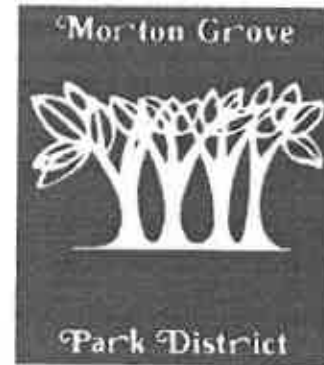


# Morton Grove Park District

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



Morton Grove Park District  
6834 Dempster  
Board Meeting Agenda  
March 16, 2016

- 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:** Minutes of the Committee of the Whole held on February 3, 2016, Minutes of the Special Meeting held on February 20, 2016, Minutes of the Special Board Meeting held on February 24, 2016 and the Minutes of the Executive Sessions held on February 3, 2016 and February 20, 2016
  - b. **Approval of Financial Reports**
    - 1. Budget Report and Cash on Hand dated February 29, 2016
    - 2. Voucher List Ending: March 16, 2016 in the amount of \$157,813.36
- VI. **Director's Report**
- VII. **Attorney's Report**
- VIII. **Unfinished Business**
  - a. **Administration and Finance Committee**
    - 2016-2017 Budget & Appropriation Public Hearing
    - Resolution #R-01-16 - Authorizing Transfer of Funds
    - Resolution #R-02-16 - New 457 Deferred Compensation Plan Administrator
    - Closed Session Resolution #R-03-16
    - Board Meeting Calendar
    - Organizational Chart Update
    - Personnel Policy Manual Update: Pregnancy Discrimination
  - b. **Recreation and Facility Program Committee**
    - Harrer Park Chairs
  - c. **Parks and Facilities Maintenance Committee**
- IX. **New Business**
- X. **Commissioner Comments:**
  - Commissioner Mark Manno
  - Commissioner Dominick Burdi
  - Commissioner Eileen Coursey
  - Commissioner Dan Ashta
  - Commissioner Dan Staackmann
- XI. **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) and for section 120/2(c)(11).
- XII. **Adjournment**

COMMITTED TO QUALITY PARK AND RECREATION SERVICES

**Consent Agenda: March 16, 2016 – 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 FEBRUARY 3, 2016

THE SPECIAL MEETING HELD ON FEBRUARY 20, 2016

THE SPECIAL BOARD MEETING HELD ON FEBRUARY 24, 2016

THE EXECUTIVE SESSION HELD ON FEBRUARY 3, 2016 AND

THE EXECUTIVE SESSION HELD ON FEBRUARY 20, 2016

**And the Financial Reports which include:**

- THE BUDGET REPORT AND CASH ON HAND DATED FEBRUARY 29, 2016.
- THE VOUCHER LIST DATED MARCH 16, 2016 IN THE AMOUNT OF \$157,813.36, SUBJECT TO AUDIT.

## **Approval of Minutes**

# 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 Committee of the Whole  
Held on February 3, 2016 at 6:30pm

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

**Commissioners Present:** Dan Ashta, Dominick Burdi, and Dan Staackmann

**Commissioners Absent:** Eileen Coursey and Mark Manno

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

**Guests Present:** None

**Public Comment:** None

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

**Budget Review:** Director Wait asked to conduct a budget workshop on Saturday, February 20<sup>th</sup> at 9:00am to discuss the 2016-17 budget and the capital plan. Commissioner Staackmann asked if the tax warrants were on time and if there are any outstanding payments due. Finance Manager O'Brien explained the Park District receives usually 97% of the levy like clockwork every March and August and the county will automatically send us any money they collect; we do not have to fill-out extra paperwork.

**Capital Plan Review:** To be discussed on February 20, 2016.

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

**Thor Guard:** At the January Committee Meeting staff was asked to look for possible grants or partners for the Thor Guard purchase. Director Wait explained unfortunately grants were no longer available and so far no partners could be found. Commissioner Ashta debated whether the Park District really needs this expensive of a lightning detection system. Commissioner Staackmann asked if the Park District would incur additional costs to include the Village and local schools in on receiving the computer/cell phone lightning alerts. It was agreed to discuss this topic further with all the Commissioners present.

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

No discussion.

**General Discussion**

No discussion.

**Executive Session**

At approximately 7:04 Commissioner Burdi made a motion, seconded by Commissioner Ashta for the Board to go into closed session in accordance with the Open Meetings Act section 120/2.(c)(1) and for section 120/2.c(11). **Ayes: Commissioner Burdi, Ashta and Staackmann. Nays: 0. Absent: Coursey and Manno. Motion carried.**

The Committee of the Whole resumed at approximately 7:11pm.

No action was taken during Executive Session.

**Adjournment:**

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

Meeting ended at approximately 7:11pm.

---

Daniel J. Staackmann, President

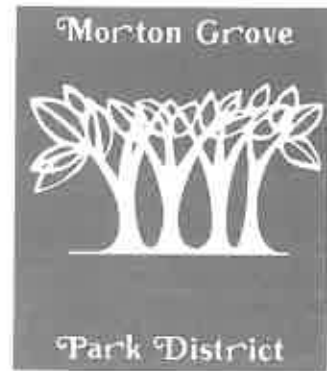
---

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 a Special Meeting  
Held on February 20, 2016 at 9:00am

- I. **Roll Call:** President Staackmann called the meeting to order at 9:00am.

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

**Staff Present:** Jeff Wait, Executive Director; Marty O'Brien, Finance Manager; Greg Jayne, Superintendent of Parks & Facilities; Laura Kee, Human Resources and Risk Manager; Mike Hayes, Superintendent of Recreation; Sue Braubach, Wellness & Fitness Manager and Claudia Marren, Executive Administrative Assistant

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

- II. **Pledge of Allegiance:** The Pledge of Allegiance was recited.

- III. **Citizens Comments/Correspondence:** None

- IV. **Consent Agenda:**

Commissioner Ashta made a motion, seconded by Commissioner Burdi to approve the consent agenda which included the minutes of the January 6, 2016 Committee of the Whole and the January 20, 2016 Board Meeting.

**The Financial Reports:**

1. The Budget Report and Cash on Hand dated January 31, 2016, and
2. The voucher listed dated February 17, 2016, in the amount of \$167,497.02, subject to audit. **Ayes: Commissioner Burdi, Ashta, Manno, Coursey and Staackmann. Nays: 0. Motion carried.**

- V. **Director's Report:** Executive Director Wait reminded everyone that following the meeting the Park District is hosting Cold Brews & Blues beginning at 1:00pm at the Civic Center. Also, Wednesday evening is the 6:30pm workshop for the Commissioners. Commissioner Staackmann noted that Dan and Jeff attended a conference session covering foundations. They are considering a "holiday market" for Morton Grove, which may be a springboard for a foundation. They have a meeting with an interested resident on Monday at 12:30pm.

**VI. Attorney's Report: None**

**VII. Unfinished Business:**

**Administration and Finance Committee: Commissioner Ashta, Chair**

**Budget Review & Capital Plan Review Workshop:** Finance Manager O'Brien is proposing a \$5,600,000 budget for fiscal year 2016-17 which is 1.6% over last years. The Park District has 11 funds, most of which are statutory. The Corporate Fund covers the administrative and Board items, the Recreation Fund has 4 sections: administrative, programs, pools and the fitness center, and then we have small funds; Police, Paving & Lighting and Museum Funds. The IMRF, FICA, Liability, Special Recreation, Audit, and Bond & Interest Funds are the statutory funds, meaning they can only be used for certain purposes.

The Park District received \$3,100,000 in property taxes, of which \$780,000 was used to pay off bonds (and interest accrued) from that year.

The IMRF, FICA, Special Recreation, Bond and Liability Funds require approximately \$1,700,000 of the property tax money, the remaining \$1,400,000 is left for operating costs. We expect operating costs to increase about 0.7%: that is the projected CPI for 2016. We are taking a very conservative view.

The Replacement Tax was locked-in in 1978 and we project receiving \$185,000 across all funds.

Next O'Brien discussed Expenditures. Commissioner Staackmann questioned why the Corporate Fund does not break down salaries across the board. O'Brien explained it is easier to understand for the general population and more transparent. Commissioner Ashta and Burdi agreed, this budget is much easier to read and understand.

Executive Director Wait and O'Brien went through the budget line-by-line. Some of the items discussed were the water bill, the MNASR and Museum lease, how to get more people to our pools, increasing rentals, overtime for the Parks Crew, a line item for staff training, and trying to save money in many areas for instance by sharing the maintenance truck with the police, thus eliminating the expense of the police cruiser.

Next, we reviewed the Capital Plan. Director Wait explained the staff focused on three things:

- Does it support a revenue source?
- Does it improve efficiency?
- Is it absolutely necessary?

There are many purchases and projects the Park District has planned. The dump truck is 10 years old and gets a great deal of use in both the winter and summer. Commissioner Staackmann asked if we could go to a plastic blade to save money. Superintendent Jayne said he would certainly look into that. The ADA projects which among other things will correct the slopes on the path at Harrer will cost approximately \$130,000. There will be \$4,000 spent to replace the old windows at Oketo Park. We are installing a new fitness counter, still working on the HVAC at PVCC, considering a new voice over IP phone system, a new registration upgrade

and possibly purchasing a bounce house. Commissioner Staackmann stated if we do purchase a bounce house he would like to see a written policy regarding the usage and training. He would also like staff to think of developing a sponsorship policy. Executive Director Wait said there is still the dog park to consider and noted the next Dog Park Meeting is scheduled for March 10<sup>th</sup>. He also explained the Capital Plan is a work-in-progress, subject to change and that we still vote on all expenditures.

