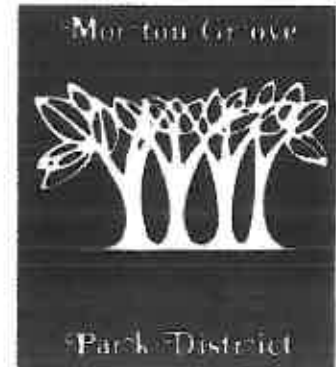


# Morton Grove Park District

6834 Dempster Street • Morton Grove, Illinois • 60053 847/965-1200

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MORTON GROVE PARK DISTRICT  
Prairie View Community Center  
6834 Dempster, Morton Grove, IL 60053  
Committee of the Whole  
September 2, 2015 at 6:30 p.m.

## AGENDA

### Call to Order

### Roll Call

### Public Comment

#### Administration and Finance Committee – Commissioner Ashta, Chair

Lauterbach & Amen – Audit Review

Statement of Receipts & Disbursements– Resolution #R-04-15

Closed Session Minutes Review – Resolution #R-05-15

Dog Park Discussion

Board Secretary

#### Recreation and Facility Program Committee – Commissioner Coursey, Chair

PVCC/Club Fitness Hours

Junior Day Camp Location

#### Parks and Facilities Maintenance Committee – Commissioner Manno, Chair

PVCC Painting Project

Museum Basement Door Replacement

National Park Tennis Courts

Shermer Park Basketball Court

Oriole Park: Parking-Lot Bid Results

PVCC Accessibility Bid Results

Harrer Park Ballfield Fence Paint Prices

### General Discussion

### Adjournment



Morton Grove  
Park District

## Memorandum

---

**Date:** September 2, 2015  
**To:** Park Board of Commissioners  
**From:** Martin O'Brien, Finance Manager  
**Regarding:** Audit Review

---

**Issue:**

Per Illinois State Statues, the Morton Grove Park District must prepare an Annual Financial Report and that report must be audited by an independent certified public accounting firm within six months after the end of the fiscal year.

**Discussion:**

The Morton Grove Park District retained the services of Lauterbach & Amen, Certified Public Accountants to complete the audit for the fiscal year ending April 30, 2015. An audit manager from Lauterbach & Amen will attend the September 2<sup>nd</sup> Committee Meeting to present the results of the audit.

**Park Board Action:**

The staff recommends that the Board of Commissioners approve the comprehensive Annual Financial Report for the Fiscal Year ended April 30, 2015.



Morton Grove  
Park District

## Memorandum

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**Date:** September 2, 2015  
**To:** Park Board of Commissioners  
**From:** Martin O'Brien, Finance Manager  
**Regarding:** 2014 – 2015 Receipts and Disbursements Report – Resolution #R-04-15

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**Issue:**

Per Illinois State Statutes, the Morton Grove Park District must prepare a report of Receipts and Disbursements for the fiscal year ending April 30, 2015. The report must be filed with the Cook County Clerk within six month of the close of the year and a notice of its availability must be published in the local newspaper.

**Discussion:**

The report attached is a detail of the revenues received and the payments made for the fiscal year ending April 30, 2015. Additionally reported is the beginning year cash position of the district as well as the ending year cash balance. Finally included in the report is the individual vendor payment list and the employee salaries.

**Park Board Action:**

Staff request the Park Board of Commissioners approve the Morton Grove Park District 2014-2015 Receipts and Disbursements Report.

**MORTON GROVE PARK DISTRICT**

**STATEMENT OF RECEIPTS AND DISBURSEMENTS  
FOR THE FISCAL YEAR ENDED APRIL 30, 2015**

**RECEIPTS:** Taxes \$3,365,775; Interest Income \$136,212; Recreation Programs \$1,249,913; Swimming Pools \$170,193; Community Center \$234,191; Other Financing Sources \$89,670; Rental Income \$58,071; Other \$6,665;

**DISBURSEMENTS:** Administrative & Clerical \$1,712,634; Parks Maintenance \$367,475; Recreation Programs \$768,715; Swimming Pools \$350,805; Community Center \$315,943; Retirement Expense \$392,161; Insurance \$103,517; Handicapped Program \$241,506; Audit Fees \$14,250; Police Protection \$79,487; Museum \$57,897; Debt Service (Principal & Interest) \$769,439; Capital Projects \$2,712,616.

