	736	3,624		822	4,350	19%
13-5-00-7-76010 Postage & Delivery	-	3,946		4,459	8,510	52%
13-5-00-7-76400 Banquet Beverage Service	62	517	57	715	700	102%
13-5-00-7-76500 Unforseen Expense	-	1,201	-	1,266	5,000	25%
TOTAL ADMIN EXP	63,909	487,978	68,879	520,036	746,888	70%

REPAIRS AND MAINTENANCE

13-6-00-5-51300 Maintenance Wages	13,642	87,487	13,759	87,355	129,405	68%
13-6-00-5-51400 Part-time Maintenance Wages	792	12,620		15,352	17,000	90%
13-6-00-6-80010 Equipment Rentals	-	524		85	550	15%
13-6-00-6-81010 Maintenance Services	1,821	49,906	4,359	62,090	62,978	99%
13-6-00-6-82010 Vehicle Parts and Repairs	463	6,344	460	5,255	8,500	62%
13-6-00-7-83010 Maintenance Supplies	620	8,075	581	8,532	12,753	67%
13-6-00-7-84010 Maintenance Materials	45	10,187	41	7,377	17,449	42%
13-6-00-7-85010 Petroleum Products	190	8,457	57	6,143	9,750	63%
13-6-00-7-86010 Maintenance Tools/Equipment	43	465	42	1,505	1,525	99%
13-6-00-7-87010 Park Landscaping	-	3,149		2,518	4,750	53%
13-6-xx-6-88000 Utilities - Electric	2,322	33,933	3,872	38,764	45,000	86%
13-6-xx-6-88100 Utilities - Natural Gas	4,232	12,550	4,548	16,934	21,150	80%
13-6-xx-6-88200 Utilities - Water	153	4,724	164	3,814	5,800	66%
13-6-xx-6-89000 Park & Facility Improvements/Repairs	219	847		1,975	2,750	72%
TOTAL MAINTENANCE EXP	24,542	239,268	27,883	257,699	339,360	76%

RECREATION EXPENSES

13-7-00-5-51500 Facility Rental Supervisors/ Custodians	8,419	44,353	7,430	41,808	73,244	57%
13-7-00-7-77100 Community Support	117	838		1,039	2,500	42%
13-7-00-7-77402 Special Events	1,368	12,383		14,840	50,925	29%
13-7-00-7-78000 Program & Facility Equipment	2,315	3,393	184	4,854	13,268	37%
13-7-01-6-63000 Athletic Officials	3,876	13,762	3,098	10,025	36,612	27%
13-7-10-4-49050 Concession COGS	251	251			500	0%
13-7-xx-5-52000 Program Supervisors/Leaders	8,548	91,999	8,130	102,910	199,875	51%
13-7-xx-6-62000 Contracted Instruction & Services	17,967	187,376	24,685	173,894	306,190	57%
13-7-xx-6-63000 Transportation	-	2,019		2,017	7,425	27%
13-7-xx-7-79000 Program Supplies	1,921	24,268	1,073	31,214	73,053	43%
TOTAL RECREATION EXPENSES	44,782	380,642	44,600	382,601	763,592	50%
TOTAL RECREATION EXPENDITURES	133,233	1,107,888	141,362	1,160,336	1,849,840	63%

PARK DISTRICT OF LA GRANGE
BEFORE & AFTER SCHOOL PROGRAM
 STATEMENT OF REVENUES AND EXPENDITURES
 FOR THE NINE MONTHS ENDED JANUARY 31, 2015

REVENUES		PRIOR YEAR CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
12-7-xx-3-49000	Tuition	45,385	319,955	63,504	394,680	436,625	90%
	Summer Camp/ School Break Camps	304	18,175	40	28,198	39,600	71%
	St Frances Tuition			6,639	36,929	140,250	26%
	TOTAL BASE REVENUE	45,689	338,130	70,183	459,807	616,475	75%

EXPENSES		PRIOR YEAR CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
12-7-XX-5-52000	Wages	30,092	196,414	40,478	262,227	427,855	61%
12-7-XX-5-52010	Social Security/ Medicare	2,302	15,611	3,097	20,060	32,731	61%
12-7-XX-5-52015	Pension	2,054	16,306	1,650	13,699	21,100	65%
12-7-XX-5-52020	Health Insurance	571	4,798	571	5,135	6,846	75%
12-7-00-5-54040	Seminars/ Training					4,245	0%
12-7-00-5-55012	Mileage Reimbursement		1,500		1,500	1,500	100%
12-7-00-6-60010	Apparel	74	1,878		2,300	2,850	81%
12-7-00-6-67033	Cell Phone Reimbursement	210	630		1,000	1,000	100%
12-7-00-6-68012	Computer Software/ Upgrades/ equip		2,594	115	1,441	3,000	48%
12-7-00-6-69021	Classified Ads for Staffing		644		1,214	2,800	43%
12-7-00-6-82011	Equipment R&M				869	1,000	87%
12-7-00-7-71015	Exp Acct - Supt of BASE		76		95	200	48%
12-7-00-7-72041	Part Time Employee Recognition	163	346	221	428	1,340	32%
12-7-XX-6-63020	Field Trips		550	198	1,530	5,000	31%
12-7-00-7-75010	Office Furniture	2,998	2,998				
12-7-00-7-75026	Computer Equipment		6,194				
12-7-XX-6-64000	Facility Rental			109	5,157	15,425	33%
12-7-XX-7-78000	Program Equip	2,379	7,810	44	17,242	19,915	87%
12-7-XX-7-79000	Supplies	2,281	18,444	3,876	25,068	39,145	64%
12-7-XX-7-79110	Food						
	TOTAL BASE EXPENDITURES	43,124	276,793	50,359	358,965	585,964	61%

REVENUE OVER EXPENDITURES	2,565	61,337	19,824	100,842	30,511
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SPECIAL REVENUE FUNDS

STATEMENT OF REVENUES AND EXPENDITURES
FOR THE NINE MONTHS ENDED JANUARY 31, 2015

REVENUES		PRIOR YEAR CURRENT MONTH	PRIOR YEAR TO DATE	CURRENT MONTH	YEAR TO DATE	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
14-5-00-2-40000	IMRF FUND	330	85,690	266	121,565	120,510	101%
15-5-00-2-40000	PAVING & LIGHTING FUND	97	25,219	48	25,285	25,106	101%
16-5-00-2-40000	LIABILITY INSURANCE FUND	1,787	77,054	2,092	77,659	76,819	101%
17-5-00-2-40000	AUDIT FUND	31	8,054	20	10,108	10,043	101%
18-5-00-2-40000	SPECIAL RECREATION FUND	905	238,513	398	226,198	238,875	95%
19-5-00-2-40000	FICA/MEDICARE FUND	248	65,451	156	80,870	80,340	101%
04-5-00-2-40000	DEBT SERVICE	3,268	1,091,759	1,626	993,050	1,139,495	87%
TOTAL SPECIAL FUNDS REVENUE		6,666	1,591,740	4,606	1,534,735	1,691,188	91%

EXPENSES

14-5-00-5-53100	IMRF Contribution	11,249	82,576	11,952	80,246	102,895	78%
15-6-00-9-90xxx	Paving & Lighting	12,096	22,422		2,248	23,000	10%
15-6-00-9-90155	P&L Capital Projects					50,000	0%
16-6-00-x-xxxxx	Risk Management Costs	410	5,663	1,649	7,720	11,705	66%
16-5-00-6-61200	Liability Insurance		47,939		52,038	52,038	100%
16-5-00-6-61210	Unemployment Comp.			60	1,674	14,274	12%
16-5-00-6-61220	South Suburban Risk Management	2,257	16,058	1,333	13,618	20,955	65%
17-5-00-6-61100	Audit		11,770		11,770	11,800	100%
18-5-00-6-61300	SEASPAR		111,020		110,475	110,475	100%
18-5-00-6-61310	SEASPAR Inclusion	389	13,259		9,285	14,900	62%
18-5-00-5-51100	Allocated Wages	3,077	18,062	3,386	18,959	23,000	82%
18-5-00-6-xxxxx	Special Recreation		11,669		14,932	25,192	59%
18-5-00-9-93040	ADA Transition Plan - Phase I					120,000	0%
19-5-00-5-53200	FICA Contribution	9,260	63,546	9,650	69,462	96,950	72%
04-5-00-8-91100	Debt Service Principal		760,000		790,000	790,000	100%
04-5-00-8-91150	Debt Service Interest		348,997		332,921	332,977	100%
04-5-00-8-91200	Debt Service Fees		3,870	400	3,910	4,100	95%
TOTAL SPECIAL FUNDS EXPENDITURES		38,738	1,516,851	28,430	1,519,258	1,804,261	84%

PARK DISTRICT OF LA GRANGE
CAPITAL PROJECTS FUND
 STATEMENT OF REVENUES AND EXPENDITURES
 FOR THE NINE MONTHS ENDED JANUARY 31, 2015

REVENUES		Bond Issue 2012C	Bond Issue 2014	Other Sources	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
	Beginning Fund Balance	730,304		6,049	736,353	
36-5-00-3-40200	Bond Proceeds		186,000		65,000	
36-5-00-3-42000	Donations			1,060	-	
36-5-00-3-42200	Grant Proceeds				-	
36-5-00-4-50200	Transfer from General & Recreation Funds			90,000	90,000	
36-5-00-4-50200	Transfer from Special Recreation Fund for Handicapped				28,000	
	TOTAL CAPITAL PROJECT REVENUE	730,304	186,000	97,109	919,353	

EXPENSES						
36-5-00-9-91030	Tree Replacement Plan - Emerald Ash Bore				10,000	0%
36-5-00-9-91106	Picnic Tables/ benches/ garbage cans/ bleachers			9,501	15,000	63%
36-5-00-9-91107	Basketball & Volleyball standards/ backboards				2,000	0%
36-5-00-9-91108	Park regulation/ Information/ ID signs				3,000	0%
36-5-00-9-91109	Recreation & special event equip				3,000	0%
36-5-00-9-91110	Age appropriate Signs				2,000	0%
36-5-00-9-91500	Recycling Program equip/ signs/ containers				3,000	0%
36-5-00-9-91900	Software Upgrades (MSI & Rectrac)			2,000	3,000	67%
36-5-00-9-91901	Misc Programs/ Licenses/ Peripherals				2,500	0%
36-5-00-9-91902	Computers Unforeseen				5,000	0%
36-5-00-9-91903	Time management & HR tracking software			5,348	10,500	51%
36-5-00-9-91908	Replace 4 computers				4,000	0%
36-5-00- 9-93010	Used Recreation Bus				6,000	0%
36-5-00-9-96100	Appraisals/ Site Documents			5,300	5,300	100%
36-5-00-9-99000	Reserved For Unforeseen Expense			2,757	10,000	28%
36-5-12-9-96110	Sedgewick - East soccer field restoration				8,000	0%
36-5-12-9-96115	Sedgewick - playground	30,590			30,590	100%
36-5-14-9-96110	Gordon Park Sale/ Legal			16,582	16,582	100%
36-5-14-9-96120	Gordon Park - Phase I	158,129			158,129	100%
36-5-14-9-96130	Gordon Park - Demolition of Buildings				30,000	0%

		Bond Issue 2012C	Bond Issue 2013	Other Sources	FISCAL YEAR BUDGET	% TO CURRENT FY BUDGET
36-5-14-9-96135	Gordon Park - fence around tennis court				15,000	0%
36-5-14-9-96137	Gordon Park - resurface tennis courts				15,600	0%
36-5-20-9-92810	RC - replace hanging heater in garage			9,780	6,500	150%
36-5-20-9-92814	RC - golf simulator			1,381	45,625	3%
36-5-20-9-92817	RC - Install new security cameras				25,000	0%
36-5-20-9-92900	RC - emergency roof repairs				30,000	0%
36-5-20-9-93015	RC - new vending machine			3,188	4,000	80%
36-5-20-9-94516	RC - paint gymnasium walls				10,000	0%
36-5-20-9-94600	RC - Parking lot repair (split 50/50 with P&L fund)				50,000	0%
36-5-20-9-94800	RC - Fitness Center	55,826			105,000	53%
	TOTAL CAPITAL PROJECT EXPENSES	244,545	-	55,837	634,326	47%
	FUND BALANCE REMAINING	485,759	186,000	41,272		

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

MEMORANDUM

TO: Finance Chair
FROM: Superintendent of Finance
RE: Consolidated Vouchers dated 2/9/15

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 9, 2015 in the amount c \$ 324,310.38
A roll call vote is required.

CONSOLIDATED VOUCHERS

Accounts Payable vouchers

General Fund	\$	26,912.17
Debt Service		400.00
BASE Program		794.55
Recreation Fund		54,988.09
Liability Insurance Fund		2,805.92
Capital Projects		32,090.25
		<hr/>
		117,990.98
Recreation Refunds		3,760.42
Imprest & Credit Card Expenses - per attached		2,975.77
P Card Purchases - per attached		14,250.74
Payroll for the month of January - 3 pay periods Includes monthly Social Security, Medicare & IMRF contributions.		185,332.47
	\$	<hr/> <hr/>
		324,310.38

PARK DISTRICT OF LA GRANGE
 IMPREST CHECKS & CHARGES
 January 31, 2015

<u>Check #</u>	<u>Paid To</u>	<u>Description</u>	<u>Amount</u>
4712	Kelly Anderson	replace rec refund check 8821	68.00
4713	Dean Bissias	per diem IPRA conf	550.00
4714	Chris Finn	per diem IPRA conf	200.00
4715	Kevin Miller	per diem IPRA conf	200.00
4716	Laura Gallagher	per diem IPRA conf	200.00
4717	Diana Faught	per diem IPRA conf	200.00
4718	Teresa Skrzynski	per diem IPRA conf	200.00
4719	Hoop Mountain Midwest Basketball	8th Grade Boys tourn	275.00
4720	Emily Scanlon	replace old payroll checks	759.24
4721	AT&T	long distance	1.28
4722	Cathy Bresley	Wee Chefs program expense	4.96
4723	Cook County Treasurer	27 Elder Lane property taxes	18.01
			<hr/> 2,676.49
	<u>Chase Credit Card</u>	Board expense	18.82
		Director's expense	47.39
		Staff functions	233.07
			<hr/> 299.28
			<hr/> <u>2,975.7</u>

