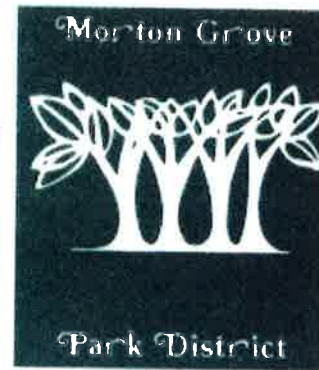


Morton Grove Park District

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



Morton Grove Park District
6834 Dempster
Board Meeting Agenda
November 16, 2016
6:30pm

- 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 from the Committee of the Whole held on October 12, 2016, the Board Meeting held on October 19, 2016 and the Dog Park Committee Meeting held on October 26, 2016
 - b. **Approval of Financial Reports**
 1. Cash on Hand and Budget Report dated October 31, 2016
 2. Voucher List Ending: November 16, 2016 in the amount of \$1,250,698.67
- VI. Director's Report
- VII. Attorney's Report
- VIII. Unfinished Business
 - a. **Administration and Finance Committee**
 - Truth in Taxation Hearing Date
 - Transfer of Funds
 - Recreation and Facility Program Chair Appointment
 - IAPD Delegate Credentials Certificate
 - Commissioner Per Diem for IAPD/IPRA Conference
 - Executive Director Travel Expense Approval
 - b. **Parks and Facilities Maintenance Committee**
 - Ballfield Fences
 - c. **Recreation and Facility Program Committee**
- IX. New Business:
- X. Commissioner Comments:
 - Commissioner Georgianne Brunner
 - Commissioner Dan Ashta
 - Commissioner Mark Manno
 - 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), 120/2(c)(3), 120/2(c)(11), and for section 120/2(c)(21).
- XII. Approval of Executive Minutes: The October 19, 2016 Meeting Minutes
- XIII. Adjournment

COMMITTED TO QUALITY PARK AND RECREATION SERVICES

Consent Agenda: October 19, 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 OCTOBER 12, 2016
- BOARD MEETING HELD ON OCTOBER 19, 2016
- DOG PARK COMMITTEE MEETING HELD ON OCTOBER 26, 2016

Also the Financial Reports which include:

- THE CASH ON HAND AND BUDGET REPORT DATED OCTOBER 31, 2016
- THE VOUCHER LIST DATED NOVEMBER 16, 2016 IN THE AMOUNT OF \$1,250,698.67 SUBJECT TO AUDIT.

AFTER EXECUTIVE SESSION:

I move to accept the recommendation of the Administration and Finance Committee to approve:

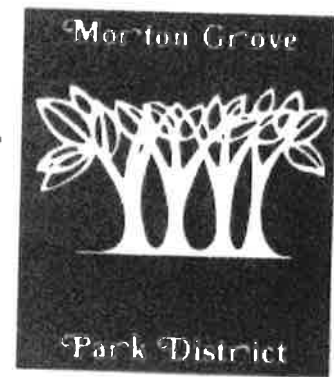
THE MINUTES OF THE:

- EXECUTIVE SESSION HELD ON OCTOBER 12, 2016
- EXECUTIVE SESSION HELD ON OCTOBER 19, 2016

Approval of Minutes

Morton Grove Park District

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



Morton Grove Park District
6834 Dempster, Morton Grove, IL 60053
Minutes of the Committee of the Whole
Held on October 12, 2016 at 6:30pm

Commissioner Manno called the meeting to order at 6:32pm.

Commissioners Present: Mark Manno and Georgianne Brunner
Commissioners Absent: Dan Ashta and Dan Staackmann

Staff Present: Jeff Wait, Executive Director; Marty O'Brien, Superintendent of Finance; Laura Kee, Superintendent of HR and Risk Management; Greg Jayne, Superintendent of Parks & Facilities and Joe Bruntmyer, Superintendent of Recreation

Guests Present: Don Shaw, Lauterbach & Amen Auditors

Public Comment: None.

Due to the absences, Director Wait asked to remove Resolution #R-08-16, the Permit Policy, Lobby Policy and the Camp and Aquatic Reviews from the agenda.

Administration and Finance Committee – Commissioner Ashta, Chair

Lauterbach & Amen - Auditor Review: Don Shaw from Lauterbach and Amen reviewed the Comprehensive Annual Financial Report with the Board. The auditor noted the Park District received the Certificate of Achievement for Excellence in Financial Reporting from the GFOA. In the auditor's report the Park District received the highest opinion they could receive, basically saying the financial statements were presented fairly. The income statements for each individual fund was explained; there was a net change in the general fund of \$120,000. He also noted the IMRF account is 78.5% funded, however it should be 90% funded by 2040. The one recommendation made by the auditors was to increase the General, Recreation and Policy fund balances. The prior recommendations have been implemented and will be removed.

