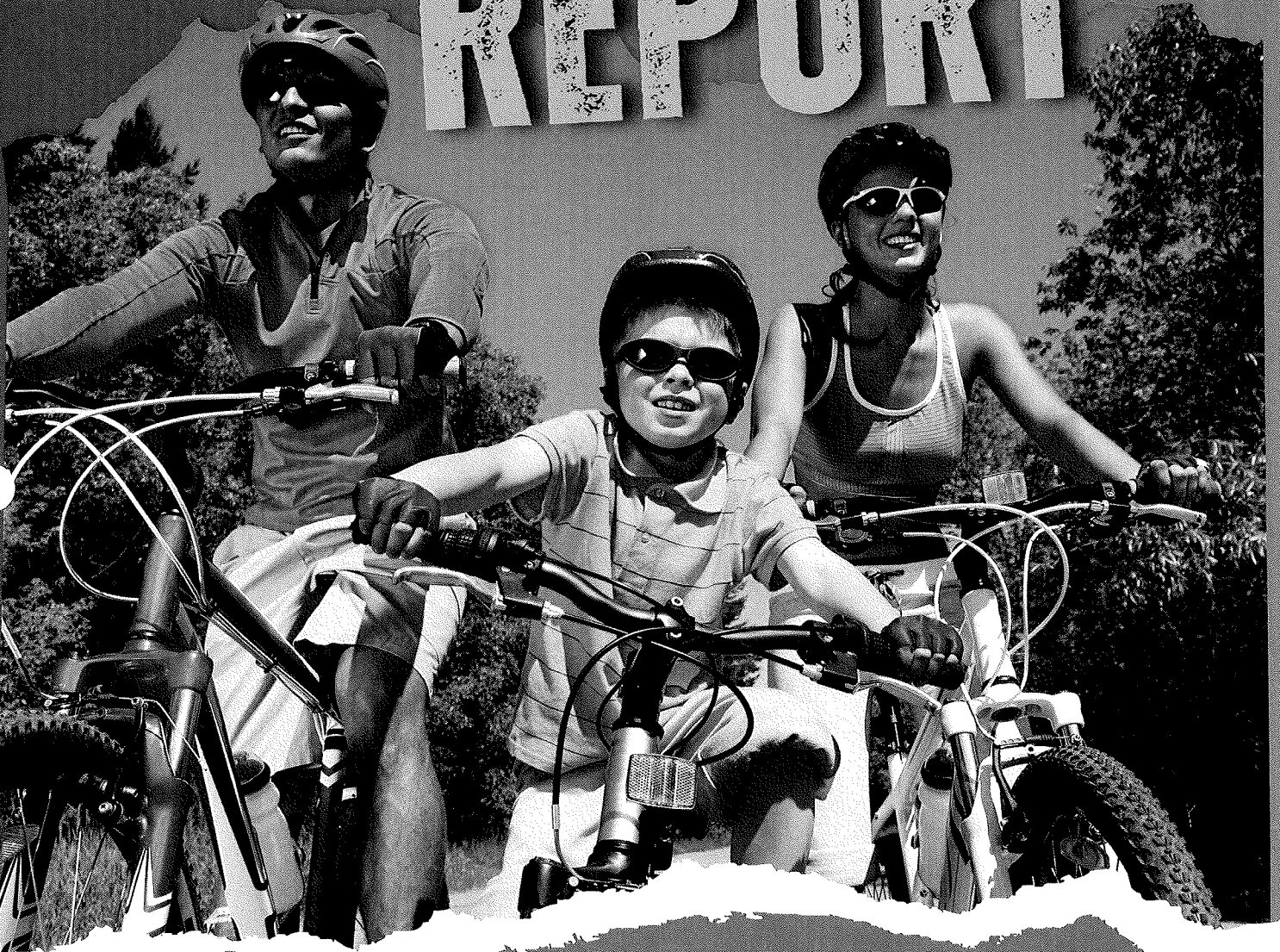
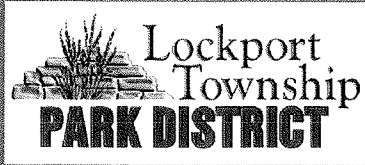


LOCKPORT TOWNSHIP PARK DISTRICT

Efficiency REPORT



RECEIVED
AUG 30 2024
WILL COUNTY BOARD



Approved by the Park District's Committee on
Local Government Efficiency on July 9, 2024.

I. Purpose

The Lockport Township Park District (“Park District”) formed its Committee on Local Government Efficiency on **May 22, 2023**, to study efficiencies and report recommendations regarding those efficiencies and increased accountability pursuant to 50 ILCS 70/1, *et seq.* (the “Committee”).

II. Committee Membership

The Committee consisted of the following individuals:

Jeff Rigoni	BOARD PRESIDENT
Max Woods	BOARD VICE-PRESIDENT
Don Bauer	BOARD TREASURER
Paul Nobis	BOARD SECRETARY
Nate Albert	RESIDENT MEMBER
JR Gillogly	RESIDENT MEMBER
Bill Riordan	EXECUTIVE DIRECTOR

III. Committee Meetings

The Committee met as follows:

Meeting Date	Meeting Time and Place
April 30, 2024	3:00pm, DPCC 1811 S. Lawrence Ave, Lockport, IL 60441
June 18, 2024	3:00pm, DPCC 1811 S. Lawrence Ave, Lockport, IL 60441
July 9, 2024	3:00pm, DPCC 1811 S. Lawrence Ave, Lockport, IL 60441
July 9, 2024	3:05pm, DPCC 1811 S. Lawrence Ave, Lockport, IL 60441

Minutes of these meetings are available on the Park District's website or upon request at the Park District's administrative office.

