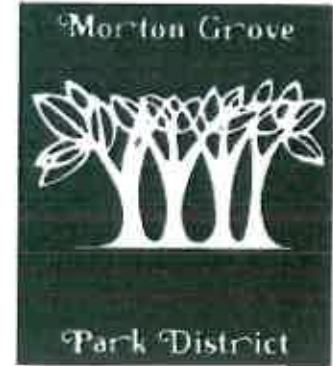


Morton Grove Park District

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



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

AGENDA

Call to Order

Roll Call

Public Comment

Administration and Finance Committee – Commissioner Ashta, Chair

Tax Levy Ordinance #O-7-15

Tax Extension Resolution #R-06-15

Truth in Taxation Public Hearing

Bond Issue Notification Act (BINA) Hearing

Technology Request

Recreation and Facility Program Committee – Commissioner Coursey, Chair

Activity Guide Bid Results and Recommendation

Winter/Spring 2016 Programming Update: Power Point Presentation

Parks and Facilities Maintenance Committee – Commissioner Manno, Chair

General Discussion

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.

Adjournment



Morton Grove
Park District

Memorandum

To:: Park Board of Commissioners
From: Marty O'Brien, Finance Manager
Date: December 2, 2015
Regarding: 2015 Tax Levy Ordinance #O-07-15

Issue:

Discuss the Morton Grove Park District 2015 tax levy.

Discussion:

The Morton Grove Park District has prepared a tentative 2015 tax levy for taxes to be collected in calendar year 2016. As shown in the attached document, the proposed tax levy increases by 4.9% over the previous year. The majority of this increase is due to the sale and repayment of general obligation bonds in 2016 and 2017.

The district in 2016 is continuing the practice of allocating more tax funds to the Corporate Fund over the Recreation Fund. The purpose of this is to have the necessary revenues in one fund to cover the expenses in the 2016-2017 budget. Our ultimate goal is to add transparency to the budget by keeping certain expenses in one place instead of spread out over several funds.

Park Board Action:

Approve 2015 tax levy.

**Morton Grove Park District
Proposed 2015 Tax Levy**

Trial Balance after Audit Adjustments

Fund	2014 Tax Levy			2015 Tax Levy			Percent of Total	30-Apr-15 Fund Balance	30-Apr-15 Income	Tax Rate Ceiling	Maximum Allowable Levy
	Total Levy	Extended Levy	Levied Rate	Total Levy	Extended Levy	Levied Rate					
01 Corporate	\$962,696	\$662,696	0.1393	\$991,500	\$1,021,245	0.1474	29.40%	\$177,896	\$61,354	0.3500	\$2,419,230
02 Recreation	\$521,942	\$521,942	0.0755	\$537,500	\$553,625	0.0799	15.94%	\$126,885	(\$159,776)	0.3700	\$2,557,472
05 Police	\$1	\$1	0.0000	\$1,000	\$1,030	0.0001	0.03%	(\$1,022)	(\$34,220)	0.0250	\$172,802
10 Paving & Lighting	\$1	\$1	0.0000	\$1,000	\$1,030	0.0001	0.03%	\$3,315	\$0	0.0050	\$34,560
15 Museum	\$1	\$1	0.0000	\$1,000	\$1,030	0.0001	0.03%	\$73,439	(\$36,870)	0.0700	\$483,846
20 IMRF	\$293,210	\$293,210	0.0424	\$303,000	\$312,090	0.0451	8.98%	\$206,015	\$61,856	0.0000	\$0
22 FICA	\$195,485	\$195,485	0.0283	\$202,000	\$209,060	0.0300	5.99%	\$149,184	\$44,793	0.0000	\$0
25 Bond & Interest	\$799,706	\$799,706	0.1157	\$872,171	\$915,780	0.1322	26.36%	\$537,220	\$38,030	0.0000	\$0
30 Liability Insurance	\$136,797	\$136,797	0.0198	\$141,000	\$145,230	0.0210	4.18%	\$92,469	\$40,120	0.0000	\$0
35 Special Recreation - Handicapped	\$271,527	\$271,527	0.0393	\$290,000	\$298,700	0.0431	8.60%	\$301,564	\$31,184	0.0400	\$276,483
40 Audit	\$14,672	\$14,672	0.0021	\$15,500	\$15,965	0.0023	0.46%	\$8,177	\$720	0.0050	\$34,560
Total Levy	\$3,196,038	\$3,196,038	0.462	\$3,355,671	\$3,473,785	0.501	100.00%	\$1,675,142	\$47,191		
Less: Debt Service	\$799,706	\$799,706	0.1157	\$872,171	\$915,780	0.1322	9.06%	% Increase			
Special Rec	\$271,527	\$271,527	0.0393	\$290,000	\$298,700	0.0431					
Total Cap Funds Levy	\$2,124,805	\$2,124,805	0.3074	\$2,193,500	\$2,259,305	0.3262	4.99%				
Truth in taxation rate		\$2,396,332		\$2,483,500	\$2,558,005		3.23%				
2014 EAV	\$691,208,517	\$691,208,517		2015 EAV Estimated	\$692,708,517		3.64%	% Increase			

