

Morton Grove Park District

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



**BOARD MEETING
MORTON GROVE PARK DISTRICT
November 18, 2015 at 6:30 p.m.
AGENDA**

- I. Roll Call**
- II. Pledge of Allegiance**
- III. Additions or Deletions/Changes to the Agenda**
- IV. Citizens Comments/Correspondence**
- V. Consent Agenda:**
 - a. Approval of Minutes:** October 7, 2015 Committee of the Whole, October 14, 2015 Dog Park Ad Hoc Committee, October 19, 2015 Special Meeting, October 21, 2015 Board Meeting and the October 19, 2015 Executive Session
 - b. Approval of Financial Reports**
 - 1. Budget Report and Cash on Hand dated October 31, 2015
 - 2. Voucher List Ending: November 18, 2015 in the amount of \$189,489.83
- VI. Director's Report**
- VII. Attorney's Report**
- VIII. Unfinished Business**
 - a. Administration & Finance Committee**
 - Truth in Taxation and BINA Hearing Date
 - Disposal Ordinance #0-06-15
 - Attorney Communication Policy
 - GovHR Proposal
 - Vacation and Sick Leave Policy
 - b. Recreation and Facility Program Committee**
 - c. Parks and Facilities Maintenance Committee**
 - Oriole Parking Lot Options
- IX. New Business**
- X. Executive Session:** I make a motion for the Board to go into closed session in accordance with the Open Meetings Act section 120/2.(c){1} to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel and for section 120/2.c (11) to discuss probable or imminent litigation.
- XI. Commissioner Comments:**
 - Commissioner Dan Ashta
 - Commissioner Dominick Burdi
 - Commissioner Mark Manno
 - Commissioner Eileen Coursey
 - Commissioner Dan Staackmann
- XII. Adjournment**

Consent Agenda:
Approval of Minutes

Consent Agenda: November 18, 2015 – Commissioner Dan Ashta

Minutes:

I move to accept the recommendation of the Administration and Finance Committee to approve:

THE MINUTES OF THE COMMITTEE OF THE WHOLE HELD ON OCTOBER 7, 2015,

THE MINUTES OF THE DOG PARK AD HOC COMMITTEE MEETING HELD ON OCTOBER 14, 2015,

THE MINUTES OF THE SPECIAL MEETING HELD ON OCTOBER 19, 2015,

THE MINUTES OF THE BOARD MEETING HELD ON OCTOBER 21, 2015,

THE MINUTES OF THE EXECUTIVE SESSION HELD ON OCTOBER 19, 2015.

And the Financial Reports which include:

- THE BUDGET REPORT AND CASH ON HAND DATED OCTOBER 31, 2015.
- THE VOUCHER LIST DATED NOVEMBER 18, 2015 IN THE AMOUNT OF \$189,489.83, SUBJECT TO AUDIT.

Morton Grove Park District

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

MORTON GROVE PARK DISTRICT
Prairie View Community Center
6834 Dempster, Morton Grove, IL 60053
Minutes of the Committee of the Whole
Held on October 7, 2015 at 6:30 p.m.



Commissioner Staackmann called the meeting to order at 6:30 p.m.

Commissioners Present: Eileen Coursey, Mark Manno, Dan Ashta, and Dan Staackmann

Commissioners Absent: Dominick Burdi

Staff Present: Jeff Wait, Executive Director; Laura Kee, Human Resources and Risk Management; Greg Jayne, Superintendent of Parks and Facilities; Mike Hayes, Superintendent of Recreation; and Claudia Marren, Executive Administrative Assistant

Guests Present: Eric Poders, The Morton Grove Voice/resident; Michael Joyce, The Pioneer Press

Public Comment: None

Administration and Finance Committee – Commissioner Ashta, Chair

Appoint IAPD Delegates: It was agreed to appoint Commissioner Staackmann as the delegate for the Annual Business Meeting of the Illinois Association of Park District with Commissioners Ashta, Coursey and Manno to serve as alternates.

OMA and FOIA Officer: Executive Director Wait has taken the Open Meetings Act and the Freedom of Information Act training. It was agreed to appoint Wait as the Open Meetings Act Officer and the Freedom of Information Act Officer for the Morton Grove Park District.

Vacation Policy and Sick Leave Policy: The Board of Commissioners thought it was best to table any further discussion and decisions on this matter until they received more information regarding why this policy was changed less than two years ago and how the suggested change (the ability to bank sick time) would affect pensions. The Commissioners would also like the full Board present to make a final decision.

Computer Usage Policy: Executive Director Wait asked to change the current Computer, Electronic Communication & Social Media Policy to incorporate language that specifies that all information/communication gathered while employed is the property of the Morton Grove Park District and must be filed correctly onto the network drive and not deleted. Although the

Commissioners thought this policy may be hard to enforce they agreed it was a good policy to have on the books.

Recreation and Facility Program Committee – Commissioner Coursey, Chair

Non-Resident Rates: Director Wait recommended a decrease to the non-resident rate for Morton Grove Park District programs and facility memberships. The Board of Commissioners approved a standard 25% non-resident rate beginning the summer of 2016.

Payment Plan Administrative Fee: Superintendent Hayes suggested a \$20 fee for program participants who choose a payment plan. The idea is to try and recoup part of the \$11,000 plus costs associated with the processing fees charged by the Active Net and processing fees charged by credit card companies. The Commissioners agreed it was a good idea to get a handle on these costs.

Aquatic Survey: Executive Director Wait reviewed the Aquatic Survey Results. The feedback for the pools was mostly positive. Many patrons feel pool passes are priced fairly, the majority prefer sunbathing and swimming during the afternoon open-swim time. The staff would like to implement several changes including opening Oriole Pool at 5:00 am for adult lap swimming, no more daily interruptions for Tiger Sharks, Harrer will only be open during the regular pool season and the staff will offer more aquatic programming.

Parks and Facilities Maintenance Committee – Commissioner Manno, Chair

PVCC Carpet Replacement: Superintendent Jayne received three quotes for new upper level carpet, new carpet in the locker rooms and rubber treads for the stairway. Based upon the prices received it was recommended to accept the bid from Duncan Flooring of Mt. Prospect, IL in the amount of \$19,110.00. The Board agreed and chose a gray color for the stairway rubber treads.

Commercial Washer and Dryer: Due to the amount of laundry the fitness club must do and the fact that the machines seem to break down often, it was suggested to purchase a commercial washer and dryer. Commissioner Manno asked that we get prices from ABT. Manno noted we should also think about all the costs when making the switch from residential units to commercial units. The commercial units cost more to repair, the units cannot be repaired in house, you must call a professional service company and you usually wait longer for a service call and the parts are harder to get. It was agreed to check out prices at ABT and to think about making this change.

Tree Removals: Director Wait explained that a significant number of trees are old and or diseased and need to be removed. It was agreed to hire Bartlett Tree Experts of Northbrook, IL to remove 22 trees at a cost of \$12,790.00. Commissioner Ashta noted that many residents state that we need to make sure we replace the trees that are removed.

Adjournment:

Commissioner Ashta made a motion, seconded by Commissioner Manno to adjourn the Committee of the Whole. Motion carried by voice vote.

Meeting ended at approximately 7:29 pm

Daniel J. Staackmann, President

Jeff Wait, Board Secretary

Morton Grove Park District

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

MORTON GROVE PARK DISTRICT
Prairie View Community Center
6834 Dempster, Morton Grove, IL 60053
Minutes of the Ad Hoc Dog Park Committee
Held on October 14, 2015 at 6:30 pm



- I. **Introductions:** Executive Director Wait called the meeting to order at 6:30 pm and each member introduced themselves.

Staff Present: Jeff Wait, Executive Director; and Claudia Marren, Executive Administrative Assistant

Committee Members Present: Leah Kitner, Brenda Glenn, Mary Ward, Brian Harris, and Janice Cha

Guests Present: Dan Ashta and Dan Staackmann

- II. **Public Comment:** Dan Ashta mentioned he thought it would be great to have a place for human beings and dogs to congregate and was glad everyone was here tonight.
- III. **Purpose of the Committee:** Executive Director Wait explained this committee was formed to conduct a feasibility study to bring a dog park to the Morton Grove Park District. He would like to turn this Dog Park Ad Hoc Committee into an advisory committee to collectively develop options to present to the Park District Board of Commissioners. The Dog Park Advisory Committee should meet once a month for an hour for possibly 5 or 6 months. He also mentioned that someone who signed up for the committee had a schedule conflict this evening.

At this time Director Wait reviewed the expectations for the Dog Park Committee:

- All advisory board and committee meetings are to be conducted in public session and noticed in accordance with State law, unless otherwise advised by Park District's Attorney.
- Individual committee members and the collective group will be fair, impartial and respectful of the public, staff, and each other.
- Committee members will respect the limitations of their individual and collective authority. The role of the committee is to advise Park District staff. Please keep in mind that committee appointment does not empower you to make final decisions or to supervise staff.

- Members will strive to appreciate differences in approach and point of view, whether from each other, the community, the Board, or staff.
- Each member will participate in the group's discussions and work assignments, without dominating the discussion or activity of the committee.
- Staff will ensure that all members have a fair, balanced and respectful opportunity to share their knowledge and perspectives.
- The committee will attempt to reach consensus on issues. If consensus is not possible, strong differing opinions such as "minority" opinions should be recorded and acknowledged in the committee's report to the Board.
- There are "no surprises" from the Committee either in the nature of the work being undertaken by the committee or the method and timing for conveyance of recommendations to the Board of Commissioners. Park District staff fulfills an important role in assisting the committee in this regard.
- Please be careful to not deliberate about Committee work and issues via e-mail or in unnoticed "side meetings or gatherings" as these actions may be in violation of open meeting laws.

IV. Research to Date: Director Wait stated he reviewed the legal requirements with the Park District Risk Management Association (PDRMA).

V. Committee Assignments:

- Brenda Glenn: Hamlin Park in Chicago
- Janine Witko: Pooch Park in Skokie/(Evanston)
- Mary Ward: Norwood Park Dog Friendly Area in Chicago
- Brian Harris: Jaycee Park in Deerfield
- Brian Harris: Happy Tails in Buffalo Grove
- Janice Cha: Beck Lake Dog Friendly Area in Des Plaines
- Jeff Wait: Community Bark West in Glenview

Director Wait reviewed the important aspects to consider:

- Size of the park and the amenities: water, shade, waste bags, play toys, lighting, entry system, registration, veterinary records, seating, type and height of fencing, surface material, access to parking, rules and regulations, landscaping, bathrooms
- Location (possible easements, permission) drainage, electricity and water
- Hiring an architect for design concepts
- Cost estimates
- Sponsorships/Grants
- Presentation to the Board
- A realistic time estimate would be 2017-18.

VI. Comments from the Committee: The Committee members discussed several scenarios including the possibility of residents contributing funds for a Morton Grove Dog Park or the possibility to partner with the Village of Morton Grove or start a 501 3C? It was noted that if we do get a dog park that dog owner registrations would increase which would mean more revenue for the Village. The Committee also asked if it was possible to open up the existing parks to allow dogs on leashes. It was also decided to start a "drop box" for easy access and to centralize information and Director Wait will start a spreadsheet to summarize data and compare the neighboring dog parks. Janice Cha also handed out a Morton Grove Park District Facebook Group page address. It was agreed to complete the assignment by November 4th and to set the second meeting for Thursday, November 19th and the third meeting for Thursday, December 17th.