PCARD

JOURNAL DATE: 02/03/15
 ACCOUNTING PERIOD: 09

ITEM ACCOUNT #	ACCOUNT DESCRIPTION	VENDOR	INVOICE	ITEM DESCRIPTION	DEBIT AMT	CREDIT AMT
1	01-5-00-3-43115	SNACK MACHINE - NET	SA7597	Vending	157.60	
2	01-5-00-5-54031	CONF- PROF - IAPD/IP	SA7597	Vending Machine Supplies	130.32	
4			BE4415	IPRA CONFERENCE	255.39	
5			HY1010	IPRA LODGING - BISSIAS	199.03	
6			HY1010	Conference Lodging Faught	140.83	
7			HY1010	IPRA Hotel Miller	140.83	
8			HY1010	IPRA Lodging Gallagher	219.98	
9			HY1010	IPRA Lodging Finn	140.83	
10	01-5-00-5-54032	CONF - PROF - NATL D	GO1000	IPRA Lodging Skrzynski	140.83	
11	01-5-00-6-66020	DUES - PROF - IPRA	IL7110	REGISTER GFOA CONF	190.00	
12	01-5-00-6-67043	EMAIL HOST/ BACKUP A	AT5003	REFUND - FINN		
13	01-5-00-6-67045	EMAIL BLAST	MA1680	CHARGER		
14	01-5-00-7-73024	CARD PRINTER SUPPLIE	AM3560	EMAIL BLAST	13.53	
15	01-5-00-7-73040	OFFICE SUPPLIES - MI	OF5007	Printer Ribbons	21.25	
16	01-5-00-7-74011	COMPUTER- HARDWARE S	AM3560	Label maker tape	223.96	
17	01-5-00-7-74013	COMPUTER SERVICE/ RE	LO5675	VGA-HDMI Scaler	19.99	
18			LO5675	LogMeIn	19.48	
19	01-6-00-6-81011	PEST CONTROL	ME6840	LogMeIn	76.83	
20	01-6-00-6-81020	DUMPSTER SERVICE	AD2100	pest control	9.50	
21	01-6-00-6-81036	VEHICLE WASHES	BR3452	dumpster service	376.76	
22	01-6-00-7-83010	CLEANING SUPPLIES	AM3560	VEHICLE WASH	14.97	
23			FR6075	Vacuum Cleaner	97.50	
24			ME6840	Water Filters	173.00	
25	01-6-00-7-83011	BATHROOM SUPPLIES	ME6840	Cleaning Supplies	21.26	
26	01-6-00-7-83012	BUILDING SUPPLIES	AM3560	The Works	20.45	
27			ME6840	Blower for Inflatable	48.03	
28			ME6840	Light Bulbs	53.46	
29			WA1892	Broom, Bulbs, Screwdriver	62.45	
30	01-6-00-7-83028	ELECTRICAL SUPPLIES	HO4142	Building Supplies	5.11	
31			ME6840	sox's area - electrical suppl	23.82	
32			ME6840	sox's area - electrical suppl	4.30	
33			ME6840	sox's area - electrical suppl	5.55	
34	01-6-00-7-83034	WELDING SUPPLIES	AI6068	sox's area - electrical suppl	6.69	
35	01-6-00-7-84041	MISC HARDWARE	ME6840	welding cylinders	59.50	
36			ME6840	hardware	8.95	
37			ME6840	hardware	8.73	
38	01-6-00-7-85011	PETRO PROD - GASOLIN	SE011	hardware	23.00	
39			SE011	FUEL	16.50	
40			SE011	FUEL	14.03	
41			SE011	FUEL	12.95	
42	01-6-00-7-86014	TOOLS - JANITORIAL	HO4142	shop vac & filters	13.77	
43	01-0-95-1-21000	ACCOUNTS PAYABLE		ACCRUAL OFFSET	42.47	
ASE PROGRAM						
44	12-7-00-7-72041	PART TIME EE RECOGNI	MA6815	Holiday Party	221.05	
45	12-7-21-7-79000	SUPPLIES - BARNSDALE	DO1220	Supplies	16.00	
46			WA1892	Supplies	3.88	
					3,078.67	

JOURNAL DATE: 02/03/15 ACCOUNTING PERIOD: 09

ITEM	ACCOUNT #	ACCOUNT DESCRIPTION	VENDOR	INVOICE	ITEM DESCRIPTION	DEBIT AMT	CREDIT AMT
BASE PROGRAM							
47	12-7-21-7-79110	FOOD - BARNSDALE	SA7597	375953958	Food	126.15	
48			SA7597	376635164	Food	106.09	
49			SA7597	377540564	Food	111.91	
50			SA7597	377540565	CREDIT REFUND		2.46
51			SA7597	378185141	Food	97.05	
52			WA1892	375953957	Food	42.39	
53			WA1892	376635163	Food	34.74	
54			WA1892	377540562	Food	15.00	
55			WA1892	378185139	Food	41.36	
56	12-7-22-7-79110	FOOD - CONGRESS PARK	SA7597	375953968	FOOD - CP	97.50	
57			SA7597	376512646	FOOD - CP	80.40	
58			SA7597	376767621	FOOD - CP	28.74	
59			SA7597	377540568	FOOD - CP	94.95	
60			SA7597	377867192	FOOD - CP	29.90	
61			SA7597	378185147	FOOD - CP	26.48	
62			WA1892	375953967	FOOD - CP	28.68	
63			WA1892	376512647	FOOD - CP	17.88	
64			WA1892	378185146	FOOD - CP	14.29	
65	12-7-23-7-79110	FOOD - COSSIIT	SA7597	375953956	Cossitt Food	163.14	
66			SA7597	376635162	Cossitt Food	101.28	
67			SA7597	377540563	Food	128.99	
68			SA7597	378185142	Food	154.53	
69			WA1892	375953954	Cossitt Food	38.00	
70			WA1892	375953955	Cossitt Food	31.26	
71			WA1892	376635161	Cossitt Food	57.91	
72			WA1892	377540566	Food	17.50	
73			WA1892	378185140	Food	57.96	
74	12-7-24-7-79110	FOOD - FOREST RD	JE7736	375953961	Food	2.50	
75			JE7736	375953962	food	63.01	
76			SA7597	375953964	food	178.07	
77			SA7597	376635168	food	147.74	
78			SA7597	377540571	food	142.99	
79			SA7597	378185150	food	162.32	
80			WA1892	375953963	food	38.50	
81			WA1892	376635167	food	62.79	
82			WA1892	377540570	food	15.00	
83			WA1892	378185151	food	93.49	
84	12-7-25-7-79110	FOOD - OGDEN	JE7736	376048467	food for ogden program	7.98	
85			SA7597	375837691	Food for Ogdan program	120.05	
86			SA7597	375953960	food and supplies for ogden p	54.74	
87			SA7597	376320334	food for Ogdan program	37.99	
88			SA7597	376635165	food for Ogdan program	137.85	
89			SA7597	377540569	Food for ogden	145.61	
90			SA7597	378185148	food for ogden program	134.34	
91			WA1892	375953959	food for ogden program	7.24	
92			WA1892	376635166	food for Ogdan program	29.62	
93			WA1892	378185149	food for Ogdan program	69.88	
94	12-7-26-6-63020	FIELD TRIP FEES & TR	LA7832	375382178	Winter Camp Movie Outing	108.00	
95			LA7832	375382179	Winter Camp Outing - Movie Fo	99.00	

JOURNAL DATE: 02/03/15 ACCOUNTING PERIOD: 09

ITEM ACCOUNT #	ACCOUNT DESCRIPTION	VENDOR	INVOICE	ITEM DESCRIPTION	DEBIT AMT	CREDIT AMT
96	12-7-26-7-79000	MA3229	375571238	Winter Camp Supplies	24.10	
97	12-7-27-7-79110	DE6110	377540573	SFX FOOD	7.77	
98		JE7736	376048468	SFX FOOD	7.98	
99		SA7597	375953966	SFX FOOD	98.47	
100		SA7597	376635169	SFX FOOD	100.77	
101		SA7597	377540572	SFX FOOD	57.31	
102		SA7597	378185153	SFX FOOD	97.25	
103		WA1892	375837694	SFX FOOD	10.00	
104		WA1892	375953965	SFX FOOD	31.70	
105		WA1892	376635170	SFX FOOD	24.92	
106		WA1892	377540574	SFX FOOD	9.70	
107		WA1892	378185152	SFX FOOD	36.38	
108	12-0-95-1-21000	ACCOUNTS PAYABLE - B		ACCRUAL OFFSET		4,347.61
CREATION						
109	13-5-00-5-54031	CONF- PROF - IPRA/IA	BE4415	IPRA CONFERENCE	255.39	
110		HY1010	378185135	IPRA LODGING - BISSIAS	199.03	
111		HY1010	378185136	Conference Lodging Faught	140.83	
112		HY1010	378185137	IPRA Hotel Miller	140.83	
113		HY1010	378185138	IPRA Lodging Gallagher	219.98	
114		HY1010	378185143	IPRA Lodging Finn	140.83	
115		HY1010	378185154	IPRA Lodging Skrzynski	140.83	
116	13-5-00-5-54032	CONF - PROF - NATL D	GO1000	REGISTER GFOA CONF	190.00	
117	13-5-00-5-55022	TOLLS	377867190	TOLLS	40.00	
118	13-5-00-6-60030	MARKETING	IL7250	IPRA Basket	141.24	
119		CO6040	375571240	IPRA Basket	6.00	
120		DO1220	376320336	IPRA Basket	24.46	
121		JO4200	376320337	IPRA Basket	56.81	
122	13-5-00-6-66020	DUES - PROF - IPRA	MA3229	REFUND - FINN		122.00
123	13-5-00-6-67043	EMAIL HOST/ BACKUP A	IL7110	CHARGER		
124	13-5-00-6-67045	EMAIL BLAST	375382172	EMAIL BLAST	13.53	
125	13-5-00-7-71014	EXP ACCT - SUPT OF F	Q-BBQ	Intern Lunch	21.25	
126	13-5-00-7-73024	CARD PRINTER SUPPLIE	AM3560	Printer Ribbons	23.45	
127	13-5-00-7-73040	OFFICE SUPPLIES MISC	OP5007	label maker tape	223.96	
128	13-5-00-7-74011	COMPUTER- HARDWARE S	AM3560	VGA-HDMI Scaler	20.00	
129	13-5-00-7-74013	COMPUTER - SERVICE/	LO5675	LogMeIn	19.47	
130		PEST CONTROL	LO5675	LogMeIn	76.83	
131	13-6-00-6-81011	DUMPSTER SERVICE	ME6840	pest control	9.49	
132	13-6-00-6-81020	VEHICLE WASHES	AD2100	dumpster service	376.76	
133	13-6-00-6-81036	CLEANING SUPPLIES	BR3452	VEHICLE WASH	14.98	
134	13-6-00-7-83010	BATHROOM SUPPLIES	AM3560	Vacuum Cleaner	97.50	
135		BUILDING SUPPLIES	FR6075	Water Filters	173.00	
136		BUILDING SUPPLIES	ME6840	Cleaning Supplies	21.26	
137	13-6-00-7-83011	BUILDING SUPPLIES	ME6840	The Works	20.45	
138	13-6-00-7-83012	BUILDING SUPPLIES	AM3560	Blower for Inflatable	48.02	
139		BUILDING SUPPLIES	ME6840	Light Bulbs	53.46	
140		BUILDING SUPPLIES	ME6840	Broom, Bulbs, Screwdriver	62.45	
141		BUILDING SUPPLIES	WA1892	Building Supplies	5.12	

JOURNAL DATE: 02/03/15 ACCOUNTING PERIOD: 09

ITEM	ACCOUNT #	ACCOUNT DESCRIPTION	VENDOR	INVOICE	ITEM DESCRIPTION	DEBIT AMT	CREDIT AMT
<u>RECREATION</u>							
142	13-6-00-7-83028	ELECTRICAL SUPPLIES	HO4142	375382177	sox's area - electrical suppl	23.83	
143			ME6840	375382174	sox's area - electrical suppl	4.31	
144			ME6840	375382175	sox's area - electrical suppl	5.55	
145			ME6840	375382176	sox's area - electrical suppl	6.69	
146	13-6-00-7-83034	WELDING SUPPLIES	AI6068	376048469	welding cylinders	59.50	
147	13-6-00-7-84041	MISC HARDWARE	ME6840	375571241	hardware	8.96	
148			ME6840	376155433	hardware	8.73	
149			ME6840	377667270	hardware	23.00	
150	13-6-00-7-85011	PETRO PROD - GASOLIN	SE011	375504535	FUEL	16.50	
151			SE011	375698772	FUEL	14.04	
152			SE011	376635158	FUEL	12.96	
153			SE011	377430975	FUEL	13.76	
154	13-6-00-7-86014	TOOLS - JANITORIAL	HO4142	377867193	shop vac & filters	42.47	
155	13-7-01-7-79000	SUPPLIES - ATHLETICS	SA7597	377108809	Boys Travel Tournament Conces	171.60	
156	13-7-03-7-79000	SUPPLIES - SPEC INT	MA3229	376635160	wee chefs supplies	11.37	
157			SA7597	375504536	early childhood supplies	18.32	
158	13-7-04-5-52000	WAGES - SPECIAL EVTS	WI6020	375571239	Santa Suit	29.95	
159	13-7-08-7-78000	EQUIP - PRESCHOOL	SS7075	377108808	Preschool Equipment	89.99	
160	13-7-08-7-79000	SUPPLIES - PRESCHOOL	SA7597	375504536	PRESCHOOL SUPPLIES	18.32	
161			SS7075	376903555	PRESCHOOL SUPPLIES	184.80	
162			WA1892	376320332	PRESCHOOL SUPPLIES	85.59	
163	13-0-95-1-21000	ACCOUNTS PAYABLE - R			ACCRUAL OFFSET		3,692.68
<u>LIABILITY INSURANCE</u>							
164	16-0-90-1-10300	ACCOUNTS RECEIVABLE	CI0600	376512645	FUEL	31.06	
165			CI0600	377430976	FUEL	28.89	
166			HY1010	378185145	IPRA LODGING - RAY	422.49	
167			ME7099	378185144	FIRST AID INSTRUCTION PKG	180.44	
168			PR0540	375504537	FUEL	25.00	
169	16-6-00-5-53300	FIRST AID SUPPLIES	ON1920	375698775	AED supplies	236.00	923.88
170	16-0-95-1-21000	ACCOUNTS PAYABLE - I			ACCRUAL OFFSET		
<u>CAPITAL PROJECTS</u>							
171	36-5-00-9-99000	RESERVED FOR UNFORSE	FA2032	375382171	RETURN EQUIP		433.87
172			FA2032	376635159	Conference Phone	913.80	
173			ME6840	376320333	Com. Center Stove	1,678.97	
174			ME6840	377540567	C. Center Stove Delivery	49.00	
175	36-0-95-1-21000	ACCOUNTS PAYABLE - C			ACCRUAL OFFSET		2,207.90
JOURNAL TOTALS:						14,956.60	14,956.60

INVOICES DUE ON/BEFORE 01/28/2015

CHECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31279	AM3289	010115	01/01/15	01	TRUST FEES 2005 GO BDS	04-5-00-8-91150		200.00
				02	TRUST FEES 2006 GO BDS	04-5-00-8-91150		200.00
								400.00 *
								INVOICE TOTAL:
								CHECK TOTAL: 400.00
31280	CA9440	011515	01/15/15	01	LOCAL PHONE SERVICE			137.35
				02	LOCAL PHONE SERVICE			137.35
				03	LONG DISTANCE			5.59
				04	LONG DISTANCE			5.59
				05	FIRE/ELEVATOR/SECURITY/FAX			104.42
				06	FIRE/ELEVATOR/SECURITY/FAX			104.41
				07	IPRA			58.25
								552.96 *
								INVOICE TOTAL:
								CHECK TOTAL: 552.96
31281	CO6347	0138197-1	01/12/15	01	INTERNET SERVICE	01-5-00-6-67040		126.18
				02	INTERNET SERVICE	13-5-00-6-67040		126.17
								252.35 *
								INVOICE TOTAL:
								CHECK TOTAL: 252.35
31282	HI5281	11815	01/18/15	01	WATER COOLER RENTAL	01-5-00-7-73030		31.00
				02	WATER COOLER RENTAL	13-5-00-7-73030		31.00
								62.00 *
								INVOICE TOTAL:
								CHECK TOTAL: 62.00

INVOICES DUE ON/BEFORE 01/28/2015

HECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31283	HU4215 100419729-12	01/22/15	01	536 EAST AVE.	01-6-20-6-88000		2,124.23
			02	536 EAST AVE.	13-6-20-6-88000		2,124.23
						INVOICE TOTAL:	4,248.46 *
					CHECK TOTAL:		4,248.46
31284	KO2997 46377	12/31/14	01	COPY MACHINE	01-6-00-6-81031		28.10
			02	COPY MACHINE	13-6-00-6-81031		28.10
			03	COLOR	01-5-00-6-69120		41.10
			04	COLOR	13-5-00-6-69120		123.30
						INVOICE TOTAL:	220.60 *
					CHECK TOTAL:		220.60
31285	NA4980 64550115	12/31/14	01	EQUIPMENT PARTS	01-6-00-6-82011		5.62
			02	EQUIPMENT PARTS	13-6-00-6-82011		5.62
			03	VEHICLE PARTS	01-6-00-6-82010		5.63
			04	VEHICLE PARTS	13-6-00-6-82010		5.62
						INVOICE TOTAL:	22.49 *
					CHECK TOTAL:		22.49
31286	NI6060 0000-0115	01/13/15	01	DENNING 4903 WILLOW SPRINGS	01-6-10-6-88100		138.57
			02	DENNING 4903 WILLOW SPRINGS	13-6-10-6-88100		138.57
						INVOICE TOTAL:	277.14 *
					CHECK TOTAL:		277.14
31287	NO1234			NOVENTECH, INC.			