Used for Truth in Taxation Publication

Tax Limit Calculations:

Tax Cap	Truth in Taxation	
	2014 Tax Levy	2015 Tax Levy
2014 Tax Extension (excluding bonds & Spec. Re CPI (.03%))	\$2,124,805	\$2,141,803 (a)
2014 EAV (w/o new growth)	\$691,208,517 (b)	103%
2014 Limiting Rate (a/(b/100))	0.3098636 (c)	2015 Tax Levy
2014 EAV (with new growth)	\$692,708,517 (d)	Prior Year EAV with New Growth
		2014 EAV @ 0% growth
		2015 New Growth
		Adjusted Prior Year EAV
2014 Limited Levy	\$2,146,451	\$692,708,517

ORDINANCE #0-07-15

**AN ORDINANCE
PROVIDING FOR THE ANNUAL LEVY OF TAXES
OF THE MORTON GROVE PARK DISTRICT
FOR THE YEAR 2015**

BE IT ORDAINED by the Board of Commissioners of the MORTON GROVE PARK DISTRICT, Cook County, State of Illinois.

SECTION 1: That the following sums of money, or as much thereof as may be authorized by law, be and the same are hereby levied upon all taxable property within said MORTON GROVE PARK DISTRICT. The specific amounts hereby levied for various purposes are set forth below, said taxes so levied being for said current fiscal year of said District and for the said purposes to be raised by taxation, the total of which have been ascertained as aforesaid, and being as follows:

SECTION 2: That the items levied are as follows:

TOTAL LEVY FOR GENERAL CORPORATE FUND	\$991,500.00
TOTAL LEVY FOR RECREATION FUND	537,500.00
TOTAL LEVY FOR POLICE FUND	1,000.00
TOTAL LEVY FOR PAVING & LIGHTING FUND	1,000.00
TOTAL LEVY FOR MUSEUM FUND	1,000.00
TOTAL LEVY FOR I.M.R.F. FUND	303,000.00
TOTAL LEVY FOR SOCIAL SECURITY FUND	202,000.00
TOTAL LEVY FOR LIABILITY INSURANCE FUND	141,000.00
TOTAL LEVY FOR HANDICAPPED PROGRAM FUND	290,000.00
TOTAL LEVY FOR AUDIT FUND	<u>15,500.00</u>
TOTAL LEVIED FOR 2015-2016.....	<u>2,483,500.00</u>

SECTION 3: That the total amount of TWO MILLION FOUR HUNDRED and EIGHTY THREE THOUSAND FIVE HUNDRED and no/100th (\$2,483,500.00) DOLLARS, exclusive of bond principal and interest, ascertained as aforesaid, be, and the same is hereby levied and assessed on all property subject to taxation within the MORTON GROVE PARK DISTRICT according to the value of said property as the same is assessed and equalized for state and county purposes for the current year.

SECTION 4 : The Secretary of the MORTON GROVE PARK DISTRICT shall file with the County Clerk of the County of Cook, State of Illinois, a certified copy of this Ordinance and said County Clerk shall ascertain the rate per centum, which upon the total value of all property subject to taxation with the District, at the full, fair cash value as the same is assessed and equalized by the Department of Revenue of the State of Illinois for state and county purposes for the year 2015, will produce the net amounts herein levied and ordered certified, and he shall extend the tax upon the tax books of the Collector of the state and county taxes within said District as provided by law.