**Recreation and Facility Program Committee: Commissioner Coursey, Chair**

**Thor Guard Purchase:** Commissioner Coursey made a motion, seconded by Commissioner Ashta to accept the recommendation of the Recreation and Facility Program Committee to approve the proposal from Thor Guard for the purchase of option 3 in the amount of \$31,795. During discussion, Commissioner Ashta felt this was a good start that we can always expand the system at a later date. Others felt this is a safety issue for our community and we should therefore go with the entire program. **Ayes: Commissioners: Coursey. Nays: Ashta, Manno, Burdi and Staackmann. Motion failed.** Commissioner Burdi made a motion, seconded by Commissioner Manno to choose option 1, to install Thor Guard at all Parks for a cost of \$70,795. **Ayes: Manno, Burdi, Ashta and Staackmann. Nays: Coursey. Motion carried.**

**Parks and Facilities Maintenance Committee: Commissioner Manno Chair**

No business.

**VIII. Executive Session:**

At approximately 11:45am Commissioner Ashta made a motion, seconded by Commissioner Manno to go into closed session in accordance with the Open Meetings Act section 120/2.(c)(1) and for section 120/2.(c)(11). **Ayes: Commissioners Coursey, Burdi, Ashta, Manno and Staackmann. Nays: 0. Motion carried.**

The meeting reconvened at approximately 12:11pm.

**IX. Adjournment:**

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

Meeting ended at approximately 12:12pm.

---

Daniel Staackmann, Board President

---

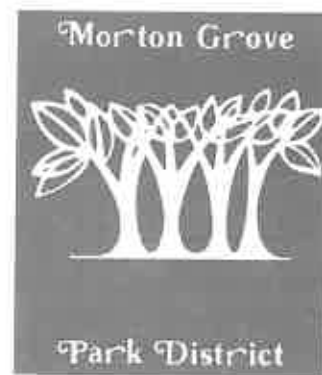
Jeff Wait, Board Secretary



# Morton Grove Park District

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

---



Morton Grove Park District  
6834 Dempster, Morton Grove, IL 60053  
Minutes of a Special Board Meeting  
Held on February 24, 2016 at 6:30pm

- I. **Roll Call:** President Staackmann called the meeting to order at 6:30pm.

**Commissioners Present:** Dominick Burdi, Dan Ashta, Mark Manno (arrived at 6:37pm), and Dan Staackmann

**Staff Present:** None

**Guests Present:** Chuck Balling and Charles Williams; GovHR and Eric Poders, Morton Grove Voice/resident

- II. **Pledge of Allegiance:** The Pledge of Allegiance was recited.

- III. **Additions or Deletions/Changes to the Agenda:** None

- IV. **New Business:**

**Internal Communications Focus Group Facilitated by Charles Balling and Charlie Williams:** Chuck and Charlie explained they were there to promote a good working relationship between the Board of Commissioners and the Executive Director, Jeff Wait. First they asked the Commissioners opinions on what has worked in the past in building a trusting, professional and effective relationship with the Executive Director.

- Commissioner Staackmann explained that the responsibilities of the Executive Director and the responsibilities of the Board were defined in the Executive Director's contract which helped establish the Directors role.
- Commissioner Manno said he finds it most effective to communicate via emails and the telephone.
- Commissioner Ashta sited that the new Director is prepared for the meetings and can anticipate the Board members questions. Also, Director Wait has made an effort to establish dialogue with each Board member and seems flexible to their individual styles and is a good listener too.
- Commissioner Burdi stated that Director Wait has great ideas and follows-through to get the job done. He is very positive and pays attention to detail.
- Commissioner Staackmann noted that a bi-annual review was written into Jeff's contract. He also stated it is a good sign to see Director Wait and the

staff get involved with Park District and community events. Staackmann has seen growth within the last 6 months and believes a level of trust is developing, Jeff seems more confident and self-assured.

Gov/HR asked if there were any obstacles that needed to be avoided by either Jeff or the Board. Staackmann stated the Director tries to please the Board both individually and collectively and sometimes that is not always possible. Commissioner Ashta thought there has been more dialogue and everyone seems better prepared. Commissioner Staackmann and Manno said the board packets are better now; they include more of a recap of what had been discussed in the past however maybe a staff recommendation and detail can be included along with the action to vote on.

The Director should communicate what was said to one commissioner to all the commissioners and that the Board members should let the Director handle the staff.

It was agreed to move forward with evaluation form "A", which covers more of personal attributes and if they liked could use evaluation form "B" for the annual review (which will include goals and objectives).

Gov/HR offered suggestions on how to conduct the evaluation. Make sure to put Director Wait at ease and allow Jeff time to share his thoughts and goals.

Gov/HR explained it was best to keep an evaluation file throughout the year and gather data as it happens. They also suggested coming to all meetings prepared, and noted Chuck will summarize a one or two page orientation for the Commissioners.

**V. Commissioner Comments:**

**Commissioner Ashta:** None.

**Commissioner Manno:** None.

**Commissioner Burdi:** None.

**Commissioner Coursey:** Absent.

**Commissioner Staackmann:** Left the meeting at approximately 7:25pm.

**VI. Executive Session:** None

**VII. Adjournment:**

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

Meeting ended at approximately 7:42pm.

---

Daniel Staackmann, Board President

---

Jeff Wait, Board Secretary

# Financial Reports

MORTON GROVE PARK DISTRICT  
STATEMENT OF CASH ON HAND AND INVESTMENTS  
AS OF FEBRUARY 29, 2016

PAGE: 1

BALANCE 01/31/16    CURRENT MONTH    ENDING BALANCE

CASH IN BANK

CORPORATE	89,762.55	28,401.38	118,163.93
RECREATION	2,867.79-	67,812.10	64,944.31
POLICE	6,818.80	2,205.39-	4,613.41
PAVING & LIGHTING	3,315.04	0.00	3,315.04
MUSEUM	36,051.94	1,485.98-	34,565.96
I.M.R.F.	125,841.69	22,893.68	148,735.37
F.I.C.A.	88,774.21	16,019.49	104,793.70
BOND & INTEREST	3,526.35	121,004.02	124,530.37
LIABILITY INSURANCE	95,689.33	12,590.56	108,279.89
SPECIAL RECREATION	358,375.36	98,550.50-	259,824.86
SPEC REC - GRANT PROJECTS	0.00	0.00	0.00
AUDIT	600.91	2,082.07	2,682.98
CAPITOL IMPROVEMENTS	3,802,110.08	1,842,517.50	5,644,627.58
GASB 34 ACCOUNTS	0.00	0.00	0.00
TOTAL: CASH IN BANK	<u>4,607,998.47</u>	<u>2,011,078.93</u>	<u>6,619,077.40</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>4,607,998.47</u>	<u>2,011,078.93</u>	<u>6,619,077.40</u>
--------------------------	---------------------	---------------------	---------------------

SUMMARY TOTAL ALL ACCOUNTS BY FUND:

CORPORATE	89,762.55	28,401.38	118,163.93
RECREATION	2,867.79-	67,812.10	64,944.31
POLICE	6,818.80	2,205.39-	4,613.41
PAVING & LIGHTING	3,315.04	0.00	3,315.04
MUSEUM	36,051.94	1,485.98-	34,565.96
I.M.R.F.	125,841.69	22,893.68	148,735.37
F.I.C.A.	88,774.21	16,019.49	104,793.70
BOND & INTEREST	3,526.35	121,004.02	124,530.37
LIABILITY INSURANCE	95,689.33	12,590.56	108,279.89
SPECIAL RECREATION	358,375.36	98,550.50-	259,824.86
AUDIT	600.91	2,082.07	2,682.98
CAPITOL IMPROVEMENTS	3,802,110.08	1,842,517.50	5,644,627.58
GRAND TOTAL ALL FUNDS:	<u>4,607,998.47</u>	<u>2,011,078.93</u>	<u>6,619,077.40</u>