INVOICES DUE ON/BEFORE 01/28/2015

CHECK #	VENDOR # INVOICE #	NOVENTECH, INC.	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31287	NO1234	NOVENTECH, INC.	01/12/15	01	COMPUTER SUPPORT	01-5-00-6-68020		158.13
	3094			02	COMPUTER SUPPORT	13-5-00-6-68020		158.12
				03	BASE SUPPORT	12-7-00-6-68012		115.00
				04	OFFSITE STORAGE	01-5-00-6-68021		104.03
				05	OFFSITE STORAGE	13-5-00-6-68021		104.02
					INVOICE TOTAL:			639.30 *
3112			01/27/15	01	COMPUTER SUPPORT	13-5-00-6-68020		-0.01
				02	RENEW AVG 3 YRS 20 COMPUTERS	01-5-00-6-68013		446.50
				03	RENEW AVG 3 YRS 20 COMPUTERS	13-5-00-6-68013		446.50
					INVOICE TOTAL:			892.99 *
31288	QU5069	QUILL CORPORATION	01/06/15	01	PAPER	01-5-00-7-73010		176.19
	9188552			02	PAPER	13-5-00-7-73010		176.19
				03	CUPS/PLATES	01-5-00-7-73021		34.37
				04	CUPS/PLATES	13-5-00-7-73031		34.36
				05	INK	01-5-00-7-73022		172.16
				06	INK	13-5-00-7-73022		172.15
				07	DESK SUPPLIES	01-5-00-7-73023		34.62
				08	DESK SUPPLIES	13-5-00-7-73023		34.61
				09	BINDER	01-5-00-7-73011		5.04
				10	BINDER	13-5-00-7-73011		5.04
				11	PRESCHOOL	13-7-08-7-78000		93.54
				12	FILE FOLDERS	01-5-00-7-73012		18.98
				13	FILE FOLDERS	13-5-00-7-73012		18.97
					INVOICE TOTAL:			976.22 *
31289	SP5010	SPRINT			CHECK TOTAL:			976.22

DATE: 01/28/15
 TIME: 12:27:32
 ID: AP211001.W0W

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

INVOICES DUE ON/BEFORE 01/28/2015

CHECK #	VENDOR # INVOICE #	SPRINT	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31289	SP5010	SPRINT						
	334991157-1		01/21/15	01	GORDON PARK WIFI	01-5-00-6-67013		44.43
				02	GORDON PARK WIFI	13-5-00-6-67013		44.43
					INVOICE TOTAL:			88.86 *
					CHECK TOTAL:			88.86
31290	WE7460	WESTERN SPRINGS REC. DEPT.						
	012015		01/20/15	01	SPECIAL INTERST/SOCIAL	13-7-03-6-62000		802.05
				02	PERFORMING ARTS	13-7-05-6-62000		186.44
					INVOICE TOTAL:			988.49 *
					CHECK TOTAL:			988.49
					TOTAL AMOUNT PAID:			9,621.86

DATE: 02/05/15
 TIME: 10:11:27
 ID: AP211001

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

INVOICES DUE ON/BEFORE 02/09/2015

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31292	AB6053			A. BARR SALES INC.			
	221084	01/14/15	01	FOUNTAIN SERVICE SET UP	01-5-00-7-76400		56.75
			02	FOUNTAIN SERVICE SET UP	13-5-00-7-76400		56.75
							113.50 *
							INVOICE TOTAL:
							CHECK TOTAL: 113.50
31293	AC6121			ACCURATE TANK TECHNOLOGIES			
	23455	01/20/15	01	FUEL TANK INSPECTION	16-6-00-7-73230		450.00
							450.00 *
							INVOICE TOTAL:
							CHECK TOTAL: 450.00
31294	AN7606			ANCEL, GLINK, DIAMOND, BUSH,			
	42637	01/09/15	01	LEGAL SERVICES	01-5-00-6-61000		986.88
			02	LEGAL SERVICES	13-5-00-6-61000		986.87
			03	LEGAL SERVICES LAND SALE	36-5-14-9-96110		2,688.75
							4,662.50 *
							INVOICE TOTAL:
							CHECK TOTAL: 4,662.50
31295	AT5005			AT&T			
	012215	01/22/15	01	SEDGWICK	01-5-00-6-67011		48.33
			02	SEDGWICK	13-5-00-6-67011		48.33
			03	GILBERT PARK	01-5-00-6-67011		49.87
			04	GILBERT PARK	13-5-00-6-67011		49.87
			05	COM. CTR.	01-5-00-6-67011		49.71
			06	COM. CTR.	13-5-00-6-67011		49.70
			07	E911 SERVICE	01-5-00-6-67011		17.68
			08	E911 SERVICE	13-5-00-6-67011		17.68
							331.17 *
							INVOICE TOTAL:
							CHECK TOTAL: 331.17

DATE: 02/05/15
TIME: 10:11:22
ID: AP211001.WOW

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

INVOICES DUE ON/BEFORE 02/09/2015

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31296	BA3020 2315	02/03/15	01	REF	13-7-01-6-63000		93.00 93.00 *
					CHECK TOTAL:		93.00
31297	BEL166 10012015	02/03/15	01	REAL ESTATE CONSULTING	36-5-14-9-96110		560.00 560.00 *
					CHECK TOTAL:		560.00
31298	BE6056 2315	02/03/15	01 02	B.BALL REF B.BALL REF	13-7-01-6-63000 13-7-01-6-63000		93.00 93.00 186.00 *
					CHECK TOTAL:		186.00
31299	BO8367 2015-1	02/03/15	01	FITNESS CLASSES JAN. 15	13-7-02-6-62000		2,666.00 2,666.00 *
					CHECK TOTAL:		2,666.00
31300	BU6013 2315	02/03/15	01	REF	13-7-01-6-63000		93.00 93.00 *
					CHECK TOTAL:		93.00
31301	BU8484			BURRIS EQUIPMENT			

INVOICES DUE ON/BEFORE 02/09/2015

HECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31301	BU8484			BURRIS EQUIPMENT			
	90169	01/13/15	01	TRACTOR MOWER GLASS DOOR	01-6-00-6-82011		382.97
			02	TRACTOR MOWER GLASS DOOR	13-6-00-6-82011		382.97
					INVOICE TOTAL:		765.94 *
					CHECK TOTAL:		765.94
31302	CA3885			BRAD CAREY			
	2315	02/03/15	01	TRAVEL	13-7-01-6-63000		35.00
					INVOICE TOTAL:		35.00 *
					CHECK TOTAL:		35.00
31303	CH3414			CHRIS CHIPAIN			
	2315	02/03/15	01	REF	13-7-01-6-63000		93.00
					INVOICE TOTAL:		93.00 *
					CHECK TOTAL:		93.00
31304	CI0222			CIRCLE W TRACTOR & EQUIPMENT			
	168003	01/26/15	01	JOHN DEERE SNOW BLOWER PARTS	01-6-00-6-82011		65.92
			02	JOHN DEERE SNOW BLOWER PARTS	13-6-00-6-82011		65.92
					INVOICE TOTAL:		131.84 *
					CHECK TOTAL:		131.84
31305	CI0599			CIT TECHNOLOGY FIN SERV INC			
	012615	01/26/15	01	COPIER LEASE	01-6-00-6-81031		173.50
			02	COPIER LEASE	13-6-00-6-81031		173.50
					INVOICE TOTAL:		347.00 *
					CHECK TOTAL:		347.00

INVOICES DUE ON/BEFORE 02/09/2015

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31306	CI1551			AT& T MOBILITY			
	012315	01/23/15	01	PARK FOREMAN	01-5-00-6-67031		33.24
			02	PARK FOREMAN	13-5-00-6-67031		33.24
			03	BASE	12-7-26-7-78000		109.01
			04	SUPT. OF FINANCE	01-5-00-6-67035		33.24
			05	SUPT. OF FINANCE	13-5-00-6-67035		33.25
			06	AIR CARD	01-5-00-6-67043		25.55
			07	AIR CARD	13-5-00-6-67043		25.55
				INVOICE TOTAL:			293.08 *
				CHECK TOTAL:			293.08

31307	CI6015			CINTAS CORPORATION #769			
	2315	02/03/15	01	CARPET CLEANING	01-6-00-6-81012		197.74
			02	CARPET CLEANING	13-6-00-6-81012		197.74
			03	BATHROOM CLEANING	01-6-00-6-81013		107.70
			04	BATHROOM CLEANING	13-6-00-6-81013		107.70
				INVOICE TOTAL:			610.88 *
				CHECK TOTAL:			610.88

31308	CIUNIF			CINTAS CORPORATION LOC 344			
	64560115	01/31/15	01	UNIFORM SERVICE	01-6-00-6-81030		113.02
			02	UNIFORM SERVICE	13-6-00-6-81030		113.02
				INVOICE TOTAL:			226.04 *
				CHECK TOTAL:			226.04

31309	CO1333			CODY/BRAUN & ASSOCIATES INC.			
	5315	02/01/15	01	FITNESS CENTER PLANS	36-5-20-9-94800 FC		27,841.50
				INVOICE TOTAL:			27,841.50 *
				CHECK TOTAL:			27,841.50

INVOICES DUE ON/BEFORE 02/09/2015

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31313	DA2022 2315	02/03/15	01	REGIS DANSDIL BBALL OFFICIAL	13-7-01-6-63000		93.00 93.00 *
				CHECK TOTAL:			93.00
31314	DA2510 1272015	01/27/15	01	DANZAN RYU CHICAGO CORP JUJITSUE CLASSES	13-7-01-6-62000		8,870.00 8,870.00 *
				CHECK TOTAL:			8,870.00
31315	DE0288 2042015	02/04/15	01 02	CONSTANTINE BISSIAS MOBILE PHONE REIMBURSMENT MOBILE PHONE REIMBURSMENT	01-5-00-6-67030 13-5-00-6-67030		80.00 80.00 160.00 *
				CHECK TOTAL:			160.00
31316	HA4935 2315	02/03/15	01	AL HAMPTON BASKETBALL REF	13-7-01-6-63000		93.00 93.00 *
				CHECK TOTAL:			93.00
31317	IL6042 195033 195129	01/26/15 01/30/15	01 01	ILLINOIS FIRE EXTINGUISHER CO ANNUAL INSPECTION FIRE EXTING ANNUAL INSPECTION	16-6-00-7-73230 16-6-00-7-73230		699.30 699.30 * 263.29 263.29 *
				CHECK TOTAL:			962.59

INVOICES DUE ON/BEFORE 02/09/2015

CHECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31318	IL7924				ILLINOIS SHOTOKAN KARATE			
	5034		01/02/15	01	FALL 14 KARATE CLASSES	13-7-01-6-62000		4,347.36
								4,347.36 *
								INVOICE TOTAL:
								CHECK TOTAL: 4,347.36
31319	KA5163				ED KASPRZYCKI			
	2315		02/03/15	01	BASKETBALL REFEREE	13-7-01-6-63000		93.00
				02	BASKETBALL REFEREE	13-7-01-6-63000		155.00
								248.00 *
								INVOICE TOTAL:
								CHECK TOTAL: 248.00
31320	KA6049				GEORGE KASPER			
	2315		02/03/15	01	BASKETBALL REFEREE	13-7-01-6-63000		62.00
								62.00 *
								INVOICE TOTAL:
								CHECK TOTAL: 62.00
31321	KO8391				KONE INC			
	221650723		01/01/15	01	ELEVATOR REPAIR JAN. 15	01-6-00-6-81017		85.26
				02	ELEVATOR REPAIR JAN. 15	13-6-00-6-81017		85.27
								170.53 *
								INVOICE TOTAL:
								CHECK TOTAL: 170.53
31322	LA1425				STEVE LARSON			
	2315		02/03/15	01	CO REC VOLLEYBALL REF	13-7-01-6-62000		264.00
								264.00 *
								INVOICE TOTAL:
								CHECK TOTAL: 264.00

DATE: 02/05/15
 TIME: 10:11:22
 ID: AP211001.W0W

-- Park District of La Grange --
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INVOICES DUE ON/BEFORE 02/09/2015

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31323	LE6015			ROBERT LEE			
	2315	02/03/15	01 REF		13-7-01-6-63000		217.00
			02 REF		13-7-01-6-63000		186.00
					INVOICE TOTAL:		403.00 *
					CHECK TOTAL:		403.00
31324	LO6120			BRIAN LOWRY			
	2315	02/03/15	01	TRAVEL BBALL REF	13-7-01-6-63000		93.00
					INVOICE TOTAL:		93.00 *
					CHECK TOTAL:		93.00
31325	MI5235			M. I. P. E.			
	2015	02/04/15	01	ANNUAL MEMBERSHIP	01-5-00-6-66022		12.50
			02	ANNUAL MEMBERSHIP	13-5-00-6-66022		12.50
					INVOICE TOTAL:		25.00 *
					CHECK TOTAL:		25.00
31326	MO6136			ROBERT MORROW			
	2315	02/03/15	01	ASSIGNMENT FEES	13-7-01-6-63000		201.00
			02	ASSIGNMENT FEES	13-7-01-6-63000		165.00
					INVOICE TOTAL:		366.00 *
					CHECK TOTAL:		366.00
31327	MU8556			THE MUSIC SUITE INC			
	2415	02/04/15	01	PRIVATE PIANO LESSONS	13-7-05-6-62000		1,656.00
					INVOICE TOTAL:		1,656.00 *
					CHECK TOTAL:		1,656.00

INVOICES DUE ON/BEFORE 02/09/2015

HECK #	VENDOR # INVOICE #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31328	NI1875				TERRY NIEWIADOMSKI			
	2315		02/03/15	01	REF	13-7-01-6-63000		93.00
				02	REF	13-7-01-6-63000		62.00
								155.00 *
								CHECK TOTAL: 155.00
31329	NI6060				NICOR GAS CO.			
	012015		01/20/15	01	00 E. 48TH	01-6-12-6-88100		269.39
				02	00 E. 48TH	13-6-12-6-88100		269.38
				03	55 N. GILBERT	01-6-11-6-88100		126.60
				04	55 N. GILBERT	13-6-11-6-88100		126.59
				05	200 WASHINGTON	01-6-13-6-88100		169.32
				06	200 WASHINGTON	13-6-13-6-88100		169.31
				07	536 EAST AVE.	01-6-20-6-88100		825.96
				08	536 EAST AVE.	13-6-20-6-88100		825.95
				09	536 EAST AVE.	01-6-20-6-88100		3,004.74
				10	536 EAST AVE.	13-6-20-6-88100		3,004.74
								8,791.98 *
								INVOICE TOTAL: 8,791.98
31330	NO1234		01/20/15	01	GORDON 90 LOCUST	01-6-14-6-88100		13.24
				02	GORDON 90 LOCUST	13-6-14-6-88100		13.24
								26.48 *
								CHECK TOTAL: 8,818.46
31331	OC0650				RAYMOND K OCHROMOWICZ			
	3128		02/01/15	01	BUDGET SYSTEM SOFTWARE	36-5-00-9-91900		1,000.00
								1,000.00 *
								INVOICE TOTAL: 1,000.00
								CHECK TOTAL: 1,000.00