<b><u>FUND BALANCE:</u></b> May 1, 2014 (Beginning of Year)	\$8,530,509.00
Add: Receipts	5,221,020.00
Other Financing Sources	89,670.00
Less: Disbursements	<u>(7,886,445.00)</u>
April 30, 2015 (End of Year)	<u>\$5,954,754.00</u>

**DISBURSEMENTS**

ABLE SERVICE AND SUPPLY 1,229.97 THE ACTIVE NETWORKS, INC. 26,331.80  
ADLER PLUMBING & HEATING, INC 3,430.00 AIR ONE EQUIPMENT; INC. 2,576.00  
AIS INTERNATIONAL 13,395.40 ANDERSON PEST SOLUTIONS 2,662.41 A'ELECTRIC  
CONTRACTING, LLC 3,439.50 AMALGAMATED BANK OF CHICAGO 119,525.00  
AMERICAN LITHO 27,803.25 AERICAM THERMAL WINDOW 24,780.00 A MONK'S  
SIGN COMPANY 3,207.59 ANCEL, GLINK, DIAMOND, 46,879.65 ANDERSON LOCK  
CO 4,076.38 AQUATIC TECHNOLOGY, INC. 5,936.43 ARLINGTON POWER  
EQUIPMENT INC. 6,214.96 ATLAS SCREEN SUPPLY COMPANY 18,617.72 BARLETT  
TREE EXPERTS 13,623.00 BASELINE YOUTH SPORTS, INC. 4,875.00 BISHOP  
PLUMBING, INC. 4,894.80 BLAZE ELECTRIC CORPORATION 26,430.00 BOB RIDINGS  
FORD, INC. 65,849.00 BONOCONSULTING, INC. 5,748.00 BURRIS EQUIPMENT  
COMPANY 19,944.00 CALL ONE 24,089.62 CARD SERVICES 157,112.58 CASE LOTS,  
INC 8,782.95 CDS OFFICE TECHNOLOGIES 3,923.00 CENTERPOINT ENERGY  
SERVICES 13,946.88 CHICAGO DOORWAYS 10,766.22 CHICAGO METROPOLITAN FIRE  
5,161.10 CIBULKA CONCRETE CONSTRUCTION 5,500.00 CIT 3,994.56 CODECO  
INDUSTRIES, INC. 19,345.00 COMCAST CABLE 3,923.00 COMED 9,089.77 COMED  
5,413.04 CONSTELLATION NEWENERGY, INC. 21,421.44 CRNE'S ENVIRONMENTAL  
CONTROL 9,611.00 CUMMINS NPOWER 4,130.21 DEPARTMENT OF NATURAL  
RESOURCE 3,906.00 DIRECT FITNESS SOLUTIONS, LLC 84,212.93 DLA ARCHITECTS  
LTD. 7,445.15 EBSA, INC.(OBA:GGG) 5,547.69 ELANAR CONSTRUCTION COMPANY  
36,373.59 ELITE COMPUTER SUPPORT, INC 29,149.50 FLADER PLUMBING &  
HEATING 3,867.50 FIRST STUDENT 29,747.00 G & L CONTRACTORS, INC. 22,000.00