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
01	CORPORATE							
10	ADMINISTRATION							
	TOTAL CENTER REVENUE	146,641.04	887,687.95	0.00	887,687.95	1,227,090	151,762	775,945
	TOTAL CENTER EXPENSE	52,482.21	629,009.14	0.00	629,009.14	691,492	70,153	656,431
	NET CENTER INCOME/LOSS	94,158.83	258,678.81	0.00	258,678.81	535,598	81,610	119,515
20	PARKS MAINTENANCE							
	TOTAL CENTER REVENUE	0.00	0.00	0.00	0.00	0	0	0
	TOTAL CENTER EXPENSE	40,186.61	426,922.62	0.00	426,922.62	535,598	30,236	273,527
	NET CENTER INCOME/LOSS	40,186.61-	426,922.62-	0.00	426,922.62-	535,598-	30,236-	273,527-
	TOTAL CORPORATE							
	FUND REVENUE	146,641.04	887,687.95	0.00	887,687.95	1,227,090	151,762	775,945
	FUND EXPENSE	92,668.82	1,055,931.76	0.00	1,055,931.76	1,227,090	100,389	929,958
	NET INCOME/LOSS	53,972.22	168,243.81-	0.00	168,243.81-	0	51,373	154,012-
02	RECREATION							
10	ADMINISTRATION							
	TOTAL CENTER REVENUE	68,342.16	318,801.45	0.00	318,801.45	589,700	66,771	385,019
	TOTAL CENTER EXPENSE	72,021.63	630,635.48	0.00	630,635.48	734,155	62,059	783,168
	NET CENTER INCOME/LOSS	3,679.47-	311,834.03-	0.00	311,834.03-	144,455-	4,712	398,149-
30	RECREATION PROGRAMS							
	TOTAL CENTER REVENUE	103,708.88	946,475.52	0.00	946,475.52	0	135,016	1,083,286
	TOTAL CENTER EXPENSE	61,941.46	674,118.38	0.00	674,118.38	0	57,534	633,407
	NET CENTER INCOME/LOSS	41,767.42	272,357.14	0.00	272,357.14	0	77,481	449,879
40	POOLS							
	TOTAL CENTER REVENUE	140.00	183,513.90	0.00	183,513.90	263,474	1,460	171,480
	TOTAL CENTER EXPENSE	1,392.88	320,998.06	0.00	320,998.06	393,928	1,803	354,026
	NET CENTER INCOME/LOSS	1,252.88-	137,484.16-	0.00	137,484.16-	130,454-	343-	182,546-
50	COMMUNITY CENTER							
	TOTAL CENTER REVENUE	22,960.22	197,975.35	0.00	197,975.35	197,279	20,683	199,556
	TOTAL CENTER EXPENSE	32,097.44	283,899.80	0.00	283,899.80	292,601	29,828	257,326
	NET CENTER INCOME/LOSS	9,137.22-	85,924.45-	0.00	85,924.45-	95,322-	9,145-	57,770-
	TOTAL RECREATION							
	FUND REVENUE	195,151.26	1,646,766.22	0.00	1,646,766.22	1,050,453	223,929	1,839,341
	FUND EXPENSE	167,453.41	1,909,651.72	0.00	1,909,651.72	1,420,684	151,224	2,027,926
	NET INCOME/LOSS	27,697.85	262,885.50-	0.00	262,885.50-	370,231-	72,705	188,586-
05	POLICE							
	FUND REVENUE	0.00	51,416.64	0.00	51,416.64	68,000	0	28,879
	FUND EXPENSE	2,205.39	47,556.55	0.00	47,556.55	68,000	5,438	68,214
	NET INCOME/LOSS	2,205.39-	3,860.09	0.00	3,860.09	0	5,438-	39,335-
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	ANNUAL BUDGET	REVENUE/EXPENSE-PRIOR YR	
		THIS MONTH	YEAR TO DATE		YEAR TO DATE		THIS MONTH	YEAR TO DATE
15	MUSEUM							
	FUND REVENUE	1,289.74-	0.00	0.00	0.00	47,000	1,974	2,162
	FUND EXPENSE	1.88-	40,464.31	0.00	40,464.31	47,000	4,753	45,875
	NET INCOME/LOSS	1,287.86-	40,464.31-	0.00	40,464.31-	0	2,779-	43,713-
20	I.M.R.F.							
	FUND REVENUE	40,701.21	174,299.00	0.00	174,299.00	300,000	44,900	192,591
	FUND EXPENSE	17,807.53	259,015.74	0.00	259,015.74	300,000	40,669	199,499
	NET INCOME/LOSS	22,893.68	84,716.74-	0.00	84,716.74-	0	4,230	6,908-
22	F.I.C.A.							
	FUND REVENUE	27,134.14	116,199.34	0.00	116,199.34	200,000	29,933	128,393
	FUND EXPENSE	11,114.65	135,819.46	0.00	135,819.46	200,000	11,142	141,451
	NET INCOME/LOSS	16,019.49	19,620.12-	0.00	19,620.12-	0	18,792	13,058-
25	BOND & INTEREST							
	FUND REVENUE	121,004.02	491,156.77	0.00	491,156.77	775,000	124,346	518,460
	FUND EXPENSE	0.00	902,100.00	0.00	902,100.00	775,000	0	769,440
	NET INCOME/LOSS	121,004.02	410,943.23-	0.00	410,943.23-	0	124,346	250,980-
30	LIABILITY INSURANCE							
	FUND REVENUE	18,940.17	81,284.63	0.00	81,284.63	140,000	20,953	93,838
	FUND EXPENSE	6,349.61	70,131.40	0.00	70,131.40	140,000	6,673	76,995
	NET INCOME/LOSS	12,590.56	11,153.23	0.00	11,153.23	0	14,280	16,842
35	SPECIAL RECREATION							
	FUND REVENUE	38,954.95	175,361.62	0.00	175,361.62	306,500	45,872	178,231
	FUND EXPENSE	107,165.75	262,334.58	0.00	262,334.58	306,500	0	177,099
	NET INCOME/LOSS	68,210.80-	86,972.96-	0.00	86,972.96-	0	45,872	1,132
40	AUDIT							
	FUND REVENUE	2,082.07	8,762.96	0.00	8,762.96	15,000	2,245	9,596
	FUND EXPENSE	0.00	14,100.00	0.00	14,100.00	15,000	0	14,750
	NET INCOME/LOSS	2,082.07	5,337.04-	0.00	5,337.04-	0	2,245	5,154-
70	CAPITOL IMPROVEMENTS							
	FUND REVENUE	1,869,000.00	1,944,000.00	0.00	1,944,000.00	0	0	75,000
	FUND EXPENSE	36,772.32	613,431.83	0.00	613,431.83	0	37,234	2,544,253
	NET INCOME/LOSS	1,832,227.68	1,330,568.17	0.00	1,330,568.17	0	37,234-	2,469,253-
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	2,458,319.12	5,576,935.13	0.00	5,576,935.13	4,130,043	645,915	3,842,435
	GRAND TOTAL EXPENSE	441,535.60	5,310,537.35	0.00	5,310,537.35	4,500,274	357,522	6,995,459
	NET INCOME/LOSS	2,016,783.52	266,397.78	0.00	266,397.78	370,231-	288,393	3,153,024-

**MORTON GROVE PARK DISTRICT  
VOUCHER LIST PRESENTED TO THE BOARD OF COMMISSIONERS  
AT THEIR MEETING ON MARCH 16, 2016**

## BOARD VOUCHERS

VENDOR		VOUCHER INVOICE		BATCH	BUDGET G/L		AMOUNT	DESCRIPTION
NUMBER	NAME	NUMBER	NUMBER	NUMBER	NUMBER	NUMBER		
00385	ABLE SERVICE AND SUPPLY	32853	148096	BV031601	012000-520312		19.76	BUFFING PADS FOR BUFFING MACHINE
00580	SKOKIE ACE HARDWARE	32895	198197	BV031603	012000-520400		33.41	TOOLS, MUSEUM KEYS
		32896	198288	BV031603	012000-520400		12.99	REPLACEMENT BULBS
							<u>TOTAL VENDOR:</u>	46.40
03064	A LAMP CONCRETE CONTRACTORS	32902	153226	BV031604	701000-586114		23,138.82	ACCESSIBILITY PROJECT 2ND PAYOUT
03065	ALARM DETECTION SYSTEMS, INC.	32840	158547	BV022401	012000-554600		51.78	SPRINKLER SYSTEM FOR MAINTENANCE FOR MARCH-MAY 2016
		32841	158548	BV022401	151000-554600		45.69	SPRINKLER SYSTEM FOR MUSEUM FOR MARCH-MAY 2016
		32842	158549	BV022401	151000-554600		51.78	SPRINKLER SYSTEM FOR MUSEUM FROM MARCH-MAY 2016
							<u>TOTAL VENDOR:</u>	149.25
03099	ANDERSON PEST SOLUTIONS	32904	3728341	BV031604	012000-554100		38.86	PEST CONTROL FOR MAINTENANCE BUILDING ON 3/1/16
		32905	3728340	BV031604	024022-552200		43.00	PEST CONTROL FOR ORIOLE POOL AREAS ON 3/1/16
							<u>TOTAL VENDOR:</u>	81.86
03915	ANCEL, GLINK, DIAMOND,	32903	49175	BV031604	011000-551120		997.50	FEBRUARY 2016 LEGAL FEES
05345	ASCAP	32908	500697785	BV031604	011000-554100		334.88	MUSICE LICENSE
09145	LIAM BERG	32843	REIMBURSE	BV022401	023002-594308		74.00	USA GYMNASTICS MEMBERSHIP
09687	BLUESTEM STUDIO	32940	1450	BV031605	021000-554405		472.50	MARKETING WORK
		32942	1449	BV031605	011000-554100		295.00	WEBSITE UPDATES
							<u>TOTAL VENDOR:</u>	767.50
10425	BMI GENERAL LICENSING	32907	1095094	BV031604	011000-554100		336.00	MUSIC LICENSE
10705	SUE BRAUBACH	32909	MAR STIPEN	BV031604	021000-540150		25.00	MARCH 2015 CELL PHONE STIPEND
11294	TIMOTHY R. BRUNNING	32910	MAR STIPEN	BV031604	012000-540150		25.00	MARCH 2016 CELL PHONE STIPEND



## BOARD VOUCHERS

VENDOR NUMBER	NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
13106	CASE LOTS, INC	32854	011302	BV031601	025033-520312	105.00	REFRESH 3-IN-1 HAIR AND BODY
15265	COMCAST CABLE	32844	1320298801	BV022401	025032-552300	1,360.39	MONTHLY FITNESS CABLE FROM 2/10-3/9, 2016
		32912	1320020254	BV031604	025033-552300	21.15	PVCC CABLE FROM 3/8/16-4/7/16
		32913	1320188937	BV031604	025032-552300	493.54	CARDIO TVS FROM 3/4/16-4/3/16
					<u>TOTAL VENDOR:</u>	1,875.08	
15271	COMED	32845	0515070041	BV022401	011000-540110	13.60	ELECTRIC FOR PARKING LOT LITE 6210 DEMPSTER FROM 1/15/16-2/16/16
15272	COMED	32914	127066047	BV031604	011000-540110	35.33	ELECTRIC FOR REAR PVCC FROM 2/3/16-3/3/16
15394	CONSERV FS	32884	65006595	BV031603	012000-581200	65.00	SEMINAR TECH DAY 3/8/16
15773	CAPITAL ONE COMMERCIAL(COSTCO)	32911	7311002654	BV031604	023008-593919	119.14	DADDY/DAUGHTER, COLD BREW, AND
					023008-593914	122.01	KITCHEN SUPPLIES
					011000-520100	38.08	
					<u>TOTAL VENDOR:</u>	279.23	
15915	SHERI COZZI	32916	7207	BV031604	151000-554600	95.00	MARCH 2016 MUSEUM CLEANING
16125	CRNE'S ENVIRONMENTAL CONTROL	32855	0000003608	BV031601	025033-554100	345.00	SERVICE CALL NO HEAT IN GYM
17225	DENNIS H. DAMON	32885	MGPD-DT02	BV031603	023007-591821	1,022.00	DOG TRAINING JANUARY 7, 2016- FEBRUARY 25,2016
17895	WENDY DECARLO	32886	MGPD-PT02	BV031603	023007-591821	663.60	PUPPY TRAINING JANUARY 7,2016- FEBRUARY 11, 2016
19543	DUNCAN CARPET COMPANY	32856	W110715	BV031601	701000-586100	11,000.00	FURNISH AND INSTALL CARPET TILE/ WALL BASE FOR LOCKER ROOMS
20675	EBSA, INC.(DBA:GGG)	32834	650939	BV022401	011000-210951	151.44	DEFERRED COMPENSATION DEDUCTED FROM PAYROLL 2/26/16
23886	ENERGYM GYMNASTICS	32857	GIRLS STAT	BV031601	023002-593308	80.00	LEVEL 6 GIRLS STATE
25985	EVERBANK COMMERCIAL FINANCE	32846	20185988	BV022401	011000-554100	293.22	COPIER RENTALS