INVOICES DUE ON/BEFORE 02/09/2015

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31331	OC0650 012515	01/25/15	01	\ RISK MANAGEMENT SERVICES	16-5-00-6-61220		1,333.33 1,333.33 *
						INVOICE TOTAL:	1,333.33
						CHECK TOTAL:	1,333.33
31332	PA2563 185132-00	10/03/14	01	SSPPA AWARD PLAQUE	13-7-01-7-79000		69.90
			02	YDL BASKETBALLS/ARROWS/RACK/MA	13-7-01-7-79000		507.85 577.75 *
						INVOICE TOTAL:	577.75
						CHECK TOTAL:	577.75
31333	PD0332 013115	01/31/15	01	HEALTH INSURANCE	01-5-00-5-53001		9,583.96
			02	HEALTH INSURANCE	13-5-00-5-53001		9,583.95
			03	LIFE INSURANCE	01-5-00-5-53002		20.63
			04	LIFE INSURANCE	13-5-00-5-53002		20.63
			05	DENTAL INSURANCE	01-5-00-5-53003		516.96
			06	DENTAL INSURANCE	13-5-00-5-53003		516.95
			07	VISION	01-5-00-5-53004		177.43
			08	VISION	13-5-00-5-53004		177.43
			09	EAP	01-5-00-5-53005		21.53
			10	EAP	13-5-00-5-53005		21.53
			11	BASE	12-7-00-5-52020		570.54
			12	VOLUNTARY LIFE	01-0-95-1-21402		126.78
						INVOICE TOTAL:	21,338.32 *
						CHECK TOTAL:	21,338.32
31334	PE1326	02/04/15	01	U/C INVOICE PD TWICE BY PDRMA	16-0-95-1-21600		60.00
						INVOICE TOTAL:	60.00 *
						CHECK TOTAL:	21,398.32

MARTIN PETERSEN COMPANY INC

INVOICES DUE ON/BEFORE 02/09/2015

CHECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31334	PE1326				MARTIN PETERSEN COMPANY INC			
	S92549		12/31/14	01	HVAC REPAIRS REC CTR.	01-6-00-6-81010		90.75
				02	HVAC REPAIRS REC CTR.	13-6-00-6-81010		90.75
				03	HVAC REPAIRS SEDGWICK	13-6-00-6-81010		122.25
				04	HVAC REPAIRS SEDGWICK	01-6-00-6-81010		122.25
				05	HVAC CONTRACT 3 OF 4	01-6-00-6-81010		1,675.00
				06	HVAC CONTRACT 3 OF 4	13-6-00-6-81010		1,675.00
				07	HVAC REPAIRS REC CTR.	13-6-00-6-81010		943.64
				08	HVAC REPAIRS REC CTR.	01-6-00-6-81010		943.64
				09	HVAC REPAIRS REC CTR.	01-6-00-6-81010		421.11
				10	HVAC REPAIRS REC CTR.	13-6-00-6-81010		421.11
								6,505.49 *

INVOICE TOTAL:

CHECK TOTAL: 6,505.49

31335	QU5069				QUILL CORPORATION			
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CHECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
	9841321		01/23/15	01	PAPER	01-5-00-7-73010		20.20
				02	PAPER	13-5-00-7-73010		20.20
				03	MARKERS	01-5-00-7-73020		16.10
				04	MARKERS	13-5-00-7-73020		16.09
				05	INK CARTRIDGES	01-5-00-7-73022		219.40
				06	INK CARTRIDGES	13-5-00-7-73022		219.40
				07	DESK SUPPLIES	01-5-00-7-73023		8.03
				08	DESK SUPPLIES	13-5-00-7-73023		8.03
				09	FOLDERS	01-5-00-7-73011		107.18
				10	FOLDERS	13-5-00-7-73011		107.17
								741.80 *

INVOICE TOTAL:

CHECK TOTAL: 741.80

31336	RI0525				ARRIE RICHARDSON			
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CHECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
	2315		02/03/15	01	TRAVEL TOURN REF	13-7-01-6-63000		155.00
								155.00 *

INVOICE TOTAL:

CHECK TOTAL: 155.00

DATE: 02/05/15
TIME: 10:11:22
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INVOICES DUE ON/BEFORE 02/09/2015

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31337	RO6010	ROCK 'n' KIDS INC.					
	LAGW115	02/04/15	01	EARL CHILDHOOD MUSIC CLASSES	13-7-05-6-62000		1,431.00
						INVOICE TOTAL:	1,431.00 *
					CHECK TOTAL:		1,431.00
31338	SP4540	GARY SPEVAK					
	2315	02/03/15	01	REF	13-7-01-6-63000		93.00
						INVOICE TOTAL:	93.00 *
					CHECK TOTAL:		93.00
31339	SP5940	SPORTS KIDS INC					
	752817	01/29/15	01	WINTER 1 GYMNASSTIC CLASSES	13-7-01-6-62000		3,887.80
						INVOICE TOTAL:	3,887.80 *
					CHECK TOTAL:		3,887.80
31340	ST1400	MIKE STEGEMAN					
	2315	02/03/15	01	TRAVEL BALL REF	13-7-01-6-63000		186.00
						INVOICE TOTAL:	186.00 *
					CHECK TOTAL:		186.00
31341	TE7360	TEAMSIDELINE.COM					
	3167	02/01/15	01	ATHLETIC WEBSITE FEE	13-7-01-6-62000		299.00
						INVOICE TOTAL:	299.00 *
					CHECK TOTAL:		299.00
31342	VI5006	VILLAGE OF LA GRANGE					

INVOICES DUE ON/BEFORE 02/09/2015

HECK #	VENDOR #	INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
31342	VI5006		VILLAGE OF LA GRANGE					
	012315		01/23/15	01	DENNING	01-6-10-6-88200		28.33
				02	DENNING	13-6-10-6-88200		28.33
				03	GILBERT WATHER HYDRANT	01-6-11-6-88200		28.33
				04	GILBERT WATHER HYDRANT	13-6-11-6-88200		28.33
				05	GILBERT WATHER HYDRANT	01-6-11-6-88200		28.33
				06	GILBERT WATHER HYDRANT	13-6-11-6-88200		28.33
				07	ELM WATER FOUNTAIN	01-6-16-6-88200		25.38
				08	ELM WATER FOUNTAIN	13-6-16-6-88200		25.38
				09	GILBERT FOUNTAIN	01-6-11-6-88200		28.33
				10	GILBERT FOUNTAIN	13-6-11-6-88200		28.33
				11	SPRING	01-6-18-6-88200		25.38
				12	SPRING	13-6-18-6-88200		25.38
					INVOICE TOTAL:			328.16 *

31343 WAG052 JOE WALTON
 2315 02/03/15 01 REF
 CHECK TOTAL: 328.16
 INVOICE TOTAL: 93.00

31344 WI6053 DOUG WIELARD
 2315 02/03/15 01 REF
 CHECK TOTAL: 93.00
 INVOICE TOTAL: 93.00 *

TOTAL AMOUNT PAID: 108,369.12

Section 4



STAFF REPORTS

**Park District of La Grange
February 2015
Board Report**

**Dean Bissias
Executive Director**

1. Please remember that the board meetings for 2015 are the second Monday of the month with the **exception of September and October** when the meeting will be held on the second Tuesday of the month.
2. The February board meeting is a regular meeting scheduled for Monday, February 9, 2015 and will be held at the Recreation Facility upstairs in the DeSitter Room at 536 East Avenue.
3. The board packet is available online again this month with the February packet at:
<http://www.pdlg.org/Docs/Board%20Mtg%20Packet%02-9-15.pdf>
4. Under Item 3.0 this month staff is recommending that the Board of Commissioners approve the Consent Agenda as presented. The Consent Agenda consists of minutes from the Regular Board Meeting of January 12, 2015; the financial report dated January 31, 2015; and consolidated vouchers for the month of February dated February 9, 2015.
5. Under Item 4.1.1, I will bring the Board up to date as it pertains to the 2015-2016 general operating budget and its timeline. The Board has scheduled March 23rd at 6 pm to talk about 2015 MBO's and the 2015-2016 general operating budget. As it stands right now staff is diligently working on preparing the budget in preparation of meeting with the Treasurer and Finance Chair within the next few weeks.
6. Under Item 4.1.2 I plan to give the Board a brief update on the development of the fitness center project. I have met with Jeff Braun and W.B. Olson in preparation of finalizing construction drawings and determining how we can keep the cost down to a minimum. I will also discuss with the Board the preliminary demolition of the fitness site during the meeting on Monday. Staff has done an outstanding job so far with the cleanup of the area and plan to have it completed here in the next week or so.
7. I have also been in communication with the Illinois Department of Natural Resources to make sure we are on track with the financial support which was included in the grant awarded by the governor. So far IDNR is foreseeing no changes, however, I will be contacting them again prior to our meeting.

8. Under Action Item 7.1 I am requesting the Board to re-approve our Park District goals in preparation for our MBO Meeting in March. Should there be any changes this will give staff time to readdress the proposed MBO's.
9. Under Action Item 7.2 staff is requesting the Board to approve Ordinance 15-02 Security Policy with Board Manual Sections 266 and 842. This ordinance has been reviewed by Commissioner Walsh, myself, and Attorney Jim Rock. I have included Board Policy Sections 266 and 842 along with a new Employee Confidentiality Agreement. We will discuss this more during the meeting on Monday night.
10. In this month's board packet I have included capital and MBO dashboards for the Board to review. Staff has made some progress with both the MBO's and capital projects list. We plan on giving a complete detailed report on all items at the March board meeting which will help the Board prepare for the March 23rd Special Meeting to discuss MBO's and the operating budgets.
11. During the past month I spent my time working on the 2015-2016 general operating budget and continued updating the Board Policy Manual. I have continued to work on preparing for the construction of the fitness center as well as its budget, worked on the sale of land with a possible developer, assisted staff with the cleanup of the fitness center area, and have attended some meetings regarding this year's La Grange Endless Summer Event to be held at Gordon Park on July 31st, August 1st and August 2nd. Staff members on the Steering Committee have talked about not including the free event at this year's fest due to the very low turnout we had last year and the increase in cost this year if we were to have it again.

Besides the carnival in the parking lots this year, we will have only one night of fireworks (Sunday) and a business fair on Saturday. St. Francis plans on holding a church service on Sunday morning celebrating their 125th anniversary, we plan on having a gospel group Sunday afternoon and a blues band. On Friday night we will open the event with Big Wheel followed by 16 Candles. Saturday evening we have a Gin and Tonic band followed by Hi Infidelity, and Sunday evening an opening band TBD followed by 7th Heaven, with fireworks to close out this year's event.

12. I am scheduled to be out of the office the afternoon of Tuesday February 10th; Friday, February 20th; and Friday, February 27th. I will be available by cell phone for any commissioner or staff member who might need to talk with me.
13. Please remember to take the time and opportunity to have fun and enjoy life with your family. RECREATE!!! It helps your mind and body. Make the Park District of La Grange "Your Fun Destination".

**Park District of La Grange
February 2015
Board Report**

**Leynette Kuniej
Superintendent of Finance**

1. The tax bills for the 2014 tax levy have been sent to the residents and are due on March 3rd. Revenue from this tax levy will not be recognized as income until the next fiscal year beginning May.

Collections to date on the 2013 tax levy are at 98.6%. Same percentage as last year at this time.

2. Total cash available at January 31st was \$3,163,682 of which \$2,834,238 is invested in certificates of deposit or money market funds.
3. Revenue highlights for the nine months to date are as follows:

In the General Fund, revenue is at 98% of the annual budget and is expected to reach 100% by year end.

In the Recreation Fund, usage and rental fees for the Recreation Center are currently at 81% of the budget and \$7,622 over last year to date. It is fully expected that the Recreation Center will achieve the revenue budget. Park rentals are up when compared to last year at this time by \$4,303. Mostly for Sedgewick tennis lights & soccer fields and a little bit for the Community Center.

Year to date activity fees are 70% to the annual budget and \$16,172 short of the prior year to date. Programming areas which realized a decrease in revenue were athletics (softball), fitness and performing arts. While preschool revenue increased by 28% with the addition of three new classes this year.

Tuition revenue for the BASE Program is up 23% or \$74,725 over last year at this time due to increased registration. This number excludes tuition from St Frances which is an additional \$36,929.

4. Expenditure highlights for the nine months to date are as follows:

Administrative expenditures in the General & Recreation Funds are at 70% of the budget. These expenditures are expected to be on budget for the year with the exception of computer onsite services. Maintenance expenditures are at 76% of budget. These expenditures

are expected to be on budget for the year with the exception of contractual maintenance services for tree removals.

Recreation expenditures are at 50% of budget while corresponding revenues are at 70% and 81%. However, revenues are received in advance of program start dates, while expenditures are processed after or during the programmed activity. Therefore, I expect expenditures to increase faster than revenues over the next three months.

The expenditures in the Special Revenue Funds are on target with budget and are expected to remain that way.

5. As of January 31, 2015, revenue in the operating funds exceeded expenditures by \$826,790. This is mainly due to the timing of the tax levy receipts. Over the next three months this amount will be reduced but will still be substantial at year end. This figure is comparable to last year at this time.

Park District of La Grange
February 2015
Board Report
Claudia Galla
Park Foreman

1. Both rinks were installed and filled by the second week of the new year. Unfortunately, residents enjoyed the ice for a very short time due to rising temperatures melting the ice. For a few weeks now it has not been cold enough for rinks to freeze over and the red flag remains in place.
2. There were thirteen days in the past month where our efforts were focused on snow/ice removal. Most of the accumulation occurred in the start of February. As usual lots were plowed and salted at Gilbert, Denning, Sedgwick and the Rec Center. Pathways and sidewalks are cleared in all parks and around all buildings. We are currently hauling snow out of the Rec center parking lot.
3. The Maintenance Dept. was involved in emptying the large storage area in preparation of building construction. We spent considerable time organizing and moving supplies, equipment and furniture into other areas for storage. Four dumpsters were filled with debris. Scrap metal was gathered and taken to be recycled. There will be more moving and organizing in the parking area.
4. Annual inspections for our underground fuel tanks, fire extinguishers, scissor lift, and vehicle lift, have been completed. Biannual safety inspections for the Bus, rec van, and two dump trucks have been completed.
5. *We replaced the faulty faucet at the Gilbert preschool building.
*Staff participated in the installation of a new gas range at the Community Center.
*Staff has taken some time to go through all our snow equipment and do some needed maintenance and repair.
6. I've started to work on next year's budget.
I've selected and ordered flowers from our grower for the spring planting.
Our Park Pride committee has met to begin planning the May 16th community event.

Routine duties for the month include:

- *Process vouchers
- *Trash & recycling collection in all parks, twice a week.
- *Inspections December – Playgrounds, buildings, and skate park.
- *Cleaning the interior of our satellite buildings, daily.