VII. Adjournment: Meeting ended at approximately 7:20 pm.

Dan Staackmann, Board President

Jeff Wait, Board Secretary

Morton Grove Park District

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



MORTON GROVE PARK DISTRICT
Prairie View Community Center
6834 Dempster, Morton Grove, IL 60053
Minutes of the Special Meeting
Held on October 19, 2015 at 6:30 p.m.

Commissioner Staackmann called the meeting to order at 6:30 p.m.

Commissioners Present: Dominick Burdi, Eileen Coursey, Mark Manno, Dan Ashta, and Dan Staackmann

Staff Present: Jeff Wait, Executive Director; Laura Kee, Human Resources and Risk Management; Marty O'Brien, Finance Manager and Claudia Marren, Executive Administrative Assistant

Guests Present: Eric Poders, The Morton Grove Voice/resident; Michael Joyce, The Pioneer Press;

Public Comment: None

Administration and Finance Committee – Commissioner Ashta, Chair

PTO vs Vacation/Sick Leave Discussion: The District would like to amend the PTO policy to a Vacation/Sick Leave Policy. At the last meeting Commissioner Staackmann inquired how the new policy would affect pensions. Director Wait began by explaining how the current Illinois Municipal Retirement Fund (IMRF) is structured. It is a 2 tier system: Tier 1 employees must have 8 years of service to be vested, Tier 2 employees need 10 years of service. The retirement obligation is split among the agencies which the employees worked in the past. Also, the pension is based on the number of years of service and the highest earnings of the last 4 years of service. The question was asked why the District went to "paid time off" (PTO) in the first place.

The main reasons for the change to PTO seems to be because when employees left the district a large amount of money was paid out for accrued time and bringing a corporate "best practice" to the District. However, when the new system was implemented there were several key drawbacks:

- New employees must wait an entire year to receive paid time off
- Employees cannot bank any time leaving employees holding on to their time (in fear of an emergency) and taking all their remaining time off in December.

Director Wait stated that December is a prime time to program at the park district and would prefer to have a full staff.

The new policy allows employees to accrue ½ day of sick leave for each calendar month of employment. Accumulated sick leave shall not exceed 120 days, plus employees may accrue a maximum of up to 1 year (240 days) for IMRF service credit. The Board's thoughts were to limit the IMRF service credit (sick days) to 30 accumulated days. The Commissioners asked for the policy to include the criteria used to allow employees to carry-over days and to donate sick days. Also, if sick days were donated the amount paid out would always be based on the lower pay rate. Commissioners also asked to look to PDRMA for policy guidelines. It was agreed to table this motion until further information could be gathered.

Executive Session:

At approximately 7:07 Commissioner Ashta made a motion, seconded by Commissioner Coursey to move into closed session in accordance with the Open Meetings Act Section 120/2.(c)(1) to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel. **Ayes: Commissioners Burdi, Manno, Coursey, Ashta and Staackmann. Nays: 0. Motion carried.**

Executive Session started at approximately 7:10 pm
No action was taken during executive session.

The meeting reconvened at approximately 8:01 pm

Adjournment:

Commissioner Coursey made a motion, seconded by Commissioner Ashta to adjourn the Committee of the Whole. Motion carried by voice vote.

Meeting ended at approximately 8:02 pm

Daniel J. Staackmann, President

Jeff Wait, Board Secretary

Morton Grove Park District

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

Morton Grove Park District
6834 Dempster, Morton Grove, IL 60053
Minutes of the 769th
Board Meeting
Held on October 21, 2015



- I. **Roll Call:** President Staackmann called the meeting to order at 6:30 PM
- II. **Commissioners Present:** Dominick Burdi, Eileen Coursey, Dan Ashta, Mark Manno and Dan Staackmann
- Staff Present:** Jeff Wait, Executive Director; Marty O'Brien, Finance Manager; Mike Hayes, Superintendent of Recreation and Claudia Marren, Executive Administrative Assistant
- Guests Present:** Eric Poders, the Morton Grove Voice/resident and Karen Zawrazky, resident
- III. **Additions or Deletions/Changes to the Agenda:** Director Wait asked, and received consensus, to remove the Vacation Policy and Sick Leave Policy from the agenda.
- IV. **Citizens Comments/Correspondence:** Resident Karen Zawrazky voiced her opinion on several of the park district issues:
- If the meetings were televised it's possible some of the residents would take a more active interest.
 - Having a lean staff in December is no reason to change the PTO policy, many companies have the same problem and work through it.
 - She is also concerned about the criteria for allowing a 3 month extension of sick time stating that allowing discretion on who may or may not receive the extension can cause morale and discrimination issues.
 - She suggested implementing a discount versus charging an administrative fee on payment programs.
 - Karen informed the Board of the unhealthy, extreme hot and humid conditions in the preschool classes and suggested air conditioning for these facilities.
- V. **Consent Agenda:**
Commissioner Ashta asked to remove the September 23rd minutes from the consent agenda. Commissioner Ashta made a motion, seconded by Commissioner Coursey to approve the consent agenda which included the minutes of the Committee of the Whole held on September 2, 2015.
- The Financial Reports:**
1. The Budget Report and Cash on Hand dated August 31, 2015 and
 2. The voucher listed dated September 23, 2015, in the amount of \$158,506.42, subject to audit. **Ayes: Commissioner Burdi, Coursey, Ashta, Manno and Staackmann. Nays: 0.**
- Motion carried.**

Commissioner Ashta made a motion, seconded by Commissioner Coursey to approve the Board Meeting minutes held on September 23, 2015 and the Executive Session meeting minutes held on September 23, 2015. **Ayes: Commissioner Coursey, Manno, Burdi and Staackmann. Abstain: Ashta. Motion carried.**

VI. Director's Report: Executive Director Wait stated that Halloween Fest will be held this coming Saturday from 3 to 6 pm and the house decorating contest is October 28th.

VII. Attorney's Report: None

VIII. Unfinished Business:

Administration and Finance Committee: Commissioner Ashta, Chair

Appoint IAPD Delegates: Commissioner Ashta made a motion, seconded by Commissioner Coursey to accept the recommendation of the Administration and Finance Committee to appoint Commissioner Staackmann as the IAPD Annual Business Meeting Delegate and Commissioners Ashta, Coursey and Manno to serve as alternate delegates. **Ayes: Commissioner Ashta, Manno, Burdi, Coursey and Staackmann. Nays: 0. Motion carried.**

OMA and FOIA Officers: Commissioner Ashta made a motion seconded by Commissioner Coursey for the Park Board of Commissioners to appoint Jeff Wait as the Morton Grove Park District Open Meetings Act Officer and the Freedom of Information Act Officer. **Ayes: Commissioner Manno, Burdi, Coursey, Ashta and Staackmann. Nays: 0. Motion carried.**

Computer Usage Policy: Commissioner Ashta made a motion, seconded by Commissioner Burdi to accept the recommendation of the Administration and Finance Committee for the Park Board of Commissioners to approve the update to the Personnel Policy Section 6.18 titled, Computer, Electronic Communications, and Social Media Policy. **Ayes: Commissioner Burdi, Coursey, Ashta, Manno and Staackmann. Nays: 0. Motion carried.**

Recreation and Facility Program Committee: Commissioner Coursey, Chair

Non-Resident Rates: Commissioner Coursey made a motion, seconded by Commissioner Ashta to accept the recommendation of the Recreation and Facility Program Committee to approve a standard 25% non-resident rate for program registrations and facility memberships beginning the summer of 2015. At this time Commissioner Staackmann noted that this is a reduction from the current 35% non-resident rate. **Ayes: Commissioner Coursey, Ashta, Manno, Burdi and Staackmann. Nays: 0. Motion carried.**

Payment Plan Administrative Fee: Commissioner Coursey made a motion, seconded by Commissioner Ashta to accept the recommendation of the Recreation and Facility Program Committee to approve a \$20 fee for program participants who use their credit card for payment plans. **Ayes: Commissioner Ashta, Manno, Burdi, Coursey and Staackmann. Nays: 0. Motion carried.**

Parks and Facilities Maintenance Committee: Commissioner Manno, Chair

PVCC Carpet Replacement: Commissioner Manno made a motion, seconded by Commissioner Burdi to accept the recommendation of the Parks and Facilities Maintenance Committee to accept the bid from Duncan Flooring of Mt. Prospect, IL in the amount of \$19,110.00 to remove, prep and replace the carpet in the second floor lobby, the stairway

and locker rooms. Commissioner Staackmann asked if both locker rooms were being re-carpeted and if there is a routine schedule to clean the carpets. Director Wait assured him both locker rooms were being done and a cleaning schedule would be followed. **Ayes: Commissioner Burdi, Coursey, Ashta, Manno and Staackmann. Nays: 0. Motion carried.**

IX. New Business: None

X. Commissioner Comments:

Commissioner Manno: Thanked Jeff and the staff and said keep up the good work.

Commissioner Coursey: Happy Halloween

Commissioner Ashta: Keep up the good work.

Commissioner Burdi: The Fitness Club looks better and he agrees with the comments from Karen Z. that we need air conditioning at the facilities.

Commissioner Staackmann: Thanked the staff for all their hard work with the coming Halloween event.

XI. Adjournment:

Commissioner Coursey made a motion, seconded by Commissioner Ashta to adjourn the meeting. Motion carried by voice vote.

Meeting ended at approximately 6:52 pm

Daniel Staackmann, Board President

Jeff Wait, Board Secretary

Financial Reports

MORTON GROVE PARK DISTRICT
STATEMENT OF CASH ON HAND AND INVESTMENTS

AS OF OCTOBER 31 2015

PAGE: 1

BALANCE 09/30/15 CURRENT MONTH ENDING BALANCE

CASH IN BANK

CORPORATE	302,895.93	63,704.62-	239,191.31
RECREATION	256,459.23	47,988.95-	208,470.28
POLICE	6,366.09-	4,229.51	2,136.58-
PAVING & LIGHTING	3,315.04	0.00	3,315.04
MUSEUM	52,412.84	3,717.17-	48,695.67
I.M.R.F.	273,128.95	89,382.37-	183,746.58
F.I.C.A.	136,016.50	10,917.98-	125,098.52
BOND & INTEREST	894,697.99	1,208.83	895,906.82
LIABILITY INSURANCE	121,869.09	6,469.76-	115,399.33
SPECIAL RECREATION	386,030.51	544.71-	385,485.80
SPEC REC - GRANT PROJECTS	0.00	0.00	0.00
AUDIT	2,519.09	1,978.18-	540.91
CAPITOL IMPROVEMENTS	4,144,366.75	21,586.32-	4,122,780.43
GASB 34 ACCOUNTS	0.00	0.00	0.00
TOTAL: CASH IN BANK	<u>6,567,345.83</u>	<u>240,851.72-</u>	<u>6,326,494.11</u>

INVESTMENTS

CORPORATE	0.00	0.00	0.00
RECREATION	0.00	0.00	0.00
I.M.R.F.	0.00	0.00	0.00
BOND & INTEREST	0.00	0.00	0.00
LIABILITY INSURANCE	0.00	0.00	0.00
SPECIAL RECREATION	0.00	0.00	0.00
AUDIT	0.00	0.00	0.00
TOTAL: INVESTMENTS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

