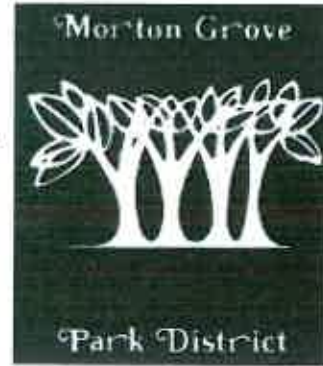


Morton Grove Park District

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



Morton Grove Park District
6834 Dempster
Board Meeting Agenda
May 18, 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 April 6, 2016, Budget & Appropriation Public Hearing held on April 20, 2016, Board Meeting held on April 20, 2016 and the Minutes of the Executive Sessions held on April 6, 2016 and April 20, 2016
 - b. **Approval of Financial Reports**
 1. Budget Report and Cash on Hand dated April 30, 2016
 2. Voucher List Ending: May 18, 2016 in the amount of \$287,107.79
- VI. **Director's Report**
- VII. **Attorney's Report**
- VIII. **Unfinished Business**
 - a. **Administration and Finance Committee**
 - Naming Rights Policy
 - Transfer of Funds: Resolution #R-04-16
 - Investment Policy Revision
 - Disposal Ordinance #O-04-16
 - b. **Recreation and Facility Program Committee**
 - c. **Parks and Facilities Maintenance Committee**
 - Fieldhouse HVAC
- IX. **New Business**
- X. **Commissioner Comments:**
 - Commissioner Eileen Coursey**
 - Commissioner Dan Ashta**
 - Commissioner Mark Manno**
 - Commissioner Dominick Burdi**
 - 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: APPROVAL OF MINUTES

Consent Agenda: May 18, 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 MEETING HELD ON APRIL 6, 2016

THE BUDGET & APPROPRIATION PUBLIC HEARING HELD ON APRIL 20, 2016

THE BOARD MEETING HELD ON APRIL 20, 2016

THE EXECUTIVE SESSION HELD ON APRIL 6, 2016

THE EXECUTIVE SESSION HELD ON APRIL 20, 2016

And the Financial Reports which include:

- THE BUDGET REPORT AND CASH ON HAND DATED APRIL 30, 2016.
- THE VOUCHER LIST DATED MAY 18, 2016 IN THE AMOUNT OF \$287,107.79, SUBJECT TO AUDIT.

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 April 6, 2016 at 6:30pm

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

Commissioners Present: Dominick Burdi, Mark Manno and Dan Staackmann. Commissioner Ashta arrived at approximately 7:10pm.

Commissioners Absent: Eileen Coursey

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

Guests Present: Eric Poders, Morton Grove Voice/resident

Public Comment: None

Administration and Finance Committee – Commissioner Staackmann

Budget and Appropriation Ordinance: Director Wait reminded everyone that the Budget and Appropriation public hearing will be held April 20, 2016 at 6:30 pm and Ordinance #0-03-16, for the combined annual budget and appropriation of funds, will be on the April 20th Board Meeting agenda.

School District #67 Intergovernmental Agreement (IGA): Director Wait explained that he has been working on a new intergovernmental agreement with School District #67. The new agreement specifies the park districts use of Frank Hren Park and the parking lot along with certain school district facilities. The park district agrees to maintain Frank Hren Park and to forgive the \$20,000 past due maintenance fees. The new agreements has been signed by the school district. Wait asked the Board to review and approve the agreement.

New Phone System Contract: Director Wait explained the current phone system is very old and frequently breaks down. Manger O'Brien received several quotes, the lowest quote being Avaya Call One for \$16,945.00. The new contract would include approximately 28 phones which would run on cat-5 lines. Commissioner Staackmann asked about leasing the phones and O'Brien said that cost is \$1,000 per month, so it would be more prudent to purchase the system. Commissioner Manno said to make sure and get several extra phones. It was agreed to move forward with this purchase.

M-NASR Rent: Director Wait negotiated a 15% increase in the M-NASR rent and an annual 1% increase until the end of the term of the lease which is August 2020.

Recreation and Facility Program Committee – Commissioner Staackmann

Holly Days Market Discussion: Director Wait suggested scaling back this event to include the interfaith ceremony, tree lights, family activities and Santa. In the future the staff will work on developing this event as a vehicle for establishing a foundation to then take over the event.

Parks and Facilities Maintenance Committee – Commissioner Manno, Chair

Overhill and Oriole Park Playground Replacement: The Park District received 5 bids for the Overhill Park renovation and 4 bids for the Oriole Park renovation. Staff recommends awarding the Overhill Park renovation to Elanar Construction of Chicago, IL. with a cost not to exceed \$117,236.25 and the Oriole Park renovation also to Elanar Construction with a cost not to exceed \$122,017.40. A discussion ensued regarding the alternate at Oriole Park to use a pour-in-place material vs. wood chips. Due to the \$56,000 price tag of the pour-in-place material it was agreed to stick to the original \$122,017.40 bid.

Steam Room Discussion: Superintendent Jayne compiled a scope of work to convert the locker room saunas to steam rooms. Due to the \$118,058.00 price tag for this project it was agreed it was cost prohibitive at this time.

Prairie View Community Center HVAC Control Option Discussion: Based upon the age of the current HVAC system and the Trane engineering study the district conducted it was agreed to go out to bid for a new “building automated system”. The amount budgeted for this project is \$80,000.00.

Executive Session

At approximately 7:17pm Commissioner Ashta made a motion, seconded by Commissioner Burdi 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, Manno and Staackmann. Nays: 0. Absent: Coursey. Motion carried.**

The Committee of the Whole resumed at approximately 9:00pm.
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 9:01pm.

Dan Staackmann, President

Jeff Wait, Board Secretary

Morton Grove Park District

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



Minutes of the
Morton Grove Park District
Budget & Appropriation Public Hearing
Held on April 20, 2016

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

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

Commissioners Absent: Eileen Coursey

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

Guests Present: Rich Toth, School District #67; Samina Hussain, School District 67 and Eric Poders, Morton Grove Voice/resident

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

- III. **Explanation of Hearing:** Executive Director Wait explained this is the Budget & Appropriation hearing for Ordinance #O-03-16 to adopt the combined annual budget and appropriation for funds for the Morton Grove Park District fiscal year starting May 1, 2016. He noted the budget is \$6,533,400.00.

- IV. **Public Comment:** Eric Poders commented that this is a transitional period for the Park District and Jeff has a very important task at hand in hiring a Superintendent of Recreation and a Marketing Manager. He also noted that the Park District needs revenue to pay the park bonds.

- V. **Adjournment:** Commissioner Ashta made a motion, seconded by Commissioner Manno to adjourn the meeting. Motion carried by voice vote.

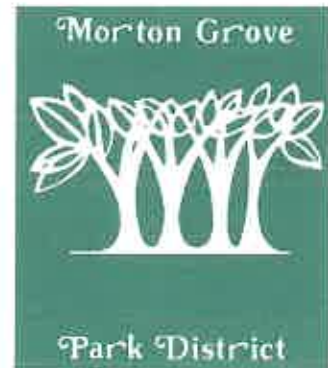
Meeting ended at approximately 6:33pm.

Dan Staackmann, President

Jeff Wait, Secretary

Morton Grove Park District

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Morton Grove Park District
6834 Dempster, Morton Grove, IL 60053
Minutes of the 775th Board Meeting
Held on April 20, 2016 at 6:34pm

I. Roll Call: President Staackmann called the meeting to order at 6:34pm.

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

Commissioners Absent: Eileen Coursey

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

Guests Present: Richard Toth, School District #67 Board President; Samina Hussain, School District #67 Board Secretary and Eric Poders, Morton Grove Voice/resident

II. Additions or Deletions/Changes to the Agenda: None

III. Citizens Comments/Correspondence: None

IV. Consent Agenda:

Commissioner Ashta a made a motion, seconded by Commissioner Burdi to approve the consent agenda which included the minutes of the March 2, 2016 Committee of the Whole, the March 10, 2016 Dog Park Advisory Committee Meeting and the March 16, 2016 Board Meeting.

The Financial Reports:

1. The Budget Report and Cash on Hand dated March 31, 2016, and
2. The voucher listed dated April 20, 2016, in the amount of \$205,157.28, subject to audit. **Ayes: Commissioner Ashta, Manno, Burdi and Staackmann. Nays: 0. Absent: Coursey. Motion carried.**

V. Director's Report: Executive Director Wait wished Commissioner Coursey a speedy recovery. He also congratulated Tim Brunning and Norb Hesseln for 10 years of service with the Park District. Wait announced the new Marketing Manager, Kathy Herrmann,

will start May 9th. He also urged everyone to save money and buy their pool passes early.

VI. Attorney's Report: None

VII. Unfinished Business:

Administration and Finance Committee: Commissioner Ashta, Chair

School District #67 Intergovernmental Agreement: Commissioner Ashta made a motion seconded by Commissioner Burdi to accept the recommendation of the Administration and Finance Committee to approve and sign the Intergovernmental Agreement between the Morton Grove Park District and School District #67. Commissioner Staackmann thanked the School District for working together with the Park District. This agreement better defines the responsibilities of the school district and the Park District and allows us work together to make the community better. It also includes a yearly review. **Ayes: Commissioner Manno, Burdi, Ashta and Staackmann. Nays: 0. Absent: Coursey. Motion carried.**

Board President Toth and Board Secretary Hussain thanked the Park District for the initiative they took to start the process to work towards this mutual goal. Executive Director Wait thanked School District #67 and said it was great to have a well-rounded mutually beneficial agreement. At this time School District #67 Board President Toth and Board Secretary Hussain along with Morton Grove Park District Board President Dan Staackmann and Vice President Mark Manno signed the new Intergovernmental Agreement.

