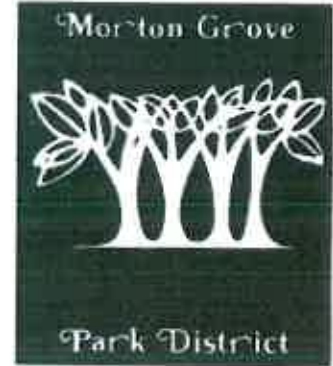


# Morton Grove Park District

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

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MORTON GROVE PARK DISTRICT  
Prairie View Community Center  
6834 Dempster, Morton Grove, IL 60053  
Committee of the Whole  
April 6, 2016 at 6:30 p.m.

## AGENDA

### Call to Order

### Roll Call

### Public Comment

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

Budget and Appropriation Ordinance  
School District #67 Intergovernmental Agreement  
New Phone System Contract  
M-NASR Rent

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

Holly Days Market Discussion

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

Oriole and Overhill Park Renovations  
Steam Room Discussion  
PVCC HVAC Control Options

### 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 120/2c(11).

### Adjournment



Morton Grove  
Park District

## Memorandum

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**To:** Board of Park Commissioners  
**From:** Martin O'Brien, Finance Manager  
**Date:** April 6, 2016  
**Regarding:** Budget and Appropriation Review

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**Issue:**

An ordinance detailing the combined annual budget and appropriation necessary to cover the Park Districts projected expenses and liabilities in the next fiscal year must be passed and approved before the first quarter of each fiscal year.

**Discussion:**

The Budget & Appropriation public meeting will be held on April 20<sup>th</sup> at 6:30pm and a notice of this meeting was published in the Morton Grove Champion on March 3<sup>rd</sup>, according to Article 4.4 of the Park District Code.

**Park Board Action:**

For the Board of Park Commissioners to pass and approve Ordinance #O-03-16 adopting the combined annual budget and appropriation of funds for the Morton Grove Park District fiscal year May 1, 2016 - April 30, 2017.

ORDINANCE #O-03-16  
ADOPTING THE COMBINED ANNUAL BUDGET AND APPROPRIATION OF FUNDS  
FOR THE MORTON GROVE PARK DISTRICT, COOK COUNTY, ILLINOIS FOR THE  
FISCAL YEAR BEGINNING ON  
MAY 1, 2016 AND ENDING APRIL 30, 2017

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

SECTION 1: That the following sums of money in the total amount of SIX MILLION FIVE HUNDRED AND THIRTY THREE THOUSAND FOUR HUNDRED and no/100ths (6,533,400) DOLLARS or as much thereof as may be authorized by law, be and the same are hereby budgeted, and the following sums of money in the total amount of SIX MILLION SEVEN HUNDRED AND TWENTY THREE THOUSAND FIVE HUNDRED AND TWENTY no/100ths (6,723,520) DOLLARS, or as much thereof as may be authorized by law, be and the same are hereby appropriated for general corporate purposes; for providing Recreational programs as per Article 5 of the General Park District Code; for the payment to the Illinois Municipal Retirement Fund; for the payment of Social Security benefits; for the payment of liability insurance premiums; annual audit; police fund; paving and lighting fund; museum fund; and Special Recreation for the Handicapped Fund as per referendum for the fiscal year beginning May 1, 2016 and ending April 30, 2017.

SECTION 2: As part of the annual budget, it is stated:

- (a) That the estimated cash on hand at the beginning of the fiscal year 2016 – 2017 is  
7,000,000
- (b) That the estimated cash expected to be received during the fiscal year from all sources is SIX MILLION SEVEN HUNDRED AND TWENTY THREE THOUSAND FIVE HUNDRED AND TWENTY no/100ths (6,723,520) DOLLARS.
- (c) That the estimated expenditures contemplated for the fiscal year are SIX MILLION SEVEN HUNDRED AND TWENTY THREE THOUSAND FIVE HUNDRED AND TWENTY no/100ths (6,723,520) DOLLARS.
- (d) That the estimated cash expected to be on hand at the end of the fiscal year 2016-2017 is  
7,000000

SECTION 3: That the items budgeted and appropriated and the objects and purposes of the same are as follows:

**Morton Grove Park District  
Budget 2016-17**

	<u>Budget 2015-2016</u>	<u>Total Appropriation</u>
<b>CORPORATE FUND</b>		
<b>REVENUES:</b>		
Real Estate Taxes	1,000,000	
Replacement Taxes	100,000	
Interest Income	33,222	
District 37 Reimbursement	0	
Miscellaneous Income	20,882	
M-NASR Income	60,496	
<b>TOTAL CORPORATE REVENUES</b>	<u><u>1,214,600</u></u>	
<b>ADMINISTRATION EXPENDITURES:</b>		
<b>SALARIES &amp; WAGES</b>	<b>380,748</b>	<b>399,785</b>
<b>MATERIALS &amp; SUPPLIES</b>	<b>16,300</b>	<b>17,115</b>
<b>INSURANCE</b>	<b>157,860</b>	<b>165,753</b>
<b>UTILITIES</b>	<b>24,170</b>	<b>25,379</b>
<b>CONTRACTUAL SERVICES</b>	<b>58,300</b>	<b>59,115</b>
<b>EQUIPMENT</b>	<b>6,500</b>	<b>6,825</b>
<b>MISCELLANEOUS</b>	<b>40,600</b>	<b>42,630</b>
<b>ADMINISTRATION EXPENDITURES</b>	<u><u>682,478</u></u>	<u><u>716,602</u></u>
<b>PARK MAINTENANCE EXPENDITURES:</b>		
<b>SALARIES &amp; WAGES</b>	<b>441,622</b>	<b>463,703</b>
<b>MATERIALS &amp; SUPPLIES</b>	<b>51,750</b>	<b>54,338</b>
<b>CONTRACTUAL SERVICES</b>	<b>17,000</b>	<b>17,850</b>
<b>EQUIPMENT</b>	<b>2,750</b>	<b>2,888</b>
<b>BUILDING &amp; LANDSCAPE</b>	<b>14,600</b>	<b>15,225</b>
<b>MISCELLANEOUS</b>	<b>4,500</b>	<b>4,725</b>
<b>PARK MAINTENANCE EXPENDITURES</b>	<u><u>532,122</u></u>	<u><u>558,728</u></u>
<b>TOTAL CORPORATE EXPENDITURES</b>	<u><u>1,214,600</u></u>	<u><u>1,275,330</u></u>
<b>RECREATION FUND</b>		
<b>ADMINISTRATION REVENUES:</b>		
Real Estate Taxes	495,000	
<b>ADMINISTRATION REVENUES</b>	<u><u>495,000</u></u>	
<b>ADMINISTRATION EXPENDITURES:</b>		
<b>SALARIES &amp; WAGES</b>	<b>474,116</b>	<b>497,822</b>
<b>MATERIALS &amp; SUPPLIES</b>	<b>67,711</b>	<b>71,096</b>
<b>INSURANCE</b>	<b>157,860</b>	<b>165,753</b>
<b>UTILITIES</b>	<b>157,860</b>	<b>165,753</b>
<b>CONTRACTUAL SERVICES</b>	<b>75,010</b>	<b>76,761</b>
<b>EQUIPMENT</b>	<b>0</b>	<b>0</b>
<b>MISCELLANEOUS</b>	<b>30,700</b>	<b>32,235</b>
<b>ADMINISTRATION EXPENDITURES</b>	<u><u>867,887</u></u>	<u><u>911,281</u></u>
<b>RECREATION PROGRAM REVENUE:</b>		
Program Revenue	1,581,508	
<b>PROGRAM REVENUES</b>	<u><u>1,581,508</u></u>	
<b>RECREATION PROGRAM EXPENDITURES:</b>		
Instructors Salaries	480,923	504,969
Program Supplies	153,278	160,942
Program Services	288,917	303,362
<b>PROGRAM EXPENDITURES</b>	<u><u>923,117</u></u>	<u><u>969,273</u></u>