IV. General Overview of Governing Statutes, Ordinances, Rules, Procedures, Powers, Jurisdiction

The Park District was established by a referendum initiated and approved by the voters of the Park District in 1945. All Illinois park districts, including the Park District, are governed by the Park District Code, 70 ILCS 1205/1 *et seq.*

Having a separate and distinct taxing body for parks, recreation, and conservation within the local community, which operates apart from general purpose governments, is extremely beneficial to the community for many reasons, as detailed further in this report.

- **Elected, non-partisan, non-compensated board.** The Park District is governed by a board of FIVE commissioners. Commissioners must reside within the boundaries of the park district and are elected at the Consolidated Election in odd-numbered years. Pursuant to state law, commissioners are non-partisan and serve without compensation.
- **Accessible and focused representation.** Having a dedicated board to oversee these essential facilities, programs, and services provides the community with increased access to their elected representatives and allows those elected representatives to remain focused solely on those facilities, programs, and services. This is contrasted with general purpose governments where elected representatives are responsible for broad oversight on a wide range of issues. This special purpose benefit is particularly advantageous when it comes to budget and finance oversight.
- **Increased transparency.** Having a dedicated unit of local government to provide park and recreation services also improves the relationship between the park district and its residents because of the transparency and openness related to the board and park district operations. Having detailed agenda and action items allows taxpayers to be better informed about the inner workings of their local government. When individual units of government are responsible for providing specified services like park districts, transparency is increased because action items and budget procedures are more detailed. Additionally, these items and budgetary decisions are subject to more scrutiny by locally elected officials than is the case with larger, multi-purpose governments with a multitude of departments.
- **Protection of revenues.** Because the Park District is a separate unit of local government, the revenues it generates can only be used for park district purposes. This assurance is contrasted with general purpose governments like cities, villages, and counties that provide a multitude of services such as fire, police, public works, economic development, etc., where revenues that are

generated specifically for parks and recreation can be expended on these other services with limited, if any, input from voters.

- **Protection of assets.** Public parks and other real property owned by the park district is held in trust for the residents of the park district, and, subject to very limited exceptions, can only be sold or transferred if residents approve of the sale or transfer by a referendum. This is contrasted with general purpose units of government, which have authority to sell or dispose of property by a vote of the governing board.
- **Providing the Community More with Less.** The Park District does more with much fewer funding options. Unlike other units of local government that receive direct state funding, and income, sales, use, hotel/motel, motor fuel and other numerous taxes, the Park District's only tax revenues come from a modest portion of a resident's overall property tax bill. In fact, despite its limited funding options, the Park District share is only 4.5% of the local tax bill.

As part of good governance and implementing best practices in the management of day-to-day operations, the Park District has also adopted the following ordinances, rules, policies, and procedures:

- Park District Purpose, Planning, Principles, Objectives
- Park Board and Rules of the Park Board
- Administrative Powers, Duties, Rules
- Personnel Rules and Regulations
- Annual Audits and Business
- Purchasing and Bill Payment Policy
- General Use Programs
- General Park District Policies and Procedures
- Historical Record of Revisions
- Safety Policy
- Emergency Operations Manual
- Confined Space

- Lockout Tag Out
- IDOL Inspections
- Respiratory Program
- Abused and Neglected Children Policy
- Information Systems and Policies and Procedures
- Transportation Risk Management
- Communicable Disease
- Hepatitis B Declination
- Modified Duty
- Non Discrimination and Anti-Harassment Policy
- FMLA
- Alcohol and Drug Abuse
- Investment Policy
- Identity Protection Policy
- Environmental Policy
- Facility and Park Rental Policies and Procedures
- Trip Policy
- Job Descriptions
- Whistleblower Policy
- Fund Balance Policy
- Outstanding Check Policy
- Capital Asset Policy
- Strategic Plan
- Comprehensive Master Plan

- Annual Report

Operational Policies, Procedures and Manuals

Administrative Policies/Procedures

- [ADA Policy](#)
- [ADA Grievance Procedure](#)
- [After Hour Equipment Use](#)
- [Cash Handling and Balancing - DPCC](#)
- [Cash Handling and Balancing - PB](#)
- [Code of Conduct](#)
- [Criminal Background Check](#)
- [Email Policy](#)
- [Employment Agreement - PT](#)
- [Hiring Procedures - General](#)
- [Hiring Procedures - FT](#)
- [Hiring Procedures - PT](#)
- [Independent Contractors Agreement](#)
- [Internet Policy](#)
- [Late Fee Policy](#)
- [Manager Cash Close out Procedure](#)
- [Open Door Policy](#)
- [Outstanding Check Policy](#)
- [PCI Compliance](#)
- [Procedure for requesting Public Records](#)
- [Refund Policy-HP](#)
- [Refund Policy - Programs](#)
- [Tape Recording Policy](#)
- [Telecommuting Policy](#)
- [Voicemail Policy](#)
- [Wellness Policy](#)