Budget & Appropriation Ordinance: Commissioner Ashta made a motion, seconded by Commissioner Burdi to accept the recommendation of the Administration and Finance Committee to approve the 2016-2017 Budget & Appropriation Ordinance #O-03-16. **Ayes: Commissioner Burdi, Ashta, Manno and Staackmann. Nays: 0. Absent: Coursey.**

New Phone System: Commissioner Ashta made a motion, seconded by Commissioner Burdi to accept the recommendation of the Administration and Finance Committee to approve a new phone system contract with Avaya Call One in the amount of \$16,945.00. **Ayes: Commissioner Ashta, Manno, Burdi and Staackmann. Nays: 0. Absent: Coursey. Motion carried.**

M-NASR Rent: Commissioner Ashta made a motion, seconded by Commissioner Burdi to accept the recommendation of the Administration and Finance Committee to approve the 2016 renegotiated M-NASR rent agreement. **Ayes: Commissioner Manno, Burdi, Ashta and Staackmann. Nays: 0. Absent: Coursey. Motion carried.**

Recreation and Facility Program Committee: Commissioner Coursey, Chair
No business.

Parks and Facilities Maintenance Committee: Commissioner Manno Chair

Oriole and Overhill Park Playground Renovations: Commissioner Manno made a motion, seconded by Commissioner Burdi to accept the recommendation of the Parks and Facilities Maintenance Committee to award the Oriole and Overhill Park playground renovation to Elanar Construction of Chicago, IL in the amount of \$178,717.40 and \$117,236.25, respectively. **Ayes: Commissioner Burdi, Ashta, Manno and Staackmann. Nays: 0. Absent: Coursey. Motion carried.**

VIII. New Business: None

IX. Commissioner Comments:

Commissioner Manno: Congratulated the Park District for the 2015 Ellis Safety Award and thanked the staff for their hard work in preparing for the summer season and to Norb and Tim on their 10th anniversary.

Commissioner Burdi: Said he felt the same way as Mark, thank you.

Commissioner Ashta: Echoed the remarks made earlier and said he was optimistic regarding the Intergovernmental Agreement.

Commissioner Staackmann: Congratulated the staff on their accomplishments this year and thanked the Board members from School District #67 for participating in this Intergovernmental Agreement and feels it shows a new spirit of cooperation.

X. Executive Session:

At approximately 6:46pm 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 Manno, Burdi, Ashta and Staackmann. Nays: 0. Absent: Coursey. Motion carried.

The meeting reconvened at approximately 7:24pm.

No action was taken during Executive Session.

XI. Adjournment:

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

Meeting ended at approximately 7:24pm.

Daniel Staackmann, Board President

Jeff Wait, Board Secretary

FINANCIALS: CASH ON HAND, BUDGET REPORT & VOUCHER LIST

MORTON GROVE PARK DISTRICT
STATEMENT OF CASH ON HAND AND INVESTMENTS
AS OF APRIL 30, 2016

PAGE: 1

BALANCE 03/31/16 CURRENT MONTH ENDING BALANCE

CASH IN BANK

CORPORATE	425,875.11	60,333.02-	365,542.09
RECREATION	238,904.92	11,620.86	250,525.78
POLICE	2,164.61	5,169.39	7,334.00
PAVING & LIGHTING	3,315.04	0.00	3,315.04
MUSEUM	33,785.14	1,754.02-	32,031.12
I.M.R.F.	239,739.12	17,800.41-	221,938.71
F.I.C.A.	166,201.66	8,331.91-	157,869.75
BOND & INTEREST	445,136.26	2,921.26	448,057.52
LIABILITY INSURANCE	151,973.56	5,181.45-	146,792.11
SPECIAL RECREATION	336,411.48	15,346.36-	321,065.12
SPEC REC - GRANT PROJECTS	0.00	0.00	0.00
AUDIT	8,199.54	177.00	8,376.54
CAPITOL IMPROVEMENTS	5,629,949.38	89,880.08-	5,540,069.30
GASB 34 ACCOUNTS	0.00	0.00	0.00
TOTAL: CASH IN BANK	<u>7,681,655.82</u>	<u>178,738.74-</u>	<u>7,502,917.08</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 7,681,655.82 178,738.74- 7,502,917.08

SUMMARY TOTAL ALL ACCOUNTS BY FUND:

CORPORATE	425,875.11	60,333.02-	365,542.09
RECREATION	238,904.92	11,620.86	250,525.78
POLICE	2,164.61	5,169.39	7,334.00
PAVING & LIGHTING	3,315.04	0.00	3,315.04
MUSEUM	33,785.14	1,754.02-	32,031.12
I.M.R.F.	239,739.12	17,800.41-	221,938.71
F.I.C.A.	166,201.66	8,331.91-	157,869.75
BOND & INTEREST	445,136.26	2,921.26	448,057.52
LIABILITY INSURANCE	151,973.56	5,181.45-	146,792.11
SPECIAL RECREATION	336,411.48	15,346.36-	321,065.12
AUDIT	8,199.54	177.00	8,376.54
CAPITOL IMPROVEMENTS	5,629,949.38	89,880.08-	5,540,069.30
GRAND TOTAL ALL FUNDS:	<u>7,681,655.82</u>	<u>178,738.74-</u>	<u>7,502,917.08</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	39,629.21	1,311,273.55	0.00	1,311,273.55	1,214,600	76,787	1,184,327
	TOTAL CENTER EXPENSE	51,719.97	664,172.99	0.00	664,172.99	682,478	68,625	783,202
	NET CENTER INCOME/LOSS	12,090.76-	647,100.56	0.00	647,100.56	532,122	8,162	401,125
20	PARKS MAINTENANCE							
	TOTAL CENTER REVENUE	0.00	0.00	0.00	0.00	0	0	0
	TOTAL CENTER EXPENSE	33,870.47	496,650.10	0.00	496,650.10	532,122	38,915	339,762
	NET CENTER INCOME/LOSS	33,870.47-	496,650.10-	0.00	496,650.10-	532,122-	38,915-	339,762-
	TOTAL CORPORATE							
	FUND REVENUE	39,629.21	1,311,273.55	0.00	1,311,273.55	1,214,600	76,787	1,184,327
	FUND EXPENSE	85,590.44	1,160,823.09	0.00	1,160,823.09	1,214,600	107,540	1,122,964
	NET INCOME/LOSS	45,961.23-	150,450.46	0.00	150,450.46	0	30,753-	61,363
02	RECREATION							
10	ADMINISTRATION							
	TOTAL CENTER REVENUE	743.42	490,643.13	0.00	490,643.13	495,000	20,680-	543,945
	TOTAL CENTER EXPENSE	66,385.50	761,936.79	0.00	761,936.79	867,888	79,698	922,555
	NET CENTER INCOME/LOSS	65,642.08-	271,293.66-	0.00	271,293.66-	372,888-	100,378-	378,610-
30	RECREATION PROGRAMS							
	TOTAL CENTER REVENUE	128,601.38	1,195,762.93	0.00	1,195,762.93	1,139,332	27,070	1,224,071
	TOTAL CENTER EXPENSE	48,585.90	777,205.91	0.00	777,205.91	748,069	76,184	767,840
	NET CENTER INCOME/LOSS	80,015.48	418,557.02	0.00	418,557.02	391,263	49,113-	456,231
40	POOLS							
	TOTAL CENTER REVENUE	16,736.10	222,601.67	0.00	222,601.67	227,680	29,081-	170,193
	TOTAL CENTER EXPENSE	3,537.88	327,509.28	0.00	327,509.28	378,329	7,530-	350,799
	NET CENTER INCOME/LOSS	13,198.22	104,907.61-	0.00	104,907.61-	150,649-	21,551-	180,606-
50	COMMUNITY CENTER							
	TOTAL CENTER REVENUE	20,761.26	239,642.89	0.00	239,642.89	181,612	8,486	234,189
	TOTAL CENTER EXPENSE	28,153.80	342,534.64	0.00	342,534.64	326,466	36,697	315,943
	NET CENTER INCOME/LOSS	7,392.54-	102,891.75-	0.00	102,891.75-	144,854-	28,211-	81,754-
	TOTAL RECREATION							
	FUND REVENUE	166,842.16	2,148,650.62	0.00	2,148,650.62	2,043,624	14,204-	2,172,398
	FUND EXPENSE	146,663.08	2,209,186.62	0.00	2,209,186.62	2,320,752	185,043	2,357,156
	NET INCOME/LOSS	20,179.08	60,536.00-	0.00	60,536.00-	277,128-	199,254-	184,739-
05	POLICE							
	FUND REVENUE	7,500.00	58,916.64	0.00	58,916.64	43,000	16,390	45,268
	FUND EXPENSE	2,330.61	52,335.96	0.00	52,335.96	43,000	6,646	79,488
	NET INCOME/LOSS	5,169.39	6,580.68	0.00	6,580.68	0	9,743	34,220-
10	PAVING & LIGHTING							
	FUND REVENUE	0.00	0.00	0.00	0.00	1,000	0	0
	FUND EXPENSE	0.00	0.00	0.00	0.00	1,000	0	0
	NET INCOME/LOSS	0.00	0.00	0.00	0.00	0	0	0