**Morton Grove Park District  
Budget 2016-17**

	<u>Budget 2015-2016</u>	<u>Total Appropriation</u>
<b>HARRER POOL REVENUES</b>	<u>84,225</u>	
<b>HARRER POOL EXPENDITURES:</b>		
SALARIES & WAGES	90,050	94,553
MATERIALS & SUPPLIES	2,350	2,468
UTILITIES	49,180	51,639
CONTRACTUAL SERVICES	12,750	13,388
EQUIPMENT	700	735
BUILDING & LANDSCAPE	6,000	6,300
MISCELLANEOUS	3,700	3,885
<b>HARRER POOL EXPENDITURES</b>	<u>164,730</u>	<u>172,967</u>
<b>ORIOLE POOL REVENUES</b>	<u>126,455</u>	
<b>ORIOLE POOL EXPENDITURES:</b>		
SALARIES & WAGES	160,399	168,419
MATERIALS & SUPPLIES	2,810	2,951
UTILITIES	29,740	31,227
CONTRACTUAL SERVICES	12,750	13,388
EQUIPMENT	900	945
BUILDING & LANDSCAPE	0	0
MISCELLANEOUS	7,000	7,350
<b>ORIOLE POOL EXPENDITURES</b>	<u>213,599</u>	<u>224,279</u>
<b>CONCESSIONS REVENUES:</b>		
CONCESSION REVENUES	<u>7,000</u>	
<b>CONCESSIONS EXPENDITURES:</b>		
CONCESSION EXPENDITURES	<u>0</u>	<u>0</u>
<b>POOL EXPENDITURES</b>	<u>378,329</u>	<u>397,248</u>
<b>RENTAL REVENUES:</b>		
Rentals - PVCC Common Rm	17,883	18,777
Rentals - PVCC Activity Rm	1,000	1,050
Rentals - PVCC Gym	1,594	1,674
Rentals - Fieldhouses National	15,935	16,732
Rentals - Fieldhouses Austin	2,400	2,520
Rentals - Fieldhouses Mansfield	1,800	1,890
Rentals - Fieldhouses Oketo	500	525
Rentals - Fieldhouses Harrer	800	840
Rentals - Fieldhouses Oriole	0	0
<b>RENTAL REVENUES</b>	<u>41,912</u>	<u>44,008</u>
<b>SALARIES &amp; WAGES</b>	0	0
<b>MATERIALS &amp; SUPPLIES</b>	0	0
<b>EQUIPMENT</b>	0	0
<b>MISCELLANEOUS</b>	0	0
<b>TOTAL RENTAL EXPENDITURES</b>	<u>0</u>	<u>0</u>

**Morton Grove Park District  
Budget 2016-17**

	<u>Budget 2015-2016</u>	<u>Total Appropriation</u>
<b>FITNESS CENTER:</b>		
<b>REVENUES:</b>		
Guest Fees	4,000	
Open Gym	12,000	
Memberships	120,000	
Sale of Mdse Pro Shop	0	
Vending Income	2,500	
Nursery Income	0	
Gift Certificates	0	
Towels Income	1,200	
Personal Training	0	
Miscellaneous Income	0	
	<u>139,700</u>	
SALARIES & WAGES	150,251	157,764
MATERIALS & SUPPLIES	40,000	42,000
UTILITIES	66,615	69,946
CONTRACTUAL SERVICES	56,900	59,745
EQUIPMENT	3,500	3,675
BUILDING & LANDSCAPE	7,000	7,350
MISCELLANEOUS	2,200	2,310
<b>FITNESS CENTER EXPENDITURES</b>	<u>326,466</u>	<u>342,789</u>
<b>TOTAL COMM. CENTER EXPENDITURES</b>	<u>326,466</u>	<u>342,789</u>
<b>TOTAL RECREATION</b>	<u>2,495,800</u>	<u>2,620,590</u>
<b>POLICE FUND</b>		
<b>REVENUES:</b>		
Real Estate Taxes	1,000	
PPRT	42,000	
<b>POLICE FUND REVENUES</b>	<u>43,000</u>	
SALARIES & WAGES	41,000	43,050
MATERIALS & SUPPLIES	0	0
EQUIPMENT	0	0
MISCELLANEOUS	2,000	2,100
<b>POLICE FUND EXPENDITURES</b>	<u>43,000</u>	<u>45,150</u>
<b>PAVING &amp; LIGHTING</b>		
<b>REVENUES:</b>		
Real Estate Taxes	<u>1,000</u>	
MISCELLANEOUS		
Paving Expense	<u>1,000</u>	1,000
	<u>1,000</u>	<u>1,000</u>
<b>PAVING &amp; LIGHTING FUND EXPENDITURES</b>	<u>1,000</u>	<u>1,000</u>
<b>MUSEUM FUND</b>		
Real Estate Taxes	1,000	
PPRT	46,000	
Miscellaneous	<u>2,000</u>	
<b>MUSEUM FUND REVENUES</b>	<u>49,000</u>	