Facility/Programming Policies / Procedures

- [Alarm Code Procedures](#)
- [Aquatics Cashier Responsibilities](#)
- [Aquatics Operations Manual](#)
- [Aquatics Emergency Procedures](#)
- [Aquatics Footwear Policies](#)
- [Aquatic Substitution Policy](#)
- [Aquatic Uniform Agreement](#)
- [Bus Accident Procedures](#)
- [Challenge Fitness Attendant Manual](#)
- [Challenge Fitness Operations Manual](#)
- [Code of Conduct - OASIS](#)
- [Custodial Checklist - DPCC](#)
- [Day Trip Procedures](#)

- [DPCC Closing procedures](#)
- [DPCC Operations Manual](#)
- [DPCC Shift Procedures - AM](#)
- [DPCC Shift Procedures - PM](#)
- [Errant Golf Ball](#)
- [Facility Use – Courtside Lounge](#)
- [Facility Use - DPCC](#)
- [Facility Use - FCC](#)
- [Facility Use - GFM](#)
- [Facility Use – PAC/Gazebo](#)
- [Facility Use - Parks](#)
- [Facility Use - Pavilions](#)
- [Facility Use – Picnic Permit](#)
- [Facility Use – Richland Center](#)
- [Family Float Night Procedures](#)
- [Group X Scanning Procedures](#)
- [Heritage Falls Pavilion Rental Procedures](#)
- [OASIS Handbook](#)
- [Open Swim Behavior Management](#)
- [Outdoor Pool Rental Agreement](#)
- [Prairie Bluff Food and Beverage Procedures](#)
- [Prairie Bluff Golf Course Procedures](#)
- [Preschool Staff Manual](#)
- [Soccer Goal Policy](#)
- [Summer Camp Staff Manual](#)

Safety Policies and Procedures

- [3 Points of Contact](#)
- [30 Second Site Walk](#)
- [Accident/Incident Reporting](#)
- [Alcohol Training](#)
- [Body Armor Use](#)
- [Ergonomics](#)
- [Form – Accident Incident Reporting](#)
- [Form – Employee Injury Reporting](#)
- [Form – Property Loss Reporting](#)
- [Form – Vehicle Accident Reporting](#)
- [Hazardous Conditions Reporting](#)
- [Identity Protection](#)
- [Loading and unloading a vehicle](#)
- [Modified Duty](#)
- [No Idle No Top Off](#)
- [Other Power Driven Mobility Devices](#)
- [Patron Behavior Management](#)
- [Public Playground Safety](#)
- [Seat Belt](#)
- [Seizure Management](#)

List of Shared Services and Partnerships

The Park District works diligently to provide the best possible programs, services, and facilities to our community at the least possible cost. One of the many ways the Park District achieves this goal is by partnering with neighboring park districts, school districts, other units of local government within or near the community, the State, non-profit organizations, and for-profit corporations. Below is a comprehensive list of the current partnerships, agreements, and other relationships that assist the Park District's mission of delivering the best possible services at the least possible cost to our community.

1. Membership in SRA if Any

The Park District is part of the Northern Will County Special Recreation Association ("SRA"). Special recreation associations are a form of intergovernmental cooperation among units of local government that is authorized under the Illinois Constitution, the Intergovernmental Cooperation Act, the Park District Code, and the Municipal Code. Their formation is rooted in a fundamental belief and recognition that "Recreation is for Everyone." They are shining examples of local government efficiency.

By partnering together, local communities are able to effectively and efficiently deliver more successful program opportunities to community members who have special needs. Furthermore, by participating in the SRA, the Park District networks with THREE other local governments (Bolingbrook Park District, Plainfield Park District and the Village of Romeoville) to provide many more program opportunities for our community members who have special needs and offers a choice between participating in the SRA's programs or in programs that are provided by the Park District.

The Park District and the SRA also achieve efficiency by utilizing existing facilities that are owned and operated by the SRA's members, including the Park District. Utilizing these existing facilities allows the SRA to deliver services to its member communities at a lower cost. Currently the Park District provides the SRA access to the following facilities for their program offerings:

- Challenge Fitness
- Collegeview Ballfield
- Dellwood Park Community Center
- Hassert Park
- Prairie Bluff Golf Club

The SRA also provides the support needed for participants with special needs that choose to register for the Park District programs or inclusive programming. The SRA collects information on the registered participant and determines what supports are needed for that participant to be successful in this inclusive setting or the Park District program. This could include additional training of the supervisory staff, additional

support staff, the use of adaptive equipment, behavior management, and/or other measures that will assist in the successful participation of this individual in the Park District program. Although success may not look the same for everyone, the SRA works with the Park District's staff to ensure the best possible results for all the participants in the program. The Park District's cost of providing these services would be much greater without its participation and partnership in the SRA.

In 2023, the SRA provided 456 hours of support to various Park District programs such as Summer Day Camp, Before and After School programs, tumbling, soccer and special events to participants in inclusive programs that were provided by the Park District.

The Park District is very proud of the ongoing collaboration with the NWCSRA. By working cooperatively with other local governments, not only are we better able to collectively serve all citizens within our communities, including persons with disabilities, but we are able to do so in the most efficient and effective manner possible.