FUND NO	DESCRIPTION	REVENUE / EXPENSE		ENCUMBRANCE	TOTAL AMOUNT YEAR TO DATE	ANNUAL BUDGET	REVENUE/EXPENSE-PRIOR YR	
		THIS MONTH	YEAR TO DATE				THIS MONTH	YEAR TO DATE
15	MUSEUM							
	FUND REVENUE	0.00	0.00	0.00	0.00	49,000	11,634	21,043
	FUND EXPENSE	1,659.02	42,868.27	0.00	42,868.27	49,000	6,827	57,896
	NET INCOME/LOSS	1,659.02-	42,868.27-	0.00	42,868.27-	0	4,807	36,853-
20	I.M.R.F.							
	FUND REVENUE	395.26	282,534.04	0.00	282,534.04	290,000	5,833	299,283
	FUND EXPENSE	18,213.61	294,065.38	0.00	294,065.38	290,000	29,872	229,370
	NET INCOME/LOSS	17,818.35-	11,531.34-	0.00	11,531.34-	0	24,039-	69,912
22	F.I.C.A.							
	FUND REVENUE	263.50	188,356.03	0.00	188,356.03	193,000	3,894	199,527
	FUND EXPENSE	10,613.33	156,918.02	0.00	156,918.02	193,000	10,583	162,791
	NET INCOME/LOSS	10,349.83-	31,438.01	0.00	31,438.01	0	6,688-	36,736
25	BOND & INTEREST							
	FUND REVENUE	1,175.09	812,937.75	0.00	812,937.75	899,000	9,688	807,469
	FUND EXPENSE	0.00	902,100.00	0.00	902,100.00	899,000	0	769,440
	NET INCOME/LOSS	1,175.09	89,162.25-	0.00	89,162.25-	0	9,688	38,030
30	LIABILITY INSURANCE							
	FUND REVENUE	183.93	131,651.43	0.00	131,651.43	136,000	2,732	143,637
	FUND EXPENSE	6,808.11	83,428.71	0.00	83,428.71	136,000	11,882	103,517
	NET INCOME/LOSS	6,624.18-	48,222.72	0.00	48,222.72	0	9,151-	40,120
35	SPECIAL RECREATION							
	FUND REVENUE	378.30	278,952.91	0.00	278,952.91	315,000	8,585-	272,690
	FUND EXPENSE	2,225.19	293,100.93	0.00	293,100.93	315,000	59,866	241,510
	NET INCOME/LOSS	1,846.89-	14,148.02-	0.00	14,148.02-	0	68,451-	31,180
40	AUDIT							
	FUND REVENUE	20.22	14,299.74	0.00	14,299.74	15,000	331	14,970
	FUND EXPENSE	0.00	14,100.00	0.00	14,100.00	15,000	500-	14,250
	NET INCOME/LOSS	20.22	199.74	0.00	199.74	0	831	720
70	CAPITOL IMPROVEMENTS							
	FUND REVENUE	0.00	1,968,460.62	0.00	1,968,460.62	882,000	0	89,670
	FUND EXPENSE	11,147.53	708,786.91	0.00	708,786.91	882,000	18,617	2,593,091
	NET INCOME/LOSS	11,147.53-	1,259,673.71	0.00	1,259,673.71	0	18,617-	2,503,421-
95	CASB 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	216,387.67	7,196,033.33	0.00	7,196,033.33	6,081,224	104,499	5,250,282
	GRAND TOTAL EXPENSE	285,250.92	5,917,713.89	0.00	5,917,713.89	6,358,352	436,382	7,733,454
	NET INCOME/LOSS	68,863.25-	1,278,319.44	0.00	1,278,319.44	277,128-	331,884-	2,481,171-

**MORTON GROVE PARK DISTRICT
VOUCHER LIST PRESENTED TO THE BOARD OF COMMISSIONERS
AT THEIR MEETING ON MAY 18, 2016**

BOARD VOUCHERS

VENDOR NUMBER NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
03065 ALARM DETECTION SYSTEMS, INC.	33194	161080	BV051801	025033-554100	669.96	ANNUAL FIRE ALARM/SPRINKLER TEST AT PVCC
03633 AMALGAMATED BANK OF CHICAGO	33195	1855209005	BV051801	701000-586099	475.00	GENERAL OBLIGATION LIMITED TAX DEBT CERTIFICATES, SERIES 2013
03634 AMALGAMATED BANK OF CHICAGO	33253	5209	BV51803*	701000-586099	119,525.00	BOND ISSUE 5209
13907 CHICAGO METROPOLITAN FIRE	33196	3605921	BV051801	025033-554100	210.00	FA RADIO MONITOR/MAIN
15265 COMCAST CABLE	33197	1320020254	BV051801	025033-540150	21.15	PVCC CABLE AND TV'S
15394 CONSERV FS	33198	65009837	BV051801	012000-520400	483.35	TOOLS FOR PARK CREW
15774 COSTCO WHOLESALE/HSBC BUSINESS	33254	MEMBERSHIP	BV51803*	021000-581400	165.00	MEMBERSHIP RENEWAL
15915 SHERI COZZI	33256	7271	BV51803*	151000-554600	95.00	MAY 2016 MUSEUM CLEANING
17075 D & R TRUCKING CO.	33199	16045	BV051801	012000-570410	475.00	PULVERIZED DIRT
18608 DIRECT FITNESS SOLUTIONS, LLC	33200	511700	BV051801	025032-520210	630.89	EQUIPMENT REPAIR FOR CARDIO/ STRENGTH MACHINES
	33201	51120	BV051801	025032-520210	11.10	EQUIPMENT LABOR AND PARTS
	33202	512600	BV051801	025032-520210	69.64	REPAIR COSTS TO KEISER BIKE
	33203	512512	BV051801	025032-520210	115.00	REPAIR COSTS TO KEISER BIKE
			<u>TOTAL VENDOR:</u>		826.63	
23265 ELITE COMPUTER SUPPORT, INC	33204	29254	BV051801	011000-552200	172.50	LABOR WORK ON CREDIT CARD SCANNER/ INTERNET
	33205	29281	BV051801	011000-554100	287.50	INSTALL KIWARE ON PC/SETUP OF THORGUARD
	33255	29264	BV51803*	011000-554100	2,057.00	YEARLY MAINTENANCE FOR 5/2016-4/2017
			<u>TOTAL VENDOR:</u>		2,517.00	
28336 FIRST STUDENT	33206	11216888	BV051801	023007-593830	2,737.20	APRIL 2016 BUS TRANSPORTATION
30358 GARVEY'S OFFICE PRODUCTS	33207	CM152444	BV051801	011000-520110	647.16	RETURN OFFICE SUPPLIES
	33208	1145244	BV051801	011000-520100	79.52	OFFICE SUPPLIES
	33210	1131728	BV051801	011000-520100	15.29	OFFICE SUPPLIES
	33211	1132454	BV051801	011000-520100	93.35	OFFICE SUPPLIES

BOARD VOUCHERS

VENDOR NUMBER NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
	33212	1116155	BV051801	011000-520100	54.31	OFFICE SUPPLIES
	33213	1144988	BV051801	011000-520100	87.76	OFFICE SUPPLIES
	33214	1102615	BV051801	011000-520100	334.81	OFFICE SUPPLIES
	33251	1130908	BV051802	011000-520100	110.74	OFFICE SUPPLIES
				<u>TOTAL VENDOR:</u>	128.62	
31614 GLENBROOK AUTO PARTS, INC	33215	013988	BV051801	012000-520223	34.99	SCALE REPLACEMENT BATTERY
32542 GRAINGER	33216	9083183930	BV051801	025033-520312	81.60	XL DISPOSABLE GLOVES
34725 HARRIS COMPUTER SYSTEMS	33257	MN00085580	BV51803*	011000-554100	4,280.68	SEMI-ANNUAL AEK MATENANCE FOR 5/2016-10/2016
37205 HONEYWELL INTERNATIONAL, INC.	33217	5235999721	BV051801	025033-552300	431.06	RTU UNIT REPAIRS
42390 INTERSTATE BATTERY	33218	97909	BV051801	025033-520227	523.90	REPLACEMENT BATTERIES FOR BACKUP GENERATOR AT PVCC
	33219	97912	BV051801	025033-520227	160.00-	RETURN BATTERIES
				<u>TOTAL VENDOR:</u>	363.90	
45385 J & D INSTANT SIGNS, INC.	33223	56620	BV051801	011000-520110	18.00	CLEAR INSERT FOR NAME TAG
	33224	56563	BV051801	011000-580100	18.00	CLEAR INSERT FOR NAME PLATES
				<u>TOTAL VENDOR:</u>	36.00	
45912 JC LICHT	33220	1222147858	BV051801	025033-520321	6.38	LIQUID NAILS
	33221	1222148254	BV051801	025033-520319	236.85	ART ROOM PAINT
	33222	1222148254	BV051801	025033-520319	7.98	SAND BLOCK/BLACK SPRAY PAINT
				<u>TOTAL VENDOR:</u>	251.21	
50154 JASON KOLLUM	33258	PERFORMANC	BV51803*	023008-594944	162.50	BALANCE DUE FOR PERFORMANCE ON 6/17/16 ICE CREAM SOCIAL
50177 KONICA MINOLTA BUSINESS	33225	9002358396	BV051801	011000-520120	209.00	PRINTER COPIER METER FROM 3/26/16-4/25/16
52975 ROB LOAR	33259	CONCERT	BV51803*	023008-593926	1,000.00	PERFORMER FOR CONCERT ON 6/14/16

BOARD VOUCHERS

VENDOR		VOUCHER INVOICE		BATCH	BUDGET G/L	AMOUNT	DESCRIPTION
NUMBER	NAME	NUMBER	NUMBER	NUMBER	NUMBER		
54420	MAINE-NILES ASSN OF SP REC	33226	16-052	BV051801	351000-552705	929.41	APRIL A 2016 INCLUSION
		33227	16-058	BV051801	351000-552705	1,295.78	APRIL B 2016 INCLUSION
		33260	16-065	BV51803*	351000-552700	30,680.75	GENERAL CONTRIBUTION FOR 2016 2ND QUARTER
<u>TOTAL VENDOR:</u>						32,905.94	
56665	MENARD'S	00328	21816	BV051801	012000-520321	19.31	PARK MAINTENANCE SUPPLIES
		33229	21489	BV051801	025033-520321	11.06	HARDWARE FOR PVCC FITNESS CENTER
		33230	21431	BV051801	025033-520321	1.81	HARDWARE FOR PVCC CENTER
		33231	223680	BV051801	012000-520323	8.78	LUMBER FOR PICNIC TABLE
		33232	23656	BV051801	012000-520312	7.58	CARPET CLEANING SUPPLIES
		33233	253013	BV051801	025033-520312	46.72	BUILDING SUPPLIES
<u>TOTAL VENDOR:</u>						95.26	
56815	METRO PROFESSIONAL PRODUCTS	33234	159453	BV051801	025033-520312	835.74	CUSTODIAL SUPPLIES
57014	MID-AMERICA SPORTS ADVANTAGE	33235	347463-00	BV051801	012000-570410	509.70	BALLFIELD SUPPLIES
57416	MINUTEMAN PRESS-MORTON GROVE	33236	37186	BV051801	023004-594520	322.32	RECITAL PROGRAMS
58354	MORTON GROVE BASEBALL ASSOC.	33252	FALL 2015	BV051802	023001-596139	1,950.00	FALL 2015 BASEBALL/SOFTBALL
					023001-594171	1,440.00	
<u>TOTAL VENDOR:</u>						3,390.00	
65545	DAVID OLIVER	33261	CONCERT	BV51803*	023008-593926	825.00	PERFORMER SUMMER CONCERT 6/2/16
69071	PARK DISTRICT RISK MANAGEMENT	33238	AQUATICS	BV051801	021000-581200	25.00	AQUATICS RISK MANAGEMENT DAY
		33239	APR PROP/L	BV051801	301000-532610	3,697.00	APRIL 2016 PROPERTY/LIABILITY
					301000-532630	2,147.57	
					301000-532615	505.04	
		33240	APRIL HEAL	BV051801	011000-530310	14,195.61	APRIL 2016 HEALTH
			021000-530310	14,195.61			
<u>TOTAL VENDOR:</u>						34,765.83	
70844	JEFF PHILIPPE	33262	CONCERT	BV51803*	023008-593926	1,200.00	PERFORMER SUMMER CONCERT 7/21/16
71954	ROBERT BABINSKI	33263	1548	BV51803*	023004-594520	644.75	RECITAL T-SHIRTS