GARVEY'S OFFICE PRODUCTS 3,401.19 GAYLORD BROS., INC. 18,391.00 GEN POWER, INC. 22,952.40 GOLD MEDAL PRODUCTS 15,830.81 GOLF MILL FORD, INC. 5,072.34 GRAINGER 12,904.81 GROOT INDUSTRIES 3397 9,521.74 GYMKHANA GYMNASTICS 3,990.00 HALOGEN SUPPLY COMPANY, INC. 10,225.73 HARRIS COMPUTER SYSTEMS 20,285.78 ILL POWER MARKETING/HOMEFIELD 56,141.20 HOT SHOTS SPORTS 35,302.16 ILL. DEPT OF EMPLOYMENT SEC. 7,966.00 ILLINOIS SKOTOKAN KARATE CLU8 29,741.60 INTEGRITY FITNESS 4,679.85 JC LICHT 2,633.50 JEFF ELLIS & ASSOCIATES, INC. 8,823.00 JOHNNY ROCKETS FIREWORKS 16,000.00 KAY PARK REC CORP 5,969.50 KNUTTE & ASSOCIATES, P.C. 14,750.00 KONICA MINOLTA PREMIER FINANCE 4,859.76 KONICA MINOLTA BUSINESS 2,929.76 KRAMER TREE SPECIALISTS, INC. 9,135.00 LIFE FITNESS 12,900.30 THE LIFEGUARD STORE 35,080.08 LOW VOLTAGE WORKS, INC. 17,721.00 MAINE'NILES ASSN OF SP REC 164,048.91 MORTON GROVE PARK DISTRICT 18,675.25 MB FINANCIAL BANK 769,439.58 MC BUILDING, INC. 69,629.50 MC HUGH CONSTRUCTION COMPANY 1,633,927.93 MENARD'S 13,187.75 MIDWEST COMMERCIAL FITNESS 5,295.00 MINUTEMAN PRESS, HORTON GROVE 3,796.73 MITY'LITE, INC. 4,341.60 MORTON GROVE BASEBALL ASSOC. 24,765.75 THE MULCH CENTER 2,690.00 NATIONALSEED 4,040.80 NETCOMM 2000, INC. 20,000.00 NICOR ENERCHANGE, LLC. 16,511.81 NICOR 6,631.37 NORTH SUBURBAN ASPHALT 9,350.00 NSS EXTERIORS 2,534.00 NUTOYS LEISURE PRODUCTS 3,362.20 OLSON BROS. RECREATIONAL 4,675.00 PARK DISTRICT RISK MANAGEMENT 415,452.92 PATTEN INDUSTRIES, 1f774539 76,132.73 PETE THE PAINTER 25,820.00 PIONEER ATHLETIC'S 3,329.00 POSTMASTER 7,508.80 ROBERT BABINSKI 11,895.34 PROMET SOLUTIONS CORPORATION 30,630.00 RANDALL INDUSTRIES 3,447.00 JOH~SON HEALTH TECH NA, INC. 8,253.00 RUSSO POWER EQUIPMENT 4,678.98 S.S. CONTRACT LTD 3,324.30 SCHWEPPE 14,870.49 SKOKIE PARK DISTRICT 3,103.20 SIEVERT ELECTRIC SERVICE 8,630.00 SKOKIE VALLEY AIRE CONTROL 3,200.00 SOIL AND MATERIAL CONSULTANTS 5,115.50 SYSCO FOOD SERVICES 7,970.69 TAYLOR PLUMBING, INC. 3,425.00 TEMPLE DISPLAY , LTD. 4,464.00 ULTIMATE SCHOOL OF GUITAR 9,627.80 UNIVAR USA, INC. 3,873.36 U.S. LIGHTING, I1'C. 8,100.70 VERIZON WIRELESS 12,877.75 VILLAGEOF MORTON GROVE 72,115.58 WAUSAU TILE, INC. 5,252.30 WILLIAMS ARCHITECTS 9,091.11 WRIGHT AUTOKOTIVE, INC. 19,945.00 W-T ENGINEERING, INC. 3,600.00