2. Other intergovernmental agreements with other park districts, forest preserve districts, conservation districts, or municipal recreation agencies

- [Will County Forest Preserve – maintenance agreement](#)
- [Orland Park Recreation Department](#)

3. Intergovernmental agreements with other units of local government

- City of Lockport easement agreement
- City of Lockport Equipment use
- [City of Lockport – I&M Canal maintenance agreement](#)
- [City of Lockport Vehicle Usage Agreement](#)
- [City of Lockport Vine Street](#)
- [City of Crest Hill easement agreement Rt 53](#)
- [City of Crest Hill Office Lease](#)
- [Homer 33C School District](#)
- [Will County School District 92](#)
- [Milne-Kelvin Grove School District 91](#)
- [Richland School District 88A-Fieldhouse Usage](#)
- [Richland School District 88A-Maintenance/Facility Usage](#)
- St Francis
- Lockport Township High School
- [Taft School District 90](#)
- [Irene King 365U](#)
- [365 U Heritage Falls Pool](#)
- [City of Lockport Police Mutual Aid](#)
- [City of Crest Hill Police Mutual Aid](#)
- [ILEAS Police Mutual Aid](#)
- [School District Police Reporting Mutual Aid](#)

- [Village of Romeoville Police Mutual Aid](#)
- [Will County Forest Preserve Police Mutual Aid](#)
- [Will County Sheriffs Police Mutual Aid](#)
- [Will County Major Crimes Task Force Mutual Aid](#)

4. Intergovernmental agreements with the State of Illinois

- [IDNR License Agreement](#)
- Illinois Department of Corrections – Firing Range

5. Partnerships or agreements with athletic or similar affiliate organizations that operate sports or other leagues

- [Crest Hill Boys Baseball](#)
- [Lockport Boys Baseball](#)
- [Lockport Junior Miss Softball](#)

6. Partnerships or other interrelationships with non-profits

- [AARP](#)
- Kids Around the World
- [Lockport VFW](#)
- [Northern Illinois Food Bank](#)
- [Thrive Church](#)
- Will County Auto Rebuilders

7. Partnerships with for profit organizations

- [360 Relay](#)
- Alpha Media
- [Citgo Lemont Refinery](#)
- [Fyzical](#)
- [Heidelberg](#)
- [JK Computers](#)
- [TR Miller](#)
- [Ducere](#)
- [Living Waters HFWP](#)
- [Healthy Contributions Health](#)
- [Silver Sneakers](#)
- [Farm License agreement – Filotto](#)
- [Farm License Agreement – Stewart Spreading](#)
- [Dellwood Disc Golf](#)
- [Legacy Paintball LLC](#)
- [Hanson Collegeview](#)

8. Informal cooperation with other units of local government which save taxpayer dollars by eliminating redundancy

- City of Lockport-Maintenance, equipment, assets, shared programming/events
- Lockport Police Department – Shared communication system, facilities
- City of Crest Hill-Assets, shared facilities, financial contributions to projects
- Village of Romeoville-Programming, financial contributions to projects, assets
- Lockport Township-Programming, facilities, assets
- Lockport Township Highway Department – Projects, maintenance, assets
- Lockport Township Fire Protection District – facility usage
- Lockport Township High School-Programming
- School Districts – Pavilions, facilities
- White Oak Library District-Programming

V. Other Examples of Efficient Operations

Use of volunteers. One way in which the Park District reduces the burden on taxpayers is through the use of volunteers. Last year, 130 individuals volunteered 4,720 hours of service to the Park District in 2023.

Youth employment. The Park District is a major employer of youth in the community. Last year, the Park District employed 67 youth. Not only is this an efficient way to deliver services, but youth employment serves as a valuable training tool for the future workforce.

Joint purchasing (if not listed above). The Park District participates in joint purchasing cooperatives pursuant to the Governmental Joint Purchasing Act (30 ILCS 525/0.01 *et seq.*) thereby saving taxpayer dollars through economies of scale. These include:

- Illinois Department of Central Management-Bulk Road Salt, vehicles and equipment
- Sourcewell Purchasing Cooperative for equipment
- Omnia Purchasing Cooperative for equipment
- HGAC Purchasing Cooperative
- Food Buy Purchasing Cooperative
- Suburban Purchasing Cooperative
- NIMEC

The Dellwood Foundation is a 501(C) 3 charitable organization incorporated in 1990 and is dedicated to enhancing cultural and recreational opportunities. Last year, the Dellwood Foundation raised \$12,858.00 in private donations, which help alleviate the burden on taxpayers. The Foundation also supported the Park District by:

- Scholarships to off-set the cost of Park District programs
- Off-set cost of Memorial Tree program
- Off-set cost of Memorial Bench program
- Providing volunteers for Park District special events

Collaboration with other park districts on best practices. Because park districts are not in competition with one another, they are more willing than the private sector to share best practices. These best practices help to avoid unnecessary costs and deliver services more effectively and efficiently.

Reliance on Non-Tax Revenue. Unlike most local governments that rely on a wide range of sales, use, and income taxes, the Park District is not permitted to assess these types of taxes. Additionally, although the Park District is an economic engine for the community and generates much revenue for the state and our community in the form of hotel/motel, sales, and motor fuel taxes, our Park District does not receive any of these revenues. Also, unlike Illinois cities, villages, counties, and school districts that received billions of dollars in direct financial assistance from the Coronavirus Aid, Relief, and Economic Security (CARES) Act and the American Rescue Plan Act (ARPA), our Park District did not receive any such direct federal aid. Our Park District also does not

receive state funding under the Local Government Distributive Fund (LGDF) or General State Aid (GSA) that these same cities, villages, counties, and school districts receive through the State budget.

Instead, the Park District provides all of the programs, facilities, and services to the community with a very modest amount of property taxes and from **non-tax sources** such as memberships, program registrations, and other user fees as well as private donations and grants.