**Park District of La Grange
February 2015
Board Report**

**Chris Finn
Superintendent of Facilities**

1. The Recreation Center has been busy with rentals. We continue to bring in good numbers for each month in regards to the rentals of the facility.
2. The front desk has been extremely busy during the month of January. We have been getting several rental requests for the gym, room rentals, fun jumps, and the banquet room. The front desk has also been extremely busy with open gym & playground participants. Outdoor rental have started to come in.
3. The Recreation Department had their travel basketball tournaments in the gym over the last two months(boys in January & girls in February).
4. I am currently working on the 2015-2016 budget. This consists of the general operating budget as well as the capitol budget.
5. I am working with the local sports organizations that use our sports fields in the Spring and Summer months. I will be having the annual soccer meeting within the next few weeks. I met with Commissioner Robert Vear to go over the affiliate groups (soccer & baseball) and we also discussed the affiliate agreement. I have talked to several park districts and recreation agencies about the fees they charge so I will be discussing that with Dean and Robert to see what direction we will be going in for fees.
6. The CURE Medical Event will be held at the Recreation Center On September 18 & 19. I have already started to meet with the organizers to get layouts started and new for this year they will have portable dentists chairs in the building for the participants. We are looking forward to another great event like last year and serving more people this year with a two day event.
7. Staff was busy moving items out of the storage area where the fitness center will be going. We had several clean up days where we moved items around as well as threw items away that were no longer being used.

8. A new stove was bought & delivered and installed at the Community Center. This stove was bought with money that was donated to the park district from Plymouth Place.
9. I continue meeting with LGBA on the Endless Summer La Grange Fest 2015. We are in preliminary meetings to start the planning; we are working on finalizing bands.
10. On February 5th I attended the SSPRPA executive board meeting in Midlothian. On February 9th I attended the first SSPRPA Day Camp Workshop meeting; this is in preparation for the workshop held in June 2015. I will be attending the SSPRPA general meeting on February 12th at Moraine Valley Community College. On February 18th I will be running the SSPRPA Facility Committee meeting at our Recreation Center.
11. I attended the Annual IPRA/IAPD State Conference at the Hyatt Chicago on January 22-24th. There were several great sessions that I attended. This is always a great way to network with other recreation professionals and bounce ideas off of each other.

**Park District of La Grange
February 2015
Board Report**

**Linda Muth
Administrative Supervisor**

1. I spent time troubleshooting a software issue with childcare reporting in RecTrac.
2. I completed emailing childcare tax statements to our BASE, preschool and summer camp families.
3. I prepared the front desk for Learning Ladders Preschool registration for 2015-2016, which began this week.
4. I prepared the front desk for summer camp registration which began this week in the office and online.
5. I compiled contact information and submitted our list of required filers of statements of economic interest to the Cook County Clerk's office.
6. I submitted our final certificate of ballot for the 2014 consolidated election.
7. I worked on issues related to online payment problems.
8. I prepared statistics for program registrations by Countryside residents.
9. I reviewed and edited the summer camp parent manual.
10. I processed refunds for programs and facility rental security deposits.

**Park District of La Grange
February 2015
Board Report**

**Katie Walsh
Facility Rental Coordinator**

1. For the month of January we charged about \$12,800 in room rental fees. In January of 2014 room rental fees totaled about \$12,000. Room rentals are up about \$800 this January compared to the month of January in 2014.
2. We have charged about \$11,600 in room rental fees for the month of February. We charged \$11,300 in February 2014. Room rentals are up about \$300 so far this February compared to February 2014.
3. We have already booked about \$14,000 in room rental fees for March. Last March was a record breaking month in which we booked a total of \$20,500 in room rentals. Although I expect this March to be a good month for rentals, we most likely will not surpass last year's total.
4. For January and February, we charged more in fees for gym rentals than we did the previous January and February. For the two months combined, we are up about \$1000.
5. End of year school picnic requests are starting to come in. I will be working on those in the coming weeks.

Park District of La Grange
February 2015
Board Report

Leanna Hartung
BASE Superintendent

1. Due to the weather, school has been closed 2 days thus far. I have not heard if the last day of school will be extended further into June. Right now the last day of school is June 2nd.
2. The Martin Luther Day Camp we had offered did not have enough children signed up to run the camp that day. We only had 8 children registered.
3. I received confirmation from School District 102 that we will be able provide summer school summer camp again this year at Congress Park School. The camp information will be sent out via SD102 February 24th.
4. Kindergarten information nights are February 17th and 19th at the School District 102 buildings. We provide BASE information and present at each meeting to promote BASE. We will start the pre registration process for Kindergarten on February 16th. If the families register before March 20th, they receive the registration fee at \$15.00 verses \$30.00.
5. At this time we have 2 locations we provide care for in the mornings at St. Francis. We have decided to not use the East campus location and only provide care at one location in the mornings. We use only one location in the afternoon at this time. We hope the one drop off in the mornings will help parents and any time constraints they may have with two drop offs if they have children at each building. The change will take effect March 9th. The letter to the parents will go out on Friday, February 6th.
6. I helped with the clean up and move of the Park District property to the new storage area. We spent several days organizing and moving all the department equipment and belongings.
7. I have been working on the budget, new parent handbooks and summer camp.

8. We have 2 camps scheduled for February, we hope we have enough children to participate.
9. I have hired 2 more staff as I have 2 staff who will be out for an extended time due to having surgery.

**Park District of La Grange
February 2015
Board Report**

**Laura Gallagher
Superintendent of Recreation**

1. Winter/Spring first session is underway and revenue continues to be up particularly in athletics. Summer camp registration just started at the beginning of February. We are anticipating good numbers as we fared well in camps last year. In addition, preschool registration for the 2015-2016 school year has started as of February 2.
2. Staff are continuing to work on developing the summer recreation program schedule with program contractors and staff. A co-op meeting was held with other districts to determine what programs we will advertise and take registration for each other.
3. I attended the IPRA conference January 22-24. There were some great conference sessions I attended with valuable information as well as a couple of student mentoring programs I was involved in. It was great to help students with questions regarding the field and what to expect interviewing and starting their first job.
4. Staff is starting to work on program budgets for this year's 2015-2016 budget season. We have a new program budget database system which seems user friendly and will be more efficient than the outdated method we used in the past.
5. I assisted along with the majority of full time staff in two half days of cleaning out the garage storage room along with the majority of staff. We moved some of the useful items in the gym storage area for future use.
6. The safety committee continues to meet monthly. We have recently purchased an AED with a partial grant from the IDPH. The plan is to purchase a cabinet and install it by the gymnasium.
7. I am working on updating the sponsorship brochure and food vendors application and informational sheets for the La Grange Summerfest along with Nancy Cummings of the LGBA.

**Park District of La Grange
February 2015
Board Report**

**Kevin Miller
Recreation Supervisor**

1. On Saturday, January 17th, I hosted the Park District's 9th Annual Boys Travel Basketball Tournament. There were 12 total teams this year, compared to 13 teams last year. The tournament ran very smoothly. I will be researching the possibility of changing the format and dates of our tournaments going forward. Due to the evolving landscape with travel basketball teams opting to join leagues and play in more one day tournaments, the traditional style tournament I currently run may no longer be a reasonable option for teams to play in.
2. On Friday and Saturday, February 6th & 7th, I will be hosting the Girl's Travel Basketball Tournament. There are 14 total teams registered for this tournament. In 2014, we had the same number of teams in the girls tournament.
3. I am currently working on the budget for the next fiscal year as well as the summer 2015 brochure.
4. On January 22nd – 24th, I attended IPRA's State Conference in Chicago. The sessions I attended were extremely beneficial, in particular the session titled The Festival Experience: Community, Staff and Volunteers. As part of my responsibilities with the Endless Summerfest Committee, coordinating volunteers and staff is one of them. I learned different techniques in how to recruit and retain volunteers. I also walked away with many helpful tips in other aspects of planning the fest and learned what has worked and has not worked with other districts over the years. I also attended a session on Getting Volunteer Youth Coaches Engaged. The focus on this session was communication, interaction, and training of volunteer coaches. Other sessions I attended were Flex Strategies for the 21st Century Agency, which focused on the culture of the workplace and how to implement flexible scheduling among staff as well as how technology has greatly changed the 9am-5pm work mentality; From Inception to Incarnation – Transforming Public Need Into Reality. This session focused on using community surveys to build

Recreation Centers/Fitness/Aquatic Centers and how to lay them out strategically.

5. The travel basketball season will wrap up on February 21st for most teams with a few playing into the first week of March. Our partnership with the Bulls Academy has been fantastic. Utilizing their coaches has been tremendous. The parents I have spoken with have been extremely pleased in this respect. I have handled the scheduling for the teams and there have been some struggles getting home games with other teams. Going forward, I am going to look into the option of putting our teams in leagues or doing mainly tournaments. I will be meeting with Larry Stewart of the Bulls Academy to go over how things went this season and discuss if we would like to continue moving forward with our partnership, and if so, what we can alter for next season.
6. The Youth Developmental League is in full swing. We have increased the number of teams over the past month. There are 10 total teams in 1st-2nd Grade, 14 teams in 3rd-4th Grade and 2 teams in 5th-6th Grade. This is up from the fall of 2014 where we had 6 teams in 1st-2nd Grade and 12 teams in 3rd-4th grade. 5th-6th Grade also had two teams in the fall season. Currently, I am an assistant coach with one of the 5th-6th Grade teams.
7. We have held several Endless Summerfest meetings over the past month. I am currently working on recruiting volunteers, shift schedules, and creating a Google Doc link for volunteer sign-up. We will no longer utilize Sign-Up Genius for volunteers as the site did not allow us the flexibility we needed for scheduling staff and volunteers.

Park District of La Grange
February 2015
Board Report

Diana Faught
Early Childhood Supervisor

1. Preschool registration began on Monday, February 2nd for residents of La Grange and Countryside. Non-resident registration is scheduled to begin on Monday, February 9th. As of 2/4/15 there are 12 children registered for the 2015-2016 school year.
2. The second session of in house early childhood classes will begin on Monday, February 23rd. We tentatively have three in house programs running for the second session of the winter/spring season. Two sections of Kiddie Kollege and Wee Chefs. Also a number of our contracted programs are currently in session. They include, Little Builders, Mining and Crafting, Irish Step Dance, Private Piano lessons, Tot Rock and Kid Rock I.
3. Our first parent tot Painting Party program will be running on Wednesday, February 11th. As of 2/4/15 we have 9 couples signed up to create art projects and take home to treasure for years to come.
4. I am working on my areas of the summer brochure. Times and days, of early childhood programming have been adjusted to help boost enrollment numbers. As well as offering new program opportunities in house and with contractual companies.
5. I held a preschool staff meeting on Wednesday, January 28th. We discussed again hosting our McDonald's Family Night fundraiser in March. We also discussed the expansion of our preschool graduation ceremony and picnic to accommodate our growing number of students.
6. Preparations of my budget worksheets for my program areas for the 2015/2016-budget year are underway.
7. Learning Ladders Preschool is working to schedule "Library Visits" in which a librarian from the La Grange Library will be stopping by to read a story and help work on a project. I am

also working on visits from both the LaGrange Fire and Police Departments for this spring.

8. We are preparing the first camp staff mailer scheduled to be mailed out in February. This initial mailer is to inquire with previous staff regarding returning to work day camp this year and what their tentative availability will be.
9. The SSPRPA Day Camp Committee is scheduled to begin meeting on February 9th. This committee holds an annual workshop for many south suburban park districts day camp staff. I am again looking forward to contributing to the success of this event.
10. Preparations for the 2015 Easter Egg Hunt are underway. Eggs have been ordered from, Sunny Bunny Easter Eggs™ a program of Springfield Workshop. Springfield Workshop has been providing meaningful employment to people with disabilities since 1966. It currently serves over 230 adults at its 75,000 sq ft facility in Springfield, Missouri.
11. I attended the IPRA Conference on January 22nd through 24th. This was a wonderful opportunity to network with other recreation professionals. It also allowed me opportunities to learn new ideas for programming and team building. I am looking forward to implementing some of these ideas within my position at the Park District of La Grange. This year while attending the IPRA Conference I was fortunate enough to speak at a session hosted by the IPRA Leadership Academy. My research group spoke about how to implement green policies and procedures at your park district.

Park District of La Grange
February 2015
Board Report

Teresa Skrzynski
Community Programs and Marketing Supervisor

1. On January 14th I helped move and clean the storage areas in the facility for the upcoming construction project.
2. I once again was able to attend the IAPD/IPRA Annual Conference from January 22-24 at the Hyatt Regency in Chicago. I attended different session regarding marketing and programming. There was a lot of information to absorb. Here are a few important things that were repeated in sessions. Marketing is a team effort and it begins in the front lines of customer service. Most districts have a marketing team dedicated to social media. Sponsorships have changed and are no longer event based but organizations want options and contracts. The website is the first place people look to for information. Community presence is important, attend and to promote at outside district functions. Partner up with local charities and organizations when possible. The mission statement should be visible in the facility and all staff should know it.
3. Summer camp registration began February 1st. To prepare for that I created posters, flyers, and a post card was sent out to local residents.
4. The window display case has a winter/Valentine Day's theme for the month of February. After Valentine's Day the window display case will have a St. Patrick's Day theme for the month of March. The bulletin boards also have a slight Valentines Days theme.
5. I am currently planning and promoting Family Fun Night that is to be held on February 20th from 6-8:30pm. I have also begun planning for the Tween Flashlight Egg Hunt and have sent out donation letters for larger prize to accommodate the age group.
6. I came in on Monday, February 1, 2015 to assist in calling and notifying program participants that the facility was closed and all programs have been canceled due to the weather.

7. I have created banners for Tween Flashlight Egg Hunt, Movie in the Park, Summer Camp, Easter Egg Hunt and a general PDLG information.
8. We currently have 633 likes on Facebook, 269 followers on Twitter and 3,678 subscribers on the PDLG FunBytes.

Section 5



ATTORNEY REPORT

Section 6



TREASURER REPORT

Section 7



ACTION ITEMS



PDLG mission statement:

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

Goals for 2014/2015

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

PARK DISTRICT OF LA GRANGE
ORDINANCE NO: 15-02

AN ORDINANCE ESTABLISHING A
DATA SECURITY POLICY FOR THE
PARK DISTRICT OF LA GRANGE

WHEREAS, the Internet has created a new set of liability risks, and

WHEREAS, the loss of confidential customer and/or employee data can lead to fraud, identity theft, litigation, and the erosion of trust in the Park District and may affect its reputation in the community; and

WHEREAS, the Park District of La Grange may, from time to time, collect, store, and/ or use individuals' Personally Identifiable Information, Protected Health Information, Financial and reputational information, Customer and Employee Data, and Corporate Information or intellectual property; and

WHEREAS, the Park District Risk Management Agency (PDRMA) has recommended that its members adopt data security policies and procedures in an effort to protect information and reduce the risks of cyber liability; and

WHEREAS, the Board of Park Commissioners find that it is in the interest of the Park District of La Grange and its residents to adopt a Data Security Policy;

NOW, THEREFORE BE IT ORDAINED by the Board of Park Commissioners of the Park District of La Grange as follows:

Section 1. The above recitals are hereby incorporated into and made part of this Ordinance.

Section 2. DATA PROTECTION

- A. The Park District of La Grange hereby adopts and incorporates the PDRMA Data Security Plan, which is ~~based on~~consistent with [1]the key principles of Take Stock, Scale Down, Lock It, and Pitch It, and Appendices A, B, and C to that plan, which are attached hereto. [Additional data and network regulations and procedures are provided in Sections 266 and 842 of the Park District's Personnel Policy Manual.](#)

B. Upon adoption of this policy, the Park District of La Grange will, within 12 months complete an assessment of its Data Security Plan as described in the PDRMA "Cyber Liability Prevention Checklist" in Appendix A.