## BOARD VOUCHERS

VENDOR NUMBER	NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
28336	FIRST STUDENT	32858	11188136	BV031601	023007-596819	209.50	BUS FOR GAP TRIP TO JUMP ZONE2/15/16
		32915	11192783	BV031604	023007-593830	2,737.20	FEBRUARY 2016 BUS FOR B4 SCHOOL
					<u>TOTAL VENDOR:</u>	2,946.70	
29053	4IMPRINT, INC.	32859	4474561	BV031601	021000-589110	615.29	GIVEAWAYS FOR SPECIAL EVENTS
30235	GALETON	32860	1322212-00	BV031601	012000-520335	83.04	SAFETY GLASSES FOR CREW
32192	GOVHR USA	32917	3-3-16-044	BV031604	011000-580200	5,450.00	PROFESIONAL FEES CONSULTING SERVICES
32542	GRAINGER	32861	9030489505	BV031601	025033-520312	18.10	PLUG-IN CFL
		32862	9027871285	BV031601	025033-520312	12.00	INCANDESCENT LIGHT BULB
		32863	9027476093	BV031601	025033-520312	12.00-	RETURN INCANDESCENT LIGHT BULB
		32864	9022645585	BV031601	025033-520312	40.00	BULBS FOR PVCC
		32865	903545658	BV031601	025033-570200	27.32	ELECTRONIC BALLAST FOR 2ND FLOOR
		32866	9024063977	BV031601	012000-520221	70.38	REPLACED CLOCK AT OKETO FIELDHOUSE
		32887	9018997495	BV031603	025033-520312	328.32	LIGHT BULBS
					<u>TOTAL VENDOR:</u>	484.12	
33855	KATIE E. HALVERSON	32918	MAR STIPEN	BV031604	021000-540150	25.00	MARCH 2016 CELL PHONE STIPEND
34685	HARMONIOUS HORIZONS	32847	MUSIC	BV022401	023006-593712	921.20	MUSIC SESSIONS FALL
35155	MICHAEL J. HAYES	32919	MAR STIPEN	BV031604	021000-540150	25.00	MARCH 2016 CELL PHONE STIPEND
35835	ABRAHAM HERNANDEZ	32920	MAR STIPEN	BV031604	012000-540150	25.00	MARCH 2016 CELL PHONE STIPEND
35905	HESSELN, NORBERT C.	32921	MAR STIPEN	BV031604	012000-540150	25.00	MARCH 2016 CELL PHONE STIPEND
36215	HILL MECHANICAL GROUP	32867	241138	BV031601	025033-552300	589.00	BACKFLOW REPAIRS
		32922	241472	BV031604	025033-570200	761.83	REPAIR LEAKING SPRINKLER IN GYM CLOSET
					<u>TOTAL VENDOR:</u>	1,350.83	
37205	HONEYWELL INTERNATIONAL, INC.	32923	5235539000	BV031604	025033-570200	646.59	REPAIR GYM UNIT NO HEAT
41752	NCPERS GROUP LIFE INSURANCE	32836	LIFE INS	BV022401	011000-210965	24.00	LIFE INSURANCE DEDUCTED FROM PAYROLL 2/12/16
		32837	LIFE INS	BV022401	011000-210965	24.00	LIFE INSURANCE DEDUCTION FROM PAYROLL 2/26/16

## BOARD VOUCHERS

VENDOR NUMBER	NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
						<u>TOTAL VENDOR:</u>	48.00
41780	ILLINOIS SHOTOKAN KARATE CLUB	32924	WINTER 201	BV031604	023001-594212	7,207.20	WINTER 2016 KARATE
45911	JC LICHT, LLC	32868	1222146423	BV031602	025033-520321	129.00	PAINT FOR MEN'S LOCKER ROOM
48235	GEORGE KALLESES, JR.	32925	MAR STIPEN	BV031604	012000-540150	25.00	MARCH 2016 CELL PHONE STIPEND
50154	JASON KOLLUM	32869	DEPOSIT	BV031602	023008-594944	162.50	DEPOSIT FOR PERFORMANCE ON FRIDAY JUNE 17TH ICE CREAM SOCIAL
50177	KONICA MINOLTA BUSINESS	32926	9002189456	BV031604	011000-554100	204.81	BIZHUB PRINTER/COPIER CONTRACT 01/26/16-02/25/16
53375	LOW VOLTAGE WORKS, INC.	32848	18868	BV022401	012000-554600	105.00	ALARM MONITORING FOR SERVICE CENTER FROM MARCH 19- JUNE 18, 2016
54420	MAINE-NILES ASSN OF SP REC	32870	16-023	BV031602	351000-552705	1,206.01	FEBRUARY A 2016 INCLUSION
		32943	16-030	BV031605	351000-552705	959.74	FEBRUARY B 2016 INCLUSION
						<u>TOTAL VENDOR:</u>	2,165.75
54425	MAINE TOWNSHIP EAST HIGHSCHOOL	32927	MARKETING	BV031604	025000-554200	50.00	QUARTER PAGE AD
55222	MORTON GROVE PARK DISTRICT	32835	MED/SEC 12	BV022401	011000-210955	2,019.34	MEDICAL/SEC 125 DEDUCTED FROM PAYROLL 2/26/16
55355	ELIZABETH MC CANN	32928	MAR STIPEN	BV031604	021000-540150	25.00	MARCH 2016 CELL PHONE STIPEND
56285	JEANETTE MC NICHOLS	32929	MAR STIPEN	BV031604	021000-540150	25.00	MARCH 2016 CELL PHONE STIPEND
56665	MENARD'S	32871	17320	BV031602	012000-520323	36.80	PAINT FOR LIDS RECYCLE BINS
		32872	17336	BV031602	025033-570200	106.74	PVCC SUPPLIES
		32873	16542	BV031602	012000-520225	26.96	MECHANICS SUPPLIES
		32874	15322	BV031602	025033-520321	14.98	PVCC SUPPLIES
		32875	15978	BV031602	012000-520400	25.56	PARK MAINTENANCE SUPPLIES
		32876	16156	BV031602	012000-520400	16.25	PARK MAINTENANCE SUPPLIES
		32877	17112	BV031602	012000-520323	52.85	PAINT FOR RECYCLING CANS/LIDS
		32878	15553	BV031602	012000-520400	0.99	PARK MAINTENANCE SUPPLIES
		32930	18322	BV031604	012000-520323	4.39	PARK MAINTENANCE SUPPLIES
						<u>TOTAL VENDOR:</u>	285.52

## BOARD VOUCHERS

VENDOR		VOUCHER	INVOICE	BATCH	BUDGET G/L	AMOUNT	DESCRIPTION
NUMBER	NAME	NUMBER	NUMBER	NUMBER	NUMBER		
56815	METRO PROFESSIONAL PRODUCTS	32879	154974	BV031602	025033-520312	730.82	CUSTODIAL SUPPLIES
65885	1000BULBS.COM	32880	607808	BV031602	012000-520323	215.25	BULBS FOR WALK WAY/LIGHT POLES
69071	PARK DISTRICT RISK MANAGEMENT	32838	LIFE INS	BV022401	011000-210965	54.01	LIFE INSURANCE DEDUCTED FROM PAYROLL 2/12/16
		32839	LIFE INS	BV022401	011000-210965	54.01	LIFE INSURANCE DEDUCTED FROM PAYROLL 2/26/16
		32881	FEB HEALHT	BV031602	021000-530310	28,392.76	FEBRUARY 2016 HEALTH
		32888	FEB PROP/L	BV031603	301000-532610	3,697.00	FEBRUARY 2016 PROPERTY/LIABILITY
					301000-532630	2,147.57	
					301000-532615	505.04	
				<u>TOTAL VENDOR:</u>		34,850.39	
69814	PELLA WINDOWS & DOORS, INC.	32882	240321	BV031602	012000-520323	380.37	WINDOW SCREENS MANSFIELD FIELDHOUSE
		32883	240320	BV031602	012000-520323	324.72	WINDOW SCREENS FOR NATIONAL FIELDHOUSE
				<u>TOTAL VENDOR:</u>		705.09	
71315	POMP'S TIRE SERVICE, INC.	32889	280053662	BV031603	012000-520225	968.68	FRONT TIRES/INNER TUBES FOR NEW HOLLAND LOADER TRACTOR
71965	PROMET SOLUTIONS CORPORATION	32941	MGD-201603	BV031605	011000-552100	1,250.00	MONTHLY SERVICE FEE
73865	REINDERS, INC.	32890	1620668-00	BV031603	012000-520221	468.92	TORO MOWER MAINTENANCE PARTS
76377	RUSSO POWER EQUIPMENT	32891	2919692	BV031603	012000-520400	160.00	HAND HELD BLOWER
		32892	2919694	BV031603	012000-520225	46.90	MISC. REPAIR PARTS
		32893	2895503	BV031603	012000-520223	118.56	TREE CREW SUPPLIES
		32931	2929056	BV031604	012000-520223	5.67	PLUGS FOR STEAM CLEANER
		32932	2929048	BV031604	012000-520225	3.86	BLOWER, MISC REPAIR PARTS
				<u>TOTAL VENDOR:</u>		334.99	
76664	KARI L. REDMOND	32939	MAR STIPEN	BV031604	021000-540150	25.00	MARCH 2016 CELL PHONE STIPEND
76885	SAFETY KLEEN	32894	69284052	BV031603	012000-520225	282.53	24 WEEK SERVICE OF MECHANIC CLEANER FOR PARTS
81005	STALKER SPORTS FLOORS	32897	1735	BV031603	025033-520312	358.60	GYM FLOOR CLEANING SUPPLIES