SECTION 5: That the invalidity of any portion of this Ordinance or any of the items hereof, shall not render invalid any other portion or item thereof which can be given effect without the invalid part.

SECTION 6: That this Ordinance shall be in full force and effect from and after its passage and approval, according to laws.

Passed this 16th day of December, 2015.

AYES:

NAYS:

ABSENT:

ABSTAIN:

Daniel Staackmann, President, Board of Park Commissioners

ATTESTED AND SIGNED in my office this 16th day of December 2015.

Jeffrey Wait, Secretary, Morton Grove Park District

CERTIFICATION OF COMPLIANCE

STATE OF ILLINOIS]

] SS.

COUNTY OF COOK]

I, DANIEL STAACKMANN, do hereby certify that I am the duly qualified and acting President and Presiding Officer of the MORTON GROVE PARK DISTRICT, Cook County, Illinois, and I do further certify that the foregoing Levy Ordinance was passed in full compliance with the provisions of The Truth In Taxation Law, Chapter 35 Illinois Compiled Statutes, Paragraph 200/18/55 et. seq.

Daniel Staackmann, President and Presiding Officer of the Morton Grove Park District

DATED: _____

CERTIFICATION

STATE OF ILLINOIS]

] SS.

COUNTY OF COOK]

I, Jeffrey Wait, Secretary of the Board of Park Commissioners of the MORTON GROVE PARK DISTRICT, County of Cook, State of Illinois, do hereby certify that I am the duly qualified and acting Secretary of the Board of Park Commissioners of the MORTON GROVE PARK DISTRICT, County of Cook and State of Illinois. I do further certify that as such official, I have care and custody of all official records of the Board of Park Commissioners of said MORTON GROVE PARK DISTRICT and I do further certify that the annexed and foregoing is a true and correct copy of the Levy Ordinance for the Year 2015, accepted and passed by the Board of Park Commissioners of the MORTON GROVE PARK DISTRICT at a meeting held on the 16th day of December, 2015, and that said ordinance passed as aforesaid, was deposited and filed in the office of the Secretary on the 16th day of December 2015.

I do further certify that the original, of which the foregoing is a true copy, has been entrusted to my care and safekeeping and that I am the official keeper of same.

I do further certify that the vote of the Board of Park Commissioners of the MORTON GROVE PARK DISTRICT on the motion to adopt the aforesaid ordinance was as follows:

AYES:

NAYS:

ABSENT:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the MORTON GROVE PARK DISTRICT this 16th day of December 2015.

Jeffrey Wait, Secretary of the Board of Park Commissioners
Of the MORTON GROVE PARK DISTRICT, Cook County, Illinois

**RESOLUTION #R-06-15
DIRECTING THE COOK COUNTY CLERK
TO LIMIT THE LEVY OF CERTAIN
FUNDS IN THE 2015 TAX EXTENSION**

WHEREAS, the Morton Grove Park District has filed with the Cook County Clerk an Ordinance for the levy of taxes for the year 2015 on all property within the District; and

WHEREAS, the Illinois Legislature has enacted The Property Tax Extension Limitation Act, known as PA 89-01, which required the County Clerk to proportionally reduce the levy of each fund subject to the Act in the event such fund exceeds the tax cap limitation, unless directed otherwise by the District; and

WHEREAS, the District desires to direct the Cook County Clerk as to which funds to limit in making the District's 2015 tax extension, should limitation of funds be necessary in order for the District to comply with The Property Tax Extension Limitation Act.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF COMMISSIONERS OF THE Morton Grove PARK DISTRICT, COOK COUNTY, ILLINOIS, AS FOLLOWS:

1. The corporate authorities do hereby incorporate the foregoing clauses into the Resolution as though fully set forth therein and thereby making the findings as set forth above.

2. The Morton Grove Park District hereby directs the Cook County Clerk not to limit the levy set forth for the following funds:

Corporate

Recreation Fund

Retirement Funds

Handicapped Fund

Property, Liability, Unemployment Funds

3. The Morton Grove Park District hereby directs the Cook County Clerk to limit

proportionally the following funds if necessary in order for the District to comply with the
Property Tax Extension Limitation Act:

Paving and Lighting

Museum

Police

4. This Resolution shall be in full force and effect from and after its adoption.

PASSES THIS 16th DAY OF DECEMBER, 2015.