Declaration of Vacant Commissioner Seat: Due to the passing of Commissioner Coursey, the Morton Grove Park District Board of Commissioners shall declare her seat vacant. Commissioner Brunner explained that because the vacancy has occurred with more than 28 months left in the term, the Board may appoint a person to hold the office until the next regular election.

Bereavement Policy: Director Wait explained that in July the child bereavement leave act was updated and in order for the District to be compliant we need to update our Personnel Policy

COMMITTED TO QUALITY PARK AND RECREATION SERVICES

Manual. The new policy allows an employee 10 working days of unpaid leave to bereave the loss of a child.

Drone Policy: Recently the Federal Aviation Administration developed a policy for unmanned aircraft systems or drones. Due to the public safety concerns the Park District wanted to outline and adopt procedures for drones on Park District property. It was agreed to include the date and time limits on the permit and to then adopt the new Drone Policy.

Parks and Facilities Maintenance Committee – Commissioner Manno, Chair

Tree Removals: Due to age and disease there are quite a few trees in the parks that must be removed. The Park District received three quotes to remove the trees. It was agreed to use Trees “R” Us, Inc. from Wauconda, IL in the amount of \$4,380.00.

Recreation and Facility Program Committee – Commissioner Manno substituted

Refund Procedures: The Recreation Department would like to fine-tune the refund procedures to create a fair policy for both the Park District and the public. The new procedures extend the notice required in advance of the program, creates non-refundable deposits for some programs and specifies the reasons that memberships may be canceled. It was agreed to approve the new refund procedures.

B-4 School & B.A.S.E. Flex Pass Fees: The current fees for B-4 School and B.A.S.E. are too low and serve as a deterrent to register for the full program. The Recreation Department would like the Board to approve an increase to the pass fees to better align the flex pass fee with the actual program fee. It was agreed to modify the flex pass fees.

General Discussion/New Business

Statement of Receipts and Disbursements Resolution #R-09-16: Per state statute the Park District must produce a Statement of Receipts and Disbursements and make it available to the public. Commissioner Manno had several questions which were resolved. It was agreed to approve the Statement of Receipts and Disbursements at the Board Meeting.

Commissioner Brunner made a motion, seconded by Commissioner Manno, to adjourn the Committee of the Whole meeting. **Motion carried by voice vote.**

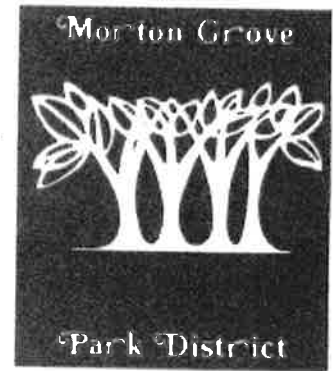
Meeting ended at approximately 6:38pm.

Daniel J. Staackmann, Board President

Jeffrey Wait, Board Secretary

Morton Grove Park District

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



Morton Grove Park District
6834 Dempster, Morton Grove, IL 60053
Minutes of the 780th Board Meeting
Held on October 19, 2016 at 6:30pm

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

Commissioners Present: Georgianne Brunner, Mark Manno, and Dan Staackmann

Commissioners Absent: Dan Ashta

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

Guests Present: Chuck Balling and Charlie Williams from GovHR and Keith White, resident

Attorney Present: None.

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

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

IV. **Citizens Comments/Correspondence:** Keith White introduced himself and stated he was interested in the vacant Commissioner seat and distributed his resume to the Board.

V. **Consent Agenda:**

Commissioner Brunner made a motion, seconded by Commissioner Manno to approve the consent agenda which included the minutes of the September 7, 2016 Committee Meeting and the September 21, 2016 Board Meeting.

The Financial Reports:

1. The Cash on Hand and Budget Report dated September 30, 2016, and
2. The voucher listed dated October 19, 2016, in the amount of \$228,763.86 subject to audit. **Ayes: Commissioner Brunner, Staackmann and Manno. Nays: 0. Absent: Ashta. Motion carried.**

COMMITTED TO QUALITY PARK AND RECREATION SERVICES

VI. **Director's Report:** Director Wait reminded everyone that the Halloween Fest was this Saturday at PVCC from 3:00 to 6:00pm and that Holly Days was scheduled for December 3rd from 11:00-3:00pm at Harrer Park.