**Morton Grove Park District  
Budget 2016-17**

	Budget 2015-2016	Total Appropriation
<b>SALARIES &amp; WAGES</b>	38,554	40,482
<b>MATERIALS &amp; SUPPLIES</b>	2,200	2,310
<b>UTILITIES</b>	3,046	3,199
<b>CONTRACTUAL SERVICES</b>	4,300	4,515
<b>EQUIPMENT</b>	0	0
<b>BUILDING &amp; LANDSCAPE</b>	400	420
<b>MISCELLANEOUS</b>	500	525
<b>MUSEUM FUND EXPENDITURES</b>	49,000	51,450
<b>Illinois Municipal Retirement Fund</b>		
Real Estate Taxes	290,000	
Interest Income	0	
<b>IMRF FUND REVENUES</b>	290,000	
<b>MISCELLANEOUS</b>		
Illinois Municipal Retirement Fund Expense	290,000	290,000
<b>IMRF EXPENDITURES</b>	290,000	290,000
<b>F.I.C.A.</b>		
Real Estate Taxes	193,000	
<b>FICA FUND REVENUES</b>	193,000	
<b>MISCELLANEOUS</b>		
F.I.C.A. Expense	193,000	193,000
<b>FICA. FUND EXPENDITURES</b>	193,000	193,000
<b>BOND &amp; INTEREST</b>		
Real Estate Taxes	899,000	
<b>BOND &amp; INTEREST FUND REVENUES</b>	899,000	
<b>MISCELLANEOUS</b>		
Bond & Interest - Principal	871,000	871,000
Bond & Interest - Interest	28,000	28,000
<b>BOND &amp; INTEREST FUND EXPENDITURES</b>	899,000	899,000
<b>LIABILITY INSURANCE</b>		
Real Estate Taxes	136,000	
Interest Income	0	
<b>LIABILITY FUND REVENUES</b>	136,000	
<b>CONTRACTUAL SERVICES</b>	0	0
<b>MISCELLANEOUS</b>	136,000	136,000
<b>LIABILITY FUND EXPENDITURES</b>	136,000	136,000
<b>SPECIAL RECREATION</b>		
<b>REVENUES:</b>		
Real Estate Taxes	290,000	
PPRT	25,000	
<b>SPECIAL REC. FUND REVENUES</b>	315,000	
<b>MISCELLANEOUS</b>	315,000	315,000
<b>SPECIAL REC. FUND EXPENDITURES</b>	315,000	315,000
<b>AUDIT</b>		
<b>REVENUES:</b>		
Real Estate Taxes	15,000	
<b>AUDIT FUND REVENUES</b>	15,000	

**Morton Grove Park District  
Budget 2016-17**

	<b>Budget 2015-2016</b>	<b>Total Appropriation</b>
<b>MISCELLANEOUS</b>		
Audit Expense	15,000	15,000
	15,000	15,000
<b>AUDIT FUND EXPENDITURES</b>	15,000	15,000
<b>CAPITAL IMPROVEMENTS</b>		
<b>REVENUES:</b>		
Bond Proceeds	882,000	
<b>CAPITAL IMPROVEMENTS REVENUES</b>	882,000	
<b>EXPENDITURES:</b>		
<b>MISCELLANEOUS</b>		
Oriole Bond Payment	140,000	140,000
PVCC General Expense	0	0
Parks General Expense	300,000	300,000
Pool General Expense	160,000	160,000
Oriole Pool Renovation	0	0
Corporate Computer Expense	257,000	257,000
Museum Expense	0	0
Fitness Equipment	25,000	25,000
<b>CAPITAL IMP. FUND EXPENDITURES</b>	882,000	882,000
<b>TOTAL EXPENDITURE SUMMARY</b>		
Corporate - Administration	\$682,478	\$716,602
Corporate - Parks	532,122	558,728
Recreation - Administration	867,887	911,281
Recreation - Programs	923,117	969,273
Recreation - Pools	378,329	397,246
Recreation - Community Center	326,466	342,789
Police	43,000	45,150
Paving & Lighting	1,000	1,000
Museum	49,000	51,450
Illinois Municipal Retirement Fund	290,000	290,000
FICA	193,000	193,000
Debt Service	899,000	899,000
Liability Insurance	136,000	136,000
Special Recreation	315,000	315,000
Audit	15,000	15,000
Capital Improvements	882,000	882,000
<b>Total Estimated Receipts from Sources Other Than Taxes</b>		
<b>Tax Levy</b>		
<b>TOTAL BUDGET</b>	<b>\$6,533,400</b>	
<b>TOTAL APPROPRIATION</b>		<b>\$6,723,520</b>

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**SECTION 4:** The several sums above mentioned, in the aggregate amount of SIX MILLION FIVE HUNDRED AND THIRTY THREE THOUSAND FOUR HUNDRED and no/100ths (6,533,400) DOLLARS are hereby budgeted as proportionate and/or fractional parts of the said amount.

**SECTION 5:** The several sums above mentioned, in the aggregate amount of SIX MILLION SEVEN HUNDRED AND TWENTY THREE THOUSAND FIVE HUNDRED AND TWENTY no/100ths (6,723,520) DOLLARS are deemed necessary to defray all necessary expenses and liabilities of the Park District and are hereby appropriated as proportionate and/or fractional parts of said amount.

That all of the unexpended balances of any item or items of any general appropriation made in this Ordinance may be expended in making up any insufficiency or deficiency in any item or items in the same or similar general appropriation made by this Ordinance.

All receipts and revenue not specifically appropriated, and all unexpended balances from the preceding fiscal year not required for the purpose for which they were appropriated and levied shall constitute the general fund and shall be placed to the credit of such fund.