AYES: _____ NAYS: _____ ABSENT: _____ ABSTAIN: _____

APPROVED BY PRESIDENT OF THE BOARD ON THIS 16th DAY OF December
2015.

Daniel Staackmann, President
Board of Park Commissioners
Morton Grove Park District

ATTESTED and FILED in my office
this 16th day of December 2015.

Jeffrey Wait, Secretary
Morton Grove Park District

CERTIFICATION

STATE OF ILLINOIS]
] SS:
COUNTY OF COOK]

I, Jeffrey Wait, Secretary of the Board of Park Commissioners of the MORTON GROVE PARK DISTRICT, County of Cook, State of Illinois, do hereby certify that I am the duly qualified and acting Secretary of the Board of Park Commissioners of the MORTON GROVE PARK DISTRICT, County of Cook and State of Illinois.

I do further certify that as such official, I have care and custody of all official records of the Board of Park Commissioners of said MORTON GROVE PARK DISTRICT and I do further certify that the attached Resolution R-06-15 directing the Cook County Clerk to Limit the Levy of Certain Funds in the 2015 Tax Extension is a full, true and complete copy of that Resolution which was adopted on the 16th day of December 2015, by the MORTON GROVE PARK DISTRICT, all as it appears from the official records of the Park District in my official care and custody.

I do further certify that the vote of the Board of Park Commissioners of the MORTON GROVE PARK DISTRICT on the motion to adopt the aforesaid Resolution was as follows:

AYES:

NAYS:

ABSENT:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the MORTON GROVE PARK DISTRICT this 16th day of December, 2015.

Jeffrey Wait, Secretary
Board of Park Commissioners
Morton Grove Park District
Cook County, ILLINOIS



Morton Grove
Park District

Memorandum

To: Park Board of Commissioners
From: Marty O'Brien, Finance Manager
Date: December 2, 2015
Subject: Truth in Taxation Hearing

Issue:

To conduct a Truth in Taxation hearing on December 16, 2015 to allow public comment on the tax levy.

Discussion:

The Truth in Taxation law requires a taxing district to compare the amount of its proposed aggregate property tax levy, to the amount of taxes extended for the district in the prior year. A notice must be published in a newspaper and a public hearing must be held, if the proposed aggregate tax levy is more than 5% of the previous year's tax extension. The tax extension does not include the bond and interest funds when computing the 5% increase.

It should be noted that the Morton Grove Park District tax levy for 2015 is 3.64% greater than the previous year and therefore the Truth in Taxation hearing is not required. The Morton Grove Park District still wishes to conduct this hearing for transparency purposes.

Park Board Action:

Discussion item only.

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.



Morton Grove
Park District

Memorandum

To: Park Board of Commissioners
From: Marty O'Brien, Finance Manager
Date: December 2, 2015
Subject: BINA Hearing

Issue:

To get approval to sell up to \$2,000,000 in general obligation bonds.

Discussion:

The Board of Park Commissioners is required to conduct a public hearing to receive public comments on the proposal to sell up to \$2,000,000 General Obligation Limited Tax Park Bonds to be used for maintaining, improving and protecting of the existing land and facilities of the District. The bonds will be repaid from funds collected through the 2016 and 2017 tax levies.

The proceeds of the bonds are expected to be used for the following items:

- Upgrade HVAC at Prairie View Community Center and field houses
- Replacement of PVCC tennis courts
- Replacement of deteriorating piping, decking and liner at Harrer Pool
- Upgrade Pioneer, Oriole and Overhill Playgrounds
- Renovate Harrer Shelter
- Purchase new registration and financial software
- Replace stake truck
- Replace windows in the PVCC Activity Room
- Replace trees cut down due to the emerald ash bore
- Replace weight machines in fitness center
- Add water slide at Oriole Pool

We estimate that the total cost of these capital projects to be \$2,500,000.

The president asks if any of the other commissioners would like to comment on the capital plan. Then the president asks if any members of the public would like to comment on this board agenda item.

Park Board Action:

Discussion item only.

ORDER calling a public hearing concerning the intent of the Board of Park Commissioners of the Morton Grove Park District, Cook County, Illinois, to sell \$2,000,000 General Obligation Limited Tax Park Bonds.