C. Upon completion of the assessment described in Section 2A above, the Park District will establish data security procedures and plans to ~~minimize~~^[2] reduce the risks of cyber liability. Such plans and security procedures shall be developed in accordance with applicable laws, regulations, and ordinances.

D. In the event of a security breach that involves the exposure of confidential information, the Park District will provide notice to any person whose confidential information was breached, in accordance with the Illinois Personal Information Protection Act and/or other applicable laws.

Section 3. This ordinance shall become effective upon adoption by the Park District of La Grange Board of Park Commissioners.

Section 4. All ordinances and resolutions in conflict with this Ordinance are hereby repealed to the extent of such conflict.^[3]

Adopted this ___ day of _____ 2014.

VOTE:

Ayes:

Nays:

Abstain:

Mary Ellen Penicook, President

Attest:

Dean Bissias, Secretary

Appendix A

Cyber Liability Prevention Checklist

Assess

Review human resources and personnel records and files to determine what personal employee information is collected, used, maintained and stored.

Review internal forms and computer systems used by employees for expense reports, trainings, reimbursement requests and other administrative functions to limit the availability of personal information.

Review all requests for personal information from clients, customers, vendors and the general public.

Scale down

Identify essential uses of Social Security Numbers (SSNs) and Personal Identifiable Information (PII).

Phase out the use of PII and SSNs for administrative purposes and internal identification; explore replacing the SSN with a unique identification number.

Physical and Electronic Security

Know where sensitive customer information is stored and store it securely. Make sure only authorized employees have access. For example:

- o Ensure storage areas are protected against destruction or damage from physical hazards, like fire or floods.
- o Store records in a room or cabinet that is locked when unattended.

Ensure the server or computer where customer information is stored is accessible only with a strong password and is kept in a physically secure area. Strong passwords are a minimum of eight characters in length and contain numeric characters, symbols and a mixture of upper- and lower-case alphabetic characters. An employee's username and password should never be the same.

Change default passwords on all software [at the time of installation on a regular basis](#)[4].

Avoid storing sensitive customer data on a computer with an Internet connection whenever possible.

Implement strong access controls. For example:

- o Limit access to customer information to employees who have a business reason to see it. For example, give employees who respond to customer inquiries access to customer files, but only to the extent they need it to do their jobs.
- o Control access to sensitive information by requiring employees to use strong passwords that must be changed on a regular basis.

Develop policies for employees who telecommute or travel often.

- o Consider whether or how employees should be allowed to keep or access customer data at home.

- o Require employees who use personal computers to store or access customer data to use protection against viruses, spyware and other unauthorized intrusions.
- o Allow remote access only with two-factor authentication where one of the factors is provided by a device separate from the computer gaining access.

Maintain secure backup records and keep archived data secure by storing it off line and in a physically secure area.

Maintain a careful inventory of computers and any other equipment on which customer information may be stored.

Encrypt, using National Institute of Standards and Technology-certified cryptographic modules, all data on mobile computers/devices carrying sensitive^[5] data. For purposes of this section, sensitive data is personal and financial data which could result in identity theft and all^[6] data transmitted via public networks.

~~Use a "time-out" function for all internal computers that house sensitive information, remote access and mobile devices. Time-out functions require users to re-authenticate after periods of inactivity^[7].~~

~~Log all computer-readable data extracts from databases holding sensitive information and verify each extract. Logs should be reviewed and inappropriate data extracts should be further investigated.^[8]~~

Ensure all employees individuals with authorized access to the Park District's computer network and files sign a confidentiality agreement personally identifiable information and their supervisors sign a document clearly describing their responsibilities.^[9]

Apply all software security updates promptly. Maintain current updates to all software.^[10]

Maintain strong firewalls, anti-virus and anti-spyware protections.

Installation of any software on Park District of LaGrange computers must be for business purposes and must be approved by the Executive Director. Do not allow employees to download and utilize Ppeer-to-peer (P2P) software^[11].is expressly prohibited.

Develop policies for appropriate use and protection of laptops, PDAs, cell phones or other mobile devices.

Security for Transmission of Payment Information

Build and maintain a secure network.

- Install and maintain a firewall configuration to protect data.
- Do not use vendor-supplied defaults for system passwords and other security parameters. Protect cardholder data.
- Protect stored cardholder data.
- Encrypt transmission of cardholder data across open, public networks. Maintain a vulnerability management program.
- Use and regularly update anti-virus software or programs.

Develop and maintain secure systems and applications.

Implement strong access control measures.

- Restrict access to cardholder data based on business need to know.
- Assign a unique ID to each person with computer access.
- Restrict physical access to cardholder data. Regularly monitor and test networks.
- Track and monitor all access to network resources and cardholder data. Regularly test security systems and processes.

Employee Training

Check references or order background checks before hiring employees who will have access to customer information. Ask every new employee to sign an agreement to follow your confidentiality and security standards for handling customer information.

Train employees to take basic steps to maintain the security, confidentiality and integrity of customer information, including:

Lock rooms and file cabinets where records are kept.

- Do not share or openly post employee passwords in work areas.
- Protect laptops, PDAs, cell phones and other mobile devices according to policy.
- Refer calls or other requests for customer information to designated individuals who have been trained in how to safeguard personal data.
- Report suspicious attempts to obtain customer information to designated personnel.
- Regularly remind all employees of your agency's policy — and the legal requirement — to keep customer information secure and confidential. For example, consider posting reminders about their responsibility for security in areas where customer information is stored, like file rooms.
- Prevent terminated employees from accessing customer information by immediately deactivating their passwords and user names and taking other appropriate measures.

Disposal

Consider designating or hiring a records-retention manager to supervise the disposal of records containing customer information. If you hire an outside disposal company, conduct due diligence beforehand by checking references or requiring the company to be certified by a recognized industry group.

Burn, pulverize or shred papers containing customer information so the information cannot be read or reconstructed.

Destroy or erase data when disposing of computers, disks, CDs, magnetic tapes, hard drives, laptops, PDAs, cell phones or any other electronic media or hardware containing customer information.

Appendix B

Date

Dear

We are contacting you because we have learned of a data security incident that occurred on **[Date of Breach]** that may have involved some of your personal information.

The breach involved unauthorized access to the district's **[outline system or equipment]**. The information that may have been breached contained your **[Outline Personal Identifiable information breached (Le. name, bank routing number and account number(s), etc.)]**.

We are notifying you so you can take action to minimize or eliminate potential harm. We strongly encourage you to take preventive measures now to help prevent and detect any misuse of your information.

As a preventive step, we recommend you closely monitor your financial accounts.

If you see any unauthorized activity, promptly contact your financial institution. We also suggest you submit a complaint to the Illinois Attorney General's Identity Theft Hotline at 866-999-5630 or the Federal Trade Commission online at www.ftc.gov/idtheft.

You may also want to contact the three U.S. credit reporting agencies:

1. Equifax: 800-525-6285; www.equifax.com; P.O. Box 740241, Atlanta, GA, 30374-0241.
2. Experian: 888-EXPERIAN (397-3742); www.experian.com; P.O. Box 9532, Allen, TX, 75013.
3. TransUnion: 800-680-7289; www.transunion.com; Fraud Victim Assistance Division, P.O. Box 6790, Fullerton, CA, 92834-6790.

You can obtain additional information about fraud alerts and security freezes from these sources.

If you have further questions or concerns, please contact **[Official Spokesperson or call center]**, 555555-555.

Sincerely,

Official Spokesperson

T : 1

Appendix C

ILLINOIS LAW REQUIRING NOTIFICATION IN THE EVENT OF A SECURITY BREACH

Personal Information Protection Act

815 ILCS 530/

Security Breach

"Breach of the security of the system data" means unauthorized acquisition of computerized data that compromises the security, confidentiality or integrity of personal information maintained by the data collector. "Breach of the security of the system data" does not include good faith acquisition of personal information by an employee or agent of the data collector for a legitimate purpose of the data collector, provided the personal information is not used for a purpose unrelated to the data collector's business or subject to further unauthorized disclosure.

Type of Information

"Personal information" means an individual's first name or first initial and last name in combination with any one or more of the following data elements, when either the name or the data elements are not encrypted or redacted:

1. Social Security number.
2. Driver's license number or state identification card number.
3. Account number or credit or debit card number, or an account number or credit card number in combination with any required security code, access code or password that would permit access to an individual's financial account.

"Personal information" does not include publicly available information that is lawfully made available to the general public from federal, state or local government records.

***Note: If the breach involves the unauthorized acquisition of protected health information, notification may be required under the federal Health Insurance Portability and Accountability Act.

Whom to Notify

Any Illinois resident whose personal information has been breached. Any data collector that owns or licenses personal information concerning an Illinois resident shall notify the resident at no charge of a breach of the security of the system data following discovery or notification of the breach.

When to Notify

The disclosure notification shall be made in the most expedient time possible and without unreasonable delay, consistent with any measures necessary to determine the scope of the breach and restore the reasonable integrity, security and confidentiality of the data system.

Information Security and Security Breach Notification Guidance 9

The notification may be delayed if an appropriate law enforcement agency determines notification will interfere with a criminal investigation and provides the data collector with a written request for the delay. However, the data collector must notify the Illinois resident as soon as notification will no longer interfere with the investigation.

How to Notify

Notice to consumers may be provided by one of the following methods:

1. Written notice.
2. Electronic notice, if the notice provided is consistent with the provisions regarding electronic records and signatures for notices legally required to be in writing as set forth in Section 7001 of Title 15 of the United States Code.
3. Substitute notice, if the data collector demonstrates the cost of providing notice would exceed \$250,000 or the affected class of subject persons to be notified exceeds 500,000, or the data collector does not have sufficient contact information. Substitute notice shall consist of all of the following: (i) email notice if the data collector has an email address for the subject persons; (ii) conspicuous posting of the notice on the data collector's website if the data collector maintains one; and (iii) notification to major statewide media.

Other Legal Requirements

A data collector that does not own or license the data shall provide such notification of the breach to the owner or licensee. In addition, the data collector shall cooperate with the owner or licensee in matters relating to the breach. That cooperation shall include, but need not be limited to, (i) informing the owner or licensee of the breach, including giving notice of the date or approximate date of the breach and the nature of the breach; and (ii) informing the owner or licensee of any steps the data collector has taken or plans to take relating to the breach.

SECTION 266

**PARK DISTRICT OF LA GRANGE
POLICY REGULATING AND PROCEDURES REGARDING THE
USE OF THE PARK DISTRICT COMPUTER SYSTEM**

Section 266.1 **Definition**

For the purposes of this policy, the *computer system* is defined as the file server, any individual personal computer, laptops, disc drives, memory sticks/chips, and backup tapes that are the property of the Park District and used in Park District administrative and operational activity.

Section 266.2 **General Policy**

The computer system may not be used to store personal files. All information stored in the computer system is the District's data, and as such, may be viewed at any time by the Executive Director, Park District Attorney or at the request of the Executive Director and or Attorney or his or her designee.. Use of the computer system for personal purposes is governed by Section 842 of the Board's Policy and or Executive Director. There is no right to personal privacy with regard to data on the District's computer system.

Section 266.3 **Regulations**

- A. No software programs may be installed on the file server or on District-owned individual personal computers without the approval of the Executive Director or his or her designee.
- B. Unauthorized access to the file server and its files, or unauthorized access to any individual personal computer and its files, is not permitted.
- C. Use of the computer system in violation of this policy may result in punitive measures such as disciplinary procedures including termination or revocation of privileges.

Section 266.4 **Procedure**

Any evidence of unauthorized use, or of tampering with the computer system or its files, including the addition of unauthorized hardware, software or files, is to be immediately brought to the attention of the Executive Director.

I have read this information regarding the use of the Park District Computer System and agree to abide by it.

Employee Signature

Date

(Please place a signed copy of this page in the employee's permanent file.)

SECTION 842

ACCEPTABLE USE OF INTERNET, EMAIL, COMPUTERS, PHONES, CELLULAR PHONES, AND OTHER PARK DISTRICT PROVIDED COMMUNICATION DEVICES

The Park District recognizes the value of and the need for various manual and electronic, digital and voice communications systems such as regular written mail and memos, bulletin board postings, E-mail, voice mail, pager, Park District provided cellular phones and text messaging devices, Internet, Intranet and other inter and intra-agency computer networks and that access to all is designed to enhance productivity. The Park District also recognizes that certain standards for the use of these tools must be established.

A. General Provisions

1. The Park District's manual and electronic communication systems, whether they include contemporaneous or pre-recorded communications are subject to the Park District's exclusive control and management.

All data and other electronic messages generated or stored in such system are property of the Park District. This includes all of the material and information created on, transmitted by, or stored on the Park District's electronic equipment. Users must realize that material or information that has been deleted can be retrieved and viewed by others. This also includes e-mail that has been deleted.

Further, employees who use such systems have no protected right of privacy.

Such communications and information systems include, but are not limited to:

- a. Telephones that are used for the receipt and transmission of emergency calls
 - b. Voice mail
 - c. E-mail--both in-house and Internet systems
 - d. Facsimile (fax) devices--whether stand-alone or PC generated
 - e. Internet and Intranet systems
 - f. Video recorders and players
 - g. Two-way voice radio systems
 - i. Paging systems
 - j. Cellular phones and text messaging devices
 - k. Bulletin boards
 - l. Places where paper, mail, bulletins, announcements, and messages are posted or displayed.
2. The Park District reserves the right to monitor, record, inspect, listen to

otherwise transcribe messages and data generated on or by any Park District owned or provided electronic communication system.

The Park District may routinely monitor and may post some records and data for compliance to this directive; and may, if necessary, focus on specific systems or the activities of specific individuals, which may include random monitoring.

3. No encryption program(s) will be used without the approval of the Executive Director or his or her designee. The Park District reserves the right to decipher and/or delete any encrypted messages or data encountered on its systems.
4. The Park District reserves the right to:
 - a. Access, bypass, override, or delete any employee created password or Personal Identification Number (PIN) so as to gain access to data held under the employee's account.
 - b. Access without notice data or text caches, pager memory banks, cellular phone or text messaging device usage records, e-mail and voice mail boxes or accounts, conversations on designated recorded emergency telephones, and any other Park District provided electronic storage systems.
5. Communication systems, as broadly defined, must never be used to:
 - a. Threaten, intimidate, or intentionally embarrass another person.
 - b. Send or post images that contain nudity, images or words of a profane, prurient, or sexually suggestive nature, even if the employee or recipient has consented to or requested such material.
 - c. Engage in any illegal, illicit, improper, unprofessional, or unethical activity, or in any activity that could reasonably be construed to be detrimental to the interests of the Park District.
 - d. Send or post jokes or comments that tend to disparage a person or group because of race, ethnic background, national origin, religion, gender, sexual orientation, age, verbal accent, source of income, physical appearance or agility, mental or physical disability or occupation; or to use electronic resources or manual communications in any manner which might reasonably be considered harassment or embarrassment of an individual or a group as outlined above. Material of this nature which is received inadvertently should not be save or printed unless for the sole reason of bringing it to the immediate attention of system management.
 - e. Send messages which could be harmful to workplace morale.
 - f. Send or post messages for personal commercial ventures for

profit.