**SECTION 6:** That the following is a breakdown of the projected receipts expected to be received during the fiscal year beginning May 1, 2016, and ending April 30, 2017 for general corporate purposes, for providing recreation programs, for the payment to the Illinois Municipal Retirement Fund and Social Security Benefits of the Morton Grove Park District, for the payment of Liability Insurance premiums, Annual Audit, Special Recreation for the Handicapped Fund, Police Fund, Paving and Lighting Fund, and Museum Fund, as provided in Article 5 of the Illinois Park District Code and other applicable statutes.

**General Park District Code:**

Bond Proceeds	\$ 882,000
Real Estate Taxes	3,321,000
Program Revenue	1,591,508
Community Center	181,612
Pools	227,680
Replacement Taxes	213,000
Interest Income	33,222
Other	<u>273,498</u>
<b>TOTAL</b>	<b><u>\$6,723,520</u></b>

SECTION 7: 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 8: That this Ordinance shall be in full force and effect from and after its passage, approval and publication, according to law.

PASSED this 20<sup>th</sup> day of April, 2016.

AYES:            NAYS:            ABSENT:

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Daniel Staackmann, President of the Board of Park Commissioners

ATTESTED and FILED in my office this 20<sup>th</sup> day of April 2016.

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Jeffrey Wait, Secretary  
MORTON GROVE PARK DISTRICT

MORTON GROVE PARK DISTRICT  
6834 Dempster Street  
Morton Grove, Illinois 60053

CERTIFICATION

I, Jeffrey Wait, do hereby certify that I am the duly qualified and appointed Secretary of the MORTON GROVE PARK DISTRICT, Village of Morton Grove, County of Cook and State of Illinois, and as such Secretary, I am the keeper of the official records and files of the Board of Commissioners of the MORTON GROVE PARK DISTRICT.

I do hereby certify that the attached Ordinance entitled "AN ORDINANCE ADOPTING THE COMBINED ANNUAL BUDGET AND APPROPRIATION OF FUNDS FOR THE MORTON GROVE PARK DISTRICT, COOK COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING MAY 1, 2016 AND ENDING APRIL 30, 2017," is a full, true and complete copy of that Ordinance which was adopted on the 20<sup>th</sup> day of April, 2016, by the MORTON GROVE PARK DISTRICT, all as it appears from the official records of said Park District in my official care and custody.

We, Daniel Staackmann, President, and Dan Ashta, Treasurer, do hereby certify that we are the duly qualified and elected President and Treasurer of the MORTON GROVE PARK DISTRICT, Village of Morton Grove, County of Cook and State of Illinois, and we do certify that we are the chief fiscal officers of said District.

Pursuant to the statute regarding passage of Appropriation and Budget Ordinances, we do hereby certify that the attached Ordinance contains a detailed list of estimated receipts from sources other than taxation in the Budget and Appropriation Ordinance. Further, the general sources of revenue anticipated to be received by the Park District during the budget

from sources other than taxation in the Budget and Appropriation Ordinance. Further, the general sources of revenue anticipated to be received by the Park District during the budget and appropriation year 2016-2017 is as follows: Tax Levy; the Personal Property Replacement Tax; interest earned on tax monies deposited; Bond proceeds; Illinois Dept. of Natural Resources Grant; program fees, fees charged in regard to our revenue producing facilities, all as are more fully detailed in the Budget and Appropriation Ordinance, a copy of which is herewith attached.

This certification is made pursuant to Chapter 35, Section 200/18-50 of the Illinois Compiled Statutes effective January 1, 1994.

IN WITNESS WHEREOF, we have hereunto affixed our official signatures and the corporate seal of the MORTON GROVE PARK DISTRICT THIS 20<sup>th</sup> day of April 2016.

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Secretary of the MORTON GROVE PARK DISTRICT  
Cook County, Illinois

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President of the MORTON GROVE PARK DISTRICT  
Cook County, Illinois (Chief Executive Officer)

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Treasurer of the MORTON GROVE PARK DISTRICT  
Cook County, Illinois (Chief Fiscal Officer)

Subscribed and Sworn to before me this

20<sup>th</sup> day of April, 2016

SEAL

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Notary Public

## Memorandum

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**To:** Board of Park Commissioners  
**From:** Jeffrey Wait, Executive Director  
**Date:** April 6, 2016  
**Regarding:** School District #67 Intergovernmental Agreement (IGA)

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**Issue:**

The Park District and School District #67 have been working on revisions to their IGA to more accurately define rights and responsibilities outlined in the initial agreement; define rights and responsibilities not addressed in the initial agreement, adjust for services and benefits that were not contemplated by the initial agreement, and to better serve the public.

**Discussion:**

The Park District and School District #67 entered into an intergovernmental agreement in 2007 in which the Park District used its funds to improve land owned by School District #67, Frank Hren Park. In consideration for the financial help, the School District allowed the Park District to use the property for recreational purposes and would contribute \$10,000 annually for the maintenance of the fields. However, due to the financial struggles facing District #67, causing them to be two years behind on their payments, the Park District initiated discussions about the payments which ultimately lead to discussions about the agreement.

After several meeting between each other's staff and Board Presidents, an agreement has been reached. Revisions would require the Park District to:

- Forgive the \$20,000 in back maintenance fees.
- Maintain the park at a certain level without an annual fee.

School District #67 would be required to:

- Allow the Park District to use School District facilities free of charge for any BASE and GAP programming.
- Allow the Park District to use School District facilities free of charge, at the discretion of the School District, during weekday evenings and during the weekend.
- Will grant a non-exclusive license to the Park District and its invitees to use the School District parking lots adjacent and to the west of Frank Hren Park to participate in or attend Park District programs.
- Will grant exclusive use and control of the building located on the northeast corner of the park to the Park District.

Additionally there is language regarding supervision responsibilities, annual coordination between agencies, and no third party beneficiaries.

**Park Board Action:**

The Board of Park Commissioners approve the revisions of the IGA between the Park District and School District #67 as described above.