MOST RECENT GRANTS:

- OSLAD-Dellwood Park (2020) - \$400,000
- OSLAD-Crest Hill Memorial Park (2024) - \$600,000
- ARPA-Prairie Bluff Driving Range HVAC (2023) – \$117,960
- ARPA-Challenge Fitness Pool HVAC (2024) - \$316,200
- DCEO-Fairmont Community Center (2024) - \$100,000
- DCEO-Dellwood Park Infrastructure (2024) - \$120,000
- DCEO-Dellwood Park Bridges (2024) - \$120,000
- DCEO-Hassert Park (2024) - \$50,000
- DCEO-Crest Hill Park (2024) - \$40,000
- Will County CDBG-Fairmont Food Pantry (2024) - \$30,000
- Will County CDGB- Fairmont Community Center (2024) - \$30,000
- DCEO-Chaney Pool Slide (2025) - \$100,000
- DCEO-Lago Vista Park (2025) - \$75,000
- DCEO-Dellwood Park Lighting (2025) - \$50,000
- DCEO-Heritage Falls Safety Surface (2025) - \$50,000

VI. Transparency to the Community

The following information about the Park District may be obtained by citizens in the location listed.

Document	Location(s) Available <small>(website, administrative offices, county clerk, state website, etc.)</small>
• Annual tax levy	DPCC, Website, County Clerk
• Annual budget and appropriation ordinance	DPCC, Website, County Clerk
• Agenda and minutes	DPCC, Website
• Comptroller’s annual finance report (AFR)	DPCC, Website, County Clerk
• Annual audit	DPCC, Website, County Clerk
• Statement of Receipts and Disbursements	DPCC, County Clerk
• Conduct Ordinances	DPCC, Website
• Long range plans	DPCC, Website
• Strategic plans	DPCC, Website
• Capital improvement plan	DPCC, Website
• ADA transition plan	DPCC, Website
• Current Bids	DPCC, Website
• Bid Results	DPCC, Website

The Park District offers residents many opportunities to provide feedback. These include:

- The board of commissioners meets once each month. Residents may provide public comment at every meeting.
- The Park District’s annual Budget and Appropriation Ordinance is available in tentative form at least 30 days prior to its adoption at an open meeting of the Park District board. Additionally, at least one public hearing is held prior to final action, and notice of the hearing is published in the newspaper at least one week prior to the hearing.

- The Park District's annual property tax levy is approved at an open meeting of the Park District board in accordance with the Open Meetings Act. The Park District follows all public notice and hearing requirements under the Truth in Taxation Law prior to the adoption of this annual tax levy. The Park District's annual levy is also subject to the limitations of the Property Tax Extension Limitation Law.
- Residents may contact or request information from the Park District by phone at (815) 838-1183 ext. 203 or email at nkrusinski@lockportpark.org.
- Recent Community Committees the Park District helped with
 - LTHS Garfield Renovation-Bill and Jeff
 - Fire Event Committee - Dave
 - Lockport Resource Committee – Heather / Dave / Jeff
- Recent Community Surveys:
 - Community Survey
 - Employee Satisfaction Survey
 - Trip Survey
 - Program Surveys- OASIS, Instructor
 - CF 360 Survey
 - PB 360 Survey
- Recent Playground Community Input Meetings
 - Crest Hill Memorial Park Playground Meeting
 - Ridge Park Playground Meeting
 - Cedar Park Playground Meeting
 - Lago Vista Playground Meeting
 - Red Oaks Playground Meeting
- Recent Public Hearings
 - Budget and Appropriations
 - Tax Levy
 - Bond Issuance

VII. District Awards and Recognition

The District's achievements have been recognized in numerous ways.

- The Lockport Township Park District completed the Joint Distinguished Accreditation program in 2017
- Board President Jeff Rigoni was named IAPD Commissioner of the Year in January 2022
- Board Vice - President Max Woods – IAPD Chairman's Citation Award
- Staff Certifications:
 - National Recreation and Park Association--Certified Park and Recreation Professional
 - Certified Pool Operator
 - Certified Playground Safety Inspector
 - Basset Training
 - First Aid/CPR/AED Instructor
 - Food Handler Course
 - Food Safety Manager
 - Pesticide License
 - CPR Certifications
 - Aquatic Exercise Association & Arthritis Foundation
 - Exercise Program Leader Certification
 - AllenForce—Healthy Minds, Healthy Bodies Workshop: Serving Injured Veterans Certificate of Completion
 - Barre Above Certificate of Completion
 - Beachbody Live—Turbo Kick Live Instructor Training
 - International Fitness Association—Aqua Fitness Instructor
 - International Sports Sciences Association—Certified Personal Trainer
- Les Mills International
 - Les Mills Body Attack Certified Instructor
 - Les Mills Body pump Certified Instructor
 - Les Mills Body Step Certified Instructor
 - Les Mills CXWORX Certified Instructor
 - Les Mills CXWORX 30 Minute Revolutionary Core Training
 - Les Mills Grit Series Certified Instructor
 - Les Mills SH'BAM Certified Instructor
- National Academy of Sports Medicine
 - Certified Personal Trainer

- Corrective Exercise Specialist
- National Personal Training Institute—Certified Personal Trainer
- Piyo Strength Instructor Training
- Precision Nutrition
- Precision Nutrition Level 1 Certification
- Precision Nutrition Level 1--Certificate in Nutrition and Coaching

SCW Fitness

- Yoga 1 Certification
- Studio Fit Chicago--Certified Barre Instructor
- SCW Pilates Matwork Certification

Silver Sneakers

TRX Qualified Group Suspension Training Course

Water in Motion Certification

The Always Food Safe Company—Food Protections Manager

Freedom of Information Act Certification

Open Meetings Act Certification

VIII. Benefits and Services

The Park District serves the entire community from the youngest child to the oldest adult and all ages in between. It does so in a variety of ways.