BOARD VOUCHERS

VENDOR NUMBER NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
	33264	1559	BV51803*	024021-584100	1,983.54	AQUATICS STAFF UNIFORMS
				024022-584100	1,983.54	
				<u>TOTAL VENDOR:</u>	4,611.83	
73525 RAYCO SIGN SUPPLY	33242	29849	BV051801	012000-520318	170.50	PAINT FOR SIGNS
73575 R.C. TOPSOIL, INC.	33241	1600043	BV051801	012000-570410	250.00	MOVED 16 YARDS BALLFIELD MIX
73655 RECORD A HIT, INC.	33243	152069	BV051801	023008-593945	820.00	BALANCE DUE FOR RENTAL OF INFLATABLES
	33244	161328	BV051801	011000-581600	1,075.00	GREEN SCREEN AND TATTOOS
				<u>TOTAL VENDOR:</u>	1,895.00	
76377 RUSSO POWER EQUIPMENT	33245	3062890	BV051801	012000-520223	181.53	GRASS CREW SUPPLIES
78574 SHERWIN INDUSTRIES, INC	33246	1266-1	BV051801	012000-570410	183.60	BALLFIELD SUPPLIES
80595 REID SPEARS	33265	CONCERT	BV51803*	023008-593926	1,000.00	PERFORMER SUMMER CONCERT 7/26/16
80964 STANLEY ACCESS TECH LLC	33247	0904384158	BV051801	025033-570200	1,002.77	REPAIR AT PVCC ENTRANCE DOOR
85825 TWIN SUPPLIES, LTD.	33248	17963	BV051801	025033-570200	110.75	FRAME AND PRISMATIC LENS FOR ART ROOM
87705 ULTIMATE SCHOOL OF GUITAR	33249	583	BV051801	023005-591617	972.00	GUITAR LESSONS
88136 UNIQUE PRODUCTS	33250	311701	BV051801	025033-520312	156.44	KAIBLOOEY RESTROOM CLEANER
92345 ARTS WARRIOR	33267	CONCERT	BV51803*	023008-593926	1,200.00	PERFORMER SUMMER CONCERT 6/21/16
	33268	CONCERT	BV51803*	023008-593926	1,000.00	PERFORMER SUMMER CONCERT 7/12/16
				<u>TOTAL VENDOR:</u>	2,200.00	
				<u>TOTAL BOARD VOUCHERS</u>	222,764.06	

BOARD VOUCHERS

VENDOR NUMBER	NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
<u>SUMMARY BY FUND:</u>							
						CORPORATE	24,766.25
						RECREATION	38,647.26
						MUSEUM	95.00
						LIABILITY INSURANCE	6,349.61
						SPECIAL RECREATION	32,905.94
						CAPITOL IMPROVEMENTS	120,000.00
						<u>SUMMARY TOTAL</u>	<u>222,764.06</u>

PAID VOUCHERS

VENDOR NUMBER	NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
02465	AIS INTERNATIONAL	33122	15113	V0041201	011000-560810	166.80	MICROSOFT EXCHANGE ONLINE PLAN
		33123	15107	V0041201	021000-560810	2,085.00	MICROSOFT EXCHANGE ONLINE PLAN
					<u>TOTAL VENDOR:</u>	2,251.80	
03099	ANDERSON PEST SOLUTIONS	33126	3728782	V0041201	012000-554100	99.24	MARCH 2016 PEST CONTROL FOR BLDGS
		33127	3765451	V0041201	025033-552300	62.06	PEST CONTROL FOR PVCC ON 4/1/16
		33179	3694497	V0042701	012000-554100	99.24	PEST CONTROL FOR FIELDHOUSES
					<u>TOTAL VENDOR:</u>	260.54	
03665	AMERICAN LITHO	33124	250126-01	V0041201	021000-554400	5,666.00	PRODUCTION AND PRINTING OF SUMMER 2016 ACTIVITY GUIDE
03915	ANCEL, GLINK, DIAMOND,	33125	49765	V0041201	011000-551120	1,045.00	MARCH 2016 LEGAL FEES
12485	CALL ONE	33163	1106931	V0042101	011000-540150	568.03	PHONE SERVICE FROM 4/15/16-5/14/16
					021000-540150	1,325.41	
					<u>TOTAL VENDOR:</u>	1,893.44	
12486	CALL ONE, INC.	33178	DEPOSIT	V0042701	701000-586100	8,472.54	DEPOSIT ON NEW PHONE SYSTEM
12833	CARD SERVICES	33119	04/2016	V0041201	011000-581200	95.00	APRIL 2016 CREDIT CARD PURCHASES
					011000-560100	293.82	
					701000-586114	2,199.99	
					025032-520370	35.87	
					023008-593950	16.00	
					025000-554200	49.00	
					021000-554100	500.00	
					011000-589105	180.35	
					011000-581110	99.95	
					011000-520120	192.00	
					011000-552100	247.29	
					021000-589110	3.21	
					025033-570200	141.67	
					025033-520312	464.53	
					025033-520227	545.00	
					301000-582650	458.50	
					011000-580100	498.51	
					023008-593920	192.48	
					023004-593519	1,972.77	

PAID VOUCHERS

VENDOR NUMBER NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
				023004-594517	209.61	
				023004-594516	247.43	
				023007-593819	311.58	
				021000-581200	99.00	
				023008-596914	19.40	
				023008-593950	34.00	
				023007-593825	203.95	
				023007-593819	1,367.98	
				023007-593813	80.63	
				011000-520110	68.85	
				024021-584100	1,206.02	
				024022-584100	1,206.02	
				011000-581200	232.14	
				011000-581300	94.44	
				023007-593822	47.85	
				023008-593950	71.62	
				023006-593711	4.40	
				<u>TOTAL VENDOR:</u>	13,690.86	
13436 CENTERPOINT ENERGY SERVICES	33167	0483050000	V0040116	024021-540120	30.69	GAS FOR HARRER POOL & PARK FROM 3/1/16-3/31/16
	33168	1218040000	V0040116	021000-540120	174.58	GAS FOR HARRER MAINTENANCE OFFICE FROM 3/1/16-3/31/16
	33169	1386340000	V0040116	021000-540120	38.28	GAS FOR HARRER SHELTER FROM 3/1/16-3/31/16
	33170	2218040000	V0040116	021000-540120	128.07	GAS FOR HARRER PARK MAINTENANCE GARAGE FROM 3/1/16-3/31/16
	33171	3737050000	V0040116	021000-540120	82.92	GAS FOR MANSFIELD PARK FROM 3/1/16-3/31/16
	33172	3990940000	V0040116	021000-540120	85.88	GAS FOR AUSTIN PARK FROM 3/1/16-3/31/16
	33173	5350050000	V0040116	021000-540110	98.27	GAS FOR NATIONAL PARK FROM 3/1/16-3/31/16
	33174	8083050000	V0040116	151000-540120	96.41	GAS FOR MUSEUM FROM 3/1/16-3/31/16
	33175	8509940000	V0040116	011000-540120	93.58	GAS FOR PVCC FROM 3/1/16-3/31/16
				021000-540120	93.58	
				025033-540120	436.71	
	33176	8559940000	V0040116	021000-540120	78.30	GAS FOR OKETO PARK FROM 3/1/16-3/31/16
	33177	8797832104	V0040116	024022-540120	120.95	GAS FOR ORIOLE POOL & PARK FROM 3/1/16-3/31/16
				<u>TOTAL VENDOR:</u>	1,558.22	

PAID VOUCHERS

VENDOR NUMBER NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
13875 THERESA CHEEVER	33121	52169949	V0041201	024022-513100	69.78	PAYROLL CHECK #52169949 DATED 9/24/15 NEVER CASHED
13907 CHICAGO METROPOLITAN FIRE	33180	605919	V0042701	151000-554600	210.00	RADIO MONITORING FOR MUSEUM FROM APRIL-JUNE 2016
	33181	6105918	V0042701	151000-554600	210.00	RADIO MONITORING FOR MUSEUM ANNEX FROM APRIL-JUNE 2016
	33182	605922	V0042701	012000-554100	210.00	RADIO MONITORING FOR GARAGE #3 FROM APRIL-JUNE 2016
	33183	605952	V0042701	024022-552200	210.00	RADIO MONITORING FOR ORIOLE POOL FROM APRIL-JUNE 2016
				<u>TOTAL VENDOR:</u>	840.00	
13908 CHICAGO TRIBUNE MEDIA GROUP	33138	CU00032559	V0041201	011000-520160	171.85	MARCH 2016 ADVERTISING
				023003-593412	205.00	
				<u>TOTAL VENDOR:</u>	376.85	
15184 COLLEY ELEVATOR CO.	33115	147936	V0040801	025033-554100	189.00	APRIL 2016 ELEVATOR INSPECTION
15265 COMCAST CABLE	33129	1320298801	V0041201	025032-552300	240.74	CABLE SERVICE FOR CARDIO TV'S
15271 COMED	33161	1047119014	V0042101	021000-540110	21.14	ELECTRIC FOR JACOB'S GAZEBO FROM 3/11/16-4/1/16
	33162	0515070041	V0042101	011000-540110	13.07	ELECTRIC FOR PARKING LOT LITE FROM 3/15/16-4/13/16
				<u>TOTAL VENDOR:</u>	34.21	
15272 COMED	33130	1427066047	V0041201	011000-540110	35.93	ELECTRIC FOR REAR PVCC FROM 3/3/6-4/1/16
15394 CONSERV FS	33131	65007912	V0041201	012000-570300	748.50	PAINT FOR SOCCER AND BASEBALL LINES
				012000-570410	1,655.00	
				<u>TOTAL VENDOR:</u>	2,403.50	
15395 CONSTELLATION NEWENERGY, INC.	33132	2715657017	V0041201	024022-540110	292.94	ELECTRIC FOR ORIOLE POOL FROM 2/15/16-3/13/16