* * *

WHEREAS, the Morton Grove Park District, Cook County, Illinois (the "*District*"), is a duly organized and existing Park District created under the provisions of the laws of the State of Illinois, and is now operating under the provisions of the Park District Code of the State of Illinois, and all laws amendatory thereof and supplementary thereto, including the Local Government Debt Reform Act of the State of Illinois, as amended; and

WHEREAS, the Board of Park Commissioners of the District (the "*Board*") intends to sell bonds in the amount of \$2,000,000 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 thereto (the "*Bonds*"); and

WHEREAS, the Bond Issue Notification Act of the State of Illinois, as amended, requires the Board to hold a public hearing concerning the Board's intent to sell the Bonds before adopting an ordinance providing for the sale of the Bonds:

NOW, THEREFORE, Be It and It is Hereby Ordered by the undersigned President of the Board of Park Commissioners of the Morton Grove Park District, Cook County, Illinois, as follows:

1. I hereby call a public hearing to be held at 6:30 o'clock P.M. on the 16th day of December, 2015, in the Prairie View Community Center, 6834 Dempster Street, Morton Grove, Illinois, in the District, concerning the Board's intent to sell the Bonds and to receive public comments regarding the proposal to sell the Bonds (the "*Hearing*").

2. I hereby direct that the Secretary of the Board (the "*Secretary*") shall (i) publish notice of the Hearing at least once in the *Morton Grove Champion*, the same being a newspaper

of general circulation in the District, not less than 7 nor more than 30 days before the date of the Hearing and (ii) post at least 48 hours before the Hearing a copy of said notice at the principal office of the Board, which notice will be continuously available for public review during the entire 48-hour period preceding the Hearing.

3. Notice of the Hearing shall appear above the name of the Secretary and shall be in substantially the following form:

**NOTICE OF PUBLIC HEARING CONCERNING THE INTENT OF
THE BOARD OF PARK COMMISSIONERS OF
THE MORTON GROVE PARK DISTRICT, COOK COUNTY, ILLINOIS
TO SELL \$2,000,000 GENERAL OBLIGATION LIMITED TAX PARK BONDS**

PUBLIC NOTICE IS HEREBY GIVEN that the Morton Grove Park District, Cook County, Illinois (the "*District*"), will hold a public hearing on the 16th day of December, 2015, at 6:30 o'clock P.M. The hearing will be held in the Prairie View Community Center, 6834 Dempster Street, Morton Grove, Illinois. The purpose of the hearing will be to receive public comments on the proposal to sell bonds of the District in the amount of \$2,000,000 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 thereto.

By order of the President of the Board of Park Commissioners of the Morton Grove Park District, Cook County, Illinois.

DATED the 18th day of November, 2015.

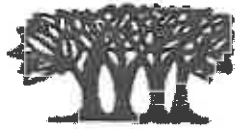
Jeffrey Wait
Secretary, Board of Park Commissioners,
Morton Grove Park District, Cook County,
Illinois

Notice to publisher: Please be certain that this notice appears above the name of the Secretary.

4. At the Hearing the Board shall explain the reasons for the proposed bond issue and permit persons desiring to be heard an opportunity to present written or oral testimony within reasonable time limits. The Board shall not adopt an ordinance selling the Bonds for a period of seven (7) days after the final adjournment of the Hearing.

Ordered this 18th day of November, 2015.

President, Board of Park Commissioners,
Morton Grove Park District, Cook County,
Illinois



Morton Grove
Park District

Memorandum

To: Park Board of Commissioners
From: Jeffrey Wait, Executive Director
Date: December 2, 2015
Subject: Technology Request

Issue:

The current registration software, ActiveNet, lacks certain capabilities and is too expensive to continue to use.

Discussion:

The park district entered into a three-year service agreement with ActiveNet in March of 2014 to provide a registration software platform. Prior to this, staff researched and evaluated several different vendors and thought VSI – RecTrac was the vendor to use; however, ActiveNet was selected. It was most likely because of its low up-front costs.

After twenty months of use, staff has uncovered major short-comings in the software. Most registration software allows for historic information to be stored and retrieved. Unfortunately, the way ActiveNet generates program registration codes, historical information such as number of participants, registrations canceled, the dates and times a program is offered, and the cost of the program is lost. This information is vital for staff to make data-driven decisions about improvement or continuation of programs.