1. Facilities

The Park District offered the following facilities to the community last year:

- Challenge Fitness
 - Indoor pool
 - Tennis Courts/Racquetball Courts/Pickle ball Courts
 - Recreational Facility
 - Program Facility
 - Program Registration
 - Fitness Facility
 - Rental Facility

- Chaney Pool
 - Outdoor Pool Facility
 - Rental Facility
 - Multi-Purpose Room

- Dellwood Park
 - Playgrounds-4
 - Walking Trail 1.82 miles-paved, .20 miles-unpaved
 - The Canyons Disc Golf
 - Pavilion/Gazebo Rentals
 - Performing Arts Center
 - Baseball, Soccer & Softball Fields
 - Horseshoe Pits
 - Skate/Bike Park
 - Gaga ball Pit
 - Special Events
 - Sand Volleyball
 - Outdoor Fitness
 - Drinking Fountain
 - Garden with Interpretive Signage

- Dellwood Park Community Center (DPCC)
 - Administrative Office
 - Multi-Purpose Rooms
 - Basketball Courts
 - Preschool

- Recreational Facility
 - Program Registration
- Fairmont Community Center
 - Rental Facility
 - Food Pantry
 - Basketball Courts
- Gladys Fox Museum
 - Rental Space
 - Recreational Facility
- Hassert Park
 - Baseball/Soccer Field Rental
 - Batting Cages
 - Playground
 - Splash pad
 - Pavilion Rental
 - Lighted Pickle ball Courts
- Heritage Falls Pool
 - Outdoor Pool Facility
 - Rental Facility
- Meader House
 - Early Learning Program Facility
- Prairie Bluff Golf Course
 - 18 hole golf course
 - 31 Bay Heated and Lighted Driving Range
 - Clubhouse
 - Special Events
 - Restaurant and Banquet Facility
- Richland Center
 - Rental Facility
- Remote Park Locations
 - A.F. Hill Park—Playground, Pavilion, Basketball Court, Walking Trail (0.3 miles, paved)
 - Adelmann Park—Playground, Pavilion, Walking Trail (0.37 miles, paved)
 - Arrowhead Park—playground
 - Brisbin Park—Playground
 - Cambridge Crest—Playground, Gazebo, Sun shade, Walking Trail (.10 miles, paved)
 - Cedar Park—Playground, Bean Bag Game, Sun Shade

- Cedar Ridge Park—Playground, Gaga Ball Game
- Clover Ridge Park—Playground
- Collegeview Park—Playground, Pavilion, Sand Volleyball, Ballfield, Bean Bag Game, Walking Trail (0.25 miles, paved)
- Creekside Park—Playground, Walking Trail (0.20 miles, paved)
- Crest Hill Memorial Park—Playground, Pavilion, Walking Trail (0.35 miles, paved)
- Dellwood West--Walking Trail (1.1 miles, paved)
- Dominic Fracaro Park—Playground, Basketball Court, Ballfield
- FCC Park—Playground
- Fields of Longmeadow Park—Playground
- Hawthorne Preserve Park--Playground
- Highland Ridge Park—Outdoor exercise equipment
- I & M Canal—Walking Trail (1 mile, some paved)
- Karen Springs Park—Gazebo
- Lago Vista Park—Playground, Horseshoe pits, Walking Path (0.53 miles, paved)
- Lions Park—Playground
- Maple Hill Park—Playground
- Oak Creek Park—Playground, Ballfield, Walking Path (0.10 miles, paved)
- Parker Ridge Park—Playground
- Parkside Estates Park—Playground
- Red Oaks Park—Playground, sun shade, game table
- Remington Lakes Park—Gazebo, Walking Path (.10 miles, paved)
- Remington Park—Playground
- Renaissance Crossing Park—Playground
- Renwick Club Park—Playground
- Richland Center Park—Playground
- Rotary Park—Playground, Pavilion
- Sagebrook Park—Playground, Gazebo
- Stanley Gustafson Park—Playground
- Sunset Park—Playground, 2 Pavilions, Horseshoe Pits, Community Garden, Walking Path (.40 miles, paved)
- Theodore Marsh Playground—Playground.
- Victoria Crossing Pond East & West—Pond with Catch and Release Fishing, Walking Path (.34 miles)
- Victoria Lake Park—Playground, Sun Shade
- Willow Walk Park—Playground, Pavilion, Sun Shade, Splash Pad, Basketball Courts, Bean Bag Game, Sand Volleyball Court, Walking Path (.65 miles, paved)
- Woodlands Park—Playground, Ballfield

2. Programs

The Park District offered the following programs last year. Registration numbers are also provided.