GRAND TOTAL ALL ACCOUNTS	<u>6,567,345.83</u>	<u>240,851.72-</u>	<u>6,326,494.11</u>
---------------------------------	---------------------	--------------------	---------------------

SUMMARY TOTAL ALL ACCOUNTS BY FUND:

CORPORATE	302,895.93	63,704.62-	239,191.31
RECREATION	256,459.23	47,988.95-	208,470.28
POLICE	6,366.09-	4,229.51	2,136.58-
PAVING & LIGHTING	3,315.04	0.00	3,315.04
MUSEUM	52,412.84	3,717.17-	48,695.67
I.M.R.F.	273,128.95	89,382.37-	183,746.58
F.I.C.A.	136,016.50	10,917.98-	125,098.52
BOND & INTEREST	894,697.99	1,208.83	895,906.82
LIABILITY INSURANCE	121,869.09	6,469.76-	115,399.33
SPECIAL RECREATION	386,030.51	544.71-	385,485.80
AUDIT	2,519.09	1,978.18-	540.91
CAPITOL IMPROVEMENTS	4,144,366.75	21,586.32-	4,122,780.43
GRAND TOTAL ALL FUNDS:	<u>6,567,345.83</u>	<u>240,851.72-</u>	<u>6,326,494.11</u>

FUND NO	DESCRIPTION	REVENUE / EXPENSE		ENCUMBRANCE	TOTAL AMOUNT		ANNUAL BUDGET	REVENUE/EXPENSE-PRIOR YR	
		THIS MONTH	YEAR TO DATE		YEAR TO DATE			THIS MONTH	YEAR TO DATE
01	CORPORATE								
10	ADMINISTRATION								
	TOTAL CENTER REVENUE	28,828.01	552,055.98	0.00	552,055.98	1,227,090		19,105	532,086
	TOTAL CENTER EXPENSE	58,137.01	348,005.97	0.00	348,005.97	691,492		48,744	373,502
	NET CENTER INCOME/LOSS	29,309.00-	204,050.01	0.00	204,050.01	535,598		29,639-	158,584
20	PARKS MAINTENANCE								
	TOTAL CENTER REVENUE	0.00	0.00	0.00	0.00	0		0	0
	TOTAL CENTER EXPENSE	42,159.75	253,315.62	0.00	253,315.62	535,598		19,785	161,668
	NET CENTER INCOME/LOSS	42,159.75-	253,315.62-	0.00	253,315.62-	535,598-		19,785-	161,668-
	TOTAL CORPORATE								
	FUND REVENUE	28,828.01	552,055.98	0.00	552,055.98	1,227,090		19,105	532,086
	FUND EXPENSE	100,296.76	601,321.59	0.00	601,321.59	1,227,090		68,528	535,170
	NET INCOME/LOSS	71,468.75-	49,265.61-	0.00	49,265.61-	0		49,423-	3,084-
02	RECREATION								
10	ADMINISTRATION								
	TOTAL CENTER REVENUE	10,856.95	247,801.93	0.00	247,801.93	589,700		47,631-	304,623
	TOTAL CENTER EXPENSE	59,352.15	377,800.70	0.00	377,800.70	734,155		67,539	483,494
	NET CENTER INCOME/LOSS	48,495.20-	129,998.77-	0.00	129,998.77-	144,455-		115,170-	178,871-
30	RECREATION PROGRAMS								
	TOTAL CENTER REVENUE	64,099.43	623,380.10	0.00	623,380.10	0		106,671	606,472
	TOTAL CENTER EXPENSE	75,993.21	415,771.64	0.00	415,771.64	0		64,141	389,778
	NET CENTER INCOME/LOSS	11,893.78-	207,608.46	0.00	207,608.46	0		42,530	216,693
40	POOLS								
	TOTAL CENTER REVENUE	500.00	183,373.90	0.00	183,373.90	263,474		0	167,177
	TOTAL CENTER EXPENSE	5,648.84	312,499.08	0.00	312,499.08	393,928		2,931	340,888
	NET CENTER INCOME/LOSS	5,148.84-	129,125.18-	0.00	129,125.18-	130,454-		2,931-	173,711-
50	COMMUNITY CENTER								
	TOTAL CENTER REVENUE	20,901.83	115,975.12	0.00	115,975.12	197,279		11,625	95,979
	TOTAL CENTER EXPENSE	29,153.41	168,172.47	0.00	168,172.47	292,601		22,751	139,255
	NET CENTER INCOME/LOSS	8,251.58-	52,197.35-	0.00	52,197.35-	95,322-		11,127-	43,277-
	TOTAL RECREATION								
	FUND REVENUE	96,358.21	1,170,531.05	0.00	1,170,531.05	1,050,453		70,664	1,174,251
	FUND EXPENSE	170,147.61	1,274,243.89	0.00	1,274,243.89	1,420,504		157,363	1,353,415
	NET INCOME/LOSS	73,789.40-	103,712.84-	0.00	103,712.84-	370,051-		86,698-	179,165-
05	POLICE								
	FUND REVENUE	10,000.00	34,045.91	0.00	34,045.91	68,000		0	28,879
	FUND EXPENSE	5,442.04	36,935.81	0.00	36,935.81	68,000		8,415	41,459
	NET INCOME/LOSS	4,557.96	2,889.90-	0.00	2,889.90-	0		8,415-	12,581-
10	PAVING & LIGHTING								
	FUND REVENUE	0.00	0.00	0.00	0.00	1,000		0	0
	FUND EXPENSE	0.00	0.00	0.00	0.00	1,000		0	0
	NET INCOME/LOSS	0.00	0.00	0.00	0.00	0		0	0

FUND NO	DESCRIPTION	REVENUE / EXPENSE		ENCUMBRANCE	TOTAL AMOUNT YEAR TO DATE	ANNUAL BUDGET	REVENUE/EXPENSE-PRIOR YR	
		THIS MONTH	YEAR TO DATE				THIS MONTH	YEAR TO DATE
15	MUSEUM							
	FUND REVENUE	0.00	727.36	0.00	727.36	47,000	0	188
	FUND EXPENSE	4,231.33	27,540.24	0.00	27,540.24	47,000	4,462	22,305
	NET INCOME/LOSS	4,231.33-	26,812.88-	0.00	26,812.88-	0	4,462-	22,117-
20	I.M.R.F.							
	FUND REVENUE	436.49	132,418.00	0.00	132,418.00	300,000	664	145,064
	FUND EXPENSE	89,818.86	182,123.53	0.00	182,123.53	300,000	18,233	122,356
	NET INCOME/LOSS	89,382.37-	49,705.53-	0.00	49,705.53-	0	17,570-	22,708
22	F.I.C.A.							
	FUND REVENUE	290.99	88,278.66	0.00	88,278.66	200,000	443	96,709
	FUND EXPENSE	11,208.97	87,593.96	0.00	87,593.96	200,000	11,608	92,418
	NET INCOME/LOSS	10,917.98-	684.70	0.00	684.70	0	11,165-	4,291
25	BOND & INTEREST							
	FUND REVENUE	1,208.83	366,720.72	0.00	366,720.72	775,000	1,771	387,103
	FUND EXPENSE	0.00	6,287.50	0.00	6,287.50	775,000	0	0
	NET INCOME/LOSS	1,208.83	360,433.22	0.00	360,433.22	0	1,771	387,103
30	LIABILITY INSURANCE							
	FUND REVENUE	203.70	61,795.08	0.00	61,795.08	140,000	321	70,115
	FUND EXPENSE	6,673.46	43,846.26	0.00	43,846.26	140,000	6,413	49,116
	NET INCOME/LOSS	6,469.76-	17,948.82	0.00	17,948.82	0	6,092-	20,999
35	SPECIAL RECREATION							
	FUND REVENUE	445.95	135,287.05	0.00	135,287.05	306,500	595	130,004
	FUND EXPENSE	35,402.04	129,835.36	0.00	129,835.36	306,500	33,294	138,323
	NET INCOME/LOSS	34,956.09-	5,451.69	0.00	5,451.69	0	32,699-	8,319-
40	AUDIT							
	FUND REVENUE	21.82	6,620.89	0.00	6,620.89	15,000	0	7,220
	FUND EXPENSE	0.00	14,100.00	0.00	14,100.00	15,000	0	14,750
	NET INCOME/LOSS	21.82	7,479.11-	0.00	7,479.11-	0	0	7,530-
70	CAPITOL IMPROVEMENTS							
	FUND REVENUE	0.00	75,000.00	0.00	75,000.00	0	0	18,750
	FUND EXPENSE	16,470.00	247,355.16	0.00	247,355.16	0	87,251	2,304,826
	NET INCOME/LOSS	16,470.00-	172,355.16-	0.00	172,355.16-	0	87,251-	2,286,076-
95	GASB 34 ACCOUNTS							
	FUND REVENUE	0.00	0.00	0.00	0.00	0	0	0
	FUND EXPENSE	0.00	0.00	0.00	0.00	0	0	0
	NET INCOME/LOSS	0.00	0.00	0.00	0.00	0	0	0
	GRAND TOTAL REVENUE	137,794.00	2,623,480.70	0.00	2,623,480.70	4,130,043	93,563	2,590,367
	GRAND TOTAL EXPENSE	439,691.07	2,651,183.30	0.00	2,651,183.30	4,500,274	395,566	4,674,139
	NET INCOME/LOSS	301,897.07-	27,702.60-	0.00	27,702.60-	370,231-	302,003-	2,083,771-

**MORTON GROVE PARK DISTRICT
VOUCHER LIST PRESENTED TO THE BOARD OF COMMISSIONERS
AT THEIR MEETING ON NOVEMBER 18, 2015**