Generally, most registration software platforms are capable of interfacing with financial software to report associated revenues and expenses. Unfortunately, ActiveNet is not capable of this. The Finance Department has to manually input financial information from ActiveNet into the financial software. This additional step requires more time and has the potential for increased errors.

The fees ActiveNet charges the park district to use their software are significant. Every transaction entered into ActiveNet is assessed a fee. Cash, checks, credit cards and even credits are assessed a fee ranging from two to three percent of the total transaction. If a credit card is used, the vendor assesses their fee as well, approximately another 2.5%. The Finance Department projects between 2017 and 2022 the park district will pay ActiveNet \$253,500 in fees (see attached).

Recommendation:

Staff recommends not renewing the ActiveNet service agreement which expires in March of 2017. Additionally, staff recommends entering into a service agreement with VSI to provide a registration software, RecTrac and financial software, FinTrac.

The district's current financial software, AEK, is very antiquated and will not be supported by the vendor within the next two years. Staff has evaluated FinTrac and is confident it has the capabilities to support the general ledger, accounts payables, purchase orders, payroll accounting, time clock capabilities, employee scheduling, and some Human Resource functions.

It will take approximately one year to implement both platforms. To allow enough time for this implementation, the district should start in January or February of next year with this transition. VSI has provided the Morton Grove Park District with three options to finance the \$90,429 cost for the two packages. Staff is recommending purchasing the packages over three years. With the savings in ActiveNet fees, the district would be able to pay for the VSI platforms in eight to nine years.

Park Board Action:

Staff recommends the Board of Park Commissioners approve the technology request to enter into a service agreement with VSI to provide registration and financial software platforms.

Morton Grove Park District
 Programming Software
 January 1, 2017-2022

Vermont Systems

	2017	2018	2019	2020	2021	2022	Totals
VSI Systems							
Fin Trac (Software purchase \$28,470 + Maintenance \$3,072)	\$ 31,542	\$ 3,072	\$ 3,072	\$ 3,072	\$ 3,072	\$ 3,072	\$ 3,072
Rec Trac (Software purchase \$51,066 + Maintenance \$5,176)	\$ 56,387	\$ 5,176	\$ 5,176	\$ 5,176	\$ 5,176	\$ 5,176	\$ 5,176
Miscellaneous Costs such as hosting Web Site	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
Total	\$ 90,429	\$ 10,748	\$ 10,748	\$ 10,748	\$ 10,748	\$ 10,748	\$ 144,169

Vermont Systems gives the MGPD the opportunity to pay with no interest charges over two or three years.

The Software Purchase can be spread out over two years
 Fin Trac (Software purchase \$28,470 + Maintenance \$3,072)
 Rec Trac (Software purchase \$51,066 + Maintenance \$5,176)
 Miscellaneous Costs such as hosting Web Site

	2017	2018	2019	2020	2021	2022	Totals
Fin Trac (Software purchase \$28,470 + Maintenance \$3,072)	\$ 24,282	\$ 10,332	\$ 3,072	\$ 3,072	\$ 3,072	\$ 3,072	\$ 3,072
Rec Trac (Software purchase \$51,066 + Maintenance \$5,176)	\$ 42,984	\$ 18,579	\$ 5,176	\$ 5,176	\$ 5,176	\$ 5,176	\$ 5,176
Miscellaneous Costs such as hosting Web Site	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
Total	\$ 69,766	\$ 31,411	\$ 10,748	\$ 10,748	\$ 10,748	\$ 10,748	\$ 144,169

The Software Purchase can be spread out over three years
 Fin Trac (Software purchase \$28,470 + Maintenance \$3,072)
 Rec Trac (Software purchase \$51,066 + Maintenance \$5,176)
 Miscellaneous Costs such as hosting Web Site

	2017	2018	2019	2020	2021	2022	Totals
Fin Trac (Software purchase \$28,470 + Maintenance \$3,072)	\$ 21,863	\$ 7,912	\$ 7,912	\$ 3,072	\$ 3,072	\$ 3,072	\$ 3,072
Rec Trac (Software purchase \$51,066 + Maintenance \$5,176)	\$ 38,516	\$ 14,111	\$ 14,111	\$ 5,176	\$ 5,176	\$ 5,176	\$ 5,176
Miscellaneous Costs such as hosting Web Site	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
Total	\$ 62,879	\$ 24,523	\$ 24,523	\$ 10,748	\$ 10,748	\$ 10,748	\$ 144,169