**FIRST AMENDMENT TO AN  
INTERGOVERNMENTAL AGREEMENT  
BETWEEN THE MORTON GROVE PARK DISTRICT  
AND THE BOARD OF EDUCATION OF  
GOLF SCHOOL DISTRICT NO. 67**

This First Amendment to an Intergovernmental Agreement (“First Amendment”) is made and entered by and between the Board of Park Commissioners of the Morton Grove Park District (“Park District”), Cook County, Illinois, an Illinois municipal corporation, and the Board of Education of Golf School District No. 67 (“School District”), Cook County, Illinois, an Illinois public school district.

WHEREAS, the Illinois Constitution and statues, including without limitation, the Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq., and Article VII, Section 10, of the Illinois Constitution of 1970, encourage and permit intergovernmental cooperation between units of local government; and

WHEREAS, the Park District and School District entered into an Intergovernmental Agreement on January 25, 2007 (hereinafter the “Initial Agreement”) relating to the development and subsequent use of the property commonly known as Frank Hren Park (hereinafter the “Premises”), located adjacent to Golf Middle School in the Village of Morton Gove, Cook County, Illinois; and

WHEREAS, the Initial Agreement, in Section 3, contemplates future amendments; and

WHEREAS, the School District and the Park District have determined that it is in the best interest of the parties, as well as the residents and individuals served by the parties, to amend the Initial Agreement to: (a) more accurately define rights and responsibilities outlined in the Initial Agreement; (b) define rights and responsibilities not addressed in the Initial Agreement; (c) adjust for services and benefits that were not contemplated by the Initial Agreement; and (d) better serve the public.

NOW THEREFORE, and in consideration of the mutual promises herein set forth, it is agreed as follows:

1. The above recitals are hereby incorporated into and made part of this First Amendment.
2. Section 2 of the Initial Agreement is amended in its entirety to state as follows (new provisions are underlined):

(a) The School District agrees to grant exclusive use and control of the property commonly known as Frank Hren Park to the Park District from 5:30 pm to 6:00 am on school days and at all times on those non-school days which are weekend, holidays, and summer vacation (hereinafter “Park Use”). The School District retains the exclusive use and control of the Premises at all times other than those granted to the Park District in this Agreement. Each year under this Agreement the Park District shall meet with Avon Products Company in an attempt to accommodate Avon’s request to use the baseball fields located on the Premises. Each year under this Agreement the Park District and School District shall meet to discuss their mutual obligations under this Agreement and opportunities for cooperation.

(b) Notwithstanding subsection (a) above, the School District agrees to grant exclusive use and control of the building located on the northeast corner of Frank Hren Park to the Park District during the term of this Agreement. The Park District shall maintain, repair and renovate the building.

(c) The School District agrees to grant a non-exclusive license to the Park District and its invitees to use the School District parking lots adjacent and to the west of Frank Hren Park ("School District Parking Lots") for Park District activities during Park Use periods during the term of this Agreement.

3. Section 6 of the Initial Agreement is amended in its entirety to state as follows (new provisions are underlined):

With respect to its obligations, the Park District shall perform the following maintenance on fields, lawns and landscaped areas:

- Weekly general policing of the grounds to remove papers, debris, etc.
- Weekly mowing of all turf areas and removal of landscape debris
- Spring cleanup in April/fall; cleanup in November
- Maintain the building on the Northeast corner
- Park mowing
- Grass seed
- Fertilizer and weed control: four applications of dry granular fertilizer, Spring crabgrass pre-emergence, late spring weed and feed, fall weed and feed, and late fall winterizer

4. A new Section 6A is added to Initial Agreement as follows:

The parties waive and release each other from breaches of this Agreement, if any (excluding any claims made by third parties), occurring prior to March 1, 2016, and waive and release each other from financial obligations to each other, if any, accruing prior to March 1, 2016, including but not limited to claims for compensation for services or uses of property or facilities, and claims for outstanding payments.

5. Section 7 of the Initial Agreement is amended to include new provisions as underlined:

To the fullest extent permitted by the law, the Park District and School District each agrees to fully indemnify, defend, save and hold harmless the other party, its public officials, employees, staff, volunteers, servants, and agents, from or against any liability, claim, demand, action, suit, loss, damage, injury, expense, cost, attorneys' fees, court costs, settlement or judgment of any kind or nature as a result of or arising out of, or caused directly or indirectly by any act or omission of the indemnitor (except to the extent caused by the negligence or any willful act of the indemnitee) in connection with this Intergovernmental Agreement or the use of the Premises, School District Parking Lots, and School District Facilities.

6. Section 9 of the Initial Agreement is amended in its entirety to state as follows (new provisions are underlined):

(a) The School District may request use of the Premises during Park Use. Subject to availability and lack of scheduling conflicts, the requests shall be granted. The Park District may request use of the facilities during times when it is under School District

control. Subject to availability and lack of scheduling conflicts, the request shall be granted.

- (b) Beginning March 1, 2016, the School District shall make available certain School District Facilities for 'before school' programming, 'after school' programming, and 'gap' programming sponsored by the Park District on school days during the term of this Agreement. Such School District Facilities will include, in the School District's sole discretion, the Golf Middle School Multi-Purpose Room, the Golf Middle School Gymnasium, or the Hynes Elementary School Gymnasium. Such uses shall be on terms substantially in conformance with those informally in effect during the 2014-2015 school year.
- (c) Beginning March 1, 2016, upon request by the Park District, the School District shall make available certain School District Facilities for a class or program sponsored by the Park District on school days during the term of this Agreement. Such School District Facilities will include, in the School District's sole discretion, the Golf Middle School Multi-Purpose Room, the Golf Middle School Gymnasium, or the Hynes Elementary School Gymnasium. Such uses shall be limited to times when school is in session, one weekday per week, one class session per week, between the hours of 6:00 p.m. and 9:00 p.m. Park District agents or activity supervisors shall be present at all times during such events. The Park District and School District shall coordinate timing of scheduled classes to avoid scheduling conflicts.
- (d) Beginning March 1, 2016, upon request by the Park District, the School District may in its discretion make available certain School District Facilities for special events sponsored by the Park District on school days during the term of this Agreement. Such School District Facilities will include, in the School District's sole discretion, the Golf Middle School Multi-Purpose Room, the Golf Middle School Gymnasium, or the Hynes Elementary School Gymnasium. Park District agents or activity supervisors shall be present at all times during such events. The Park District and School District shall coordinate timing of special events to avoid scheduling conflicts.