BOARD VOUCHERS

VENDOR		VOUCHER	INVOICE	BATCH	BUDGET G/L		
NUMBER	NAME	NUMBER	NUMBER	NUMBER	NUMBER	AMOUNT	DESCRIPTION
00580	SKOKIE ACE HARDWARE	32143	195796	BV111803	012000-520400	9.96	ORIOLE POOL SHUT DOWN
02465	AIS INTERNATIONAL	32115	14882	BV111803	011000-554100	145.00	ACRONIS ADVANTAGE PREMIER TECHNICAL SUPPORT
03099	ANDERSON PEST SOLUTIONS	32019	3589283	BV111801	025033-552300	62.06	PEST CONTROL FOR PVCC ON 11/1/15
03662	AMERICAN ASSOCIATION OF STATE	32018	135044	BV111801	151000-581200	115.00	MEMBERSHIP DUES 11/1/15-10/31/16
05113	ARLINGTON POWER EQUIPMENT INC.	32020	659189	BV111801	012000-560200	896.00	REPLACE WORN PUMP
05735	ATLAS BOBCAT, LLC	32021	669020	BV111801	012000-520325	1,296.41	REPAIR BOBCAT SKID STEER
06445	AW DIRECT	32022	SI02004785	BV111801	012000-520321	224.85	TARP-SALT STORAGE PIT
10705	SUE BRAUBACH	32023	NOV STIPEN	BV111801	021000-540150	25.00	NOVEMBER 2015 CELL PHONE STIPEND
11294	TIMOTHY R. BRUNNING	32024	NOV STIPEN	BV111801	012000-540150	25.00	NOVEMBER 2015 CELL PHONE STIPEND
13106	CASE LOTS, INC	32025	008895	BV111801	025033-520312	95.70	KITCHEN ROLL TOWELS
		32026	009216	BV111801	025033-520312	313.20	CUSTODIAL SUPPLIES
		32027	008958	BV111801	025033-520312	59.95	SWIFFER WET REFILLS
				<u>TOTAL VENDOR:</u>		468.85	
15265	COMCAST CABLE	32028	1320020254	BV111801	011000-540150	18.98	PVCC TELEVISION FROM 11/18/15-12/7/15
		32029	1320188937	BV111801	011000-540150	488.68	CABLE SERVICE FOR EQUIPMENT FROM 11/4/15-12/3/15
				<u>TOTAL VENDOR:</u>		507.66	
16125	CRNE'S ENVIRONMENTAL CONTROL	32030	0000003045	BV111801	025033-554100	2,356.00	FALL START UP FOR ROOF TOP UNITS
		32031	0000003049	BV111801	012000-554100	1,412.00	FALL START UPS FOR FIELD HOUSES/ MUSEUMS/GARAGE
				<u>TOTAL VENDOR:</u>		3,768.00	
16415	TERRY CULLEN	32116	UMPIRE	BV111803	023001-592137	99.00	NOVEMBER 2015 UMPIRE
16428	TOM CUMMINGS	32117	UMPIRE	BV111803	023001-592137	99.00	NOVEMBER 2015 UMPIRE
		32118	OCT UMPIRE	BV111803	023001-592137	396.00	OCTOBER 2015 UMPIRE
				<u>TOTAL VENDOR:</u>		495.00	

BOARD VOUCHERS

VENDOR NUMBER NAME	VOUCHER INVOICE		BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
	NUMBER	NUMBER				
17075 D & R TRUCKING CO.	32032	15253	BV111801	012000-570410	475.00	SEMI LOAD OF PULVERIZED DIRT
19705 DURA BILT FENCE II, INC.	32033	9822	BV111801	701000-586114	10,150.00	REMOVE & REPLACE FENCING 1,2 &3 FIELD AT HARRER PARK
23265 ELITE COMPUTER SUPPORT, INC	32034	29075	BV111801	011000-552200	287.50	LOCK DOWN SOFTWARE ON REGISTRATION PC
27865 DAVE FESTENSTEIN	32119	OCT UMPIRE	BV111803	023001-592137	198.00	OCTOBER 2015 UMPIRE
28331 FIRST CHOICE MEDIA	32035	ADVERTISIN	BV111801	025000-554200	300.00	THIRD OF 3 PAYMENTS FOR PRODUCTION OF CLUB FITNESS YELLOW PAGES AD
28336 FIRST STUDENT	32036	11150984	BV111801	023007-593830	2,874.06	OCTOBER 2015 BUS TRANSPORTATION
30358 GARVEY'S OFFICE PRODUCTS	32037	CM152910	BV111801	011000-520110	36.97-	RETURNS SUPPLIES
	32038	1044327	BV111801	011000-520110	73.05	OFFICE SUPPLIES
	32039	992232	BV111801	011000-520110	9.30	OFFICE SUPPLIES
	32040	999032	BV111801	011000-520110	31.96	OFFICE SUPPLIES
	32041	1047381	BV111801	011000-520110	20.43	OFFICE SUPPLIES
	32042	1046597	BV111801	011000-520110	64.47	OFFICE SUPPLIES
	32055	1040647	BV111801	011000-589105	46.08	OFFICE SUPPLIES
				011000-520110	374.95	
	32056	1042757	BV111801	011000-520110	162.20	OFFICE SUPPLIES
	32057	1050350	BV111802	011000-520110	31.57	OFFICE SUPPLIES
TOTAL VENDOR:					777.04	
30744 GEN POWER, INC.	32043	RSA0015431	BV111801	023008-593945	120.00	CABLE RAMP
	32044	RSA0015461	BV111801	023008-593945	1,325.15	GENERATOR FOR OKTOBERFEST
TOTAL VENDOR:					1,445.15	
32542 GRAINGER	03050	9870301463	BV111801	012000-520400	123.90	HYDRANT WATER OUTLET KEYS FOR BUILDING WATER BOXES
	32045	9860184127	BV111801	025033-520312	151.80	BUILDING LIGHT BULBS
	32046	9861071802	BV111801	025033-520312	168.48	BUILDING LIGHT BULBS
	32047	9864978094	BV111801	025033-520312	72.00	BUILDING LIGHT BULBS
	32048	9869721846	BV111801	025033-520312	185.16	CUSTODIAL GLOVES/CROSS LINE LASER
				025033-560200	87.40	
	32049	9864070249	BV111801	025033-570200	97.96	LAMP HOLDERS FOR MAIN ENTRANCE
	32051	9864070256	BV111801	025033-520312	63.09	CUSTODIAL SUPPLIES
	32052	9875598576	BV111801	025033-520327	18.00	VACUUM BELT/DRILL BITS

BOARD VOUCHERS

VENDOR NUMBER NAME	VOUCHER INVOICE		BATCH NUMBER	BUDGET G/L		AMOUNT	DESCRIPTION
	NUMBER	NUMBER		NUMBER	NUMBER		
				025033-560200		5.21	
	32053	9880390423	BV111801	012000-520321		43.74	TIME CLOCK RIBBON
				<u>TOTAL VENDOR:</u>		1,016.74	
33523 GYMKHANA GYMNASTICS	32054	MEET FEES	BV111801	023002-593308		1,040.00	SANTA'S WORKSHOP GYMNASTIC MEET FEES
33855 KATIE E. HALVERSON	32058	NOV STIPEN	BV111802	021000-540150		25.00	NOVEMBER 2015 CELL PHONE STIPEND
34725 HARRIS COMPUTER SYSTEMS	32059	MN00083696	BV111802	011000-554100		4,000.64	SEMI ANNUAL AEK MAINTENANCE NOVEMBER 1, 2015-APRIL 30, 2016
34875 ELLEN JOHNS GRAPHIC DESIGN	32072	402015	BV111802	021000-554400		2,893.75	WINTER/SPRING 2016 PROGRAM GUIDE
	32078	392015	BV111802	021000-554405		120.00	NOVEMBER/DECEMBER 2015 SCHOOL FLYER
				<u>TOTAL VENDOR:</u>		3,013.75	
35155 MICHAEL J. HAYES	32060	NOV STIPEN	BV111802	021000-540150		25.00	NOVEMBER 2015 CELL PHONE STIPEND
35835 ABRAHAM HERNANDEZ	32061	NOV STIPEN	BV111802	012000-540150		25.00	NOVEMBER 2015 CELL PHONE STIPEND
35905 HESSELM, NORBERT C.	32062	NOV STIPEN	BV111802	012000-540150		25.00	NOVEMBER 2015 CELL PHONE STIPEND
36215 HILL MECHANICAL GROUP	32063	231946	BV111802	025033-520227		405.00	TEST (4) BACKFLOWS
37385 HOT SHOTS SPORTS	32064	FALL I 201	BV111802	023001-594193		7,346.51	FALL SESSION I
37685 HP PRODUCTS	32066	12452999	BV111802	012000-520312		143.77	GLASS CLEANERS
41765 ILLINOIS HERITAGE ASSOC	32068	MEMBERSHIP	BV111802	151000-581200		45.00	YEARLY MEMBERSHIP DUES
41775 ILLINOIS ASSOC. OF MUSEUMS	32067	MEMBERSHIP	BV111802	151000-581200		50.00	YEARLY MEMBERSHIP DUES
41780 ILLINOIS SHOTOKAN KARATE CLUB	32120	SUMMER 20	BV111803	023001-594212		6,048.00	SUMMER 2015 KARATE
42390 INTERSTATE BATTERY	32069	96343	BV111802	151000-570200		205.90	BATTERY FOR YEHL HOUSE SUMP PUMP
45535 JACOBS LADDER LLC	32070	PRO-FORMA	BV111802	701000-586450		3,995.00	JACOBS LADDER FOR CLUB FITNESS
45685 JAMES, SCHAEFFER & SCHMMING	32071	133958	BV111802	701000-586169		1,070.00	ORIOLE POOL SURVEYING
45911 JC LICHT, LLC	32121	1222-89087	BV111803	025033-520321		194.67	PAINT FOR 2ND FLOOR HALLWAY

BOARD VOUCHERS

VENDOR NUMBER NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
47405 JOSEPH MULLARKEY DISTRIBUTORS	32074	10965	BV111802	023008-596945	1,626.00	OKTOBERFEST BEER
48235 GEORGE KALLESES, JR.	32075	NOV STIPEN	BV111802	012000-540150	25.00	NOVEMBER 2015 CELL PHONE STIPEND
48515 LAURA KEE	32076	NOV STIPEN	BV111802	011000-540150	25.00	NOVEMBER 2015 CELL PHONE STIPEND
52895 L & L GRAPHIC SOLUTIONS	32077	LL6769	BV111802	025032-520120	142.95	PRINTING OF CLUB FITNESS TRIFOLD BROCHURE
	32079	LL6734	BV111802	021000-589110	614.42	LIGHT POLE BANNERS
	32080	LL6704	BV111802	021000-585100	1,058.77	ACRYLIC PHOTO PRINTS
				<u>TOTAL VENDOR:</u>	1,816.14	
54420 MAINE-NILES ASSN OF SP REC	32081	15-156	BV111802	351000-552700	31,427.25	4TH QUARTER CONTRIBUTION FOR 2015
	32082	15-139	BV111802	351000-552705	904.23	OCTOBER A 2015 INCLUSION
	32083	15-144	BV111802	351000-552705	2,394.08	INCLUSION PROVIDED FOR MORTON GROVE BY NSSRA
	32084	15-149	BV111802	351000-552705	676.48	OCTOBER B 2015 INCLUSION
				<u>TOTAL VENDOR:</u>	35,402.04	
55355 ELIZABETH MC CANN	32085	NOV STIPEN	BV111802	021000-540150	25.00	NOVEMBER 2015 CELL PHONE STIPEND
56280 MC MASTER-CARR SUPPLY CO	32086	42804037	BV111802	012000-520321	170.06	HARDWARE FOR SALT BIN
56285 JEANETTE MC NICHOLS	32114	NOV STIPEN	BV111802	021000-540150	25.00	NOVEMBER 2015 CELL PHONE STIPEND
56665 MENARD'S	32087	7258	BV111802	151000-570200	185.57	YEHL HOUSE SMOKE ALARMS
	32088	5896	BV111802	012000-520323	29.95	PARK MAINTENANCE SUPPLIES
	32089	5801	BV111802	012000-520323	33.92	PARK MAINTENANCE SUPPLIES
	32090	6014	BV111802	012000-520323	29.95	HALLOWEEN SUPPLIES
	32091	5873	BV111802	012000-520323	27.34	PARK MAINTENANCE SUPPLIES
	32092	5766	BV111802	025033-520321	125.56	PAINT FOR OFFICE
	32093	3311	BV111802	012000-520321	34.99	CEILING FOR NATIONAL
	32094	6434	BV111802	025033-570200	42.06	EXHAUST FAN
	32095	6816	BV111802	025033-520321	186.01	PAINT SUPPLIES
	32096	6627	BV111802	024022-570600	29.26	PAINTING AND PATCHING SUPPLIES
	32097	6719	BV111802	012000-520335	19.97	RESPIRATORS
	32098	6813	BV111802	024021-552200	30.89	POOL SHUTDOWN
				024022-552200	30.89	
	32099	2684	BV111802	151000-570200	7.69	MUSEUM SUPPLIES
	32100	4682	BV111802	025033-520312	87.44	CUSTODIAL SUPPLIES
				025033-560200	47.78	