**TOTAL: 5,707,815**

**MORTON GROVE PARK DISTRICT  
PAYROLL FOR FISCAL YEAR ENDED 04/30/2015**

**UNDER \$25,000:**

AKBANY,NISAR ALLAM,AYAH ANDAL,PABLO ANDEL,MERLE ANDEL,LORI  
ARKUS,JACK ARORA,SAUNAK AZIZ,MIRIAM BAER,EMILY BAKER,WESLEY  
BANDI,SLIPA BANKS,SHERRY BASINSKA,PAULINA BERG,LIAM BERKOVICH,MICHELLE  
BETKE,HOLLY BIALKOWSKI,WILLIAM BIDNE,RHONDA BIELAWSKI,KATHRYN  
BIESCHKE,SEAN BLEUHER,KATHRYN BORRES,RONALD BROWN,SHAWN  
BRUNSON,SUMMER BUSCH,SKY CASTILLON,LOURDES CASTINEIRAS,GINO  
CASTINEIRAS,DIANA CASTRO,ANDREW CAYEMITTE,MARC CAYEMITTE,BORIS  
CHATAM,LILY CHATMAN,SKYLAR CHEEVER,MEGHAN CHEEVER,THERESA  
CHEEVER,PATRICIA CHEUK,CHRISTINE CHRISTIANSEN,SAMANTHA CLIFTON,KELLY  
CLINE,KEVIN COFFEY,SYDNEY COFFEY,MADISON COOPER,RAE CORINTH,LIA  
COURSEY,ALLISON CUNNINGHAM,MEGAN CURTIS,CHRISTINA CURTIS,MATHEW  
CUSACK,JAKE D'AMICO,JENNIFER DAMON,DENNIS DANYAL,JACOB DATU,AILEEN  
DAUL,ASHLEY DAWSON,SUZANN DEAN,TYSON DECARLO,WENDY DELEON,EMILY  
DELEON,IAN DENENBERG,PETER DEVARAJ,LOURDUMARY DYNEK,THOMAS  
ENRIQUEZ,KAYLEEN FALKOVITZ,JAKE FALTNEK,JAMES FAZIO,DANIELLE  
FERLEY,OLHA FERNANDEZ,CHRISTINE FERNANDEZ,JOHN FERNANDEZ,LORI  
FIOL,LORENZO FLECK,SARAH FOERCH,ANDREW FOSS,RUTH FRAKE,JULIANA  
FRIEND,MILES FRISCH,LAURA GAGLIANO,FRANCESCA GAIL,CAROL GAYAPA,ALYSSA  
GENERAL,ROBERT GERSTEIN,NANCY GILLESPIE,ALEXANDRIA GOKCEK,NOAH  
GOLDBURG,TINA GOODWIN,DAVID GRAZIOSO,JOSEPH GREEN,LASHAWN  
GREENBURG,DINA GUTHRIE,IAN HABEEB,LAURA HABEEB,HANEEN HACKL,DENA  
HALVERSON,KATIE HAMMAD,CAMELIA HAMMERSCHMIDT,ALEXANDER  
HAYES,MICHEAL HEDRICH III,MARTIN HELLER,LEONARD HENRY,EMILY  
HENRY,THOMAS HINES,TIFFANY HIVELY,MELANIE HOKL,KATHLEEN HUI,SOPHIA  
ILIOPOULOS,MARY IMBURGIA,ANTHONY IMBURGIA,JOSEPH JABLANOVEC,MATTHEW  
JABLANOVEC,JACOB JACOBSON,BETH JAUNICH,LOUISE JEFFRIES,ALEC  
JENKINS,JENNIFER JENSEN,HOLLY JOSEPH,STEPHEN JUHASZ,JACOB KAISER,FRANCES  
KALOGRIS,IOANNIS KARWATOWICZ,ISABELLA KEAFER,ELYSE KHAN,AYYUB  
KIM,JENNIFER KIMURA,CHRISTOPHER KOHL,MARYLOU KONIECZKA,LUKE  
KONIECZKA,KATHRYN KORSTEIN,BENJAMIN KOTOPATTI,PRUDHVI KOTSOVOS,JULIE  
KRAFT,HEATHER LEE,SARAH LEE,REBECCA LEHMAN,LESLYE LEVIN,ALEXANDER  
LEVINSON,JACOB LOCHNER,KEVIN LOCHNER,JACLYN LOZANO,HUAZAR  
MAGLOIRE,ROMUALD MALCMAN,KIMBERLY MANDA,RICHARD MANNING,ELIZABETH  
MARTIN,TALEEM MATUSZEK,MARCEL MAYSE-LILLIG,TIMOTHY MAZUR,JOSEPH MC  
CABE,JENIFER MC CLOSKEY,TIMOTHY MC DONAGH,GRACE MC GARRY,JENNIFER  
MEMBRENO,PRISCILA MEMBRENO,ALEXIS MENDIZA,JAMIE MENEGON,JANET  
MEYER,FRANCIS MEYER,KRISTINA MOORE,COLIN MORAIS,MARK MORAN,THOMAS  
MORAN,LEONORE MORANO,CYNTHIA MORGAN,ARIEL MOTA,THOLANG MUCCI,MARY  
MURADIAN,MEGAN MURPHY,JENNIFER MUSTAFA,ALUM NAGUITA,BRANDON  
NAKIC,JESSICA NEEBE,RANDI NEJMAN,JULIA NGUYEN,DAN NICOLASIN,JUSTIN  
NOORMUHAMMAD,SALMAN NOTE,FIORI OGUIKE,ISSAC O'HAGAN,ELIZABETH  
OLEN,RYAN OLIVER,CHERYL O'NEIL,CONNOR O'NEIL,JULIA OTTE,KRISTINA  
PADILLA,YULIANA PAJAJ,MARJO PANKO,EDWARD PARIKH,ROHAN PASQUINELLI,LISA  
PELINKOVIC,MELIDA PERSAUD,JASON PETRANU,KEVIN PINEDA,RATMOND  
PLACITIS,JONASS PULA,MAREK QUILL,MARTIN RATTO,RACHEL RESENDEZ,CHRISTIAN  
RICHTER,MICHELLE RINKER,CHRISTINE ROBINSON,JACOB ROSE,SUSAN  
ROSE,ANDREA RUTZEN,THOMAS SALGADO,JESSICA SAMANO,SUMER  
SANKIEWICZ,OLIVIA SASCO,HAYDEE SAVERY,JAYARAJ SCHMIDT,OLIVIA