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

VIII. **Unfinished Business:**

Administration and Finance Committee: Commissioner Brunner, substituted Resolution #R-08-16: Commissioner Brunner made a motion seconded by Commissioner Manno to approve Resolution #R-08-16, honoring Commissioner Coursey, and thereby making the resolution part of the Morton Grove Park District permanent record. **Ayes: Commissioner Staackmann, Manno, and Brunner. Nays: 0. Absent: Ashta. Motion carried.**

Auditors Comprehensive Annual Financial Report: Commissioner Brunner made a motion, seconded by Commissioner Manno for the Board of Park Commissioner to approve the Comprehensive Annual Financial Report for the Fiscal Year Ending April 30, 2016 and to direct the Superintendent of Finance to file the document with the appropriate agencies. **Ayes: Commissioner Manno, Brunner and Staackmann. Nays: 0. Absent: Ashta. Motion carried.**

Statement of Receipts and Disbursements: Commissioner Brunner made a motion, seconded by Commissioner Manno for the Board of Commissioners to approve the Statement of Receipts & Disbursements for the Fiscal Year Ending April 30, 2016 and to direct the Treasurer to sign the document and the Superintendent of Finance to file the document with the appropriate agencies. **Ayes: Commissioner Brunner, Staackmann and Manno. Nays: 0. Absent: Ashta. Motion carried.**

Bereavement Policy: Commissioner Brunner made a motion, seconded by Commissioner Manno to accept the recommendation of the Administration and Finance Committee for the Board of Park Commissioners to approve the updates to Section 7.2 of the Personnel Policy Manual, under the heading Bereavement Leave. **Ayes: Commissioner Brunner, Staackmann and Manno. Nays: 0. Absent: Ashta. Motion carried.**

Drone Policy: Commissioner Brunner made a motion, seconded by Commissioner Manno to accept the recommendation of the Administration and Finance Committee to approve the policy on the Use of Drones on Park Property and include the new policy in the Board of Commissioners General Practices Manual. Commissioner Brunner asked if a date and time limit would be included on the permit. Director Wait explained it would be discussed and explained at the time of application. **Ayes: Commissioner Manno, Brunner and Staackmann. Nays: 0. Absent: Ashta. Motion carried.**

COMMITTED TO QUALITY PARK AND RECREATION SERVICES

Parks and Facilities Maintenance Committee: Commissioner Manno, Chair

Tree Removal: Commissioner Manno made a motion, seconded by Commissioner Brunner to accept the recommendation of the Parks and Facilities Maintenance Committee to approve the proposal from Trees "R" Us, Inc. of Wauconda, IL in the amount of \$4,380 to remove 17 trees and stumps throughout the parks.

Commissioner Manno wanted to reiterate that these were the trees that the staff cannot remove. Superintendent Jayne assured him the staff would be removing the trees that they could. **Ayes: Commissioner Staackmann, Manno and Brunner.**

Nays: 0. Absent: Ashta. Motion carried.

Recreation and Facility Program Committee: Commissioner Staackmann, Chair Pro-Tem

Refund Procedure: Commissioner Staackmann made a motion, seconded by Commissioner Brunner to accept the recommendation of the Recreation and Facility Program Committee to approve the updated Park District program refund procedures. Director Wait said the new procedures will be in the brochure. **Ayes: Commissioner Manno, Brunner and Staackmann. Nays: 0. Absent: Ashta. Motion carried.**

Flex Pass Fees for B-4 School B.A.S.E.: Commissioner Staackmann made a motion, seconded by Commissioner Brunner to accept the recommendation of the Recreation and Facility Committee to approve an increase to Flex Pass fees for the B-4 School and B.A.S.E. programs which will become effective December 5, 2016. Commissioner Manno noted that Superintendent Bruntmyer did a good job explaining the new procedures. **Ayes: Brunner, Staackmann and Manno. Nays: 0. Absent: Ashta. Motion carried.**

IX. New Business: Strategic Plan: Chuck Balling identified the six initiatives of the Morton Grove Park District 2017-2022 Strategic Plan.

- Enhance Resident Experience at Parks and Facilities
- Commit to Financial Planning for Long-Term Stability
- Strengthen Community Relationships and Park District Governance
- Refocus Program Offerings
- Develop and Retain Highly Engaged Employees
- Foster Effective Communications, Marketing and Customer Friendly Processes

Chuck explained the initiatives were driven by Park Board input, staff input and community input. Balling further explained the next steps; to develop tasks and a timeline in October, Board review in November, public review in December and for the Board to approve the plan in January 2017.