PAID VOUCHERS

VENDOR NUMBER NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
	33133	2799627000	V0041201	021000-540110	72.60	ELECTRIC FOR NAITONAL PARK FROM 2/15/16-3/13/16
	33134	1038557006	V0041201	021000-540110	62.11	ELECTRIC FOR AUSTIN PARK FROM 2/16/16-3/13/16
	33135	2550465008	V0041201	021000-540110	66.79	ELECTRIC FOR MANSFIELD PARK FROM 2/16/16-3/14/16
	33136	0733082034	V0041201	151000-540110	90.99	ELECTRIC FOR MUSEUM ANNEX FROM 2/16/16-3/14/16
	33137	0095623000	V0041201	024021-540110	714.48	ELECTRIC FOR HARRER PARK & POOL FROM 2/17/16-3/14/16
	33139	0198271000	V0041201	011000-540110	800.13	ELECTRIC FOR PVCC FROM
				021000-540110	800.12	2/16/16-3/14/16
				025033-540110	3,733.92	
	33140	0393000078	V0041201	021000-540110	208.05	ELECTRIC FOR HREN PARK FROM 2/17/169-3/14/16
	33141	2131005200	V0041201	151000-540110	60.77	ELECTRIC FOR MUSEUM FROM 2/16/16-3/14/16
				<u>TOTAL VENDOR:</u>	6,902.90	
20675 EBSA, INC.(DBA:GGG)	33116	6500939	V0040801	011000-210951	151.44	DEFERRED COMPENSATION DEDUCTED FROM PAYROLL 4/8/16
	33150	6500939	V0042101	011000-210951	151.44	DEFERRED COMPENSATION DEDUCTED FROM PAYROLL 4/22/163
				<u>TOTAL VENDOR:</u>	302.88	
25985 EVERBANK COMMERCIAL FINANCE	33165	3690325	V0042101	011000-554100	293.22	COPIER RENTAL
27525 FAST SIGNS	33185	29-65444	V0042701	011000-520100	16.00	NAME BADGE FOR NEW EMPLOYEE
27885 PIPER FARRELL	33142	REIMBURSE	V0041201	023002-594308	139.00	GYMNASTICS USA JR. PRO MEMBERSHIP
30165 FRANCESCA R. GAGLIANO	33120	52169934	V0041201	023002-594301	15.98	PAYROLL CHECK #52169918 DATED 9/25/15 NEVER CASHED
35155 MICHAEL J. HAYES	33166	ADVANCE	V0040116	021000-511300	2,000.00	PAY ADVANCE FROM PAYROLL 4/8/16
41752 NCPERS GROUP LIFE INSURANCE	33153	LIFE INS	V0042101	011000-210965	24.00	LIFE INSURANCE DEDUCTED FROM PAYROLL 4/8/16
	33154	LIFE INS	V0042101	011000-210965	24.00	LIFE INSURANCE DEDUCTED FROM PAYROLL 4/22/16
				<u>TOTAL VENDOR:</u>	48.00	

PAID VOUCHERS

VENDOR NUMBER NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
41756 ILLINOIS DEPT. OF AGRICULTURE	33164	LICENSE	V0042101	012000-581200	15.00	OPERATOR LICENSE PESTICIDE FOR HESSELM
42905 IPS, INC.	33186	MGPD 0015	V0042701	024021-540130	1,625.00	MAINTENANCE OF HARRER POOL SLIDE
45686 JAMES DRIVE SAFETY LANE, LLC	33143	1204	V0041201	012000-520225	135.00	MARCH 2016 VEHICLE INSPECTIONS
45912 JC LICHT	33118	BLINDS	V0041201	025033-520321	658.00	BLINDS FOR HR OFFICE
50176 KONICA MINOLTA PREMIER FINANCE	33144	64554892	V0041201	011000-554100	202.49	COPIER LEASE
				021000-554100	202.49	
	33188	64721029	V0042701	011000-554100	202.49	COPIER LEASE
				021000-554100	202.49	
			<u>TOTAL VENDOR:</u>		809.96	
52895 L & L GRAPHIC SOLUTIONS	33156	LL7154	V0042101	021000-554100	335.00	ENTRY DOOR DECALS SIZZLE IN SUMMER
	33157	LL7155	V0042101	021000-554100	607.00	WINDOW/DOOR DECALS
			<u>TOTAL VENDOR:</u>		942.00	
53375 LOW VOLTAGE WORKS, INC.	33158	19099	V0042101	151000-554600	72.00	ALARM MONITORING FOR MUSEUM
	33159	19098	V0042101	151000-554600	72.00	ALARM MONITORING FOR MUSEUM ANNEX
			<u>TOTAL VENDOR:</u>		144.00	
54420 MAINE-NILES ASSN OF SP REC	33192	RECOGNITIO	V0042801	011000-581120	30.00	ANNUAL RECOGNITION NIGHT
55222 MORTON GROVE PARK DISTRICT	33117	MED/SEC 12	V0040801	011000-210955	2,182.34	MEDICAL/SEC 125 DEDUCTED FROM PAYROLL 4/8/16
	33149	MED/SEC 12	V0042101	011000-210955	2,059.34	MEDICAL/SECTION 125 DEDUCTED FROM PAYROLL 4/22/16
			<u>TOTAL VENDOR:</u>		4,241.68	
56665 MENARD'S	33145	21286	V0041201	012000-520323	14.94	PARK MAINTENANCE SUPPLIES
56815 METRO PROFESSIONAL PRODUCTS	33189	157564A	V0042701	025032-520312	77.00	JANITORIAL SUPPLIES FOR CLUB FITNESS
	33190	157135	V0042701	025032-520312	75.99	JANITORIAL SUPPLIES FOR CLUB FITNESS
			<u>TOTAL VENDOR:</u>		152.99	

PAID VOUCHERS

VENDOR		VOUCHER	INVOICE	BATCH	BUDGET G/L	AMOUNT	DESCRIPTION
NUMBER	NAME	NUMBER	NUMBER	NUMBER	NUMBER		
58204	CINDY MORANO	33191	REIMBURSE	V0042701	023002-593308	720.00	REIMBURSEMENT FOR REGIONAL ENTRIES
69071	PARK DISTRICT RISK MANAGEMENT	33151	LIFE INS	V0042101	011000-210965	54.01	LIFE INSURANCE DEDUCTED FROM PAYROLL 4/8/16
		33152	69071	V0042101	011000-210965	54.01	LIFE INSURANCE DEDUCTED FROM PAYROLL 4/22/16
<u>TOTAL VENDOR:</u>						108.02	
70258	PETTY CASH-KARI REDMOND	33193	CAMP	V0042801	023006-593711	296.50	REPLENICH PETTY CASH FOR CAMPS
76991	SANTO SPORT STORE	33155	89661	V0042101	023001-593131	2,368.60	SOFTBALLS FOR ADULT LEAGUES
81124	OFFICE STATE FIRE MARSHALL	33187	9554350	V0042701	024021-552200	210.00	BOILER INSPECTION FOR HARRER POOL BUILDING
82825	SYSCO FOOD SERVICES	33160	604132230	V0042101	023007-593825	1,524.53	FOOD FOR BASE AND B4 SCHOOL
90095	VERIZON WIRELESS	33146	9762450596	V0041201	011000-540150	85.17	CELL PHONES FROM 2/21/16-3/20/16
					021000-540150	85.17	
					012000-540150	42.59	
		33147	9762450598	V0041201	011000-540150	77.75	IPADS FROM 2/21/16-3/20/16
					021000-540150	77.75	
		33148	9762450597	V0041201	023006-593711	120.89	FIELDHOUSE CELLS FROM
					023007-593825	56.85	2/21/16-3/20/16
					023007-593830	18.95	
<u>TOTAL VENDOR:</u>						565.12	
<u>TOTAL PAID VOUCHERS</u>						63,307.73	

PAID VOUCHERS

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

SUMMARY BY FUND:

CORPORATE	13,523.95
RECREATION	37,840.58
MUSEUM	812.17
LIABILITY INSURANCE	458.50
CAPITOL IMPROVEMENTS	10,672.53

<u>SUMMARY TOTAL</u>	<u>63,307.73</u>
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REFUNDS

VENDOR		VOUCHER	INVOICE	BATCH	BUDGET G/L		
NUMBER	NAME	NUMBER	NUMBER	NUMBER	NUMBER	AMOUNT	DESCRIPTION
<u>REFUNDS:</u>							
	NINOUS HINARO		HOT SHOTS	CK040802	023001-490193	99.00	HOT SHOTS
	ERUM JAFRI		CO-ED SOCC	CK040802	023001-490181	65.00	CO-ED SOCC
	SHERRY MADEJ		WINE/KNIT	CK040802	023005-490621	26.00	WINE/KNIT
	LINDA DAVIS		GARAGE SAL	CK041401	023008-490922	34.00	GARAGE SAL
	BREDEMANN TOYOTA		SOFTBALL	CK041401	023001-490131	90.00	SOFTBALL
	ANTONELLA SILVIO		HOT SHOTS	CK041401	023001-490193	88.00	HOT SHOTS
	AAMIR MOHAMMAD		RENTAL DEP	CK041401	021000-210500	150.00	RENTAL DEP
	MARIA VIZUETE		RENTAL DEP	CK041401	021000-210500	150.00	RENTAL DEP
	DARCY BLOOM		T-SHIRT	CK042202	023004-594520	10.00	T-SHIRT
	SYNTIA PIUIAN		MEMBERSHIP	CK042202	025000-460110	284.00	MEMBERSHIP
	HYOUN MOK			VC042701	023001-490205	35.00-	VD CK#306906
	PREM KIRAN DASI		RENTAL DEP	CK042702	021000-210500	75.00	RENTAL DEP
<u>TOTAL REFUNDS</u>						1,036.00	

REFUNDS

VENDOR NUMBER	NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
<u>SUMMARY BY FUND:</u>							
						RECREATION	1,036.00
						<u>SUMMARY TOTAL</u>	<u>1,036.00</u>
<u>SUMMARY BY FUND:</u>							
						CORPORATE	38,290.20
						RECREATION	77,523.84
						MUSEUM	907.17
						LIABILITY INSURANCE	6,808.11
						SPECIAL RECREATION	32,905.94
						CAPITOL IMPROVEMENTS	130,672.53
						<u>GRAND TOTAL:</u>	<u>287,107.79</u>

TOTAL PAGES: 15

To the Finance Officer:

The payment of the above listed accounts has been approved by the Board of Commissioners at their meeting held on MAY 18, 2016 and you are hereby authorized to pay them from the appropriate funds.