7. Except as modified in this First Amendment, all other provisions of the Initial Agreement remain in full force and effect. In the event of any conflict between this First Amendment and the Initial Agreement, this First Amendment shall control. Every provision of this First Amendment shall be interpreted in such a matter to be valid and effective under applicable law. This First Amendment was mutually negotiated and drafted by the parties and is the complete agreement between the parties; no provision of this First Amendment shall be interpreted for, or against, a party because such party drafted or requested such provision. If any part, term, or provision of this First Amendment violates applicable law or is found to be invalid, only that part, term, or provision shall be void and the balance of this First Amendment shall remain in full force and effect.

8. Section 13. The School District and Park District agree to cooperate fully with each other to affect the objectives set for this in this First Amendment.



9. **Supervision.** Neither Party shall have any responsibility whatsoever for supervising the other Party's programs or activities, the other Party's use of the Facilities, or for supervising the other Party's employees, volunteers, participants, affiliates, students, and/or agents. Each Party acknowledges and assumes complete responsibility for its staff used to supervise its activities hereunder.

10. **No Third Party Beneficiaries.** Notwithstanding any provision herein to the contrary, this Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to this Agreement or to acknowledge, establish or impose any legal duty to any third party. No claim as a third party beneficiary under this Agreement by any person, firm, or corporation shall be made or be valid against the School District and/or Park District.

IN WITNESS WHEREOF, the parties have caused this Amendment to be executed by their duly designated officials, pursuant to a proper resolution of their respective governing bodies as of the dates set forth below their signatures.

MORTON GROVE PARK DISTRICT

BOARD OF EDUCATION OF  
GOLF SCHOOL DISTRICT NO. 67

By: \_\_\_\_\_  
Daniel J. Staackmann, its President

By: \_\_\_\_\_  
Richard A. Toth, its President

ATTEST:

ATTEST:

By: \_\_\_\_\_  
Mark Manno, its Vice President

By: \_\_\_\_\_  
Samina Hussain, its Secretary

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_



Morton Grove  
Park District

## Memorandum

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**To:** Board of Park Commissioners  
**From:** Martin O'Brien, Finance Manager  
**Date:** April 6, 2016  
**Regarding:** New Phone System Contract

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**Issue:**

As the district continues moving forward, essential upgrades must be made to our infrastructure so that we can provide exceptional services to the Morton Grove community. As part of that strategy, we need to replace our current phone system which is antiquated; they don't make replacement parts anymore. In addition, it frequently breaks down which means residents can't reach us and the service calls are expensive. We want to avoid the worst case scenario where the phone systems totally breaks down and can't be repaired.

**Discussion:**

The system we are proposing has a minimum amount of features such as: call forwarding to cell phones, call transferring, a message system, etc.

<u>Vendor</u>	<u>Amount</u>
Avaya – Call One	\$16,945.00
Allworx	\$26,000.00

**Park Board Action:**

For the Board of Park Commissioners to offer staff direction of which phone system to purchase.



## Memorandum

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**To:** Board of Park Commissioners  
**From:** Jeffrey Wait, Executive Director  
**Date:** April 6, 2016  
**Regarding:** M-NASR Rent

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**Issue:**

Morton Grove Park District's lease for M-NASR annual rent of office space at the Prairie View Community Center expires in August of this year.

**Discussion:**

The initial agreement with M-NASR was signed in 2000 and established a rental rate with a small annual increase for twenty years. The agreement requires the park district and M-NASR to meet every five years to determine a new base rental rate. This allows for market fluctuations to be considered ensuring the Park District isn't under compensated or M-NASR is over charged.

The agreement calls for each agency to present to each other with comparable rents for similar office spaces within Morton Grove. An average of the two rates would then determine the new base rental rate. Every year after, a small percentage increase (1%) would be added until the end of the agreement in 2020. After 2020, all terms of the lease can be negotiated including the base rental rate.

Staff met with M-NASR's Executive Director to review each other's "comps." The Park District rate was \$20 per square foot, while M-NASR's was \$16 per square foot. The average of the two is \$18 per square foot. Per the agreement there is a 35% discount on the rate reducing the per square foot rate to \$11.70. This represents a \$1.55 increase or 15% increase over the current rate.

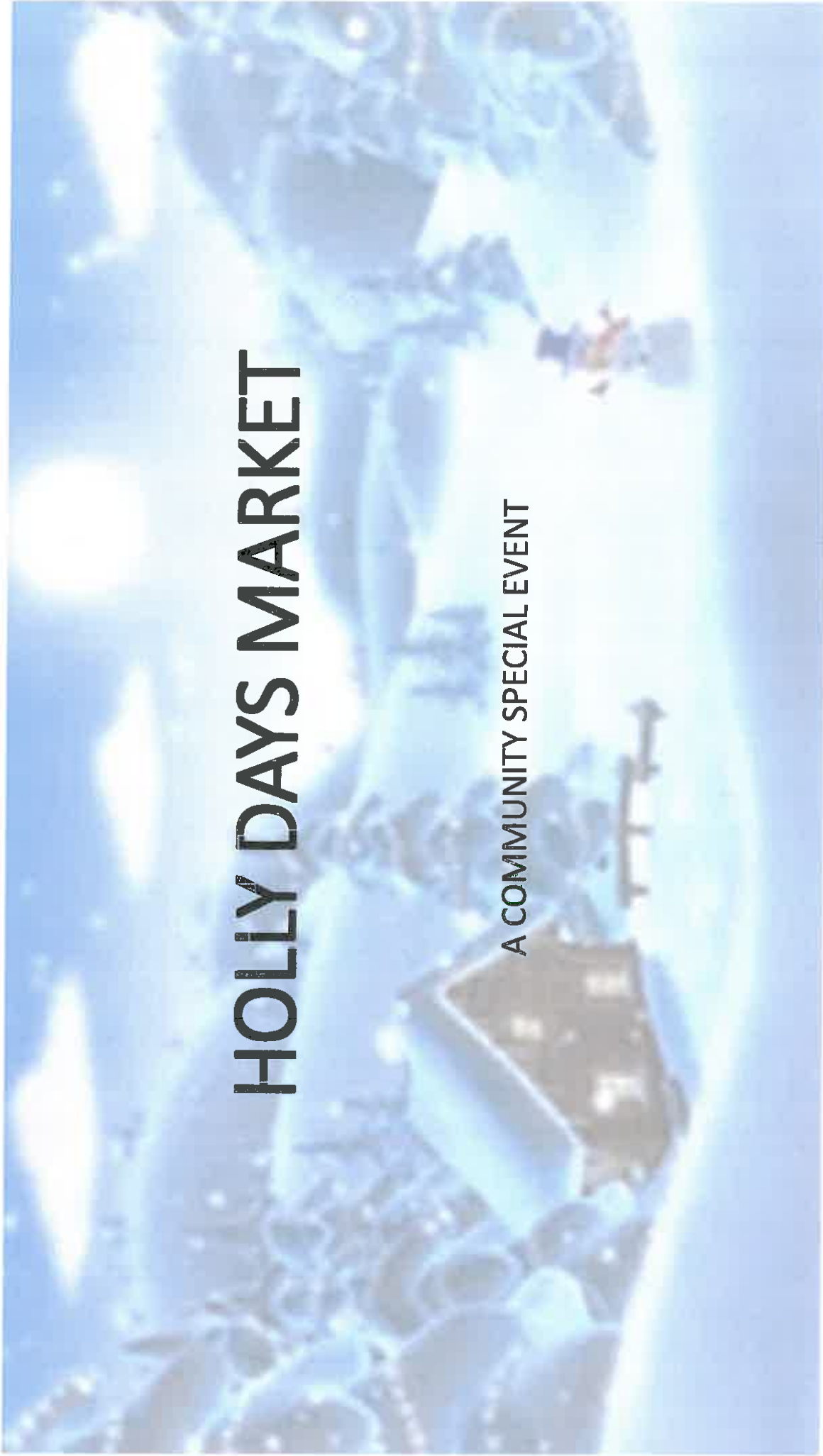
The current annual revenue from rent is \$58,846.16. Under the new fee, the annual rent would be \$67,860 or an increase of \$9,014. Every year following will have a 1% increase until 2020.