- g. Solicit or address others regarding religious or political causes or for any other solicitations that are not work related, unless otherwise authorized by the Executive Director or his or her designee.
6. All employees are expected to maintain the integrity of the sensitive, confidential, and proprietary information that is stored on or is passed through the Park District communications and information systems. Such information or data may not be disseminated to unauthorized persons or organizations. This includes, but is not limited to personnel information including salaries, performance reviews, complaints, grievances, disciplinary records and medical records.
7. User passwords for all Park District communications and information systems are confidential and only known the employee and the Executive Director or his or her designee. It is the user's responsibility to maintain the confidentiality of their password(s). Individual users will be held accountable for the use of their password by others.
8. No employee may intentionally intercept, eavesdrop, record, read, alter, or receive another person's e-mail messages without management approval.
9. No employee shall make copies of information or data stored on Park District communications and information systems without management approval, unless it shall be within the normal scope of the individual's assigned duties.
10. No e-mail or other electronic communication may be sent which hides the identity of the sender or represents the sender to be someone else or to be someone from another entity.

All messages communicated via e-mail services provided by the Park District must contain the sender's name, or the employee ID number in situations where it can be used only under password control.

No employee may represent or give the impression of representing an official position of the Park District in any e-mail or Internet type communication without the express permission of the Executive Director.

All e-mail messages must be businesslike, courteous, civil, and written with the expectation that they could be made public at some time in the future. Confidential information (such as personnel or legal materials) should be communicated via a more secure and private method.

Staff members are expected to use good judgment in providing their e-mail addresses, and to specifically refrain from providing it to vendors or

others who could use the address as a method of sending junk mail. Junk mail received via the Internet could slow down the system in a significant way.

11. Only hardware that has been approved by the Executive Director may be installed for Park District use. This includes all microcomputers, peripherals, and accessories.
12. Hardware is not to be relocated, connected, or disconnected without prior approval of the Executive Director or his or her designee, except in emergency situations in which case immediate advice must be sought or notification must be made to the Park District.
13. Classified, confidential, sensitive, proprietary, or private information or data must not be disseminated to unauthorized persons or organizations.
14. The Park District Executive Director may impose reasonable limitations on the use of any electronic communication system due to financial reasons, or hardware and/or software problems.

The privilege to access any form of electronic communications utilized by the Park District may also be restricted or denied due to disciplinary reasons.

It must be kept in mind that any such restriction could seriously jeopardize an employee's ability to perform their job and thus their continued employment may also be in jeopardy.

B. Internet and Intranet Systems

1. For purposes of this directive, Internet and Intranet will be used interchangeably unless specifically noted.
2. Depending on their work assignments, employees will have varying levels of access to the Internet. Access to the Internet is a revocable privilege. In general, only the Park District approved Internet provider may be used to access the Internet. Exceptions may be made by the Executive Director.
3. No employee may commit any Park District financial resources via Internet access or commerce without specific written approval of the Executive Director. No resources of any kind, including subscription services, for which there is a fee may be accessed or downloaded without prior written approval of the Executive Director.
4. Employees must use good judgment and discretion in generating purely personal e-mail correspondence on the Internet. Use of personal e-mail must be limited and generally done on non-work time.

5. Employees with Internet access are cautioned that they are responsible for what they send, view, or download. Downloading of application programs without the consent of the management is prohibited. The Park District does not recommend downloading or installation on Park District computers of any application software from the Internet. Such software may not only contain imbedded viruses, Trojan horses, and worms but is also untested and may interfere with the functioning of standard Park District applications. Similarly, downloaded data files or e-mail with attachments, may contain viruses, Trojan horses, and worms with the potential of infecting the entire network. Therefore, data and e-mail must be written to the local C-drive and scanned for viruses before opening. If a virus is detected, the Executive Director or his or her designee must be notified immediately. Any and all material downloaded from the Internet must relate to legitimate Park District use.
6. When using the Internet, the user implicitly involves the Park District in his or her expression. Therefore, users must not participate in Web or email surveys or interviews without authorization from the Executive Director.
7. Employees are expected to refrain from using the Internet for purely personal, non-business related purposes to access sites related to sports, stocks, financial information, vacation and travel planning, automobiles, electronic shopping, movies and entertainment, blogging, and non-business related newsgroups and list servers, among others. Limited access to such sites is permitted during non-work hours. This access privilege may be limited or revoked for excessive use or for disciplinary reasons.
8. The Park District may implement monitoring and/or filtering software to insure compliance with its business related restrictions on use of the Internet.
9. Alterations or enhancements shall not be made to the Park District web page without prior approval of the Executive Director or his or her designee.

C. Personal Computer Systems

1. In some instances, the Park District may find it advantageous to utilize various personal computer systems including desktop units and laptops, some of which may be connected together in a Local Area Network (LAN) or Wide Area Network (WAN) that may utilize one or more servers.

All such hardware and software and all data generated by and stored in such systems remains the property of the Park District and is subject to the ownership and inspection guidelines outlined elsewhere in this

document.

2. In an effort to insure standardization of software; to assist in providing support and to facilitate data exchange across individual computers and the LAN(s) or WAN(s), employees are prohibited from installing their own software on any Park District-owned personal computer or on any Park District LAN or WAN.
3. In an effort to protect the integrity of the Park District network systems and the data which may be stored on personal computers, all Park District computers will be equipped with anti-virus software. This virus protection software must be kept operational, no matter what effect it has on the computer system's performance. At no time shall the anti-virus software for desktop computers or for the Internet be disabled, except in situations deemed appropriate by the Executive Director or his or her designee.

If a virus has been introduced on any Park District computer or network due to a staff member disabling the anti-virus software, appropriate disciplinary action may be taken.

D. Software Licensing and Copyrights

1. The Park District purchases or licenses the use of copies of computer software from a variety of outside companies. The Park District does not own the copyright to this software or its related documentation and, unless authorized by the software developer, does not have the right to reproduce it for use on more than one computer.
2. The Park District employees who make, acquire, or use unauthorized copies of computer software will be disciplined as appropriate under the circumstances. The Park District does not permit or condone the illegal duplication of software.

E. Enforcement

A violation of any terms of this directive may result in disciplinary action up to and including termination.

**PARK DISTRICT OF LAGRANGE
EMPLOYEE CONFIDENTIALITY AGREEMENT**

As an Employee of Park District of LaGrange (PARK DISTRICT), it is understood that in order to perform the functions of my position, I may be granted access to a variety of secure and confidential data (e.g., social security numbers, bank information, salary information), systems and/or information. As such, I understand and agree to adhere to the following:

I understand that any access that I am granted to Park District of LaGrange's information technology resources, including but not limited to, computer hardware, software, data, information or files, or resources or information owned by others, including Park District participants and staff, is for the sole purpose of performing my job duties as an employee.

I understand and agree that as a Park District employee, I am responsible for protecting secure and/or confidential data and information to which I have or may gain access, and except as is specifically required by my assigned job duties, I shall never directly or indirectly use, publish, disseminate, or otherwise disclose to any third party, any confidential or secure information, either during my employment with the Park District, or thereafter.

I agree to only access secure or confidential resources, data or information for the purpose of performing my job responsibilities as a Park District employee.

I agree that I will not seek personal benefit, or permit others to benefit personally from any data or information that has come to them through their assignment as a Park District employee.

I agree that I will not release any Park District data or information, or data or information owned by third parties, other than what is required for the completion of my assigned job responsibilities.

I understand that I must abide by all applicable federal and state laws and regulations, and Park District policies regarding the confidentiality of information.

I understand that it is my responsibility to immediately report any violation of this agreement, or any other activity or action that compromises the confidentiality of secure data or information.

I understand that any breach of confidentiality regarding Park District or third party data or information may result in sanctions including suspension or revocation of computer access privileges, disciplinary action, up to and including termination of employment, and possible civil or criminal prosecution or penalties. I also understand that any misuse of Park District or third party data or information, and any violation of this Agreement or other related Park District policies are grounds for disciplinary action, up to and including dismissal.

By signing this agreement, I certify that I have read the above, and that I agree to comply fully with its terms.

Employee (Printed Name) _____

Date _____

Employee Signature _____

Section 8



BOARD BUSINESS



PDLG mission statement:

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

Goals for 2014/2015

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

Section 9



COMMITTEE REPORTS & MBO/SPECIAL REPORTS

Waiting to Start	Not Funded
In Progress	Completed

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

	Legal	Safety	Class	Points	Est. Cost/Hrs	Progress	%	Staff
1	Yes	Yes	A	40	\$25,000	Schedule to start in January		Chris
2	Yes	Yes	A	25	\$92,000/150 hrs	In progress	25%	Chris
3		Yes	A	39	\$100,000	Not funded in capital budget	X	X
4		Yes	A	32	\$40,000-\$50,000	In Progress	85%	Chris
5		Yes	A	31	\$200,000	Budgeted as for repairs as needed		Chris
6		Yes	A	29	\$6,000/25 hrs	Waiting for SEASPAR to receive their new bus	35%	Leanna/Dean
7		Yes	A	25	unknown	Waiting for an agreement from NICOR	75%	Dean
8		Yes	A	21	\$25,000-\$30,000	Met with vendor, waiting for pricing	20%	Chris
9			A	32	\$10,000-\$15,000 50 hrs	In Progress	50%	Chris
10			A	32	\$25,000 plus buildout of room \$435,000 100 hrs	On Hold until a decision is made regarding Grant Award		Laura
11			A	28	\$40-50,000	Not funded in Capital budget		Chris
12			A	26	\$10,000			Chris
13			A	24	\$25-\$30,000 150 hrs	Complete	100%	Kevin

Waiting to Start	Not Funded
In Progress	Completed

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

	Legal	Safety	Class	Points	Est. Cost/Hrs	Progress	%	Staff
14			A	24	\$3,000	Not funded in capital budget	X	X
15			A	22	\$7,000	Not funded in capital budget	X	X
16			A	20	\$4,000	Complete	100%	Terri
17			A	16	\$4,500	In Progress	50%	Staff

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

	Legal	Safety	Class	Points	Est. Cost/Hrs	Progress	%	Staff
1		Yes	B	14	\$1,500	Expected completion in early 2015		Leanna
2			B	27	\$1,900/50 hrs	Testing at Forest Road School/add other schools in fall	75%	Linda/Staff
3			B	23	\$500/300 hrs	In Progress	25%	Dean
4			B	22	\$1,000	In Progress	50%	Claudia
5			B	20	\$500-\$2,000 50 hrs	In Progress	95%	Laura

	Waiting to Start		Not Funded		In Progress	75%	Leanna, Leynette, Linda
	In Progress	Completed	B	12			
6	Evaluate current BASE fee structure and possibly minimize service choices				40 hrs	In Progress	

Objective Classification C

Projects requiring time but no money

	Legal	Safety	Class	Points	Est. Cost/Hrs	Progress	%	Staff
1			C	32	50 hrs	On Hold until a decision is made regarding Grant Award		Laura

Objective Classification D

Operational Budgetary Costs Over \$2,000

	Legal	Safety	Class	Points	Est. Cost/Hrs	Progress	%	Staff
1	Yes		D	30	\$5,000/100 hrs+	In Progress working on updating Sections	35%	Dean/attorney
2	Yes		D	24	\$5,000/100 hrs+	In Progress	75%	Dean/staff
3			D	25	\$5,000/70 hrs	Planning for teen events in the Spring	20%	Teresa

**Park District of La Grange
Approved MBO Objectives for 2014-2015
Dashboard 2/06/15**

Waiting to Start	Not Funded
In Progress	Completed

Section 10



VILLAGE OF LA GRANGE & SEASPAR INFORMATION

MINUTES

VILLAGE OF LA GRANGE
BOARD OF TRUSTEES REGULAR MEETING
Village Hall Auditorium
53 South La Grange Road
La Grange, IL 60525

Monday, December 8, 2014 - 7:30 p.m.

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

The Board of Trustees of the Village of La Grange regular meeting was called to order at 7:33 p.m. by President Livingston. On roll call, as read by Village Clerk John Burns, the following were present:

PRESENT: Trustees Holder Kuchler, Langan, McCarty, and Palermo

ABSENT: Trustee Nowak

OTHERS: Village Manager Robert Pilipiszyn
Village Attorney Mark Burkland
Finance Director Lou Cipparrone
Assistant Community Development Director Angela Mesaros
Public Works Director Ryan Gillingham
Fire Chief Don Gay
Police Chief Michael Holub

President Livingston requested Clerk Burns lead the Board and audience in the Pledge of Allegiance.

2. PRESIDENT'S REPORT

President Livingston thanked all who were involved in making the annual La Grange Business Association's Hometown Holiday a successful event.

President Livingston indicated that the regular Village Board meeting on December 22 is canceled. Advising that the next regular meeting will be on Monday, January 12, 2015, President Livingston noted there would be a pre-budget development workshop on capital expenses as well as a presentation on the results of the storm water hydraulic analysis.

A. Resolution of Appreciation – Retirement of Police Chief Michael A. Holub

President Livingston requested Village Clerk Burns to verbalize the Resolution of Appreciation on the retirement of Police Chief Mike Holub. Clerk Burns complied by listing the significant contributions, personal qualities, dedication and support of veterans' affairs attributed to Chief Holub.

President Livingston recognized Police Chief Mike Holub for his nearly 12 years of dedicated service. Honoring his contributions to the Village of La Grange, President Livingston requested Board approval of a Resolution of Appreciation for Retiring Police Chief Mike Holub. Trustee Langan moved to approve the resolution, seconded by Trustee Holder.

Noting his involvement in the Emergency Telephone System Board, Trustee Holder thanked Chief Holub for his dedication.

Trustee Langan echoed gratitude to Police Chief Holub for staff development in challenging times.

Trustee Kuchler thanked Chief Holub for his public service especially related to Veterans' affairs and wished him the best in his retirement.

Trustee Palermo added his appreciation for Chief Holub's support of Veterans' affairs.

Trustee McCarty noted Chief Holub's dedication to the community.

Resolution approved by voice vote. Police Chief Holub was presented with the resolution plaque and received a standing ovation.

3. PUBLIC COMMENTS REGARDING AGENDA ITEMS

None.

4. OMNIBUS AGENDA AND VOTE

- A. Ordinance (#O-14-44) Special Use/Site Plan Approval to Allow a Fitness Studio, in the C-2 West End Commercial District, MADGRA Company D.B.A. Orangetheory Fitness, 10 N. Ashland Avenue
- B. Purchase – Public Works Department / Replacement Skid Steer Loader
- C. Ordinance (#O-14-45) Disposal of Surplus Property / Miscellaneous Personal Property and Evidence

- D. Minutes of the Village of La Grange Board of Trustees Regular Meeting, Monday, November 24, 2014
- E. Consolidated Voucher 141208 – (\$806,937.36)

It was moved by Trustee Langan to approve items A, B, C, D, and E of the Omnibus Agenda, seconded by Trustee Holder.

Approved by roll call vote.

Ayes: Trustees Kuchler, McCarty, Palermo, Holder and Langan
Nays: None
Absent: Trustee Nowak

President Livingston thanked Orangetheory for their investment in La Grange.

5. CURRENT BUSINESS

- A. Ordinance (#O-14-46) Abatement of 2014 Tax Levy / 2005 Street Light Refunding Bonds: Referred to Trustee McCarty

As a public service entity, Trustee McCarty noted the Village has limited revenues and thus the importance in monitoring and examining all aspects relating to income and expenses. Trustee McCarty explained the history of the Residential Streetlight Program noting the Village Board's approval to issue alternate revenue bonds in 1998 to complete the program. Due to more favorable interest rates in 2005, the Village adopted an ordinance authorizing the refunding of the remaining outstanding bonds, thereby saving the Village approximately \$100,000 in interest over the remaining life of the issue which matures on December 1, 2017. Trustee McCarty added that the Village has been able to identify revenues derived from the utility taxes as the alternative revenues pledged to pay for the principal and interest expenditures relating to these bonds. Therefore it is appropriate to abate the portion of the bonds maturing during FY 2015-16 from the 2014 tax levy.