## BOARD VOUCHERS

VENDOR NUMBER	NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
82825	SYSCO FOOD SERVICES	32898	602172362	BV031603	023007-593825	710.56	FOOD FOR BASE AND B4 SCHOOL
					023007-593830	710.55	
					<u>TOTAL VENDOR:</u>	1,421.11	
85825	TWIN SUPPLIES, LTD.	32899	17733	BV031603	025033-570200	396.00	LED'S FOR 2ND FLOOR
		32900	17732	BV031603	025033-570200	726.60	LED LIGHTS FOR HALLWAY OUTSIDE MNASR
					<u>TOTAL VENDOR:</u>	1,122.60	
88136	UNIQUE PRODUCTS	32901	308490	BV031603	025033-520312	339.22	PVCC CLEANING SUPPLIES
88905	U.S. FIRE & SAFETY EQUIPMENT	32849	492043	BV022401	012000-554600	458.25	ANNUAL MAINTENANCE AND TAGGING OF EXTINGUISHERS
90331	VILLAGE OF MORTON GROVE	32933	007832-000	BV031604	011000-540130	84.92	WATER/SEWER FOR PVCC FROM
					021000-540130	84.91	2/1/16-2/29/16
					025033-540130	679.33	
		32934	007848-000	BV031604	021000-540130	47.84	WATER/SEWER FOR AUSTIN/MANSFIELD FROM 2/1/16-2/29/16
		32935	007837-000	BV031604	024021-540130	47.84	WATER/SEWER FOR HARRER PARK POOL FROM 2/1/16-2/29/16
		32936	007844-000	BV031604	021000-540130	11.96	WATER/SEWER FOR NATIONAL/OKETO PARKS FROM 2/1/16-2/26/16
		32938	012862-000	BV031604	151000-540130	35.88	WATER/SEWER FOR MUSEUM ANNEX FROM 2/1/16-2/29/16
					<u>TOTAL VENDOR:</u>	992.68	
98585	PATRICK XENDAKIS	32937	MAR STIPEN	BV031604	012000-540150	25.00	MARCH 2016 CELL PHONE STIPEND
					<u>TOTAL BOARD VOUCHERS</u>	111,618.49	

## BOARD VOUCHERS

VENDOR		VOUCHER INVOICE		BATCH	BUDGET G/L		
NUMBER	NAME	NUMBER	NUMBER	NUMBER	NUMBER	AMOUNT	DESCRIPTION
<u>SUMMARY BY FUND:</u>							
CORPORATE						15,862.87	
RECREATION						52,873.09	
MUSEUM						228.35	
LIABILITY INSURANCE						6,349.61	
SPECIAL RECREATION						2,165.75	
CAPITOL IMPROVEMENTS						34,138.82	
<u>SUMMARY TOTAL</u>						<u>111,618.49</u>	

VENDOR		VOUCHER INVOICE		BATCH	BUDGET G/L		
NUMBER	NAME	NUMBER	NUMBER	NUMBER	NUMBER	AMOUNT	DESCRIPTION
61172	NORTHLIGHT COLOR			VC021701	021000-520120	138.46-	VD CK#306954
				<u>TOTAL</u>		<u>138.46-</u>	

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

SUMMARY BY FUND:

RECREATION 138.46-

SUMMARY TOTAL 138.46-



## PAID VOUCHERS

VENDOR NUMBER	NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
02465	AIS INTERNATIONAL	32798	14924	VO020501	011000-560800	419.00	APC BACK UPS 1500
03065	ALARM DETECTION SYSTEMS, INC.	32764	SI-427051	VO021101	025033-520335	260.00	MOVED STROBE FOR FIRE ALARM SYSTEM
03915	ANCEL, GLINK, DIAMOND,	32814	48681	VO021801	011000-551120	3,660.82	JANUARY 2016 LEGAL FEES
03935	LORI ANDEL	32765	PER DIEM	VO021101	023004-596519	126.00	STARBOUND DANCE COMPETITION PER DIEM
11475	BUFFALO GROVE GYMNASIIC	32766	STATE MEET	VO021101	023002-593308	700.00	ILLINOIS BOYS STATE GYMNASIICS MEET
11965	BUZZ MUSIC SERVICES, INC.	32820	021516	VO021801	023008-593914	575.00	PERFORM BLUES MUSIC ON 2/20/16 FOR COLD BREWS & BLUES
12485	CALL ONE	32810	1106931	VO021801	011000-540150 021000-540150	508.72 1,187.02	PHONE SERVICE FROM 2/15/16-3/14/16
<u>TOTAL VENDOR:</u>						1,695.74	
12833	CARD SERVICES	32821	02/2016	VO021901	011000-520110 011000-520130 011000-581300 011000-581400 012000-581200 025031-560500 021000-581200 025032-560600 021000-581200 025000-554200 011000-520100 011000-580300 011000-589105 011000-520130 021000-554100 021000-520110 021000-554100 011000-552100 021000-581200 021000-589110 021000-581300 025032-552300 025033-520327 025033-570200 025032-581500	63.62 45.50 314.37 334.00 463.86 59.99 117.41 195.81 277.98 790.00 262.55 13.00 23.91 962.50 500.00 138.46 500.00 250.29 212.03 10.48 286.32 199.00 126.98 9.40 26.24	FEBRUARY 2016 CREDIT CARD PURCHASES

## PAID VOUCHERS

VENDOR		VOUCHER INVOICE		BATCH	BUDGET G/L	AMOUNT	DESCRIPTION
NUMBER	NAME	NUMBER	NUMBER	NUMBER	NUMBER		
					025033-520335	31.78	
					025033-520321	45.11	
					025033-560200	69.94	
					011000-580100	679.54	
					011000-581200	269.00	
					011000-581300	392.04	
					023002-593308	88.40	
					021000-581200	301.25	
					021000-581300	4.75	
					023004-594515	108.50	
					023004-594519	287.33	
					023004-593515	60.94	
					021000-581300	317.07	
					023004-594520	79.56	
					021000-581200	68.34	
					023007-593830	96.48	
					023008-593939	34.09	
					023007-593819	149.95	
					023007-593813	54.72	
					023007-593825	15.00	
					021000-581200	54.82	
					023007-593825	48.58	
					023006-593711	64.94	
					021000-581200	46.04	
					023003-594412	213.75	
					021000-581300	309.60	
					023003-596411	480.00	
					011000-520110	35.99	
					011000-581300	641.14	
					011000-581200	589.36	
					011000-581120	1,053.96	
					<u>TOTAL VENDOR:</u>	12,698.87	
13436	CENTERPOINT ENERGY SERVICES	32822	0483050000	V0021901	024021-540120	90.19	GAS FOR HARRER PARK AND POOL FROM 1/1/16-1/31/16
		32824	1386340000	V0021901	021000-540120	39.45	GAS FOR HARRER SHELTER FROM 1/1/16-1/31/16
		32825	2218040000	V0021901	021000-540120	175.82	GAS FOR HARRER PARK MAINTENANCE GARAGE FROM 1/1/16-1/31/16
		32826	3737050000	V0021901	021000-540120	110.25	GAS FOR MANSFIELD PARK FROM 1/1/16-1/31/16
		32827	3990940000	V0021901	021000-540120	116.60	GAS FOR AUSTIN PARK FROM 1/1/16-1/31/16

## PAID VOUCHERS

VENDOR		VOUCHER	INVOICE	BATCH	BUDGET G/L	AMOUNT	DESCRIPTION
NUMBER	NAME	NUMBER	NUMBER	NUMBER	NUMBER		
		32828	5350050000	VO021901	021000-540110	141.82	GAS FOR NATIONAL PARK FROM 1/1/16-1/31/16
		32829	8083050000	VO021901	151000-540120	138.82	GAS FOR MUSEUM FROM 1/1/16-1/31/16
		32830	8509940000	VO021901	011000-540120	272.91	GAS FOR PVCC FROM
					021000-540120	272.92	1/1/16-1/31/16
					025033-540120	1,273.59	
		32831	8559940000	VO021901	021000-540120	106.97	GAS FOR OKETO PARK FROM 1/1/16-1/31/16
		32832	8797832104	VO021901	024022-540120	83.66	GAS FOR ORIOLE POOL AND PARK FROM 1/1/16-1/31/16
		32833	1218040000	VO021901	021000-540120	292.97	GAS FOR HARRER MAINTENANCE OFFICE FROM 1/1/16-1/31/16
					<u>TOTAL VENDOR:</u>	3,115.97	
15184	COLLEY ELEVATOR CO.	32767	146088	VO021101	025033-554100	189.00	FEBRUARY 2016 ELEVATOR INSPECTION
15271	COMED	32808	1047119014	VO021801	021000-540110	21.33	ELECTRIC FOR JACOB'S GAZEBO FROM 1/14/16-2/11/16
15395	CONSTELLATION NEWENERGY, INC.	03772	2550465008	VO021101	021000-540110	72.75	ELECTRIC FOR MANSFIELD PARK FROM 12/14/15-1/14/16
		32768	2715657017	VO021101	024022-540110	323.11	ELECTRIC FOR ORIOLE POOL FROM 12/10/15-1/12/16
		32769	0867047005	VO021101	021000-540110	65.41	ELECTRIC FOR OKETO PARK FROM 12/9/15-1/11/16
		32770	2799627000	VO021101	021000-540110	95.36	ELECTRIC FOR NATIONAL PARK FROM 12/11/15-1/14/16
		32771	1038557006	VO021101	021000-540110	71.93	ELECTRIC FOR AUSTION PARK FROM 12/11/15-1/13/16
		32773	0733082034	VO021101	151000-540110	124.26	ELECTRIC FOR MUSEUM ANNEX FROM 12/14/15-1/14/16
		32774	0095623000	VO021101	024021-540110	805.08	ELECTRIC FOR HARRER PARK FROM 12/14/15-1/14/16
		32775	0198271000	VO021101	011000-540110	995.57	ELECTRIC FOR PVCC FROM
					021000-540110	995.57	1/14/15-1/18/16
					025033-540110	4,646.01	
		32776	0393000078	VO021101	021000-540110	247.48	ELECTRIC FOR HREN PARK FROM 12/15/15-1/14/16
		32777	2130052007	VO021101	151000-540110	78.77	ELECTRIC FOR MUSEUM FROM 12/14/15-1/14/16
					<u>TOTAL VENDOR:</u>	8,521.30	

