

# Morton Grove Park District

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Morton Grove Park District  
6834 Dempster, Morton Grove, IL 60053  
Minutes of the Committee of the Whole  
Held on December 2, 2015 at 6:30 pm

Commissioner Staackmann called the meeting to order at 6:40 pm

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

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

**Guests Present:** Eric Poders, The Morton Grove Voice/resident

**Attorneys Present:** None

**Public Comment:** None

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

### **Tax Levy Ordinance #O-07-15:**

Executive Director Wait explained the Park District does an annual Tax Levy. We are proposing a tax increase of 4.9% over the previous year. Finance Manager O'Brien said this must be approved by the Board at the December 16<sup>th</sup> meeting in order to be posted to the County by the last Tuesday in December. For the most part, the levy went up 2 to 2½ % on all tax capped funds. The levies for the non-tax capped funds, debt service and Special Recreation, were more. We tried to limit the increase of the capped funds to the CPI provided by the state, which averaged around 2½ %, for the last five years.

**Tax Extension Resolution #R-06-15:** This tax extension which directs the Cook County Clerk to limit the levy of certain funds in the 2015 tax extension was distributed with the meeting package. Director Wait explained this is the resolution we pass in coordination with the tax levy.

**Truth in Taxation Public Hearing:** Executive Director Wait explained the law requires taxing districts to compare their current aggregate levy to the prior year's levy and if it reaches a certain threshold that a truth in taxation hearing must be held. Although the Morton Grove

Park District did not exceed that threshold we intend to hold the meeting for transparency purposes to allow public comment.

**Bond Issue Notification Act (BINA) Hearing:** Executive Director Wait explained we are required to hold a hearing for public comment as we plan to sell general obligation limited tax park bonds. The money would be used to maintain, improve and protect park district lands and facilities. The District does this every-other-year to pay for capital items and to maintain our facilities. Commissioner Staackmann asked if the list of improvements was confirmed, because he did not want to give people the wrong impression that these items are definite because they are on the list. Plus, when we do the strategic plan the list will most likely change. Director Wait said it was a tentative list, subject to change.

**Technology – VSI Platforms:** Executive Director Wait explained that the current registration system, although relatively new, is inadequate. We need a system that can retain programming information to report historical data and interface with the financial software. The new software, he recommended, RecTrac and FinTrac, is an industry standard that is better capable of handling the district’s needs, while saving money because we will own the software and therefore there will be no more processing fees assessed on each transaction. Commissioner Ashta asked if there were other vendors who we should consider. Director Wait explained that there are not that many companies that cater to “park districts” plus some of the staff are already familiar with RecTrac and VSI is an established platform. In addition, within two years our current financial software will no longer be supported and therefore it is probably wise to purchase the financial end of the platform too. It would take about one year to accomplish the transition and for security reasons would be hosted at two sites.

**Recreation and Facility Program Committee – Commissioner Coursey, Chair, (Commissioner Burdi)**  
**Activity Guide Bid Results and Recommendation:** The printing contract for the brochure is due to expire. Staff published a bid notice and received several replies. Our current vendor, American Litho, came in with the lowest bid. It was agreed to once again use American Litho.

**Programming Update:** Superintendent Hayes presented a power point presentation on the various current and new programs the district is offering. There are many new athletic programs catering to adults and youth population. Also there are new senior programming and children’s programs such as garden parties and lunches. The Recreation Department is trying to improve the summer camp experience by hiring more qualified staff, while supplying increased training and supervisor site visits. Also pool passes will be offered to Club Fitness members. There are many new fitness events and community events planned for 2016.

**Parks and Facilities Maintenance Committee – Commissioner Manno, Chair**  
No business.

**Executive Session**

At approximately 7:22 pm Commissioner Burdi made a motion, seconded by Commissioner Manno 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. **Ayes: Commissioners Burdi, Ashta, Manno and Staackmann. Nays: 0. Absent: Coursey. Motion carried.**

Executive Session ended at approximately 8:05 pm. No action was taken during Executive Session.

**Adjournment:**

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

Meeting ended at approximately 8:06 pm



Daniel J. Staackmann, President



Jeff Wait, Board Secretary