Morton Grove Park District
 Programming Software
 January 1, 2017-2022

Current Software Configuration

	2017	2018	2019	2020	2021	2022	Totals
Currently							
Harris Software (AEK)	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 48,000
Maintenance is not currently being tracked	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Active-Net Programming software trans fee	\$ 33,000	\$ 33,500	\$ 34,000	\$ 34,500	\$ 35,000	\$ 35,500	\$ 205,500
	\$ 41,000	\$ 41,500	\$ 42,000	\$ 42,500	\$ 43,000	\$ 43,500	\$ 253,500

Active Net charges the MGPD approximately a 2% fee on each transaction processed.



Memorandum

To: Park Board of Commissioners
From: Michael Hayes, Superintendent of Recreation
Jeffrey Wait, Executive Director
Date: December 2, 2015
Subject: Activity Guide Bid Results and Recommendation

Issue:

The two year printing contract for Park District's seasonal program guides will expire after the 2016 summer brochure.

Discussion:

Staff prepared bid documents, published a bid notice in the newspaper and on the District's website and sent a copy to previous print vendors. Bids were publicly opened on Friday, November 20th.

The bid asked for pricing on 9,500-48 page color brochures with the option to add or delete 4 pages, as well as the price to order 500 additional brochures. Below are the results:

Vendor	Cost Per Guide	Cost to add 4 Pages	Cost to Delete 4 Pages	Cost Per Additional 500 Books
American Litho	\$4,066.00	\$465.00	\$152.00	\$150.00
KK Steven Publishing	\$4,551.53	\$575.30	\$431.48	\$136.96
Action Printing	\$5,101.00	\$595.00	\$490.00	\$200.00
Hagg Press	\$5,763.00	\$685.00	\$271.00	\$195.00
Topweb	\$6,195.00	\$275.00	\$275.00	\$320.00

American Litho is the District's current printing vendor. Staff is familiar with their quality of work and their ability to adhere to our printing schedules. Staff has not experienced any problems with American Litho in the past.

Park Board Action:

Staff recommends the Board of Commissioners approve American Litho's bid to print the fall 2016, winter/spring 2017 and summer 2017 program guides.



PROGRAMMING UPDATE

Winter/Spring 2016

ATHLETICS

New Adult Programs

- Adult Pickleball League and Classes
- More Adult Softball Options
- Adult Co-Ed Soccer League
- Co-Ed Volleyball League
- Women's Basketball League
- Fencing and Taekwondo Classes

New Youth Programs

- Dodgeball League
- Floor Hockey League
- Kindergarten-3rd Grade Soccer
- Youth T-ball
- Girls Volleyball League
- Fencing and Taekwondo Classes
- Summer Sports Camp

ADULTS

New Programs

- Spring Gardening
- Container Gardening
- Journal Making & Book Binding
- String Art
- Archiving Your Family History

YOUTH

New Programs

- Bricks 4 Kidz
- Chess at 3
- Lunch Bunch
- Pajama Party
- Spring Time Cookies
- Garden Party

CAMPS

2016 Day Camp focus

- Hiring qualified counselors
- Increased counselor training
- Well planned and structured activities
- Site supervisors at each location
- Offering swim lessons during camp

AQUATICS

Program Guide Information

- Facility hours will be listed on our website by April
- Oriole Park Aquatic Center will open Memorial Day weekend
- Harrer Pool will open June 4th
- 2016 pool rates will be listed on our website by February and go on sale in March
- \$99 Pool and Fitness Membership (Memorial Day-Labor Day)

FITNESS

New Programs

- Stroller Fitness
- Building Healthy Habits
- Free monthly screenings

Winter/Spring Promotions

- January 10th -7th is free fitness week
- A promotional mailing will be sent out
- Purchase an annual Fitness Membership and receive 13 months
- Refer a friend and get one month free
- Individual or senior fitness members get a FREE 2016 pool pass.
 - Families can upgrade for \$50.00
- \$99 Pool and Fitness Membership (Memorial Day-Labor Day)