## PAID VOUCHERS

VENDOR		VOUCHER	INVOICE	BATCH	BUDGET G/L	AMOUNT	DESCRIPTION
NUMBER	NAME	NUMBER	NUMBER	NUMBER	NUMBER		
18746	MELISSA L. D'LANDO	32850	REIMBURSE	VO022601	151000-520600	54.30	EXHIBIT SUPPLIES FOR MUSEUM
20675	EBSA, INC.(DBA:GGG)	32796	6500939	VO021101	011000-210951	416.41	DEFERRED COMPENSATION DEDUCTED FROM PAYROLL 2/12/16
20855	JAMES ECKWALL	32818	PIANO TUNE	VO021801	023007-594815	225.00	TUNED THREE PIANOS
28945	RUTH E. FOSS	32778	0052125958	VO021101	023001-591229	328.26	PAYROLL CHECK #005125958 DATED 9/11/15 NEVER CASHED
		32779	0052169934	VO021101	023001-591229	257.38	PAYROLL CHECK #0052169934 DATED 9/25/15 NEVER CASHED
<u>TOTAL VENDOR:</u>						585.64	
33524	GYMNASTS ETC	32780	ENTRY FEES	VO021101	023002-593308	160.00	LEVEL 4 STATE MEET ENTRY FEES
33525	GYMNASTICS SPOT	32781	MEET FEES	VO021101	023002-593308	560.00	ST. VALENTINE'S MEET FEES
33527	GYMNASTICS X-CALIBUR	32782	MEET FEES	VO021101	023002-593308	160.00	LEVEL 3 STATE MEET FEES
33695	LAURA HABEEB	32851	REIMBURSE	VO022601	023002-594308	95.25	BACKGROUND CHECK/USA GYMNASTICS MEMBERSHIP
41754	ILLINOIS DEPT. PUBLIC HEALTH	32813	01696146	VO021801	021000-581200	35.00	FOOD AND SANITATION LICENSE
45911	JC LICHT, LLC	32797	1222135600	VO020501	701000-586100	2,633.50	BALANCE SOLAR SHADES PVCC 2ND FLOOR
48265	GARY KANTOR	32816	MAGIC	VO021801	023007-594840	112.00	DECEMBER 2015 MAGIC CLASS
		32817	MAGIC CLAS	VO021801	023007-594840	112.00	JANUARY 2016 MAGIC CLASS
<u>TOTAL VENDOR:</u>						224.00	
50176	KONICA MINOLTA PREMIER FINANCE	32783	64196870	VO021101	011000-554100 021000-554100	202.49 202.49	COPIER LEASE
<u>TOTAL VENDOR:</u>						404.98	
52725	LIPONI FOUNDATION	32784	FUNDRAISER	VO021101	011000-581110	900.00	TABLE FOR FUNDRAISER
54515	ELIZABETH MANNING	32785	CONFERENCE	VO021101	025031-581200	528.75	IPRA CONFERENCE FEES/ROOM/MEALS
55222	MORTON GROVE PARK DISTRICT	32795	MED/SEC 12	VO021101	011000-210955	2,088.34	MEDICAL/SEC 125 DEDUCTED FROM PAYROLL 2/12/15

## PAID VOUCHERS

VENDOR		VOUCHER	INVOICE	BATCH	BUDGET G/L	AMOUNT	DESCRIPTION
NUMBER	NAME	NUMBER	NUMBER	NUMBER	NUMBER		
55485	VICTORIA MCCONVILLE	32786	201630	V0021101	023007-593835	360.00	BABYSITTING CLASSES
58375	MORTON GROVE CHAMBER OF	32812	MEMBERSHIP	V0021801	011000-581400	150.00	MEMBERSHIP RENEWAL
60574	NGC	32787	ENTRY FEES	V0021101	023002-593308	170.00	LATE ENTRIES FOR FLIP'R MEET
68886	PALOS SPORTS, INC.	32852	222163-00	V0022601	023003-594412	300.00	GAMES FOR CAMP, BASE AND GAP DAYS
					023007-594825	150.00	
					023007-596819	109.32	
				<u>TOTAL VENDOR:</u>		559.32	
71761	PREMIER GYMNASTICS ACADEMY	32788	MEET FEES	V0021101	023002-593308	360.00	JOE G GYMNASTICS MEET FEES
73205	RADIO PLAYERS WEST	32815	MGPd-0001	V0021801	151000-520610	100.00	VALENTINE'S DAY PERFORMANCE AT MUSEUM
73495	REBECCA RAY	32789	7065	V0021101	023005-591621	134.40	WINE AND PAINT NIGHT PROGRAM
79625	LINDSAY SKARBEK	32790	per diem	V0021101	023004-596519	126.00	STARBOUND DANCE COMPETITION PER DIEM
83784	ANGELA TERRACCIANO	32799	FACE PAINT	V0020501	023008-593939	75.00	DEPOSIT FOR FACE PAINTING ON FAMILY NIGHT 2/19/16
		32809	FACE PAINT	V0021801	023008-593939	100.00	FACE PAINTER FOR FAMILY NIGHT 2/19/16
				<u>TOTAL VENDOR:</u>		175.00	
90095	VERIZON WIRELESS	32791	9759181176	V0021101	023006-593711	117.39	FIELD HOUSE CELLS FROM
					023007-593825	54.24	12/21/15-1/2016
					023007-593830	18.08	
		32792	9759181177	V0021101	021000-540150	77.75	IPADS FROM 12/21/15-1/2016
					011000-540150	77.75	
		32793	9759181175	V0021101	011000-540150	76.94	CELL PHONE FROM 12/21/15-1/20/16
					021000-540150	76.95	
					012000-540150	38.47	
				<u>TOTAL VENDOR:</u>		537.57	
92005	WALLACE ENTERTAINMENT	32794	322893	V0021101	023008-594919	300.00	DJ FOR DADDY/DAUGHTER DANCE

## PAID VOUCHERS

VENDOR NUMBER	NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
94663	WINDY CITY GYMNASTICS	32819	MEET FEES	VO021801	023002-593308	1,520.00	XCEL GYMNASTICS STATE MEET FEES
96695	MARY E. YACTOR	32800	REIMBURSE	VO020501	023007-593830	11.09	FOOD FOR B4 SCHOOL AT PARKVIEW
<u>TOTAL PAID VOUCHERS</u>						45,557.58	

## PAID VOUCHERS

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

SUMMARY BY FUND:

CORPORATE	16,202.05
RECREATION	26,225.88
MUSEUM	496.15
CAPITOL IMPROVEMENTS	2,633.50

SUMMARY TOTAL 45,557.58

## REFUNDS

VENDOR		VOUCHER	INVOICE	BATCH	BUDGET G/L		
NUMBER	NAME	NUMBER	NUMBER	NUMBER	NUMBER	AMOUNT	DESCRIPTION
<u>REFUNDS:</u>							
	MIKE BOUDAKH		GYMNASTICS	CK021201	023002-596301	42.25	GYMNASTICS
	JENNY DEVERA		BASE	CK021201	023007-490825	68.50	BASE
	ALINA LAZA		RENTAL DEP	CK021201	021000-210500	150.00	RENTAL DEP
	FRANCES MEYER		RENTAL DEP	CK021201	021000-210500	150.00	RENTAL DEP
	LORETTA HEICKER		BINGO	CK021802	023001-490841	80.00	BINGO
	SCOTT AHLSTRAND		HOT WHEELS	CK021802	023008-490839	15.00	HOT WHEELS
	KATIE ANDERSON		T-BALL	CK021802	023001-490138	60.00	T-BALL
	GIGI CABAL		RENTAL DEP	CK021802	021000-210500	150.00	RENTAL DEP
	NORMAN SIELIG		CASINO	CK022601	023001-490841	12.00	CASINO
	ELAINE KALUZNY		CASINO	CK022601	023001-490841	12.00	CASINO
	MARCIA CURTIS		CASINO	CK022601	023001-490841	24.00	CASINO
	ROBERT CAPESIUS		CASINO	CK022601	023001-490841	12.00	CASINO
<u>TOTAL REFUNDS</u>						775.75	



## REFUNDS

VENDOR NUMBER	NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
<u>SUMMARY BY FUND:</u>							
						RECREATION	775.75
						<u>SUMMARY TOTAL</u>	<u>775.75</u>
<u>SUMMARY BY FUND:</u>							
						CORPORATE	32,064.92
						RECREATION	79,736.26
						MUSEUM	724.50
						LIABILITY INSURANCE	6,349.61
						SPECIAL RECREATION	2,165.75
						CAPITOL IMPROVEMENTS	36,772.32
						<u>GRAND TOTAL:</u>	<u>157,813.36</u>

TOTAL PAGES: 19

To the Finance Officer:

The payment of the above listed accounts has been approved by the Board of Commissioners at their meeting held on MARCH 16, 2016 and you are hereby authorized to pay them from the appropriate funds.