(President)_____
(Treasurer)

MOTIONS and BACK-UP INFORMATION

**MORTON GROVE PARK DISTRICT
BOARD MOTIONS
MAY 18, 2016**

Administration and Finance Committee – Commissioner Ashta, Chair

Naming Rights Policy: I move to accept the recommendation of the Administration and Finance Committee to approve the Morton Grove Park District Naming Rights Policy.

Transfer of Funds: Resolution #R-04-16: I move to accept the recommendation of the Administration and Finance Committee to approve Resolution #R-04-16, to transfer \$24,460 from the Special Recreation Fund to the Capital Project Fund.

Investment Policy Revision: I move to accept the recommendation of the Administration and Finance Committee to approve the revisions to the Investment Policy.

Disposal Ordinance #O-04-16: I move to accept the recommendation of the Administration and Finance Committee to approve Disposal Ordinance #O-04-16 for the disposal, donation, trade-in, or sale of listed items and authorize the Park Board President and Secretary to execute said ordinance.

Parks & Facilities Maintenance Committee – Commissioner Manno, Chair

Fieldhouse HVAC: I move to accept the recommendation of the Parks & Facilities Maintenance Committee to approve the proposal from Pro Temp of LaGrange, IL in the amount not to exceed \$24,490.00 for the fieldhouse HVAC project.



Morton Grove Park District Naming Rights Policy

PURPOSE

The naming or renaming of parks and recreational facilities is complex and sometimes emotionally evocative. Assigning a name is a powerful and permanent identity for a public place and/or facility and often requires significant resources in terms of changing names on signs, maps, and literature. In addition, excessive changing of park or facility names can be the source of confusion to the public.

The purpose of this policy is to provide guidance to those that have an interest in the naming and or renaming of the Park District's parks and/or recreational facilities.

POLICY

It is the policy of Morton Grove Park District to reserve the naming or renaming of parks and recreational facilities for circumstances that will best serve the interests of the District, as well as ensure a worthy and enduring legacy for the District's parks and recreation system. Morton Grove Park District supports consideration of naming requests within the following categories.

Historic Events, People, and Places

The history of a major event, place or person may play an important role in the naming or renaming of a park as communities often wish to preserve and honor the history of a neighborhood, the District, the Village, its founders, other historical figures, its Native American heritage, local landmarks, prominent geographical locations, as well as natural and geological features through the naming of parks or recreational facilities.

Outstanding Individuals

The District has benefited from the contributions made by many outstanding individuals. This category is designed to acknowledge the *sustained* contribution that has been made by such individuals to the District and the development and management of the District's parks and recreation system.

Major Gifts

Morton Grove Park District has benefited from the generosity of some of its residents, businesses, and foundations. On occasion, the significance of such donations may warrant consideration of requests from either the donor or another party to acknowledge such a gift by naming.

DEFINITIONS

Naming: the permanent or temporary name assigned by the Morton Grove Park District Board of Park Commissioners via a Resolution to a given park or recreational facility.

Parks: all traditionally designed parks, gardens, natural open spaces, and specialized parks under the stewardship of the Morton Grove Park District.

Recreational facilities: major structures such as community centers, aquatic facilities, pavilions, courts, sports fields, fountains or other man-made structures located within lands under the stewardship of Morton Grove Park District.

Donations: a donation of property, goods or funds generally with no expectation of return. Any donation shall be entirely of a voluntary and charitable nature and shall not be made at the request of, or because of the application of any code, fee, ordinance, or regulation of, the Morton Grove Park District.

PROCEDURE

General Principles

In considering proposals for the naming or renaming of a park or recreational facility, the following will be taken into account prior to approval by the Morton Grove Park District's Board of Park Commissioners.

When naming a new park or recreational facility, the proposed name will:

- Engender a strong positive image.
- Be appropriate having regard to the park or recreational facility's location.
- Have historical, cultural or social significance for future generations.
- Commemorate places, people or events that are of continued importance to the District, Village, region, state, or nation.
- Have symbolic value that transcends ordinary meaning or use as well as enhances the character and identity of the park or recreational facility.
- Have broad public support.
- Shall not result in the undue commercialization of the park or recreational facility if it accompanies a corporate gift.

Renaming a park or recreational facility

Names that have become widely accepted by the community will not be changed unless there are **compelling reasons** and **strong public sentiment** from the broader community for doing so. Historical or commonly used place names will be preserved wherever possible.

Naming/renaming parks or recreational facilities for Outstanding Individuals

Naming or renaming a park or recreational facility for an outstanding individual is encouraged only for those who have been deceased for at least three years (this provision can be waived at

the Board's directive). That person's significance and good reputation must be recognized within the District, Village, State or Nation's history.

In considering the naming/renaming of a park or recreational facility after a deceased person, priority will be given to those who made a sustained and lasting contribution to

- Morton Grove's parks and recreation system
- The State of Illinois
- The Nation

Naming/renaming for Historic Events, People, and Places

When a park or recreational facility is associated with or located near events, people, and places of historic, cultural or social significance, consideration will be given to naming that park or recreational facility after such. In considering proposals, the relationship of the event, person or place to the park or recreational facility must be demonstrated through research and documentation.

Naming for Major Donations

From time to time, a significant donation may be made to the District that will add considerable value to the park and recreation system. On such occasions, recognition of this donation by naming a new park or recreation facility in honor of or at the request of the donor will be considered.

As a guideline, the threshold for considering the naming of a park or recreational facility will include one or more of the following:

- Land for the majority of the park was deeded to the District by the donor.
- Contribution by the donor of a minimum of 50% of the capital construction costs associated with developing the park or recreational facility.
- A contribution by a donor to allow for a significant cost reduction in upgrading/expanding an existing facility within a park.
- Provision of a minimum 20-year endowment by the donor for the continued maintenance and/or programming of the park or recreational facility.

Donors seeking naming rights for major donations with respect to an individual will be encouraged to follow the principles that apply to naming a park for an outstanding person. Exceptions to this will be considered on their own merits. If a donor wishes to name a park or facility after any living person other than the donor, the individual whose name is proposed to appear on the park or facility must submit to the Park District written authorization for the use of his or her name. The Board of Park Commissioners reserves the right to rename any park or recreational facility if the person or organization for whom it is named turns out to be disreputable or subsequently acts in a disreputable way. Corporate logos, insignias, brands or direct advertising text shall not be used in park naming text/signage. Corporate logos will be considered on a case by case basis in facility naming text/signage.

Other Considerations

To minimize confusion, parks will not be subdivided for the purpose of naming unless there are readily identifiable physical divisions such as roads or waterways. However, naming of specific major recreational facilities within parks will be permitted. Under these circumstances such names should be different from the park name to avoid user confusion. Example: Smith Family Field at Barber Park.

All signs that indicate the name of a park or recreational park or facility shall comply with the Morton Grove Park District's graphic and design standards and any applicable sections of the Village of Morton Grove.

Specialized naming signage will not be permitted for parks and facilities. Facility signage within parks shall be consistent in design and appearance. All costs associated with purchasing and installation of the sign shall be the responsibility of the requestor.

Naming Text

As Morton Grove Park District operates a large and diverse park system, it is important that the naming text assists in communicating the type of development and use. Therefore, the following terms will be applied as part of the naming process:

- ***"Park"*** applies to all parks that have been or will be developed primarily for recreational purposes. Such parks usually involve a high degree of landscape and recreational facility development.
- ***"Nature Park"*** applies to all parks where the primary purpose is the conservation of the natural environment. Such parks generally will have little or no development.
- ***"Field"*** applies to all parks where the primary purpose is for team outdoor sports activities. Such facilities typically have a high frequency of programmed team activities.

Requests for naming or renaming of parks or recreational facilities

All requests for the naming or renaming of a park or recreational facility shall be made in writing to the Morton Grove Park District Executive Director. A written request is not required if the naming process is specifically defined and part of a development/fundraising campaign from the department.

Requests should contain the following minimum information (no more than 5 pages, typed):

- The proposed name.
- Specific reasons for the proposed name and how it adheres to at least one of the three categories (Historic Events, People, and Places; Outstanding Individuals; Major Gifts).
- Written documentation indicating broad based community support for the proposed name. (eg. petition, newspaper articles)
- Description/map showing location and boundaries of the park.
- If proposing to name a facility within a park, include a description/map showing the location of the facility.

- If proposing to rename a park or facility, include justification for changing an established name.
- If proposing to name a park or facility after an outstanding person, include documentation of that person's significance and good reputation as recognized by the District, Village, State or Nation.
- Amount of funding available to offset costs of a renaming (if applicable). This could include signage or tangible media reprinting costs.

Additionally, petitioner must supply a petition signed by no fewer than 1,000 residents of the Morton Grove.

Terms/Expiration of Naming Rights

The duration of the naming rights will be evaluated on a case by case basis. In some scenarios, a term expiration may be established. Example: Scoreboard naming rights may expire at the end of the working life of the scoreboard. Field naming rights when utilized by the department for field improvements may have a similar expiration term.