Silver Sneakers and Mobile Application Update

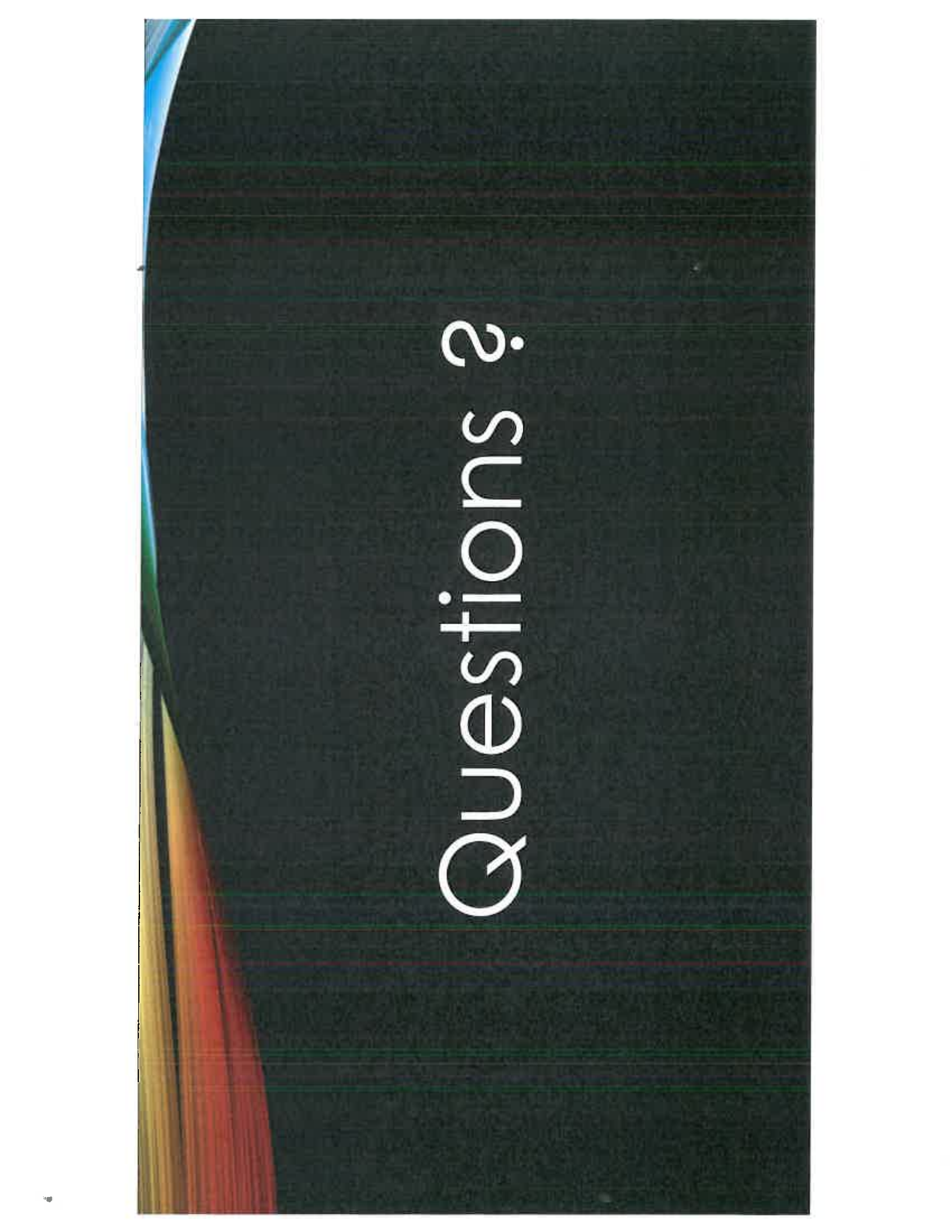
EVENTS

New Events

- Spring Arts and Craft Fair
- Second Hand Treasures Giant Garage Sale
- The Bunny Brunch
- Clover Hunt
- Hot Wheels Classic
- Jelly Bean Contest
- Spring Fling

Other Events

- Cold Brews and Blues
- Egg Hunt
- Bunny Trail
- Family Night
- Daddy/Daughter Dance



Questions ?