BOARD VOUCHERS

VENDOR NUMBER NAME	VOUCHER INVOICE		BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
	NUMBER	NUMBER				
	32101	4691	BV111802	025033-560200	24.99-	RETURN SUPPLIES
	32102	5357	BV111802	024021-570600	28.86	PARK MAINTENANCE SUPPLIES
	32103	5406	BV111802	025033-520312	7.52	PARK MAINTENANCE SUPPLIES
	32104	06097	BV111802	012000-520321	79.84	PARK MAINTENANCE SUPPLIES
	32106	06202	BV111802	012000-520321	13.99-	PARK MAINTENANCE SUPPLIES
	32107	06203	BV111802	012000-520321	13.99	PARK MAINTENANCE SUPPLIES
	32108	06158	BV111802	012000-520321	43.90	PARK MAINTENANCE SUPPLIES
	32109	06077	BV111802	025033-570200	138.88	INSTALL NEW EXHAUST VENT
	<u>TOTAL VENDOR:</u>				1,139.16	
56666 MEN'S FITNESS	32110	SUBSCRIPTI	BV111802	025032-520110	19.97	FITNESS MAGAZINE SUBSCRIPTION
56815 METRO PROFESSIONAL PRODUCTS	32111	148349	BV111802	012000-520312	156.65	BUILDING CLEANING SUPPLIES
57416 MINUTEMAN PRESS-MORTON GROVE	32112	36275	BV111802	011000-520110	108.00	BUSINESS CARDS
58281 MORTON GROVE MIRROR & GLASS	32113	INSTALL	BV111802	025033-570200	550.00	INSTALL CLEAR MIRROR FOR DANCE STUDIO
59832 NATIONAL SEED	32122	557126SI	BV111803	012000-570300	285.00	GRASS SEED
62395 O'BRIILL COMPANY	32123	148993	BV111803	024021-570600	252.00	HARRER CRACK REPAIR
69071 PARK DISTRICT RISK MANAGEMENT	32124	TRAINING	BV111803	012000-581200	10.00	TRAINING FOR CERTIFICATES OF INSURANCE (JAYNE)
	32125	OCT HEALTH	BV111803	011000-530310	13,718.96	OCTOBER 2015 HEALTH
				021000-530310	13,718.95	
	32126	OCT PRO/LI	BV111803	301000-532610	3,780.23	OCTOBER 2015 PROPERTY/LIABILITY
				301000-532630	2,447.77	
				301000-532615	445.46	
	32127	DEC 2015	BV111803	011000-530310	892.41	DECEMBER 2015 HEALTH (HAKEY)
	<u>TOTAL VENDOR:</u>				35,013.78	
71459 POST 134 ENTERPRISE	32128	OKTOBERFES	BV111803	023008-596945	1,299.50	OKTOBERFEST BARTENDERS
71954 ROBERT BABINSKI	32129	1353	BV111803	023004-594517	145.75	JACKETS FOR CLOTHING SALE
	32130	1373	BV111803	023004-594517	50.50	JACKETS FOR CLOTHING SALE
	32131	1370	BV111803	011000-581500	100.31	POLOS FOR MAINTENANCE
	32132	1368	BV111803	011000-581500	317.11	POLOS FOR GUEST SERVICE
	32133	1367	BV111803	012000-581500	489.59	SWEATSHIRT/POLOS FOR MAINTENANCE
	32134	1364	BV111803	011000-589105	537.87	STAFF SHIRTS

BOARD VOUCHERS

VENDOR NUMBER NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
	32135	1354	BV111803	011000-589105	108.31	STAFF SHIRTS
	<u>TOTAL VENDOR:</u>				1,749.44	
76377 RUSSO POWER EQUIPMENT	32137	2713427	BV111803	012000-520223	89.32	STANDER PULLEY
	32138	2709288	BV111803	012000-520223	136.96	SPINDLE ASSEMBLY
	32139	2697211	BV111803	012000-520223	98.54	HAND HELD BLOWER PARTS
	<u>TOTAL VENDOR:</u>				324.82	
76664 KARI L. REDMOND	32136	NOV STIPEN	BV111803	021000-540150	25.00	NOVEMBER 2015 CELL PHONE STIPEND
77155 SAVE ON ..	32140	MARKETING	BV111803	025000-554200	800.00	FIRST OF TWO PAYMENTS FOR THE CLUB FITNESS POSTCARD MARKETING
78075 MICHELLE SENIOR	32141	REIMBURSE	BV111803	023007-593813	7.00	BIRTHDAY PARTY SUPPLIES
78114 SERVICE SANITION	32142	7033932	BV111803	023008-593945	1,305.00	OKTOBERFEST BATHROOMS
83165 BRAD TANDET	32144	OCT UMPIRE	BV111803	023001-592137	198.00	OCTOBER 2015 UMPIRE
85187 BRANDY TRAFMAN	32145	REIMBURSE	BV111803	023002-594308	21.25	BACKGROUND CHECK REIMBURSEMENT
85284 TRI-GUARDS, INC.	32146	139130-0	BV111803	025033-520321	70.18	CORNER GUARDS FOR HALLWAYS
87705 ULTIMATE SCHOOL OF GUITAR	32147	567	BV111803	023005-591617	630.35	FALL GUITAR LESSONS
88136 UNIQUE PRODUCTS	32148	298132	BV111803	025033-520312	327.02	KARVAC CLEANING CHEMICALS
	32149	299367	BV111803	025033-520312	219.12	CUSTODIAL CLEANER FOR KARVAC
	32150	300322	BV111803	025033-520312	98.03	SPRAY GUN FOR KARVAC
	32151	303283	BV111803	025033-520312	219.12	CHEMICALS FOR KARVAC MACHINE
	<u>TOTAL VENDOR:</u>				863.29	
92825 WEIGHT WATCHERS	32152	SUBSCRIPTI	BV111803	025032-554200	22.99	12 ISSUE MAGAZINE FOR WELLNESS ROOM
94116 WILMETTE TRUCK & BUS SERVICE	32153	658	BV111803	012000-520225	27.00	SAFETY LANE INSPECTION FOR UNIT 5010
98265 ZAKER VIDEO PRODUCTIONS, INC.	32155	1823	BV111803	023004-594520	100.00	RECITAL DVD'S
98585 PATRICK XENDAKIS	32154	NOV STIPEN	BV111803	012000-540150	25.00	NOVEMBER 2015 CELL PHONE STIPEND
<u>TOTAL BOARD VOUCHERS</u>					137,427.14	

BOARD VOUCHERS

VENDOR NUMBER	NAME	VOUCHER INVOICE		BATCH	BUDGET G/L		AMOUNT	DESCRIPTION
		NUMBER	NUMBER	NUMBER	NUMBER			

SUMMARY BY FUND:

CORPORATE	28,039.42
RECREATION	51,488.06
MUSEUM	609.16
LIABILITY INSURANCE	6,673.46
SPECIAL RECREATION	35,402.04
CAPITOL IMPROVEMENTS	15,215.00

SUMMARY TOTAL 137,427.14

PAID VOUCHERS

VENDOR NUMBER NAME	VOUCHER INVOICE		BATCH NUMBER	BUDGET G/L		AMOUNT	DESCRIPTION
	NUMBER	NUMBER		NUMBER	NUMBER		
00475 ABT	31954	1013503XTJ	VO102201	701000-586100		1,255.00	TWO COMMERCIAL DRYERS FOR COMMUNITY ROOM
03099 ANDERSON PEST SOLUTIONS	31940	3557120	VO101501	024022-552200		43.00	PEST CONTROL FOR ORIOLE POOL AREAS ON 10/1/15
	31941	3557579	VO101501	012000-554600		99.24	PEST CONTROL FOR FIELDHOUSES ON 10/1/15
	31942	3557121	VO101501	012000-554600		27.29	PEST CONTROL FOR FOOD SHELTER AREAS ON 10/1/15
	31943	3557122	VO101501	012000-554600		38.86	PEST CONTROL FOR MAINTENANCE FACTORY/OFFICES ON 10/1/15
	<u>TOTAL VENDOR:</u>					208.39	
03825 AMOONJUMP4U, INC.	31955	39579	VO102201	023008-593912		670.00	INFLATABLES FOR HALLOWEEN FEST
09315 BGCC	31956	PINEAPPLE	VO102201	023002-594330		2,110.00	2015 PINEAPPLE CLASSIC MEET
11294 TIMOTHY R. BRUNNING	32006	OCT STIPEN	VO102901	012000-540150		25.00	OCTOBER 2015 CELL PHONE STIPEND
12485 CALL ONE	31957	1106931	VO102201	011000-540150		798.86	PHONE SERVICE FROM 10/15/15-11/14/15
				021000-540150		1,198.28	
	<u>TOTAL VENDOR:</u>					1,997.14	
12833 CARD SERVICES	31998	10/2015	VO102001	011000-520110		201.58	OCTOBER 2015 CREDIT CARD PURCHASES
				011000-589105		65.00	
				011000-581200		58.07	
				011000-560810		31.99	
				023007-593825		207.86	
				025032-583300		174.92	
				025000-554200		790.00	
				025032-560600		313.41	
				025032-520380		52.91	
				023007-593819		62.50	
				025032-520370		198.00	
				023007-593825		72.86	
				011000-589105		7.00	
				023004-594517		14.84	
				023001-594841		308.00	
				023004-593517		70.85	
				023008-593935		399.00	
				023001-594842		7.64	

PAID VOUCHERS

VENDOR		VOUCHER INVOICE		BATCH	BUDGET G/L	AMOUNT	DESCRIPTION
NUMBER	NAME	NUMBER	NUMBER	NUMBER	NUMBER		
					023004-593517	38.04	
					021000-581200	28.00	
					011000-589105	26.90	
					021000-554405	228.00	
					023007-593819	177.50	
					023007-593830	10.79	
					023007-593825	60.73	
					023008-593911	44.04	
					025032-520360	27.45	
					023006-593711	23.56	
					023007-593819	194.00	
					025032-583300	251.37	
					021000-589110	1,000.00	
					021000-581210	14.95	
					011000-581400	259.00	
					011000-552100	250.03	
					025033-560200	210.06	
					011000-580100	61.00	
					011000-581200	350.00	
					011000-580100	125.00	
					021000-581200	14.95	
					023008-593911	27.35	
					023007-593825	5.97	
					023008-593945	28.47	
					011000-581200	259.00	
					023006-593711	104.00	
					023007-593822	21.43	
					021000-581200	691.95	
					023007-593825	59.86	
					023008-490945	21.76	
					023007-593825	32.93	
					011000-589105	128.57	
					011000-581200	205.95	
					023006-593711	509.52	
					023007-593826	60.61	
					023007-593822	37.40	
					<u>TOTAL VENDOR:</u>	8,626.57	
13436	CENTERPOINT ENERGY SERVICES	32017	5632051	VO102902	024021-540120	5.79	GAS FOR VARIOUS LOCATIONS FROM 9/1/15-9/30/15
					021000-540120	28.73	
					021000-540120	38.07	
					021000-540120	31.21	
					021000-540120	35.19	