SUMMER 2023

PROGRAM CATEGORY	# OF PARTICIPANTS
Aquatics Programs	444
Family Special Events	25
Fitness	74
Golf	15
Membership	1,577
Racquet Sports	182
Senior Programs	1,177
Tot Programs	260
Trips	1,117
Youth Programs	1,886
TOTAL PARTICIPANTS	6,757

FALL 2023

PROGRAM CATEGORY	# OF PARTICIPANTS
Aquatics Programs	448
Family Special Events	315
Fitness	96
Golf	0
Membership	0
Racquet Sports	285
Senior Programs	1,385
Tot Programs	247
Trips	818
Youth Programs	2,263
TOTAL PARTICIPANTS	5,857

WINTER/SPRING 2024

PROGRAM CATEGORY	# OF PARTICIPANTS
Aquatics Programs	345
Family Special Events	639
Fitness	99
Golf	0
Membership	56
Racquet Sports	472

Senior Programs	1,145
Tot Programs	476
Trips	824
Youth Programs	1,226
TOTAL PARTICIPANTS	5,282

YEARLY TOTAL

PROGRAM CATEGORY	# OF PARTICIPANTS
Aquatics Programs	1,237
Family Special Events	979
Fitness	269
Golf	15
Membership	1,633
Racquet Sports	939
Senior Programs	3,707
Tot Programs	983
Trips	2,759
Youth Programs	5,375
TOTAL PARTICIPANTS	17,896

3. Additional Services

The Park District provided the following additional services to the community.

- The Fairmont Food Pantry operates out of the Fairmont Community Center
- Community Garden – Fairmont Community Center
- Community Garden – Sunset Park
- Host Lockport Township Recycling Event at our facilities
- Memorial Tree and Memorial Bench Programs
- Voting poll place
- Use of Park District facilities for not-for-profit civic groups for community events
- Free Special Events – Summer Concert series, Touch-a-Truck, Wing-it-Wednesday concert series

4. Other Benefits

While the Park District is a special purpose district, its impact to the community is multi-faceted and far reaching. For example, the Park District's parks, recreational programming, and other opportunities improve the community's overall physical and mental health and wellness, thereby reducing health care costs. Before and after school

and summer programs offer safe, convenient, and affordable childcare options for working families during critical times when school is not in session. These opportunities also help reduce juvenile crime. The Park District's open space and trees help improve air and water quality and mitigate flooding. The Park District is an economic generator for the area. The last 12 months there were over 143,000 visits to Prairie Bluff Golf Course and over 375,000 visits to Dellwood Park. Through programming, special events and visiting our amenities the Park District is an economic engine for the community.

IX. Recommendations for Increased Accountability and Efficiency

1. Intergovernmental Fees and Charges

One opportunity for efficiency would be the elimination of fees and charges assessed by other units of government. By way of example, below are amounts that other units of local government charge the Park District even though the Park District's taxpayers are also taxpayers of these other units of local government. Such fees and charges, and the bureaucracy that accompanies them, inhibit the park district's ability to deliver programs, facilities, and services at the least possible cost.

- Backflow Prevention Testing - \$1,875 Annually
- Crest Hill Alarm License - \$100 Annually
- Crest Hill Business License - \$50 Annually
- Crest Hill Liquor License - \$2,500 Annually
- Crest Hill Building Permit & Inspection Fees - \$74,486 since January 2005
- Crest Hill Tobacco License - \$750 Annually
- Illinois Gaming Board - \$100 Annually
- Illinois State Liquor License - \$300 Annually
- Illinois State Police Background Checks - \$2,000 Annually
- Lockport Building Permit & Inspections Fees - \$27,154 since January 2005
- Lockport Grass maintenance Victoria Crossings Pond -
- State Boiler Inspection - \$350 Annually
- Will County Health Department Annual Food Service Fees - \$620 Annually
- Will County Health Department Building permit & Inspection Fees - \$23,160 since Jan 05

Other units of local government should recognize that intergovernmental fees often lead to inefficiency in the expenditure of taxpayer dollars through extra bureaucracy and administrative costs. In many cases, the unit of government assessing the fee ultimately benefits from the project or event, meaning it can recoup its costs through the extra sales tax or other revenue that will be generated. Where such fees are absolutely necessary, general purpose units of government should offset the fee by crediting the park district for all benefits they will receive from a project, event, or property. For example, open space that is protected and maintained by the Park District helps mitigate storm water management costs, so assessing storm water management fees on the Park District not only leads to inefficiency, but it is also shortsighted.

Governmental units should be discouraged or prohibited from charging more than their out-of-pocket costs associated with the activities covered by a fee that is assessed to another unit of local government with the same taxpayers. Put another way, one unit of local government should not profit by taxing another. Eliminating local permit fees is a way to reduce administrative costs without impacting overall public revenue. Local government best serves the people when it cooperates and works together. Some communities recognize this and do not charge fees to other units. All communities

should be encouraged to follow that model to receive the best results for local taxpayers and to promote governmental efficiency.

2. Inefficiency of Other Governments

The Park District is also negatively impacted by the inefficiency of the state and other units of local government.

- The Park District has applied for and received many grants for projects and facilities. These grants have saved the Park District valuable tax dollars, but this has come at an increased cost the past several years. There are many more “hoops” to jump through to apply, submit monthly performance reports and submit for reimbursement. These agencies are moving toward a single grant award software for applying and submitting paperwork. Initially, this has been a cumbersome process with little administrative help to manage these grants.
- Over the years there has been more of a financial burden on the Park District for municipal building permits. The Park District has facilities in 3 different municipalities and in Unincorporated Will County. The permit process varies for each unit of Government, but many times there are unnecessary permit fees assessed to these projects. The Park District hires professionals to design, test and oversee construction of these projects. However the outside consultants of the municipalities see this as an opportunity to increase billing when reviewing these projects.