**MORTON GROVE PARK DISTRICT  
PAYROLL FOR FISCAL YEAR ENDED 04/30/2015  
(Continued)**

SCHUTZ,STEVEN SCHUTZ,DONNA SCHUY,DEREK SEHGAH,VANDANA SEHGAL,ANEESH SENIOR,MICHELLE SHERMAN,CLAIR SIMKINS,JESSICA SKARBEB,LINDSAY SMOLINSKA,KARARZYNA SPIEWAK,GRACE ST. JOHN,DOROTHY STANCY,CHRISTINE STEIN,ALEIA STEINEMANN,TYLER SUCHERMAN,RYAN SULLIVAN,KATHLEEN SWANSON,LYNA SWONKE,JANIS SYED,SALEEHA SYOEN,JONATHAN TABET,PATRIZIA TAMAYO,KATHIA TARNACKI,JESSICA THAI,DAVID THOMPSON,DANIELLE THORNS,CAROLYN TRAFMAN,BRANDY TRINOS,JAZMYN TWOHIG,JONATHAN TWOHIG,JACQUELINE URBAN,GREGORY VAILE,KERRI VANDENBROUCKE,LAURA VU,PAUL WHELAN,AMANDA WINKLER,HALLE XENAKIS,PATRICK YACTOR,MARY YAKOUBEK,DEBORAH ZACHACKI,MEGAN ZACHACKI,MICHAEL ZAINO,LORI ZAWRAZKY,KAREN ZINT,JUSTIN

**\$25,000 - \$49,999.99:**

AMI,DONALD BRUNNING,TIM DLANDO,MELISSA FINCH,ELIZABETH GOODWIN,ELIZABETH HESSELN,NORBERT KALLESES JR,GEORGE LAFORTUNE,STACY MARREN,CLAUDIA NESTER JR,THEODORE PARKER,DANIEL REDMOND,KARI REES,DOUG RUTKOWSKI,RAYMOND STROMBERG,NORMAN

**\$50,000 - \$74,999.99:**

ALGARIN,MARGARITA BRAUBACH,SUSAN FISK,ELIZABETH KEE,LAURA STROESSER,JOHN

**\$75,000 - \$99,999.99:**

JAYNE,GREGORY O'BRIEN,MARTIN

**\$100,000 - \$124,999.99:**

ANDERSON,TRACEY

**TOTAL: \$2,178,630**

**GRAND TOTAL: \$7,886,445**

STATE OF ILLINOIS  
COUNTY OF COOK  
TREASURER'S CERTIFICATE

I, Dan Ashta, do hereby certify that I am the regularly appointed, qualified and acting treasurer of the Morton Grove Park District.

I do further certify that the above is a true and accurate Report of the Statement of Receipts and Disbursements of the Morton Grove Park District for the twelve months ended April 30, 2015. This report was made in full compliance with Illinois Revised Statutes, Chapter 30 ILCS 15/1.

IN WITNESS WHEREOF I have hereunto set my hand this \_\_\_\_ day of  
\_\_\_\_\_ 2015.

Dan Ashta, Treasurer, Morton Grove Park District

\_\_\_\_\_  
Signature



## Memorandum

---

**Date:** September 2, 2015  
**To:** Park Board of Commissioners  
**From:** Jeff Wait, Executive Director  
**Regarding:** Review of Closed Session Minutes and Verbatim Recordings

---

**Issue:**

Pursuant to the Open Meetings Act 120/2c(21), a semi-annual review of all previously Closed Session minutes must be conducted. Below are minutes of Closed Sessions still holding "closed" status.

**Discussion:**

Please review the attached **written** copies of closed session minutes and direct which documents are to have the "closed" status removed, as the need for confidentiality no longer exists.

- October 1, 2014
- November 5, 2014
- November 19, 2014
- December 3, 2014
- December 17, 2014
- January 12, 2015
- January 14, 2015
- February 9, 2015
- February 18, 2015
- March 4, 2015

**Park Board Action:**

The Morton Grove Board of Commissioners adopt Resolution #R-05-15, to direct which closed session minutes shall/shall not have the "closed" status removed as:

- a. The need for confidentiality still exists as to all or part of those minutes or
- b. That the minutes or portions thereof no longer require confidential treatment and are available for public inspection.

**Issue:**

Further, pursuant to the Open Meetings Act 120/2.06(c), a verbatim recording required for closed session may be destroyed no less than 18 months after the completion of the meeting if:

- 1) The public body approves the destruction of a particular recording, although no audio will be disposed in the case when exceptions such as potential litigation is in play, and the District will comply with the law in accordance of the Open Meetings Act, and
- 2) The public body approves minutes of the closed meeting that meet the written minute's requirement of Section 120/2.06(a) of the Open Meetings Act.

- September 19, 2013
- October 3, 2013
- November 14, 2013

**Discussion:**

Please direct which **verbatim** recordings of closed session meetings may be destroyed, as the need to retain them no longer exists:

**Park Board Action:**

The Morton Grove Board of Commissioners adopt Resolution #R-05-15 to direct which verbatim recordings of closed session meetings may/may not be destroyed, as the need to retain the recording no longer (or still) exists.