PAID VOUCHERS

VENDOR NUMBER NAME	VOUCHER INVOICE		BATCH NUMBER	BUDGET G/L		AMOUNT	DESCRIPTION
	NUMBER	NUMBER		NUMBER	NUMBER		
				021000-540120		34.89	
				021000-540110		33.58	
				151000-540120		32.95	
				011000-540120		44.75	
				021000-540120		44.75	
				025033-540120		127.77	
				<u>TOTAL VENDOR:</u>		457.68	
13908 CHICAGO TRIBUNE MEDIA GROUP	31958	002291866	V0102201	023008-596945		265.00	ADVERTISING FOR OKTOBERFEST/PV RACE
				023008-596911		250.00	
				<u>TOTAL VENDOR:</u>		515.00	
15184 COLLEY ELEVATOR CO.	31970	142700	V0100902	025033-554100		189.00	OCTOBER 2015 ELEVATOR INSPECTION
15265 COMCAST CABLE	31971	1320020254	V0100902	011000-540150		37.96	TELEVISION FOR PVCC
	31972	1320188937	V0100902	011000-540150		488.69	CABLE FOR CARDIO EQUIPMENT
				<u>TOTAL VENDOR:</u>		526.65	
15271 COMED	32011	1047119014	V0102901	021000-540110		22.12	ELECTRIC FOR JACOB'S GAZEBO FROM 9/14/15-10/13/15
	32012	0515070041	V0102901	011000-540110		15.21	ELECTRIC FOR PARKING LOT LITE FROM 9/15/15-10/14/15
				<u>TOTAL VENDOR:</u>		37.33	
15272 COMED	31973	1427066047	V0100902	011000-540110		33.20	ELECTRIC FOR REAR PVCC FROM 8/31/15-9/30/15
	32013	0360019067	V0102901	011000-540110		473.47	ELECTRIC FOR OUTSIDE STREET LIGHTS FROM 9/24/15-10/23/15
				<u>TOTAL VENDOR:</u>		506.67	
15395 CONSTELLATION NEWENERGY, INC.	31974	2715657017	V0100902	024022-540110		2,216.45	ELECTRIC FOR ORIOLE POOL FROM 8/13/15-9/10/15
	31975	0867047005	V0100902	021000-540110		35.15	ELECTRIC FOR OKETO PARK FROM 8/13/15-9/8/15
	31976	2799627000	V0100902	021000-540110		48.86	ELECTRIC FOR NATIONAL PARK FROM 8/13/15-9/13/15

PAID VOUCHERS

VENDOR NUMBER NAME	VOUCHER INVOICE		BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
	NUMBER	NUMBER				
	31977	1038557006	VO100902	021000-540110	46.72	ELECTRIC FOR AUSTIN PARK FROM 8/14/15-9/14/15
	31978	2550465008	VO100902	021000-540110	53.04	ELECTRIC FOR MANSFIELD PARK FROM 8/17/15-9/15/15
	31979	0733082034	VO100902	151000-540110	93.44	ELECTRIC FOR MUSEUM ANNEX FROM 8/14/15-9/14/15
	31980	0095623000	VO100902	024021-540110	2,258.22	ELECTRIC FOR HARRER PARK FROM 7/15/15-8/13/15
	31981	0198271000	VO100902	011000-540110	1,316.30	ELECTRIC FOR PVCC FROM
				021000-540110	1,316.30	8/17/15-9/14/15
				025033-540110	3,948.89	
	31982	0393000078	VO100902	021000-540110	42.11	ELECTRIC FOR HREN PARK FROM 8/14/15-9/14/15
	31983	2130052007	VO100902	151000-540110	145.98	ELECTRIC FOR MUSEUM FROM 8/14/15-9/14/15
	<u>TOTAL VENDOR:</u>				11,521.46	
15915 SHERI COZZI	32016	7062	VO102901	151000-554600	95.00	NOVEMBER 2015 MUSEUM CLEANING
18608 DIRECT FITNESS SOLUTIONS, LLC	31944	506834	VO101501	025032-520210	409.63	CLUB FITNESS EQUIPMENT REPAIR LABOR
	31945	506837	VO101501	025032-520210	771.81	CLUB FITNESS EQUIPMENT REPAIR PARTS/LABOR
	31959	507261	VO102201	025032-520210	335.50	CLUB FITNESS CYCLE REPAIR
	<u>TOTAL VENDOR:</u>				1,516.94	
18746 MELISSA L. D'LANDO	31984	REIMBURSE	VO100902	011000-589105	26.08	REIMBURSEMENT FOR FAREWELL GIFT
20675 EBSA, INC.(DBA:GGG)	31997	6500939	VO100902	011000-210951	416.41	DEFERRED COMPENSATION DEDUCTED FROM PAYROLL DATED 10/9/15
	32000	6500939	VO102701	011000-210951	416.41	DEFERRED COMPENSATION DEDUCTED FROM PAYROLL 10/23/15
	<u>TOTAL VENDOR:</u>				832.82	
25985 EVERBANK COMMERCIAL FINANCE	31960	3395156	VO102201	011000-554100	293.22	COPIER RENTAL CONTRACT
28336 FIRST STUDENT	31961	11105712	VO102201	023007-593826	597.96	JUNE 2015 K.O. TRANSPORTATION
				023007-593830	597.96	
	31962	11143982	VO102201	023007-593819	280.00	GAP TRANSPORTATION TO LAMB'S FARM
	<u>TOTAL VENDOR:</u>				1,475.92	

PAID VOUCHERS

VENDOR NUMBER NAME	VOUCHER INVOICE		BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
	NUMBER	NUMBER				
32191 GOVERNMENT FINANCE OFFICERS	31946	0152011	VO101501	011000-581400	160.00	MEMBERSHIP RENEWAL 10/1/15-9/30/16
32935 GROOT INDUSTRIES 3397	31947	13639184	VO101501	012000-554100	70.49	RECYCLING FOR 6250 W. DEMPSTER ON 10/1/15
	31948	13644382	VO101501	025033-552300	218.49	GARBAGE P/U FOR PVCC ON 10/1/15
	31985	13575579	VO100902	012000-554100	448.33	GARBAGE P/U FOR 6250 W. DEMPSTER ON 9/28/15
	<u>TOTAL VENDOR:</u>				737.31	
35835 ABRAHAM HERNANDEZ	32008	OCT STIPEN	VO102901	012000-540150	25.00	OCTOBER 2015 CELL PHONE STIPEND
35905 HESSELN, NORBERT C.	32007	OCT STIPEN	VO102901	012000-540150	25.00	OCTOBER 2015 CELL PHONE STIPEND
37425 HOUSE OF RENTAL	31964	86799-3	VO102201	011000-589105	159.36	TABLE/CLOTHS FOR DIRECTOR PARTY
41752 NCPERS GROUP LIFE INSURANCE	32001	VOL. LIFE	VO102701	011000-210965	24.00	VOLUNTARY LIFE INSURANCE DEDUCTED FROM PAYROLL 10/23/15
	32002	VOL. LIFE	VO102701	011000-210965	24.00	VOLUNTARY LIFE INSURANCE DEDUCTED FROM PAYROLL 10/9/15
	<u>TOTAL VENDOR:</u>				48.00	
41772 IL NAWGJ	31949	GYM MEET	VO101501	023002-593308	2,230.00	GYMNASTICS MEET
45911 JC LICHT, LLC	31986	1253138370	VO100902	025033-520321	59.93	CUSTODIAL SUPPLIES
48235 GEORGE KALLESES, JR.	32009	OCT STIPEN	VO102901	012000-540150	25.00	OCTOBER 2015 CELL PHONE STIPEND
48265 GARY KANTOR	31963	MAGIC	VO102201	023007-594840	70.00	OCTOBER 2015 MAGIC CLASS
50176 KONICA MINOLTA PREMIER FINANCE	32014	63651606	VO102901	011000-554100	202.49	COPIER LEASE
				021000-554100	202.49	
	<u>TOTAL VENDOR:</u>				404.98	
50177 KONICA MINOLTA BUSINESS	31951	9001769782	VO101501	011000-520120	265.88	PRINTER/COPIER MAINTENANCE
51945 LEENDA'S MEET	31966	ISLAND ADV	VO102201	023002-593308	1,105.00	ISLAND ADVENTURE GYMNASTICS MEET
52895 L & L GRAPHIC SOLUTIONS	31965	LL6733	VO102201	025000-554200	283.00	WELLNESS ROOM MARKETING DECALS

PAID VOUCHERS

VENDOR NUMBER	NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
55222	MORTON GROVE PARK DISTRICT	31996	MEDICAL	VO100902	011000-210955	1,890.44	MEDICAL DEDUCTED FROM PAYROLL DATED 10/9/15
		32005	MEDICAL	VO102702	011000-210955	1,898.94	MEDICAL DEDUCTED FROM PAYROLL 10/23/15
<u>TOTAL VENDOR:</u>						3,789.38	
55366	VICTORIA MC CONVILE	31950	2015-1010	VO101501	023007-490835	240.00	BABY SITTING TRAINING COURSE #11542
59415	MY GYM CHILDREN'S FITNESS CTR	31967	FALL SESSI	VO102201	023004-591511	357.00	FALL 1 SESSION
69071	PARK DISTRICT RISK MANAGEMENT	32003	VOL. LIFE	VO102701	011000-210965	54.01	VOLUNTARY LIFE INSURANCE DEDUCTED FROM PAYROLL 10/9/15
		32004	VOL. LIFE	VO102701	011000-210965	54.01	VOLUNTARY LIFE INSURANCE DEDUCTED FROM PAYROLL 10/23/15
<u>TOTAL VENDOR:</u>						108.02	
70905	PITNEY BOWES GLOBAL FINANCIAL	32015	9078263-OT	VO102901	011000-554100	259.00	POSTAGE MACHINE LEASE FROM 10/30/15-1/30/16
82825	SYSCO FOOD SERVICES	31968	510212438	VO102201	023007-593825 023007-593830	459.20 459.19	SNACKS FOR BASE AND B-4 SCHOOL
<u>TOTAL VENDOR:</u>						918.39	
85186	TRAVELING WORLD OF REPTILES	31969	HALLOWEEN	VO102201	023008-594912	350.00	REPTILE SHOW FOR HALLOWEEN FEST
90095	VERIZON WIRELESS	31987	9752618548	VO100902	023006-593711 023007-593825 023007-593830	117.33 54.03 18.01	FIELDHOUSE CELL PHONES FROM 8/21/15-9/20/15
		31988	9722618547	VO100902	011000-540150 021000-540150 012000-540150	159.37 159.37 79.69	CELL PHONES SERVICE FROM 8/21/15-9/20/15
		31989	9752618549	VO100902	011000-540150 021000-540150	77.75 77.75	IPADS FROM 8/21/15-9/20/15
<u>TOTAL VENDOR:</u>						743.30	
90331	VILLAGE OF MORTON GROVE	31952	0013927	VO101501	012000-520500 051000-520500	1,426.25 266.79	SEPTEMBER 2015 FUEL PURCHASE