3. Unfunded Mandates

Unfunded state mandates are another cost driver. While the Park District recognizes that there are benefits to some of these mandates, modifications could help alleviate some of the burden to the park district.

a) Non-resident FOIA Requests. The Park District typically receives 1 FOIA request a month. On average each FOIA request results in 1 hour of staff time for simple requests and 5+ hours for more complex requests. Often the individuals/businesses submitting the FOIA requests are from outside of the park district boundaries, and they appear to be serving a specific agenda, rather than assuring better local government.

- All FOIA requests from 2023 to the present are from organizations outside the Park District boundaries. Many of these requests are looking for information on Park District vendors. Because we are subject to FOIA requirements and our vendors are not, we are burdened with the tasks of complying to these FOIA requests that really have nothing to do with the Park District.

Under current law, resident taxpayers end up footing the bill for these non-resident or commercial requests. In order to help alleviate the burden for these

non-resident requests the law could be amended to: (1) add a requirement that non-residents identify/explain the purpose of the request for information; (2) add a time limit on how far back a non-resident can request information; (3) staff time and costs could be included in the amount that is reimbursable for non-resident and commercial requests; (4) move back the deadline for non-resident requests 10 business days so that the park district does not have to delay services to its residents in order to comply with a non-resident request.

Sunshine laws are supposed to protect taxpayers by allowing them to shed light on any issue that is not exempt from FOIA. However, local government can be burdened by having to drop everything to rearrange priorities to meet FOIA deadlines, particularly if it has limited resources. Since local residents ultimately bear the expense of complying with FOIA, treating resident and non-resident requests differently would be justified.

b) Criminal Background Checks. All park districts are statutorily required to conduct criminal background checks on all employees pursuant to Section 8-23 of the Park District Code. The background checks must be done through the Illinois State Police (ISP). Last year, the park district spent \$2,000.00 for criminal background checks. The Park District does not recommend eliminating this mandate because it is necessary to ensure the safety and well-being of children and other park district patrons. However, the State should explore ways in which it could improve the current system and make it less costly for park districts to comply with the law.

The mandate also raises the fundamental question as to why one layer of government is forced to charge its taxpayers to comply with a State mandate when the State made the determination to impose the mandate. Put another way, if the State has determined that criminal background checks are necessary for public safety, the State should assist with compliance.

The Park District recommends studying whether there can be a more efficient background check process implemented through the ISP to reduce the time and expense it takes for background checks. Another suggestion is for ISP to waive the fee for checks on minors or waive all fees for name checks. If there is a "hit" from a name check, the fee could be charged for the more costly fingerprint check. Since it is a state mandate, perhaps the fee structure for park districts should also be reviewed to determine whether the fee being charged exceeds the actual cost of doing the check and, if so, perhaps the ISP could consider reducing its cost to local governments.

c) Prevailing Wage. One way to reduce burden on local government staff is to limit the prevailing wage requirement to larger capital contracts. This would free up tracking of the paperwork on small repairs and projects. One reason for creating a threshold requirement is the cost of the administrative burden relative to the cost of the actual project. For example, eliminating prevailing wage on smaller projects,

e.g., those less than \$50,000, will result in more local bids and decrease the overall cost for these smaller public works projects.

d) Newspaper Publication. The newspaper is no longer the most effective way to provide notice. Websites are cheaper and reach more people. Permitting the park district to post the information on its website in lieu of newspaper publications would reduce costs.

e) Bikeway Path Signage for Highway Crossing. This past January, a bikeway signage law went into effect. This unfunded mandate requires posting a permanent warning sign on bikeways 150 feet ahead of all roadway crossings, posting signage about known dangerous conditions, severe curves or slippery when wet as well as posting temporary signage with temporary dangerous conditions. This seems to be a subjective requirement with many of these conditions that in the past have fallen under tort immunity as open and obvious for path users.

4. Opportunities for Increased Transparency

As illustrated above, the Park District is very transparent in its operations. The following are opportunities for increased transparency:

- The Park District will continue to utilize our website to increase transparency. The Park District feels the website is the best place for information. The Park District will research tools such as AI to keep our patrons and staff informed.
- From our Strategic Plan there were four Priority Groups established. Each priority group is comprised of staff from each department. Two of these groups are internal and external communication. These Priority Groups have already implemented changes that have improved communication processes such as upgrading our registration software or implementing communication apps. These priority groups will continue to recommend other tools to improve efficiencies.

5. Opportunities for Other Intergovernmental Agreements

- The Park District works closely with many local governments. In fact many of these local agencies rely on the Park District for services that would otherwise increase their budgets. The Park District will continue work with local agencies to help each other achieve their missions in the most cost effective manner.
- Reviewing our current Intergovernmental Agreements has helped staff understand our current responsibilities. It will also help us identify other Intergovernmental Agreement opportunities in the future.

6. Opportunities for Savings such as Energy Efficiency Projects, Joint Purchasing

- The Park District installed solar panels over 10 years on one of our maintenance buildings. The Park District is researching various renewable options including installing and owning solar panels at multiple Park District facilities.
- The Park District participates in the Northern Illinois Municipal Electric Cooperative to reduce electric costs.
- The Park District has participated in the PJM Energy Demand Response Program.
- The Park District is also researching community solar programs

Dated: July 9, 2024

Signed:  _____