\_\_\_\_\_  
(President)\_\_\_\_\_  
(Treasurer)

**Unfinished Business:  
Board Motions  
& Back-up Material**

**MORTON GROVE PARK DISTRICT  
BOARD MOTIONS  
MARCH 16, 2016**

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

**Budget & Appropriation Ordinance:** I move to accept the recommendation of the Administration and Finance Committee to put the budget on public display and to set the public hearing for the Budget & Appropriation Ordinance for April 20, 2016 at 6:30pm.

**Resolution Authorizing Transfer of Funds:** I move to accept the recommendation of the Administration and Finance Committee to approve Resolution #R-01-16 authorizing the transfer of \$140,000 from the Bond and Interest Fund to the Corporate Fund and \$105,000 from the Special Recreation Fund to the Capital Project Fund.

**New 457 Deferred Compensation Plan Administrator:** I move to accept the recommendation of the Administration and Finance Committee to approve Resolution #R-02-16 to retain the Illinois Public Pension Funds Associates (IPPPA) to administer a Morton Grove Park District employee 457 Deferred Compensation Plan.

**Closed Session Review Resolution #R-03-16:** I move to accept the recommendation of the Administration and Finance Committee to approve Resolution #R-03-16 regarding the Closed Session Minutes Review.

**Board Meeting Calendar:** I move to accept the recommendation of the Administration and Finance Committee to approve the 2016-2017 Board Meeting Calendar and for staff to then post and publicize the calendar pursuant to Park District Code, Paragraph 120/2.02a.

**Organizational Chart Update:** I move to accept the recommendation of the Administration and Finance Committee to approve the position title changes and updates to the Morton Grove Park District Organizational Chart.

**Personnel Policy Manual Update – Pregnancy Discrimination:** I move to accept the recommendation of the Administration and Finance Committee to adopt the Updates to the Personnel Policy Manual Section 3.21 covering the Pregnancy Discrimination Policy.

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

**Harrer Park Chairs:** I move to accept the recommendation of the Recreation and Facility Program Committee to approve the purchase of Harrer Park chairs from The Lifeguard Store, Inc. in an amount not to exceed \$23,460.00.

MORTON GROVE PARK DISTRICT  
RESOLUTION #R-01-16

**RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS**

BE IT RESOLVED. By the Board of Commissioners of the Morton Grove Park District, that the following transfer of funds is completed immediately:

<u>Amount</u>	<u>From</u>	<u>To</u>
\$140,000	Bond and Interest Fund	Corporate Fund
\$105,000	Special Recreation Fund	Capital Project Fund

Resolved this 16<sup>th</sup> day of March, 2016

---

President  
Morton Grove Park District

Attest:

---

Board Secretary

**RESOLUTION #R-02-16**

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE MORTON GROVE PARK DISTRICT TO RETAIN THE ILLINOIS PUBLIC PENSION FUNDS ASSOCIATES (IPPFA) TO ADMINISTER THE PARK DISTRICT 457 DEFERRED COMPENSATION PLAN.**

**WHEREAS**, the Board of Commissioners of Morton Grove Park District; IL has provided benefits to its employees.

**WHEREAS**, the Board of Commissioners is always looking to enhance the employee benefit program.

**NOW, THEREFORE**, the Board of Commissioners of Morton Grove Park District, IL approves using the Illinois Public Pension Fund Association 457 Deferred Compensation Plan as its Deferred Compensation Plan as part of its employee benefits.

This authorization will be in effect until a future Board action decides to discontinue this benefit.

**Resolved** this 16<sup>th</sup> day of March, 2016.

\_\_\_\_\_  
President  
Morton Grove Park District, IL

Attest:

\_\_\_\_\_  
Board Secretary

**MORTON GROVE PARK DISTRICT**

**RESOLUTION #R-03-16**

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

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

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

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

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

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

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

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

**SECTION 1:** The closed session minutes from those meetings set forth as follows are hereby released:

- August 5, 2015
- July 22, 2015
- June 10, 2015

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

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

- July 16, 2014
- June 4, 2014
- May 7, 2014
- April 17, 2014
- April 10, 2014

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

**ADOPTED** this 16<sup>th</sup> Day of March, 2016.

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

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

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

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary



# Memorandum

**To:** Board of Park Commissioners  
**From:** Jeff Wait, Executive Director  
**Date:** March 2, 2016  
**Regarding:** Review of Closed Session Minutes and Verbatim Recordings

**Issue:**

Pursuant to the Open Meetings Act 120/2c(21), a semi-annual review of all previously Closed Session minutes must be conducted. Below are minutes of Closed Sessions not yet reviewed and still holding "closed" status.

**Discussion:**

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

- |                      |                     |
|----------------------|---------------------|
| • August 19, 2015 No | • July 15, 2015 No  |
| • August 10, 2015 No | • June 10, 2015     |
| • August 5, 2015     | • May 6, 2015 No    |
| • July 28, 2015 No   | • April 15, 2015 No |
| • July 27, 2015 No   | • April 1, 2015 No  |
| • July 22, 2015      |                     |

No – Do not release.
----------------------

**Park Board Action:**

The Morton Grove Board of Commissioners adopt Resolution #R-03-16, to direct which closed session minutes shall/shall not have the "closed" status removed as:

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

**Issue:**

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

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

• July 16, 2014	• May 7, 2014
• July 2, 2014* No	• April 17, 2014
• June 18, 2014* No	• April 10, 2014
• June 4, 2014	

No – Do not destroy.
----------------------

\*Due to equipment issue, meeting not recorded.

**Discussion:**

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

**Park Board Action:**

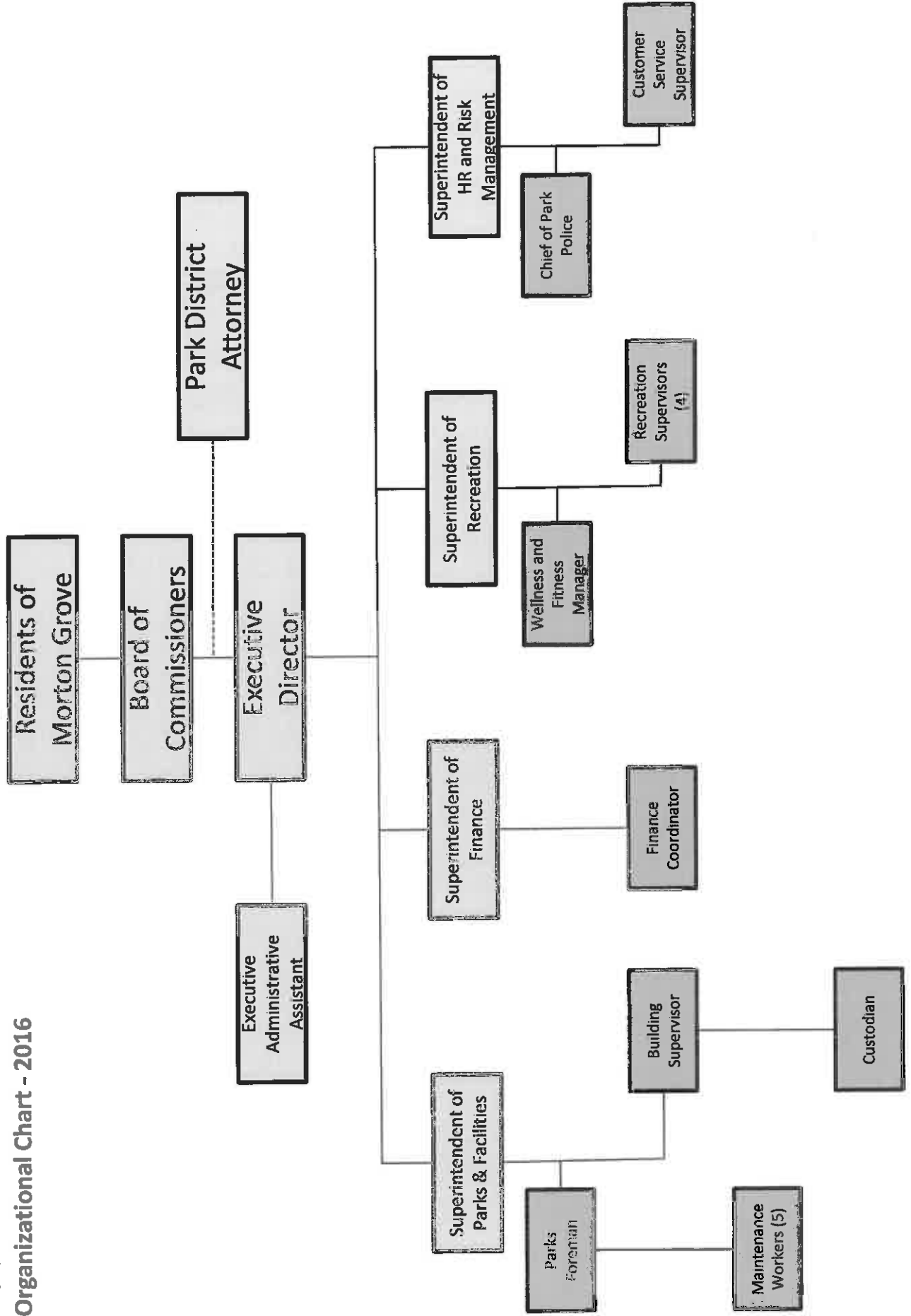
The Morton Grove Board of Commissioners adopt Resolution #R-03-16 to direct which verbatim recordings of closed session meetings may/may not be destroyed, as the need to retain the recording no longer (or still) exists.