PAID VOUCHERS

VENDOR	VOUCHER	INVOICE	BATCH	BUDGET	G/L		
NUMBER	NAME	NUMBER	NUMBER	NUMBER	NUMBER	AMOUNT	DESCRIPTION
		31953	0013926	V0101501	012000-520500	1,232.83	AUGUST 2015 FUEL PURCHASE
					051000-520500	319.76	
		31990	014630-000	V0100902	021000-540130	47.84	WATER/SEWER FOR HREN PARK FROM 8/1/15-8/31/15
		31991	007848-000	V0100902	021000-540130	59.80	WATER/SEWER FOR AUSTIN MANSFIELD PARKS FROM 9/1/15-9/30/15
		31992	007844-00	V0100902	021000-540130	59.80	WATER/SEWER FOR NATIONA/OKETO PARKS FROM 9/1/15-9/30/15
		31993	007837-000	V0100902	024021-540130	334.88	WATER/SEWER FOR HARRER PARK POOL FROM 9/1/15-9/30/15
		31994	007835-000	V0100902	024022-540130	418.60	WATER/SEWER FOR ORIOLE PARK FROM 9/1/15-9/30/15
		31995	007832-000	V0100902	011000-540130	68.17	WATER/SEWER FOR PVCC FROM
					021000-540130	68.17	9/1/15-9/30/15
					025033-540130	545.38	
					<u>TOTAL VENDOR:</u>	4,848.27	
98585	PATRICK XENDAKIS	32010	OCT STIPEN	V0102901	012000-540150	25.00	OCTOBER 2015 CELL PHONE STIPEND
					<u>TOTAL PAID VOUCHERS</u>	50,122.69	

PAID VOUCHERS

VENDOR		VOUCHER INVOICE		BATCH	BUDGET G/L	AMOUNT	DESCRIPTION
NUMBER	NAME	NUMBER	NUMBER	NUMBER	NUMBER		

SUMMARY BY FUND:

CORPORATE	15,235.05
RECREATION	32,678.72
POLICE	586.55
MUSEUM	367.37
CAPITOL IMPROVEMENTS	1,255.00

<u>SUMMARY TOTAL</u>	<u>50,122.69</u>
----------------------	------------------

REFUNDS

VENDOR		VOUCHER INVOICE		BATCH	BUDGET G/L	AMOUNT	DESCRIPTION
NUMBER	NAME	NUMBER	NUMBER	NUMBER	NUMBER		

REFUNDS:

ANTHONY BETTER	CHAMPION	CK101502	023001-597108	150.00	CHAMPION
BRIAN HEALY	SEASON WIN	CK101502	023001-597108	250.00	SEASON WIN
JAKOB PINTZ	RENTAL DEP	CK101502	021000-210500	150.00	RENTAL DEP
CHUDCHADA JUNE SAUNDERS	RENTAL DEP	CK101502	021000-210500	150.00	RENTAL DEP
ASIF H. ULLAH	RENTAL DEP	CK101502	021000-210500	150.00	RENTAL DEP
RACHEL LEE	KARATE	CK100901	023001-490212	138.00	KARATE
IRENE ANDERSON	BETTER BAL	CK100901	023001-490226	54.00	BETTER BAL
LINDA RAPHAEL	PET TOY	CK100901	023005-490621	22.00	PET TOY
HEIDI KAPSALIS	RENTAL DEP	CK100901	021000-210500	150.00	RENTAL DEP
ALOK AKOLKAR	RENTAL DEP	CK100901	021000-210500	150.00	RENTAL DEP
MANIBA QUADRI	RENTAL DEP	CK100901	021000-210500	100.00	RENTAL DEP
SHEILA OLEA	PUMPKIN DE	CK100901	023001-490842	56.00	PUMPKIN DE
CAROL MACEJAK	CASINO	CK102902	023001-490841	45.00	CASINO
NORMAN STELIG	CASINO	CK102902	023001-490841	45.00	CASINO
JOAN DROCHAK	CASINO	CK102902	023001-490841	45.00	CASINO
ARLENE BRADY	CASINO	CK102902	023001-490841	90.00	CASINO
RPBERT CAPESIUS	CASINO	CK102902	023001-490841	45.00	CASINO
BARBARA MAGIET	RENTAL DEP	CK102902	021000-210500	150.00	RENTAL DEP

 TOTAL REFUNDS

1,940.00

REFUNDS

VENDOR		VOUCHER INVOICE		BATCH	BUDGET G/L	AMOUNT	DESCRIPTION
NUMBER	NAME	NUMBER	NUMBER	NUMBER	NUMBER		

SUMMARY BY FUND:

RECREATION 1,940.00

SUMMARY TOTAL 1,940.00

SUMMARY BY FUND:

CORPORATE 43,274.47
RECREATION 86,106.78
POLICE 586.55
MUSEUM 976.53
LIABILITY INSURANCE 6,673.46
SPECIAL RECREATION 35,402.04
CAPITOL IMPROVEMENTS 16,470.00

GRAND TOTAL: 189,489.83

TOTAL PAGES: 18

To the Finance Officer:

The payment of the above listed accounts has been approved by the Board of Commissioners at their meeting held on NOVEMBER 18, 2015 and you are hereby authorized to pay them from the appropriate funds.

(President)

(Treasurer)

Unfinished Business: Board Motions

**MORTON GROVE PARK DISTRICT
BOARD MOTIONS
NOVEMBER 18, 2015**

Administration and Finance Committee – Commissioner Ashta, Chair

TRUTH IN TAXATION AND BINA HEARING DATES:

I move to accept the recommendation of the Administration and Finance Committee to Set the Truth in Taxation Hearing for December 16th at 6:30 pm and the Bond Issue Notification Act Hearing (BINA) for December 16th immediately following the Truth in Taxation Hearing.

DISPOSAL ORDINANCE #O-06-15:

I move to accept the recommendation of the Administration and Finance Committee that the Park Board of Commissioners approve Ordinance #O-06-15 for the disposal, donation, trade-in, or sale of listed items and authorize the Park Board President and Secretary to execute said ordinance.

ATTORNEY COMMUNICATION POLICY:

I move to accept the recommendation of the Administration and Finance Committee to approve adding text to the Board of Commissioners General Practices Manual under Section 4: Responsibility of the Board, which explains the attorney communication guidelines.

GOVHR PROPOSAL:

I move to accept the recommendation of the Administration and Finance Committee to approve hiring GovHr for Executive Coaching and Board Facilitation totaling \$10,400 and also to complete a Strategic Plan for a cost not to exceed \$20,000.

VACATION AND SICK LEAVE POLICY:

I move to accept the recommendation of the Administration and Finance Committee for the Park Board of Commissioners to approve the update to the Personnel Policy Section 6.9 changing from Paid Time Off to a Vacation and Sick Leave Policy.

Parks and Facilities Maintenance Committee – Commissioner Manno, Chair

ORIOLE PARKING LOT:

I move to accept the recommendation of the Recreation and Facility Program Committee for the Park Board of Commissioners to approve not to expand the parking at Oriole Pool or the ComEd easement and utilize the funds for other projects.

Notice of Proposed Tax Increase for the Morton Grove Park District.

- I. A public hearing to approve a proposed property tax levy increase for the Morton Grove Park District for 2015 will be held on December 16, 2015 at 6:30 pm at 6834 Dempster St., Morton Grove, IL 60053.

Any person desiring to appear at the public hearing and present testimony to the taxing district may contact Jeffrey Wait, Executive Director, at 6834 Dempster St., Morton Grove, IL 60053 at 847-965-1200.

- II. The corporate and special purpose property taxes extended or abated for 2014 were \$2,396,332.00.

The proposed corporate and special purpose property taxes to be levied for 2015 are \$2,483,500.00. This represents a 3.64% increase over the previous year.

- III. The property taxes extended for the debt service and public building commission leases for 2014 were \$799,706.00.

The estimated property taxes to be levied for debt service and public building commission leases for 2015 are \$872,171.00. This represents a 9.06 % increase over the previous year.

- IV. The total property taxes extended or abated for 2014 were \$3,196,038.00.

The estimated property taxes to be levied for 2015 are \$3,355,671. This represents a 4.99 % increase over the previous year.

**NOTICE OF PUBLIC HEARING CONCERNING THE INTENT OF THE
BOARD OF PARK COMMISSIONERS OF THE MORTON GROVE
PARK DISTRICT, COOK COUNTY, ILLINOIS TO SELL \$1,900,000
GENERAL OBLIGATION LIMITED TAX PARK BONDS**

Public Notice is Hereby Given that the Board of Park Commissioners of the Morton Grove Park District, Cook County, Illinois (the "*District*") will hold a public hearing of the Park Board at 6:30 PM on the 16th day of December, 2015, in the Prairie View Community Center, 6834 Dempster Street, Morton Grove, Illinois. The purpose of the hearing is to receive public comments on the proposal to sell bonds of the District in the amount of \$1,900,000 for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident there to. By order of the President of the Board of Park Commissioners of the Morton Grove Park District, Cook County, Illinois.

DATED the 18th of November, 2015.

Jeffrey Wait

Secretary, Board of Park Commissioners

Morton Grove Park District, Cook County, Illinois

Attachments

MORTON GROVE PARK DISTRICT

Ordinance #O-06-15

AN ORDINANCE AUTHORIZING AND PROVIDING FOR THE SALE OR OTHER CONVEYANCE OF SURPLUS PERSONAL PROPERTY OF THE MORTON GROVE PARK DISTRICT, COOK COUNTY, ILLINOIS.

WHEREAS, the Morton Grove Park District, Cook County Illinois, (Park District) owns the following used computer, mechanical and recreation equipment:

HP Laser Jet 1536dnf MFP desk top printer; HP Laser Jet 4250 TN desk top printer; HP Photo Smart C4250 all in one copier; Nexlink Intel Pentium Processor SN070708 computer; Nexlink Intel Pentium Processor SN 050709 computer; Nexlink Intel Pentium Processor #SN218293 computer; Nexlink Intel Pentium Processor ESN218293 computer; Nexlink Intel Pentium Processor #SN80045-420-668-499 computer; Nexlink #SN181350 Inter Pentium Processor computer; Acer AL1716F monitor; 4 Microsoft keyboards; Vivitar 220/SL camera with 135 MM lens; Vivitar 50MM lens; Panasonic DMC-FZ8 Lumix camera; Nikon Coolpix 995; multi coated digital cpl filter 52MM and multi coated digital cpl uv filter 52MM; Polaroid Spirit 600; Citizens Systems receipt printer #0630117; Vivitar auto 225 light meter; Denon multizone SLDC 9123310194, Sylvania DVD Player & Controller #A138893302032941; I-S60 Electro-Voice Speaker #9712A1267; I-S60 Electro-Voice Speaker #9712A1265; 1 Samsung Television Serial Number 309K3CCY730837Y; Sharp Notebook #PC AI27; Windows XP Home Edition #JX2vx-OB rMY; Windows 7 pro #FQC01247; Accuprint #0119007BK; Windows Vista #00144-481-5-46-826; Windows 98 #F6RTBVWK9G HP6B4; Krex Wite master #504-005; Windows XP #8504914; Citizens receipt printer #IDP3550; Umax S-6E; Panasonic VHS #PV945; Sony CD Player 94114816; Denon CD #6106315259; pizza oven #412-8; Sunbeam microwave #SBM65500B; Sharp Cassette sound system #HK20PA;

WHEREAS, pursuant to Section 8-22 of the Park District Code (70 ILCS 1205/8-22) ("Code"); every park district is authorized to sell or convey any personal property that in the opinion of three-fifths of the members of the Board of Park Commissioners then holding office is no longer necessary; useful to; or for the best interests of the park district; and

WHEREAS, the Board of Park Commissioners of the Park District ("Board") has reviewed a staff report finding that the equipment is no longer necessary; useful to or in the best interest of the Park District and recommending its disposal; sale; donation or trade and the Board concurs with the findings and recommendations contained in the staff report.