It was moved by Trustee McCarty to approve the Ordinance abating taxes levied for 2014 with respect to the \$2,785,000 General Obligation Refunding Bonds, Alternate Revenue Source, Series 2005, in the amount of \$302,545, seconded by Trustee Langan.

Approved by roll call vote.

Ayes: Trustees Kuchler, Holder, Palermo, Langan and McCarty
Nays: None
Absent: Trustee Nowak

B. Ordinance (#O-14-46) Abatement of 2014 Tax Levy / General Obligation Alternate Revenue Water Bonds Series 2012A: Referred to Trustee McCarty

Trustee McCarty noted the Village Board's previous approval of two significant infrastructure improvements to the Village's water system. Trustee McCarty explained that one provided for the replacement of the Village's water meters which had reached the end of their useful life and the other to provide for various mechanical and technical upgrades to the water pumping station.

Trustee McCarty added to fund these two significant infrastructure capital projects the Board adopted an ordinance authorizing the issuance of \$2.08 million in general obligation, alternate revenue water bonds in September, 2012. Trustee McCarty noted that the Series 2012A bond issue is a general obligation, alternate revenue source issue, and revenues derived from the collection of water sales are pledged to pay the principal and interest expenditures related to this issue. Explaining that sufficient monies are budgeted and available within the Water Fund, it is appropriate to abate this portion of the tax levy.

It was moved by Trustee McCarty to approve the Ordinance abating taxes levied for 2014 with respect to the \$2,080,000 General Obligation, Alternate Revenue Water Bonds, Series 2012A, in the amount of \$132,530, seconded by Trustee Holder.

Trustee Palermo inquired about water accountability with the new meters in place. Public Works Director Ryan Gillingham explained that there was an increase in accountability in June and July however there was a sharp decrease in September. Although data continues to be reviewed, Mr. Gillingham noted that water main breaks would account for some of the loss of water however there appears to be leakage in the system that has not been detected.

Trustee Kuchler inquired what steps are taken to detect and rectify the loss of water. Mr. Gillingham explained the various methods utilized for the detection and prevention of water loss.

Approved by roll call vote.

Ayes:	Trustees Langan, Holder, Palermo, Kuchler and McCarty
Nays:	None
Absent:	Trustee Nowak

C. Resolution – Levying a Tax for Library Operating Purposes: Referred to Trustee McCarty

Trustee McCarty noted that the La Grange Library is a "municipal library" rather than a separate "public library district" and as such must levy property taxes as part of the Village of La Grange tax levy. Trustee McCarty indicated that the La Grange Library Board of Trustees 2014 tax levy request for operating purposes is \$2,176,899 which

is a 2.84% increase over last year's tax levy. This is the allowable increase under the Property Tax Limitation Act and is equal to the increase of the Village tax levy request. Trustee McCarty noted that the Library's debt service levy decreased due to more favorable interest rates and the recent refunding of the 2004 General Obligation Library bonds originally issued for the construction of the new library building. Adding that by refunding the outstanding bonds, Village residents will realize a savings of approximately \$750,000 in interest over the remaining life of the issue which will mature on December 1, 2024.

Trustee McCarty added that representatives from the La Grange Library are in attendance to address any questions.

It was moved by Trustee McCarty to accept La Grange Public Library Resolution approved by the Library Board, seconded by Trustee Langan.

Approved by roll call vote.

Ayes:	Trustees Holder, Palermo, Kuchler, Langan, and McCarty
Nays:	None
Absent:	Trustee Nowak

President Livingston thanked Library representatives Bill Coffee and Jeannine Dilger for their attendance.

D. Ordinance (#O-14-48) – 2014 Property Tax Levy for Village Operations: Referred to Trustee McCarty

Trustee McCarty noted that this item is an important tool for maintaining the high quality of services in order to balance necessities with inflation. Trustee McCarty explained that the preliminary 2014 property tax levy was reviewed and discussed in detail at the November 10, 2014 Village Board meeting and since the tax levy did not exceed Truth in Taxation requirements it was not necessary to hold a public hearing to adopt the final levy.

Trustee McCarty briefly stated how the Village is limited in its power to increase property taxes by no more than 1.5% of the Consumer Price Index. Trustee McCarty indicated that for this year, the increase may not be more than 2.84%. Trustee McCarty added that without this modest increase, the Village would be forced to cut services or defer maintenance.

Trustee McCarty noted that on average, a home with an estimated market value of \$350,000 would only incur an annual increase of \$15.32 from the Village levy and \$4.56 from the Library levy.

Although a Special Service Area levy is filed with Cook County to fund on-going maintenance of the Central Business District, it is not subject to the Truth in Taxation requirements. By ordinance the Special Service Area levy is to be adjusted annually by the Consumer Price Index utilized as part of the Property Tax Limitation Act. Trustee McCarty noted the 2014 Special Service Area levy of \$71,565 reflects an increase of 1.5% over last year's levy of \$70,507.

It was moved by Trustee McCarty to adopt the ordinance requesting a 2014 property tax levy of \$8,716,668, exclusive of debt service, which is a 2.84% increase from the 2013 levy, seconded by Trustee Holder.

Addressing the prudence with the Village's fiscal management, Trustee Holder itemized the minimal dollar effect of the levy increase per month.

Trustee Palermo echoed the comments and noted the importance to be ever mindful of reducing costs.

Approved by roll call vote.

Ayes:	Trustees Palermo, Kuchler, Langan, Holder and McCarty
Nays:	None
Absent:	Trustee Nowak

6. MANAGER'S REPORT

None

7. PUBLIC COMMENTS REGARDING MATTERS NOT ON AGENDA

None

8. EXECUTIVE SESSION

9. TRUSTEE COMMENTS

Trustee Holder thanked Village staff for the successful Hometown Holiday.

Trustee McCarty thanked all who participated in the Thanksgiving Day Run for Pie event.

Trustee Langan expressed congratulations to Nazareth Academy on their State Championship.

President Livingston encouraged safety during the holiday season and referenced the upcoming budget development workshop in January.

10. ADJOURNMENT


At 8:15 p.m. Trustee Langan moved to adjourn, seconded by Trustee Holder. Approved by voice vote.

ATTEST:



John Burns, Village Clerk

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Thomas E. Livingston, Village President

Approved Date: January 12, 2015

MINUTES

VILLAGE OF LA GRANGE
BOARD OF TRUSTEES REGULAR MEETING
Village Hall Auditorium
53 South La Grange Road
La Grange, IL 60525

Monday, January 12, 2015 - 7:30 p.m.

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

The Board of Trustees of the Village of La Grange regular meeting was called to order at 7:33 p.m. by President Livingston. On roll call, as read by Village Clerk John Burns, the following were present:

PRESENT: Trustees Holder Kuchler, Langan, McCarty (arrived 7:34 p.m.), and Nowak

ABSENT: Trustee Palermo

OTHERS: Village Manager Robert Pilipiszyn
Village Attorney Mark Burkland
Assistant Village Manager Andrianna Peterson
Finance Director Lou Cipparrone
Community Development Director Patrick Benjamin
Public Works Director Ryan Gillingham
Fire Chief Don Gay
Deputy Police Chief Renee Strasser

President Livingston requested Clerk Burns lead the Board and audience in the Pledge of Allegiance.

2. PRESIDENT'S REPORT

President Livingston announced that the La Grange Community Center will be hosting a public event celebrating the life of Dr. Martin Luther King, Jr. on Monday, January 19 at 11:00 a.m.

Identifying the Village's on-going public safety and maintenance operations during the holidays, President Livingston expressed thanks to departmental staff.

A. Oath of Office – Firefighter / Paramedic Mark Poulos

With a recent vacancy in the Fire Department created as a result of a resignation, the La Grange Board of Fire and Police Commissioners have appointed Mark Poulos to fill the position of Firefighter/Paramedic effective January 5, 2015. President Livingston requested he step forward and Village Clerk Burns to administer the oath of office.

3. PUBLIC COMMENTS REGARDING AGENDA ITEMS

None.

President Livingston noted the floor would be opened for public comments on the sewer improvements workshop after this item is presented.

4. OMNIBUS AGENDA AND VOTE

- A. Request to Purchase – Public Works Department / Equipment Replacement F350 Dump Truck
- B. Minutes of the Village of La Grange Board of Trustees Regular Meeting, Monday, December 8, 2014
- C. Consolidated Voucher 141222 – (\$722,165.35)
- D. Consolidated Voucher 150112 – (\$1,150,268.48)

It was moved by Trustee Langan to approve items A, B, C, and D of the Omnibus Agenda, seconded by Trustee Holder.

Approved by roll call vote.

Ayes: Trustees Kuchler, McCarty, Nowak, Holder and Langan
Nays: None
Absent: Trustee Palermo

5. CURRENT BUSINESS

None

6. MANAGER'S REPORT

A. Pre-Budget Development Workshop – Sewer System Improvements

President Livingston requested Village Manager Robert Pilipiszyn to introduce this item. Mr. Pilipiszyn invited Mr. Gillingham to respond.

Mr. Gillingham provided background information on previous workshops regarding sewer system improvements to reduce overland flooding due to severe rainfall events. Explaining the cost-effective benefits of a tiered solution approach, Mr. Gillingham noted the Board's approval to engage Baxter and Woodman to complete a hydrology study as well as sewer televising in order to provide options to reduce flooding in the areas south of 47th Street.

Mr. Gillingham added that after this evening's presentation and public discussion, staff is seeking direction as to flood mitigation priorities in preparation of the January 26 meeting whereby revenues will be reviewed to fund the capital expenditures. Mr. Gillingham introduced Mr. Mark Phipps and Mr. Paul Siegfried of Baxter and Woodman who will present the technical information of the hydraulic analysis.

Mr. Phipps provided a Power Point presentation relevant to data collection and graphics which had previously been provided to the Board in their agenda packets. Referencing prior survey results, Mr. Phipps explained the existing conditions and proposed improvement analyses. Annotating the depression areas, Mr. Phipps stated that Baxter and Woodman evaluated five proposed drainage improvements for effectiveness in alleviating flooding in the South Basin region of La Grange. Mr. Phipps described the proposed improvements as (1) a Brainard Avenue Floodwall; (2) a 50th Street storm sewer; (3) a 50th Street storm sewer with laterals and extensions; (4) a 50th Street storm sewer, with laterals, extension, and upsized outlet; and (5) a combination of alternates one and four. Mr. Phipps continued by annotating other improvements for consideration which consisted of the Plainfield Road storm sewer extension; the installation of inlet restrictors to provide flood storage in roadways; and larger diameter relief sewers. Trustee Holder inquired if the other improvements were in addition to the five alternates and Mr. Phipps indicated affirmatively. President Livingston suggested questions and discussion wait until the presentation was completed.

Mr. Phipps detailed each of the five proposed improvements and cost estimates. Providing additional information on the Brainard Avenue Floodwall, Mr. Phipps noted it may not be the most effective method for flood control in all of the depression areas. Although the improvements are extensive and extremely costly, Mr. Phipps noted the critical elements are rainfall depth and rainfall duration. Concluding his presentation, for the overall benefit to reduce flooding, Mr. Phipps noted that Baxter and Woodman recommends implementation of alternative 4, which includes the proposed relief sewer along 50th Street, laterals and extensions to depression areas.

Public Works Director, Mr. Gillingham then provided a report on the preliminary results for sewer televising noting that although there were no collapsed pipes there were found to be several areas in need of repair. Explaining that funding for these improvements are in addition to other on-going sewer projects, Mr. Gillingham added the possibility for grant opportunities through the Metropolitan Water Reclamation

District, the Federal Emergency Management Association, the State of Illinois as well as Cook County.

President Livingston expressed thanks to all for providing detailed information and recognized staff's request for direction in preparation for the upcoming Capital Improvements Budget Workshop on February 2. In light of voter approval of the increase in the non-home rules sales tax referendum question in April, President Livingston noted preparation of two budgets one to include the possible increase in the non-home rule sales tax along with a second maintenance budget in order to adhere to responsive financial resources.

At 8:30 p.m. President Livingston opened the floor for public comments.

As spokesman for local residents, Mr. Mike Matteucci expressed his thanks to the Board for prioritizing improvements to resolve flooding. Although solutions are costly and encompass the entire Village, Mr. Matteucci encouraged the recommendation for the Brainard Avenue Floodwall.

Ann Bennett, 644 S. Stone believes a less costly solution to flooding is to utilize permeable land as a possible detention area. Ms. Bennett suggested it may be helpful to have a temporary moratorium on the issuance of building permits. Adding that the burden of resolving flooding is township wide, Ms. Bennett feels that neighboring communities should share in the cost and solution.

Linda Rehor encourages the Board to allocate funding to resolve flooding for the entire community not just areas of depression. Ms. Rehor inquired if voters approve the sales tax referendum would the funds be utilized for sewers. President Livingston responded that the increased sales tax would not only be utilized for storm water management but also a greater level of bonding; public safety; economic development; and to reduce the need for cost containment measures.

Harlan Hirt, 421 S. Spring as a retired engineer indicated his dilemma related to the atlas of sewer system connections and believes the important factor is to solve the problem of flooding. Mr. Hirt inquired if the quarry and country club are included in the deliberations to resolve flooding. Mr. Hirt also inquired if the Maple Avenue Relief Sewer (MARS) and Ogden Avenue Relief Sewer (OARS) projects would be discontinued. Lastly, Mr. Hirt inquired if this evening's presentation is available to the Public. President Livingston noted the presentation is posted on the Village's website and available at the public library. Adding that all concerned parties are cooperative in resolving the flooding issues and the importance in continuing with the MARS and OARS projects, President Livingston requested Mr. Gillingham address the sewer system connections. Mr. Gillingham responded with a detailed explanation relating to sewer locations and connections.

Mr. Bozzano, 727 Spring expressed his favor of the Brainard Avenue Floodwall to alleviate flooding in his residential home.

President Livingston noted his favor of the 50th Street relief storm sewer alternative as it impacts several areas. Identifying the need to be cost effective and the urgency in providing some insurance to residents against flooding, President Livingston noted the importance of a flood wall. President Livingston indicated that sewer system improvements would continue to be discussed in the budget development process and requested the Board to provide their comments.

Much discussion ensued amongst the Board to address possible solutions to flooding in the South Basin. Discussions included working with the Metropolitan Water Reclamation District; the capability to detain rain water from the country club; the advantages of greater diameter in sewer pipes; the need for Village wide capital improvements; cost for sewer improvements; as well as time factors. Examining numerous items related to the alternatives presented in the report from Baxter and Woodman and the need to remain responsible stewards of Village finances, Trustees tended to favor the Brainard Avenue Floodwall.

President Livingston noted the importance of this workshop discussion in preparation for upcoming workshops relating to revenues on January 26 and capital projects on February 2 in preparation of the budget document for Fiscal Year 2015-16.

7. PUBLIC COMMENTS REGARDING MATTERS NOT ON AGENDA

Harlan Hirt expressed his concerns with the unsafe location of the U.S. Mail Box at the newly renovated Stone Avenue Train Station. Assistant Village Manager was asked to respond. Ms. Peterson noted that alternate locations are being reviewed as this is a temporary placement.

8. EXECUTIVE SESSION

9. TRUSTEE COMMENTS

None

10. ADJOURNMENT

At 9:42 p.m. Trustee Langan moved to adjourn, seconded by Trustee Nowak. Approved by voice vote.



Thomas E. Livingston, Village President

ATTEST:



John Burns, Village Clerk

Approved Date: January 26, 2015