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

**MORTON GROVE PARK DISTRICT  
 FISCAL YEAR: MAY 2016 – APRIL 2017  
 BOARD OF COMMISSIONERS MEETING CALENDAR  
 All Meetings held at 6834 Dempster  
 Wednesday's at 6:30 p.m.**

Meeting Date	Committee of the Whole/Board Meeting
May 4, 2016	Committee of the Whole
May 18, 2016	Board Meeting
June 1, 2016	Committee of the Whole
June 15, 2016	Board Meeting
July 6, 2016	Committee of the Whole
July 20, 2016	Board Meeting
August 3, 2016	Committee of the Whole
August 17, 2016	Board Meeting
September 7, 2016	Committee of the Whole
September 21, 2016	Board Meeting
October 12, 2016	Committee of the Whole
October 19, 2016	Board Meeting
November 2, 2016	Committee of the Whole
November 16, 2016	Board Meeting
December 7, 2016	Committee of the Whole
December 21, 2016	Board Meeting
January 4, 2017	Committee of the Whole
January 18, 2017	Board Meeting
February 1, 2017	Committee of the Whole
February 15, 2017	Board Meeting
March 1, 2017	Committee of the Whole
March 15, 2017	Board Meeting
April 5, 2017	Committee of the Whole
April 19, 2017	Board Meeting

**Morton Grove Park District  
Organizational Chart - 2016**



## **Section 3.21:**

### **Pregnancy Discrimination Policy**

The Morton Grove Park District prohibits and does not tolerate discrimination against anyone on the basis of pregnancy and is committed to making reasonable accommodation related to pregnancy childbirth, and medical or common conditions related to pregnancy or childbirth. The Park District will treat all employees and applicants who are pregnant in the same manner as any other employee with regard to job related functions, benefits, opportunities, and purposes. No person or employee, no matter his or her title or position, has the authority, whether express, actual, and apparent or implied, to discriminate against a pregnant employee or applicant.

The Park District will not deny or remove a pregnant employee from a position because the employee is pregnant, considering pregnancy, or experiencing any pregnancy related problems. All decisions regarding a pregnant employee's placement in or continuation in a job will be based on the same consideration that governs all employment decisions--the employee's ability to satisfactorily perform the essential duties of the job in question, with or without reasonable accommodation.

If you have a question, complaint, or problem related to pregnancy discrimination, you should relate such question, complaint, or problem to your department head. If you feel uncomfortable doing so, or if your department head is the source of the problem, condones the problem, or ignores the problem, report to the Director.

If neither of these alternatives is satisfactory to you, then you can direct your questions, problems, complaints, or reports to the President of the Board of Park Commissioners. You are not required to directly confront the person who is the source of your report, question, or complaint before notifying any of those individuals listed.

#### ***REASONABLE ACCOMODATION***

Employees who believe they need a reasonable accommodation to perform the essential functions of their job should contact their department head. The Park District encourages employees to come forward and request reasonable accommodation. If you feel uncomfortable making an accommodation request to your department head, or you believe your accommodation request was not properly managed, report the occurrence to the Director.

On receipt of an accommodation request, your department head and your immediate supervisor will meet with you to discuss and identify the precise limitations resulting from the pregnancy and the potential accommodation the Park District might make to help overcome those limitations to allow you to perform the essential job functions of your position.

The Park District will determine the feasibility of the requested accommodation, considering various factors, including but not limited to, the nature and cost of the accommodation, the Park District's overall financial resources, the accommodation's impact on the operation of your department, including the ability of other employees to perform their duties, and the Park District's ability to provide its services to the public.

What is considered a reasonable accommodation will be based on a case-by-case analysis. The Park District will inform the employee of its decision on the accommodation request or on how to make the accommodation. If the accommodation request is denied, employees will be advised of their right to appeal the decision by submitting a written statement explaining the reasons for the request.

While we hope to be able to resolve any complaints of discrimination within the Park District, we acknowledge your rights to contact the Illinois Department of Human Rights (IDHR) at the James R. Thompson Center, 100 West Randolph Street, Suite 10-100, Chicago, Illinois 60601, about filing a formal complaint, and if determines there is sufficient evidence of discrimination to proceed further, it will file a complaint with the Illinois Human Rights Commission (HRC), located at the same address on the fifth floor. If the IDHR does not complete its investigation within 365 days, you may file a complaint directly with the HRC between the 365<sup>th</sup> and the 395<sup>th</sup> day.



## Memorandum

---

**To:** Board of Park Commissioners  
**From:** Michael Hayes, Superintendent of Recreation  
**Date:** March 2, 2016  
**Regarding:** Harrer Pool Chairs and Lounges

---

**Issue:**

The deck furniture at Harrer pool is scheduled for replacement. The furniture is showing signs of age and is inefficient for maximum facility capacity. These concerns were noted by staff and voiced by season pass holders.

**Discussion:**

Staff has prepared bid documents, published a bid notice in the newspaper, posted on the District's website and mailed notices to past vendors. Bids were opened publicly on Friday, February 19th at 9:30am. The bid specifications replicated current furniture at Oriole Park Aquatic Center and asked for pricing on 30 sand chairs, 20 patio chairs and 120 lounges. Detailed below is the pricing information from bidding vendors.

Bidding Vendors:

Vendor	Cost Per Sand Chair	Cost Per Patio Chair	Cost Per Lounge	Total Cost
Aquatic Technology Inc.	\$89.98	\$94.97	\$160.40	\$23,896.70
The lifeguard Store Inc.	\$88.00	\$93.00	\$158.00	\$23,460.00

The Lifeguard Store was awarded the winning bid in 2014 to furnish Oriole Park Aquatic Center with deck furniture. Staff is familiar with their quality and has not experienced any problems with The Lifeguard Store.

**Park Board Action:**

Staff recommends the Board of Park Commissioners approves the purchase of chairs and lounges for Harrer pool from The Lifeguard Store in the amount of \$23,460.00.

## **Update & Information**



# Morton Grove Park District

## UPDATE & INFORMATION

March 16, 2016

### RECREATION AND PROGRAMMING REPORT – MIKE HAYES

---

- The summer activity guide is at the printer and will be mailed on April 4<sup>th</sup>. Program registration for residents begins April 8<sup>th</sup>.
- Staff is currently importing household information into the new registration system, RecTrac.
- The Thor Guard installation is being planned out. We are scheduled to be up and running at the pools by Memorial Day weekend.
- Staff are in the initial stages of researching ideas for a new desk in the fitness center.
- Seasonal aquatic memberships are currently 20% off the month of March.
- There are six Gap days planned during spring break.
- Several upcoming events include: Bunny Trail – March 23, Eggstravaganza - March 25, Mom & Son Sport Night - April 1 and Spring Arts & Craft Fair - April 2.
- We are currently in the process of hiring day camp and aquatic staff for the summer season.
- The Museum's new exhibit, "Flappers and Flyboys: the Bold Spirit of Morton Grove in the 1920's" will open on March 13.
- There are currently 110 children registered for summer camp. There will be promotional advertising in the Morton Grove Champion on March 17 and April 7. Banners and fliers are scheduled to go up around town promoting the camps.
- Several gymnasts will be competing in state meets throughout March and April.
- The Starbound Dance Company competed in an annual competition this month.
  - Stars of Dance Awards included: One 1st place, two 2nd place, 2 Platinum Awards, Eight High Gold Awards, One Gold Award and One Special Judges Award-Incredible Inspiration.
  - Dupree Dance Competition Awards included: One 1st place, One 3rd place, One 4th place, Four Platinum Awards, Five Gold Awards and One Special Judges Award-Fluidity.

### FINANCE DEPARTMENT REPORT - MARTY O'BRIEN

---

- The preliminary 2016-2017 Budget has been posted to the Park District web page and a copy is available at the Morton Grove Library.
- To date the Park District has received approximately \$1,300,000 from Cook County as part of the first installment of the 2015 property taxes collected in 2016.
- Conducted a meeting with Call-One regarding the phone and internet contract. We are receiving quotes from vendors for the replacement of our aging phone system which is breaking down on a regular basis.

## HUMAN RESOURCES REPORT— LAURA KEE

---

- An offer was extended and accepted for the Parks Maintenance 2 position. His tentative start date is March 28, 2016.
- Staff is starting the hiring and paperwork process for seasonal staff.
- The Safety and Risk Management Procedure Manual has been completed and distributed to staff.
- Our PDRMA representative Tim Lenac will be visiting us on Wednesday March 30<sup>th</sup>.

## PARK POLICE REPORT — NORM STROMBERG

---

- Nine Hundred and Eighty Two Park and Field House checks were conducted by the Park Police during the month of February.
- On Saturday February 20<sup>th</sup> several youths were behaving improperly at the Prairie View Community Center to the extent that complaints were received. The Park Police assisted in the video identification of the incident which was resolved the following weekend by guest services without any further issues.
- On Monday February 22<sup>nd</sup> a Park Maintenance Employee discovered graffiti painted on the walkway in the rear of the Mansfield Park Field House. Unknown Offender/s painted "Flatearth theory" with blue and white paint next to a park bench. No suspect information at this time.
- Park Officers handled their everyday normal routine assignments and an additional twenty other miscellaneous incidents, assists or assignments that occurred during the month of February. These included, rental assists, securing unsecured park properties found open or not properly shut down, new employee background name checks and secondary closings of park facilities after rentals.

## PARKS AND MAINTENANCE REPORT — GREG JAYNE

---

- General clean up and inspections are being performed at all parks and playgrounds prior to the warm weather to prepare for the public's use.
- General layout and staking of soccer fields at Hren and Harrer Parks will be completed and lining all fields to follow.
- Crew members have been working on tree trimming and removals, preparing equipment for summer use, redwood sign restorations, preparing mowers and equipment for summer use, detailing and repairing items at Harrer pool building and ordering supplies to be used for turf and pool care in the spring.
- Superintendent Jayne would like to thank all maintenance staff for an outstanding job on snow and ice removal over the winter.
- Routine items addressed over the past month by the Parks Department include: daily field house cleaning, trash control, snow and ice removal, monthly park and fire extinguisher inspections, monthly inspection of facilities, and routine fleet inspection/repairs.