NOW; THEREFORE; IT IS HEREBY ORDAINED by the Board of Park Commissioners of the Morton Grove Park District; Cook County; Illinois as follows:

Section 1. The Board finds that all of the recitals contained in the preamble to this Ordinance are true and correct and does hereby incorporate them in this Ordinance by this reference.

Section 2. The Board finds that the equipment is no longer necessary; useful or for the best interests of the Park District and declares it to be for the best interests of the Park District and its residents to dispose of the equipment in the terms set forth in the staff report.

Section 3. The Board authorizes and directs the Executive Director of the Park District to take such action necessary to dispose of the equipment as herein authorized.

Section 4. This Ordinance shall be in full force and effect after its adoption as provided by law.

Adopted this 18th day of November, 2015; by the affirmative vote of three-fifths of the members of the Board of Park Commissioners.

Ayes: _____

Nays: _____

Absent: _____

President; Board of Park Commissioners
of the Morton Grove Park District

ATTEST:

Secretary; Board of Park Commissioners
of the Morton Grove Park District

[SEAL]



Memorandum

To: Park Board of Commissioners
From: Jeff Wait, Executive Director
Date: November 18, 2015
Subject: Attorney Communication Policy

The Board of Commissioners suggested Staff re-evaluate its proposed change to the Board of Commissioners General Practice Manual regarding board members independently contacting the Board Attorney. It was suggested a new policy should also include vendors and contractors e.g., Financial Auditors.

Below is Section 4 of the manual, Responsibilities of the Board, with the suggested added text.

The Board functions under the authority of the Illinois Park District Code, Illinois State Compiled Statutes, and within the framework of laws court decisions, opinions of the Illinois Attorney General, and similar mandates from the state and national levels of government. Board members, collectively and individually, act as representative of all residents of the District in maintaining and promoting the use of the park and recreation activities. Through an evaluation of the available resources and the often conflicting needs and demands of all interested parties and groups. Board members seek to move toward decisions and actions which best serve the recreational needs of the community as a whole.

The Board shall concern itself primarily with Board questions of policy rather than with administrative details and procedures. The Board sets policies to be used as guidelines and principles. The application of these policies is an administrative task to be performed by the Executive Director and his/her staff who shall be held responsible for the effective administration and supervision of the entire Park District including all facilities and programs. All such facilities and programs shall be operated within the financial guidelines determined by the Board.

In the discharge of their duties, Board members act as a Board and not as individuals. individual members have no legal or moral right to speak for the Board unless specifically authorized to do so by action of the Board. It is improper, ill-advised and unethical for individual Board members to make public pronouncements and or conjectures about Board matters either not yet decided by official Board action or decided in a properly called Executive Session of the Board. Board members should respect the Board's commitment to work through its chief executive officer, the Executive Director, by requesting desired information about the parks and recreation programs directly from him/her. Board members should also seek the professional opinion of the Executive Director when asked by a resident to address a particular issue or complaint.

The majority of communication between the District and any vendor or contractor shall be conducted by the Executive Director. The Board may direct, on their behalf, the Executive Director to contact any vendor or contractor on any matter. Additionally, the Executive Director may, through the course of performing their duties, contact any vendor or contractor on any matter without prior authorization from the Board. Generally, individual Board Members may not directly contact a vendor or contractor unless the matter has been discussed with a majority of the Board Members and is on behalf of the entire Board.

Board members will abide by the majority vote and support the actions of the Executive Director, when those actions have received the support of the Board via official voting. However, it is not necessary that all Board votes be unanimous. All members of the Board agree to act in accordance with the provisions of this document.

Newly elected Commissioners shall be sworn in at the first Committee of the Whole in May. Filling a Vacancy: Once the Board agrees on a candidate, the Commissioner filling the vacancy shall be sworn in at the next feasible Committee of the Whole or Board Meeting.

Board Action: Staff recommends the Board approve adding the text to the Board of Commissioners General Practices Manual under Section 4 - Responsibilities of the Board.

Memorandum

To: Park Board of Commissioners
From: Jeff Wait, Executive Director
Date: November 18, 2015
Subject: GovHR

Issue:

Staff has solicited proposals from GovHR for a three-phase plan to assist staff and the Board in becoming a more cohesive team and agency through Executive Coaching, Board Facilitation and Strategic Planning.

Discussion:

GovHR offers several different services to assist local governmental agencies fulfill their missions. GovHR and park district staff have collectively identified three possible areas to help develop the park district:

- **Phase #1 - Executive Coaching-** this is to assist the Executive Director and the Administrative Staff to successfully lead the Morton Grove Park District.
- **Phase #2 - Board Facilitation-** consists of assisting in setting basic standards, protocols and actions to foster collaborative, honest and accountable representation for the Board of Park Commissioners by defining roles and helping the Board in the development of an annual performance evaluation process for the new Executive Director.
- **Phase #3 - Strategic Planning-** to help identify the critical issues facing the District and set the District's priorities over the next 3-5 years.

Phase #1 fees are estimated at \$5,000 and would commence in November or December and would be completed in April of 2016.

Phase #2 fees are estimated at \$5,400 and would coincide with Phase #1.

Phase #3 fees will be determined after the scope of the work is defined and agreed upon. The consultant advises that recent Strategic Planning projects for other clients have cost between \$15,000 and \$20,000.

Park Board Action:

Staff is recommending the Park Board of Commissioners approve hiring GovHR to provide Executive Coaching and Board Facilitation totally \$10,400 and Strategic Planning not to exceed \$20,000.

Update & information

**Morton Grove Park District
November 18, 2015**

UPDATE & INFORMATION

RECREATION AND PROGRAMMING REPORT

1. Club Fitness has been approved to be a Silver Sneakers (a program designed to help older people stay healthy by exercising and socializing) facility. Staff is currently waiting on the terms of the agreement.
2. A Jacobs Ladder, which is a high energy cardio piece, has been ordered for Club Fitness. It should arrive before the end of the year.
3. We have entered into an agreement with Fit Mamas, LLC to offer a stroller fitness class three mornings a week.
4. Our wellness room is hosting free spinal health screening compliments of Chiro One Wellness Center.
5. A frozen turkey will be raffled off this month for Club Fitness members.
6. The updates to our website are in the final stages and should go live the week of November 16th. The most noticeable improvement will be the ability to provide public notifications when programs and facilities are closed due to inclement weather.
7. The Winter/Spring 2016 Program Guide is at the printer and schedule to be mailed on November 24th.
8. The Park District and Historical Society began interviewing candidates for the Assistant Curator position.
9. Staff conducted 1st Quarter Preschool observations.
10. Halloween Family Fest was held on October 24th and we estimated between 350-400 participants in attendance. Thanks to \$1950 in sponsorships, along with in-kind donations and community support a variety of activities were planned.
11. MGBSA and AYSO finished their fall seasons. Staff are working on the 2016 affiliate agreements.
12. The Starbound dance team held a fundraiser at Culvers and raised \$331.
13. Eleven Morton Grove residents entered in the Haunted Fright Home Decorating Contest.
14. Staff is in the process of reaching out to all seasonal aquatic staff to determine who is returning for summer 2016. Staff is also securing quotes for aquatic uniforms.
15. Preparations are underway for the Silver Bell Express, which will be held on December 5th and 19th.

PARKS AND MAINTENANCE REPORT

1. The Parks Department has scheduled annual budget meetings with staff members and is in the process of developing its budget submittal. First drafts of the department budget will be submitted to the Finance Manager.
2. Plumbing inspections and pressure testing has taken place at Harrer Pool on the swimming pool pipes only. Upon receipt, we will report the results of the test to the Board.

3. Eight trees have been ordered for installation at Oketo, Harrer and Jacobs Parks. There will be a massive planting in fall 2016 to replace trees that were lost mainly due to the emerald ash disease.
4. Routine items addressed this month include: daily fieldhouse cleaning and set-up, trash control twice a week, performing the final mowing detail for the year, leaf removal at all parks as well as lining soccer fields for the last time this season. Playground inspections, fire extinguisher inspections and building inspections for the month of November have been completed. Vehicle inspections, repairs and preventive maintenance were also performed during routine scheduling this month.

PARK POLICE REPORT

1. One thousand four hundred and seventy park and field house checks were conducted by the Park Police during the month of October.
2. Chief Stromberg, Officer Bialkowski, Officer Quill, Officer McCloskey and Officer Callaghan all completed the October "Police Law" Legal Update Computer Training. The October Training Topic was on "Domestic Violence".
3. The Park Police assisted at the Octoberfest Events and with traffic direction duties during the 5k Run Event.
4. Park Officers handled their everyday normal routine assignments and an additional thirty seven other miscellaneous incidents, assists or assignments that occurred during the month of October. These included, securing unsecured park properties found open or not properly shut down, new employee background name checks, safety card program duties, ordinance violation - improper use of powered remote airplane in park and after hours secondary closings of park facilities.

FINANCE REPORT

1. We have started the preliminary budget discussions for the new budget year 2016-2017. Each department will be given financial information from the past year as well as budget targets for the new budget year. Staff has been instructed to review all expenses especially accounts/vendors that we have been using for the past couple of years or longer. We want to ensure we are receiving the best pricing for the products and services we utilize.
2. The Finance Department set the Truth in Taxation public hearing date for December 16 at 6:30 pm just prior to the regular board meeting. We intend to publish the public hearing notice on December 3, 2015 (which is more than 7 days but less than 14 days before the hearing).
3. The Morton Grove Park District will be issuing GO bonds in the amount not to exceed \$1,900,000 for the years 2016 & 2017. We will conduct a Bond Issuance Notification Authorization hearing on December 16 at 6:30. We also will publish notice of the hearing on December 3, 2015.

HUMAN RESOURCES & SAFETY REPORT

1. The wellness initiative offered through PDRMA, Positive Attitudes Toward Health (PATH), is winding down. This commitment to better health and wellness began the 1st of the year, with staff having the opportunity to chart their activities, food and weight. Along with online consultations and videos to promote better living. Staff have been

diligent about recording and being more health conscience with the hopes of getting the incentive at years end.

2. Open enrollment started on November 1st and will continue through the year. Staff has been quite busy completing the necessary paperwork.
3. Human Resources is finishing the Crisis Management plan for the Agency, and plans to roll it out at the November 19th all Agency meeting.
4. There were no alerts issued by PDRMA this month, and no accident/incidents to report.
5. Flu shots were given to staff that wished to take one. The shots were supplied by Concentra, our medical facility.
6. Staff is busy completing a safety manual for all employees. This manual will be given to current staff as well as included in all future hiring packets and general orientations.