- a. The need to retain the recording still exists as to all or part of those verbatim recordings therefore they should not be destroyed
- b. The verbatim recordings are no longer required and may be destroyed

**MORTON GROVE PARK DISTRICT**

**RESOLUTION NO. R-05-15**

**A RESOLUTION AUTHORIZING  
THE RELEASE OF CLOSED SESSION MINUTES  
AND  
THE DESTRUCTION OF CLOSED SESSION AUDIO RECORDINGS**

**WHEREAS**, the Morton Grove Park District Board of Commissioners has met from time to time in closed session for purposes authorized by the Illinois Open Meetings Act; and

**WHEREAS**, as required by the Act, the Board has kept written minutes and verbatim records in the form of an audio recording of all such closed sessions; and

**WHEREAS**, pursuant to the requirements of 5 ILCS120/2.06(d) the Board has determined that the minutes of the meetings listed below no longer require confidential treatment and should be made available for public inspection; and

**WHEREAS**, the Board has further determined that the need for confidentiality still exists as to the closed session minutes from all other meetings not previously made available for public inspection; and

**WHEREAS**, the Board also approves the destruction of the verbatim recordings of closed sessions listed below, all of which are of meetings which occurred more than 18 months prior to the destruction of the recording.

**WHEREAS**, the Board will comply with the law and the disposal of audio will not be completed in cases when exceptions like potential litigation is in play.

**NOW THEREFORE BE IT RESOLVED** by the Board of Commissioners of the Morton Grove Park District as follows:

**SECTION 1:** The closed session minutes from those meetings set forth as follows are hereby released: None.

**SECTION 2:** The Board Secretary is hereby authorized and directed to make said minutes available for inspection and copying in accordance with the Illinois Freedom of Information Act.

**SECTION 3:** The Board Secretary is hereby authorized and directed to destroy all audio recordings for those meetings set forth as follows:

- September 19, 2013
- October 3, 2013
- November 14, 2013

**SECTION 4:** This resolution shall be in full force and effective from and after its passage and approval.

**ADOPTED** this 23<sup>rd</sup> day of September, 2015

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT/ABSTAIN: \_\_\_\_\_

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary



Morton Grove  
Park District

## Memorandum

---

**Date:** September 2, 2015  
**To:** Park Board of Commissioners  
**From:** Marty O'Brien, Finance Manager  
**Regarding:** Dog Park Feasibility Study

---

**Issue:**

At the August 19 Board meeting, the dog park study was not approved due to a tied vote. It was noted that sponsorships and partnerships should be a high priority.

**Discussion:**

In researching dog parks the staff plans to study the costs and present various options to our neighboring park districts for possible partnerships. We would also submit an opportunity for the Village to be a partner, the forest preserve district and even local merchants who may have an interest.

**Park Board Action:**

Staff request the Board of Commissioners approve a dog park feasibility study.



Morton Grove  
Park District

## Memorandum

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**Date:** September 2, 2015  
**To:** Park Board of Commissioners  
**From:** Marty O'Brien, Finance Manager  
**Regarding:** Board Secretary

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**Issue:**

The Board Secretary is traditionally the Executive Director.

**Discussion:**

The new Executive Director, Jeff Wait, should be appointed to fill the position so that he may sign and certify official park district documents.

**Park Board Action:**

For the Board of Commissioners to appoint Jeff Wait as the new Board Secretary.



Morton Grove  
Park District

## Memorandum

---

**Date:** September 2, 2015  
**To:** Park Board of Commissioners  
**From:** Michael Hayes, Superintendent of Recreation  
Jeff Wait, Executive Director  
**Regarding:** PVCC/Club Fitness Hours of Operation

---

**Issue:**

As discussed we are evaluating the changes to the hours of operation at the Prairie View Community Center and Club Fitness.

**Discussion:**

After evaluation of facility usage and reviewing participant feedback, we have determined it is necessary to make adjustments to the hours of operation.

Current Prairie View Community Center and Club Fitness hours of operation are:

- Monday – Friday: 5:00 a.m. – 9:00 p.m.
- Saturday & Sunday: 7:00 a.m. – 5:00 p.m.
- Holiday Hours: 7:00 a.m. – 3:00 p.m.

Previous Prairie View Community Center and Club Fitness hours were:

- Monday – Thursday: 5:00 a.m. – 10:00 p.m.
- Friday: 5:00 a.m. – 9:00 p.m.
- Saturday and Sunday: 7:00 a.m. – 6:00 p.m.
- Holiday Hours: 7:00 a.m. – 3:00 p.m.