**Park Board Action:**

The Board of Park Commissioners approve \$11.70 per square foot or an annual rent of \$67,860 for M-NASR's lease of office space at the Prairie View Community Center.

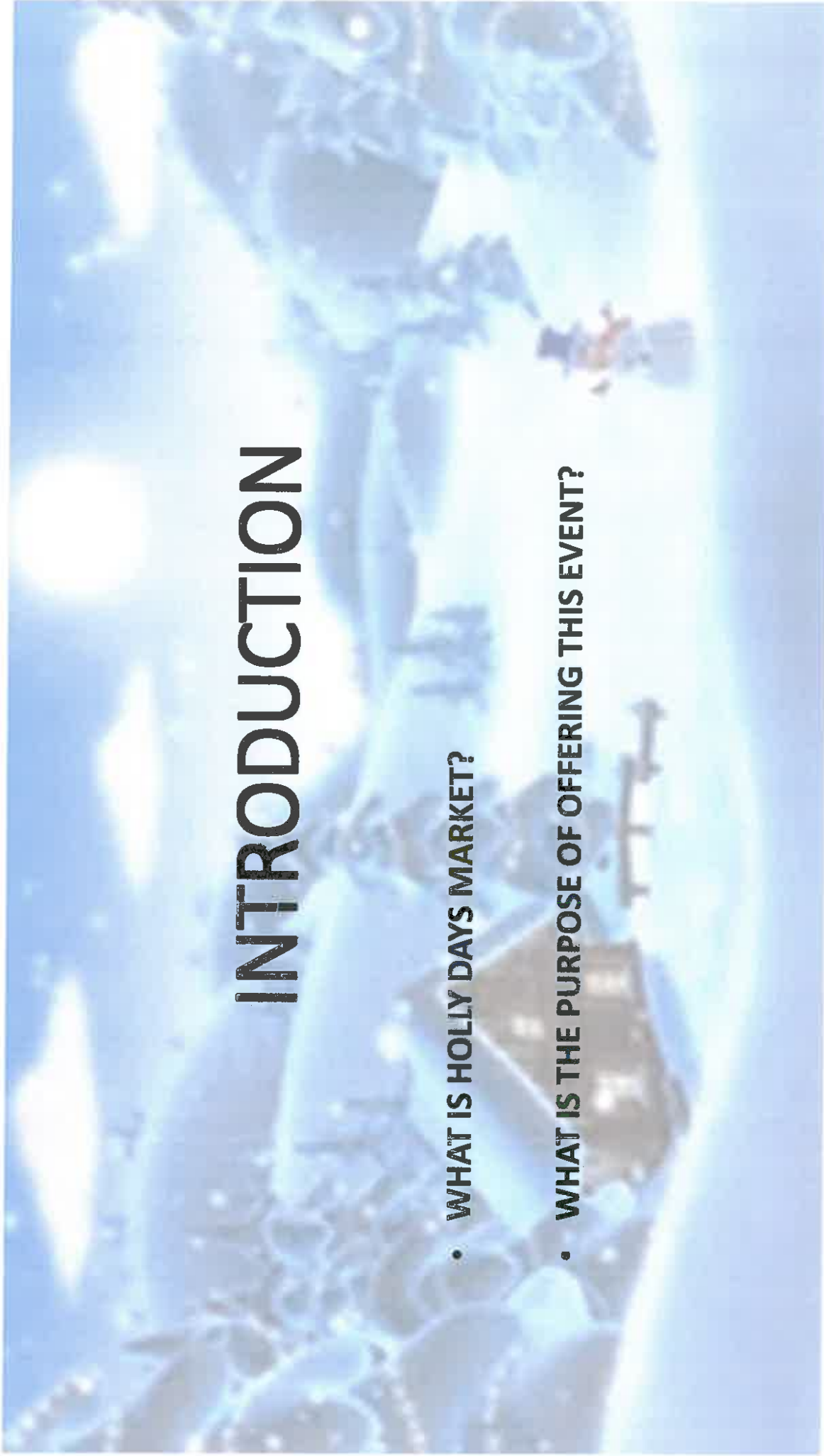
# HOLLY DAYS MARKET

A COMMUNITY SPECIAL EVENT



# INTRODUCTION

- **WHAT IS HOLLY DAYS MARKET?**
- **WHAT IS THE PURPOSE OF OFFERING THIS EVENT?**



# ACTIVITIES

- MARKET FEATURING VENDORS
- SANTA COMING TO TOWN
- FAMILY ACTIVITIES
- INTERFAITH CEREMONY

# BUDGET

- REVENUE \$20,325
- EXPENSES \$20,325
- NET INCOME BREAK-EVEN



# CHALLENGES

- **TIGHT SCHEDULE**
- **OUTDOOR EVENT**
- **WORKING WITH COMMUNITY PARTNERS**
- **NEW EVENT STRUGGLES**



# QUESTIONS





## Memorandum

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**To:** Park Board of Commissioners  
**From:** Greg Jayne, Superintendent of Parks & Facilities  
Jeff Wait, Executive Director  
**Date:** April 6, 2016  
**Subject:** Overhill and Oriole Playground Replacement