Assessing and approving naming/renaming requests

Upon receipt of a naming request by Morton Grove Park District, the Board of Park Commissioners will be presented with the request for consideration.

The Board of Commissioners shall:

- Review the proposed request for its adherence to the policies of the Morton Grove Park District.
- Ensure that supporting information has been authenticated, particularly when an individual's name is proposed.
- Take into consideration any public comments associated with the request.

MORTON GROVE PARK DISTRICT
TRANSFER OF FUNDS
RESOLUTION #R-04-16

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>
\$24,460	Special Recreation Fund	Capital Project Fund

Resolved this 18th day of May, 2016

President
Morton Grove Park District

Attest:

Board Secretary



**MORTON GROVE PARK DISTRICT
INVESTMENT AND PORTFOLIO POLICIES
Adopted MAY, 1989
Reviewed and Revised May 18, 2016**

SCOPE

This investment policy applies to activities of the District with regards to investing its financial assets. These assets include all funds accounted for in the annual financial report along with any new funds created by the Board of Park Commissioners unless specifically exempted.

OBJECTIVES

The Board of Park Commissioners recognizes its responsibility as custodians of the public trust. Therefore, the District's primary objective, in priority order shall be:

Safety:

Safety of principal is the foremost objective of the investment program. Investments of the Morton Grove Park District shall be undertaken in a manner that seeks to insure the preservation of capital in the portfolio.

Credit Risk:

Credit risk is the risk of loss due to the failure of the security issuer or backer. Credit risk may be mitigated by:

- Limiting investments to the safest types of securities
- Pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisors with which an entity will do business, and
- Diversifying the investment portfolio so that potential losses on individual securities will be minimized.

Interest Rate Risk:

Interest rate risk is the risk that the market value of securities in the portfolio will fall due to changes in general interest rates. Interest rate risks may be mitigated by:

- Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity, and
- By investing operating funds primarily in shorter-term securities.

Liquidity:

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity).

Return on investments:

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking in to account the investment risk constraints and liquidity needs. Return on investment is of least importance compared to the safety and liquidity objectives described above. The core of investments is limited to relative low risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall not be sold prior to maturity with the following exceptions:

- 1) a declining credit security could be sold early to minimize loss of principal;
- 2) a security swap would improve the quality yield, or target duration in the portfolio; or
- 3) liquidity needs of the portfolio require that the security be sold.

DELEGATION OF AUTHORITY

The establishment of investment policies is the responsibility of the Park District Board. The Finance Manager is designated as investment officer of the District and is responsible for investment decisions and activities, under the direction of the Director.

The Finance Manager shall develop and maintain written administrative procedures for the operation of the investment program consistent with these policies. Procedures should include references to: safekeeping, delivery vs. payment, investment accounting, repurchase agreements, wire transfer agreements, collateral/depository agreements and banking service contracts. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Finance Manager. The Finance Manager shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. The Finance Manager may from time to time amend the written procedures in a manner not inconsistent with this policy or with state statutes. In order to optimize total return through active portfolio management, resources shall be allocated to the cash management program. This commitment of resources shall include financial and staffing considerations.

PRUDENCE

The standard of prudence to be applied by the investment officer shall be the "prudent investor" rule, which states, "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the

probable safety of their capital as well as the probable income to be derived." The prudent investor rule shall be applied in the context of managing the overall portfolio.

The investment officer or Director acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported immediately and that appropriate action is taken to control adverse developments.

ETHICS AND CONFLICTS OF INTEREST:

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interest in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of their entity.

MONITORING AND ADJUSTING THE PORTFOLIO

The investment officer will routinely monitor the contents of the portfolio, the available markets and the relative values of competing instruments, and will adjust the portfolio accordingly. All portfolio instruments shall be carried in the name of the District. The Investment Officer or Director shall have the authority to transfer any appropriate funds between only District accounts. Any transaction not between District accounts shall be deemed a disbursement and handled accordingly.

INTERNAL CONTROLS

The Investment Officer shall establish a system of written internal controls, which shall be reviewed annually by the independent auditor. The controls shall be designed to provide reasonable assurance that the assets of the Morton Grove Park District are protected from loss of public funds due to fraud, error, misrepresentation, unanticipated market changes or imprudent actions. The concept of reasonable assurance recognizes that (1) the cost of the control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits require estimates and judgments by management. The internal controls shall address the following points:

- Control of collusion
- Separation of transaction authority from accounting and record keeping
- Custodial safekeeping
- Avoidance of physical delivery securities
- Clear delegation of authority to subordinate staff members
- Written confirmation of telephone transactions for investments and wire transfers
- Development of a procedure for making wire transfers

AUTHORIZED AND SUITABLE INVESTMENTS

The Morton Grove Park District may invest in any type of security allowed for in Illinois statutes regarding the investment of public funds. Approved investments include:

- Bonds, notes, certificates of indebtedness, treasury bills, treasury strips, or other securities, which are guaranteed by the full faith and credit of the government of the United States of America, or other similar obligations of the United States of America or its agencies
- Interest bearing savings accounts, interest bearing certificates of deposit, interest bearing time deposits, or any other investments constituting direct obligations of any institution as defined by the Illinois Banking Act and is insured by the FDIC
- Illinois Public Treasurer’s Investment Pool
- Illinois Park District Liquid Asset Fund Plus
- Short-term obligations of corporations (commercial paper) organized in the United States with assets exceeding \$500 million and rated at the time of purchase at the highest classification established by at least two standard rating services. Must mature within 180 days from the date of purchase. Such purchase may not exceed 10% of the corporations outstanding obligations and no more than 10% of the District’s funds may be invested in commercial paper

SHORT-TERM VERSUS LONG-TERM PORTFOLIO

Limitations on instruments, diversification, and maturity scheduling shall depend upon whether the funds being invested are considered short-term or long-term funds. All funds shall be considered short-term except those reserved for capital projects (i.e., bond sale proceeds) reserved for future years.

SHORT-TERM PORTFOLIO DIVERSIFICATION

The District will limit use of investment instruments, individual financial institutions, and maturities to the following:

Instruments

- U.S. Treasury Obligations (Bills, notes and bonds)
- U.S. Government Agency Securities and Instrumentalities of Government Sponsored Corporations (Limited to those guaranteed by the U.S. Government)
- Certificates of Deposit (CDs) Commercial or Savings Banks

- State of Illinois Public Treasurer's Investments Pool Instruments
- Illinois Park District Liquid Asset Fund Plus Instruments
- Money Market Accounts
- Governmental Cash Investment Funds

Financial Institutions:

- Local: Morton Grove
- Commercial or Savings Banks (Member FDIC)

Non-local: Outside Morton Grove

Illinois Park District Liquid Asset Fund Plus
State of Illinois Public Treasurer's Investments Pool
Others as approved by Board as needed.

Maturity Scheduling:

Investment maturities for operating funds shall be scheduled to coincide with projected cash flow needs, taking into account large routine expenditures (payroll, vouchers, bond payments) as well as considering sizable blocks of anticipated revenue (tax receipts, bond proceeds). Maturities in this category shall not exceed one (1) year.

LONG-TERM PORTFOLIO DIVERSIFICATION

Instruments and diversification for the long-term portfolio shall be the same as for the short-term portfolio. Maturity scheduling shall be timed according to anticipated need. For example, investment of capital project funds shall be timed to meet contractor payments, usually for a term not to exceed four years. Any investment purchased with a maturity longer than four years must be supported with written documentation explaining the reason for the purchase and must be specifically approved by the Board of Commissioners.

SURPLUS FUND RETENTION

The District shall retain an appropriate amount of surplus monies from all Fund categories to protect the District from adverse developments. These funds shall be incorporated into and invested according to the District's portfolio policies. The District shall retain an amount equal to 20% of the annual appropriation for Operating Funds (Corporate, Recreation, Police, and Museum), 50% of the annual appropriation for Special Revenue Funds and for Debt Service a minimum of ½ years interest payment on the District's outstanding obligations. A detailed statement of the retention amounts shall be updated annually.

SELECTION OF INVESTMENT INSTRUMENTS

The District shall invest any surplus funds for a specific maturity date that is required for either cash flow purposes or for conformance to maturity guidelines, in such instruments which would be most advantageous under prevailing market conditions.

Records will be kept of all investments purchased or sold by the District in compliance with statutes.

QUALIFIED INSTITUTIONS

The District shall maintain a listing of financial institutions, which are approved to provide investment services. The Administration and Finance Committee shall have the responsibility to qualify institutions. No public deposit shall be made except on qualified public depository as established by state statutes.

The Park District Board authorizes the Finance Manager to invest up to \$500,000 in any federally insured financial institution.

All financial institutions that desire to become qualified bidders for investment transactions must supply the Administration and Finance Committee with the following:

- audited financial statements
- proof of state registration
- certification of having read the District's investment policy
- depository contracts (signature cards, account information, etc.)

An annual review of the financial condition and registration of qualified bidders will be conducted by the Finance Manager.

A current audited financial statement is required to be on file for each financial institution in which the District invests.

SAFEKEEPING AND COLLATERALIZATION

All investment securities purchased by the District shall be held in safekeeping by a designated third party agent. The agent shall issue a safekeeping receipt to the District listing the specific instrument, rate, maturity, and other pertinent information. All security transactions, including collateral for repurchase agreements, entered into by the Morton Grove Park District shall be conducted on a delivery-verses payment (DVP) basis.

It is the policy of the Morton Grove Park District that deposit-type securities (i.e., certificates of deposits) shall be collateralized for any amount exceeding FDIC coverage per institution. Other investments shall be collateralized by the actual security held in safekeeping by the agent. The Park District will accept any of the following assets as collateral:

- Government Securities
- Obligations of Federal Agencies
- Obligations of the State of Illinois

(The Park District reserves the right to accept/reject any form of the above named securities.)

The amount of collateral provided will not be less than 110% of the fair market value of the net amount of public funds secured. The ratio of fair market value of collateral to the amount of funds secured will be reviewed monthly, and additional collateral will be required when the ratio declines below the level required and collateral will be released if the fair market value exceeds the required level. Pledged collateral will be held in safekeeping, by an independent third party depository, or the Federal Reserve Bank of Chicago, designated by the Morton Grove Park District and evidenced by a safekeeping agreement. Collateral agreements will preclude the release of the pledged assets without an authorized signature from the Morton Grove Park District

PERFORMANCE STANDARDS

The investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a market average rate of return during a

market/economic environment of stable interest rates. Portfolio performance should be compared to appropriate benchmarks on a regular basis.