**Recommendation:**

The Recreation Department recommends that the Board of Commissioners reverts back to the previous hours of operation during non-summer months and maintains the current hours of operation between Memorial Day-Labor Day.



Morton Grove  
Park District

## Memorandum

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**Date:** September 2, 2015  
**To:** Park Board of Commissioners  
**From:** Michael Hayes, Superintendent of Recreation  
Jeff Wait, Executive Director  
**Regarding:** 2016 Junior Day Camp Location

---

**Issue:**

In an effort to make our Junior Day Camp program safer and more cost efficient, we would like to change the location to the Oriole Park Palm Room.

**Discussion:**

Currently our Junior Camp (kindergarten through 2<sup>nd</sup> grade) is held at National Park.

This summer several parents voiced their concerns regarding the children walking from National Park to Oriole Park. In order to provide a safer environment, staff had to charter busses to transport the children to and from the parks and the pool.

By moving our Junior Day Camp from National Park to the Oriole Park Palm Room we would:

- Provide a safer environment
- Save on transportation costs, thus not having to increase fees
- Use our new updated park with new amenities to its fullest ability
- Host the camp within the same neighborhood; close to residents

**Park Board Action:**

Staff requests the Board of Commissioners approves moving Junior Day Camp from National Park to Oriole Park.





Morton Grove  
Park District

## Memorandum

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**Date:** September 2, 2015  
**To:** Park Board of Commissioners  
**From:** Greg Jayne, Superintendent of Parks & Facilities  
Jeff Wait, Executive Director  
**Regarding:** Prairie View Community Center Painting Project

---

**Issue:**

The lobby entrance, stairway and upper lobby need a fresh coat of paint. The current paint is speckled and difficult to match when touch ups are necessary.

**Discussion:**

To keep the costs down, the project was bid to be completed during regular working hours (7am-3:30pm). The vendors stated that the smell would be minimal.

Three vendors submitted quotes with the following results:

Allied Painting Contractors Elgin, IL	\$4,035.35
Codeco Industries Inc. Hodgkins, IL	\$5,000.00
Pete the Painter Northbrook, IL	\$6,140.00

**Park Board Action:**

Based upon the prices received, staff recommends accepting the bid from Allied Painting Contractors of Elgin, IL in the amount of \$4,035.35 to prep and paint the lobby and stairway walls on the first and second floor at the Prairie View Community Center.



Morton Grove  
Park District

## Memorandum

---

**Date:** September 2, 2015  
**To:** Park Board of Commissioners  
**From:** Greg Jayne, Superintendent of Parks & Facilities  
Jeff Wait, Executive Director  
**Regarding:** Museum Basement Door Replacement

---

**Issue:**

The metal exterior basement door at the Haupt Yehl House is very difficult to open and needs to be replaced. This is also a life safety issue as there is no panic hardware on this emergency exit way.

**Discussion:**

The new door will be fiberglass with an aluminum frame and will include panic hardware. Three vendors submitted quotes with the following results:

Anderson Lock Schaumburg, IL	\$4,257.67
Palatine Builders Woodale, IL	\$4,995.00
Ward Door Specialists Lincolnwood, IL	\$5,422.00

**Park Board Action:**

Based upon the prices received, staff recommends accepting the bid from Anderson Lock of Schaumburg, IL in the amount of \$4,257.67 to remove and replace the doors, frames and install panic hardware.



Morton Grove  
Park District

## Memorandum

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**Date:** September 2, 2015  
**To:** Park Board of Commissioners  
**From:** Greg Jayne, Superintendent of Parks & Facilities  
Jeff Wait, Executive Director  
**Regarding:** National Park Tennis Courts Resurfacing

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**Issue:**

The tennis courts at National Park need resurfacing. The courts have a Nova Pro acrylic coating which was applied in July of 2008.

**Discussion:**

Three contractors submitted bids:

<u>Company</u>	<u>Total Bid</u>
Olson Brothers Recreational Surfaces, Inc. Mundelein, IL	\$8,180.00
Superior Paving Inc. Fox Lake, IL	\$9,050.00
B and B Coatings Co. Fox Lake, IL	\$9,350.00

**Park Board Action:**

After reviewing the proposals and based on past performance by this vendor staff recommends approving the bid from Olson Brothers Recreation Surfacing of Mundelein, IL in the amount of \$8,180.00 to resurface the National Park tennis court.



Morton Grove  
Park District

## Memorandum

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**Date:** September 2, 2015  
**To:** Park Board of Commissioners  
**From:** Greg Jayne, Superintendent of Parks & Facilities  
Jeff Wait, Executive Director  
**Regarding:** Shermer Park Basketball Court Asphalt Overlay

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**Issue:**

The basketball court at Shermer Park is in poor condition and needs an asphalt overlay.