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**Issue:**

The playgrounds at Overhill and Oriole Parks are over 15 years old and in need of replacement.

**Discussion:**

Three options for each site were provided by a landscape architect with various types of equipment and landscaping choices. Based on the public meeting held on February 23<sup>rd</sup> the designs were chosen and put out to bid for a March 30<sup>th</sup> opening. There were 3 alternates for Overhill Park: #1 removal of pine trees, #2 installation of pine trees, #3 a different type of sea turtle. The trees can be removed and installed in-house and the turtle would add \$6,080.00 to the project and staff feels the original sculpture in the base bid packet would better suit the project.

The following bids were received for Overhill Park:

<u>Vendor</u>	<u>Amount</u>	<u>Alt. #1</u>	<u>Alt. #2</u>	<u>Alt. #3</u>
Clauss Brothers Inc. Elgin, IL	\$144,787.42	\$1,760.00	\$1,218.00	\$7,067.00
George's Landscaping, Inc. Joliet, IL	\$125,870.00	\$600.00	\$1,299.00	\$4,977.00
D & J Landscape Plainfield, IL	\$124,882.80	\$800.00	\$960.00	\$6,480.00
Hacienda Landscaping Plainfield, IL	\$124,150.50	\$900.00	\$1,140.00	\$11,500.00
Elanar Construction Co. Chicago, IL	\$117,236.25	\$1,480.00	\$1,275.00	\$6,080.00

The one alternate in the Oriole Playground is to use poured in place surfacing over the whole area rather than in just the high traffic space. Staff recommends installing the poured in place surfacing in the whole area to save the cost of replenishing the wood chip material annually, as well as the safety aspect of displaced chips causing low zones in the playgrounds as noted on the master plan. When developing the playground replacement plan in the capital budget the objective was to install soft surfacing in as many playgrounds as possible. There is \$300,000.00 budgeted for both playgrounds.

The following Bids were received for Oriole Park:

<u>Vendor</u>	<u>Amount</u>	<u>Alt. #1</u>
George's Landscaping, Inc. Joliet, IL	\$141,002.00	\$74,950.00
Hacienda Landscaping Plainfield, IL	\$128,658.00	\$74,800.00
D & J Landscape Plainfield, IL	\$123,208.76	\$82,775.00
Elenar Construction Co. Chicago, IL	\$122,017.40	\$56,700.00

**Park Board Action:**

Based on the above discussion and successful history we have had with this contractor staff recommends awarding the Overhill playground replacement to Elenar Construction of Chicago, IL in the amount of \$117,236.25 and the Oriole playground replacement to Elenar Construction of Chicago, IL in the amount of 178,717.40.

## Memorandum

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**To:** Park Board of Commissioners  
**From:** Greg Jayne, Superintendent of Parks & Facilities  
Jeff Wait, Executive Director  
**Date:** April 6, 2016  
**Subject:** Steam Room Conversion Costs

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**Issue:**

Staff was asked to look into the costs of converting the saunas in the locker rooms at Club Fitness to steam rooms.

**Discussion:**

After meeting with several vendors the following information was obtained.

**Scope of Work for Plumbing:**

- Supply and install two Steam a Mist steamers
- Connect all piping from domestic water supply to steamers including shut off valves
- Insulate all pipes
- Furnish and install two floor drains
- Union Labor at regular rates

**Cost: \$44,500**

**Scope of Work for Carpentry, Tile and Electrical:**

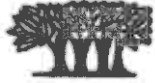
- Remove existing sauna walls, benches, lighting, sauna equipment, flooring and doors
- Sand and prepare concrete floors for new finish
- Furnish and install 2 steam room glass doors and frames
- Furnish and install new metal framing and cement boards on walls and ceilings
- Furnish and install cement board benches to be covered with tile
- Furnish and install new tile on floors, walls and benches
- Furnish and install new steam approved light fixtures
- Furnish and install electrical supply for new steam generators
- All work to be performed during regular hours

**Cost: \$73,558**

**Total Cost Estimate: \$118,058**

**Park Board Action:**

This project is not currently in the capital plan budget.



Morton Grove  
Park District

## Memorandum

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**To:** Park Board of Commissioners  
**From:** Greg Jayne, Superintendent of Parks & Facilities  
Jeff Wait, Executive Director  
**Date:** April 6, 2016  
**Subject:** Prairie View Community Center HVAC Controls Discussion

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**Issue:**

The HVAC control system at the Prairie View Community Center is outdated (1990'S). There are many obsolete parts and only one vendor can troubleshoot and repair the system.

**Discussion:**

With the information from the Trane engineering study staff began contacting vendors. We were advised by all contractors to stay with a building automated system as opposed to individual thermostats and sensors due to the amount of units and space we are controlling. There are also a boiler, exhaust fans and energy efficiency to consider. We contacted four control companies and received two quotes on non-proprietary systems. By specifying this type it will be open to any vendor we choose to use as opposed to being locked in to one vendor for repairs. The budget numbers below can be done in phases or payment plans if necessary. There is \$80,000.00 in the budget for PVCC HVAC controls.

The following budget numbers were provided:

<u>Vendor</u>	<u>Amount</u>
Honeywell Building Solutions Des Plaines, IL	\$110,900.00
Precision Control Systems Lisle, IL	\$79,950.00

**Park Board Action:**

Based on the above discussion staff recommends this project be put out to public bid.