Market Yield (Benchmark)

The District's investment strategy is passive. Given this strategy, the basis used by the Finance Manager to determine whether market yields are being achieved shall be the three-month U.S. Treasury Bill less 0.5%.

REPORTING REQUIREMENTS

The investment officer shall generate monthly reports for management purposes. In addition, the Director and the Administration and Finance Committee will be provided quarterly reports. Such reports will be prepared in a manner, which will allow the entity to ascertain whether investment activities during the reporting period have conformed to the investment policy. The Report will include the following:

- A listing of individual securities held at the end of the reporting period
- Average weighted yield to maturity of portfolio on District investments as compared to applicable benchmarks
- Listing of investments by maturity date
- The percentage of the total portfolio which each type of investment represents
- The percentage of the total portfolio which each institution is holding
- The percentage of the total portfolio broken down by defined maturity periods

MARKING TO MARKET

A statement of the market value of the portfolio shall be issued at least quarterly. This will ensure that the minimal amount of review has been preformed on the investment portfolio in terms of value and subsequent price volatility.

INVESTMENT POLICY ADOPTION

The investment policy of the Morton Grove Park District shall be adopted by resolution of the Park District Board of Commissioners. This policy shall be reviewed on an annual basis by the Finance Manager and any modifications made thereto must be made by the Park District Board of Commissioners.

MORTON GROVE PARK DISTRICT

Ordinance #O-04-16

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

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

Casio Big 12 digit adding machine, Sharp EL-2615G GT Function adding machine, Stanley electric stapler, Stanley-Bostich electric stapler, Swingline Optima4 45 stapler, Citizen receipt printer model #1DP3550, Lowrey electric organ, HP laptop computer serial #CNF6411ZWC, old 40" x 26" filing cabinet, HP Laser Jet 4000 printer #X9094, HP Laser Jet P2015d printer #R03677, PH Laser Jet printer P1025AW #R0361, LCD Universe monitor #451M1109SA4952, Sceptre monitor #502C1109SA0958, Dell laptop #OU7670, HP Pavilion DV 9000 laptop, Acer monitor #AL1706A and 30 sand chairs, 20 patio chairs and 120 lounge chairs.

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

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

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

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

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

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

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

Adopted this 18th day of May, 2016; by the affirmative vote of three-fifths of the members of the Board of Park Commissioners.

Ayes: _____

Nays: _____

Absent: _____

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

ATTEST:

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

[SEAL]



Morton Grove
Park District

Memorandum

To: Board of Park Commissioners
From: Greg Jayne, Superintendent of Parks & Facilities
Jeff Wait, Executive Director
Date: May 18, 2016
Subject: Fieldhouse HVAC Recommendation

Issue:

All four fieldhouses currently have no air conditioning and the furnaces in each have reached the end of their useful life.

Discussion:

This project was discussed at the May 4th committee meeting pending the bid results. There were four bids submitted with the following results:

Vet Tec Mechanical, LLC	\$41,047
CRNE's Environmental	\$32,880
The YMI Group, Inc.	\$28,824
Pro Temp of Illinois, Inc.	\$24,490

Park Board Action:

Based on the bid results and pending reference checks staff recommends awarding the contract to Pro Temp of Illinois, Inc. from LaGrange, IL in an amount not to exceed \$24,490.

BOARD UPDATE & INFORMATION

Morton Grove Park District

UPDATE & INFORMATION

May 18, 2016

RECREATION AND PROGRAMMING REPORT

Club Fitness & Recreation Updates:

- Several pieces of fitness equipment were repaired this month
- The Thursday morning yoga class is doing very well, received positive comments regarding the new instructor, Unia Wilson.
- New fitness desk and security lockers are on order
- Revised the personal training banner in the fitness center
- Completed staff evaluations
- Updated the fitness membership application and information tri-fold to reflect new changes and fees effective May 10, 2016
- Park District brochure will be ready for the first proof the beginning of June
- Working on Thor Guard post card announcement
- Working on promotional pieces and attractions for the Sizzle into Summer event
- Updated the website
- Participated in ESC Committee workshop

Club Fitness Updates	April, 2016	April, 2015
Fitness Club Check In	4458 (519 members)	4063 (487 members)
Open Gym Check In	223	219
Group Ex/Walk-ins Usage	673 (117 members)	582 (84 members)

Athletics

- AYSO teams are playing their weekly games at Frank Hren Park on Saturdays through mid-June.
- The MGBSA season is underway at several parks throughout Morton Grove. There are 192 participants enrolled.
- MGBSA will have their board meeting on Thursday, May 19th at the Prairie View Community Center.
- The adult softball season starts this week, weather permitting. There are 30 teams registered.

- 8 Morton Grove gymnasts will have competed at Regionals in Bowling Green, OH on May 14th and 15th.
- Gymnastics will hold 5 team practices at Niles West before the summer session begins. As of this date, 17 gymnasts are enrolled.
- St. Mary of the Woods and the Edgebrook Sauganash Athletic Association (ESAA) have consistently been renting fields at Harrer Park.

Seniors, Cultural Arts, Adults, Teens

- The spring session of guitar lessons began with 12 students registered. This is an increase of 2 students from the winter season.
- Thirteen senior citizens participated in a day trip to Eatly in downtown Chicago
- A “container gardening” class was held through the University of Illinois Horticulture extension with seven participants

Camps/Pre-school/Kinder Odyssey

- Day Camp preparations and staff training begins May 11th
- 2016 Summer Camp enrollment:

	Session 1	Session 2	Session 3	Session 4
Kidventure Kamp	31	24	27	23
Junior Camp	40	43	39	30
Camp Mor Gro	34	32	25	22
Teen Times	17	18	16	16

- Pre-school graduations start May 5th
- Pre-school enrollment to date:

2 year olds	8
3 year olds	38
4 year olds	41

- Park View has opened up space for both a morning and afternoon Kinder Odyssey program:
- 2016 Kinder Odyssey enrollment:

District 63	4
District 70 AM	8
District 70 PM	14

FINANCE DEPARTMENT REPORT - MARTY O'BRIEN

- Our telephone provider, Call One, was here last week to plan the schedule for the implementation of the PVCC new phone system. The Call One Project Manager George DeKasha and the Technician Clay Staton reviewed the current Nortel system and made a diagram of where the current phones are located. The start date for the project is dependent on the arrival of the new equipment.
- Our current copy machine lease with Konica Minolta is set to expire at the end of 2016. A team of district's users of the copying equipment went out to both the Cannon and Konica Minolta show rooms. The purpose of this visit was to analyze the features associated with the new copy machines and to get a general cost to replace our present machine. Our next step is to request a proposal from each vendor at which time we evaluate the plans and select the best offer.
- We are progressing with the installation of the Thor Guard Lightning protection system. The hardware and software was installed at each location as stated in the contract. The remaining portion of this project, to get the operating systems coordinated and operational, is estimated to take several more weeks.
- The external auditors, Lauterbach and Amen, are scheduled to start their preliminary field work on May 19th and 20th. The audit plan calls for the auditors to return on June 13th to complete the field work.
- We are currently reviewing financial software packages to replace our current AEK system. The AEK system is becoming obsolete and Harris Computers will no longer support the platform after 2017. BSNA and Harris Software have put on demonstrations as their financial packages capabilities. We intend to put together a request for proposal once we finalize the financial needs of the district.
- A copy of the Final 2016-2017 budget will be distributed to the Park Commissioners and to any other interested party.

HUMAN RESOURCES— LAURA KEE

- Our new Marketing Manager Kathy Herrmann joined our team on Monday May, 9th.
- We have extended an offer to Joe Bruntmeyer for the position of Superintendent of Recreation. Joe has accepted and will be starting on May 23rd.
- Staff is very busy processing paperwork for seasonal staff, which includes lifeguards, cashiers, camp counselors and parks.
- Staff will be conducting 2 General Orientations and training to new staff.

PARKS AND MAINTENANCE REPORT — GREG JAYNE

- Pool preparation has begun and we have performed static testing at Harrer Pool and staff has been working on the Oriole Aquatic Center. We are targeting a date of May 20th to be filtering and the will be concentrating the interiors of both facilities following.

- All facilities that are shut down for the winter have been prepared for use in the summer months. All outdoor fountains have also been turned on in preparation for summer use.
- Bid results for the fieldhouse HVAC and Prairie View HVAC control projects were opened on May 10 and results will be presented at the May 18th board meeting and the June 1st committee meeting.
- Contracts for the Oriole and Overhill playground replacement have been signed a construction schedule will be provided upon receipt.
- Department work efforts this month have focused on the following items: preparation of Harrer pool facility, installation of windscreens at PVCC tennis courts, grass cutting operations and athletic field care, seeding and turf care as necessary at parks.
Manager Jayne would like to extend his thanks to the Maintenance crew for the extra effort and hours they have put in this spring.
- Routine items addressed this month by Park Staff Members include daily field house cleaning, daily athletic field care, grass cutting, three times a week trash control, park and playground inspections and repairs, fire extinguisher and facility inspections, vehicle inspections and repairs as well as filling numerous work request of other departments.

PARK POLICE REPORT – NORM STROMBERG

- In April 1,107 Park and Field House checks were conducted by the Park Police.
- Chief Stromberg, Officers Bialkowski and Callaghan completed the April “Police Law” Legal Update Computer Training. The April Training Topic was on “Use of Force - Stopping Driver to Prevent Escape, Pointing Firearm at Suspect, Qualified Immunity; Arrest - Prompt Judicial Determination”.
- Officers Bialkowski and Callaghan also participated in a free half day “Use of Force” class hosted by the Morton Grove Police Department and Golf Police Department.
- Park Officers handled their everyday normal routine assignments and an additional twenty-three other miscellaneous incidents, assists or assignments that occurred during the month of April. These included securing unsecured park properties found open or not properly shut down, alarm incidents, new employee background name checks and after hour secondary closings of park facilities.