**Discussion:**

An overlay of 1.5" will be added to the existing surface. We will also color coat and stripe the new surface. Three contractors submitted bids:

<u>Vendor</u>	<u>Total Bid</u>
Olson Brothers Recreational Surfaces, Inc. Mundelein, IL	\$13,200.00
Superior Paving, Inc. Fox Lake, IL	\$14,200.00
B and B Coatings Co. Fox Lake, IL	\$14,800.00

**Park Board Action:**

After reviewing the proposal and based on past performance by this vendor staff recommends approving the bid from Olson Brothers Recreation Surfacing of Mundelein, IL in the amount of \$13,200.00 to add an asphalt overlay, color coat and restripe the basketball court at Shermer Park.



Morton Grove  
Park District

## Memorandum

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**Date:** September 2, 2015  
**To:** Park Board of Commissioners  
**From:** Greg Jayne, Superintendent of Parks and Facilities  
Jeff Wait, Executive Director  
**Regarding:** Oriole Park - Parking Lot Bid Results

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**Issue:**

The 36 parking spaces at the Oriole Park Aquatic Center are not adequate. As discussed at the July Committee Meeting, Commonwealth Edison has agreed to allow the Park District to build 25 additional parking spaces. There were 2 drain connection alternates in the packet; the Village engineers chose alternate #1.

**Discussion:**

This project was put out to bid in the Morton Grove Champion. Nine sets of plans were distributed to potential bidders. A public bid opening was held on August 27, 2015 at 9:30am with the following results:

Copenhaver Construction, Gilberts, IL	\$172,256.00
DiMeo Brothers Inc., Elk Grove Village, IL	\$178,696.00
Chicagoland Paving, Lake Zurich, IL	\$182,203.00
A Lamp Concrete, Schaumburg, IL	\$186,530.00

**Park Board Action:**

Based upon the above results and after reference checks and engineer reviews staff recommends accepting the bid of from Copenhaver Construction of Gilberts, IL in the amount of \$172,256.00.



Morton Grove  
Park District

## Memorandum

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**Date:** September 2, 2015  
**To:** Park Board of Commissioners  
**From:** Greg Jayne, Superintendent of Parks and Facilities  
Jeff Wait, Executive Director  
**Regarding:** PVCC ADA Accessibility Bid Results

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**Issue:**

As we discussed at the August 5<sup>th</sup> Committee Meeting the sidewalks and paths throughout the parks do not meet ADA standards. The paths at Prairie View Park will be the first items addressed.

**Discussion:**

This project was put out to bid in the Morton Grove Champion paper. Five sets of plans were distributed to potential bidders. A public bid opening was held on August 27, 2015 at 9:00am with the following results:

A Lamp Concrete, Schaumburg, IL	\$127,586.30
Fuerte Systems Inc., Plainfield, IL	\$143,512.00
Landmark Contractors, Huntley, IL	\$158,148.00
Copenhaver Construction, Gilberts, IL	\$197,710.00
Continental Construction, Evanston, IL	\$264,108.00

**Park Board Action:**

Based upon the above results and reference checks and engineer reviews, staff recommends accepting the bid from A Lamp Concrete of Schaumburg, IL in the amount of \$127,586.30.



Morton Grove  
Park District

## Memorandum

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**Date:** September 2, 2015  
**To:** Park Board of Commissioners  
**From:** Greg Jayne, Superintendent of Parks and Facilities  
Jeff Wait, Executive Director  
**Regarding:** Harrer Park Ballfield Fence Paint Prices

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**Issue:**

As discussed at the August 5<sup>th</sup> Committee Meeting there has been \$10,000 budgeted in the Capital Improvement Plan for repair and replacement of ballfield fences. In the last three years no works has been done on the fences.

**Discussion:**

Staff surveyed all the ballfield fences and discovered there are sections which need to be painted. We requested quotes from four companies to coat the vertical and horizontal posts on diamonds 1, 2, and 3. The painting will be done electrostatically which provides a strong, long lasting finish similar to what is on school lockers. Since this is a specialty service only one vendor provided a price.

New Finish Electrostatic Refinishing, Glencoe, IL	\$19,650.00
ARC, Bellwood, IL	No bid submitted
Ultra Electrostatic Painting, Lyons, IL	No bid submitted
American Top Guns, Marseilles, IL	No bid submitted

**Park Board Action:**

Based upon the above information, staff recommends approving a contract with New Finish Electrostatic Refinishing of Glencoe, IL to paint the posts on diamonds 1, 2 and 3 at Harrer Park, in an amount not to exceed \$19,650.00.