Each team member was asked to thoroughly review their department. The details and conclusion of their study along with recommendations were presented.

COMMITTED TO QUALITY PARK AND RECREATION SERVICES

Chuck and Charlie concluded the presentation by stating how important it was that this was a real team effort and that this must be a consumable study available to the public.

At this time Commissioner Staackmann asked for a moment of silence for Commissioner Coursey.

X. Commissioner Comments:

Commissioner Manno: Thanked the staff for their hard work on the Strategic Plan and the Race to the Taste.

Commissioner Brunner: Thanked the staff for their work on the Strategic Plan.

Commissioner Ashta: Absent.

Commissioner Staackmann: Commissioner Staackmann thanked the staff for their hard work on the Strategic Plan and also thanked Claudia for her work on the Distinguished Agency Accreditation.

XI. Executive Session:

At approximately 7:37 Commissioner Brunner made a motion, seconded by Commissioner Manno to move into closed session in accordance with the Open Meetings Act section 120/2(c)(1) and for section 120/2(c) (3), 120/2(c) (11) and 120/2(c) (21) **Ayes: Commissioner Brunner, Staackmann and Manno. Nays: 0. Absent: Ashta. Motion carried.**

The Board Meeting reconvened at approximately 8:05 pm. No action was taken during closed session.

XII. Approval of Executive Minutes:

Commissioner Brunner made a motion, seconded by Commissioner Manno to accept the recommendation of the Administration and Finance Committee to approve the minutes of the executive session held on September 7, 2016 and the executive session held on September 21, 2016. **Ayes: Commissioner Brunner, Staackmann and Manno. Nays: 0. Absent: Ashta. Motion carried.**

XIII. Adjournment:

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

Meeting ended at approximately 8:04pm.

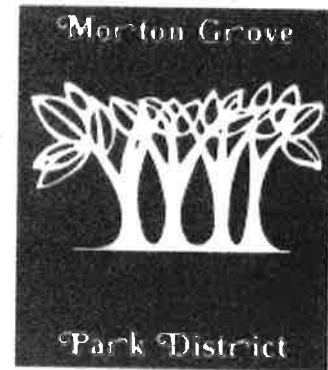
Daniel Staackmann, Board President

Jeff Wait, Board Secretary

COMMITTED TO QUALITY PARK AND RECREATION SERVICES

Morton Grove Park District

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MORTON GROVE PARK DISTRICT
Prairie View Community Center
6834 Dempster, Morton Grove, IL 60053
Minutes of the Dog Park Advisory Committee
Held on October 26, 2016 at 6:30 pm

- I. **Call to Order:** Executive Director Wait called the meeting to order at 6:30 pm.
- II. **Staff Present:** Jeff Wait, Executive Director

Committee Members Present: Brian Harris and Katie Bertoglio,

Guests Present: None
- III. **Public Comment:** None.
- IV. **Opening Remarks:** Executive Director Wait apologized for the length in time since the last meeting.
- V. **Review of Process to Date:** The Park District received 3 concepts from a designer.
- VI. **Review of Latest Concepts and Cost Estimates:**
 - The Park District asked the designer for 3 concepts: the basic model was priced at \$335,500, the next tier at almost \$480,000 and \$540,000 for the ultimate dog park.
 - The Committee then asked for a very basic model: fencing the area at a cost of \$98,000
 - What can be done in-house? We are confident we can do it in-house for about \$22,000, however there are basic problems with this design; i.e., there are no access gates, no double gates, no improved drainage, no concrete pad, etc.
 - The Board did not favor the bare bones plan.
- VII. **Next Steps:** Brian Harris asked what the dog park budget was? Director Wait explained with the building of Oriole Pool, the Park District's capital dollars goes to pay down that debt. We also have to still maintain the park district, i.e.; take care of the ballfields, computers, fences, vehicles, etc. and so money would have to be taken from those funds. Although we can present any design to the Board however we have to find the funding for it.

COMMITTED TO QUALITY PARK AND RECREATION SERVICES

The other options are to go to the Board and say it's feasible here are our limitations, what else can we do? There are other options, we can open up the parks to dogs on leashes under the control of their owner, on pass.

It was suggested to start with as basic a plan as can be and maybe have someone else bid the project. Can we get a reasonable attractive plan and then have pass fees to help off-set the expenses? A referendum was suggested too. Also the thought of the committee starting a fund raiser, building up reserves, partner with Niles, sell paving bricks, advertise dollars on the fences, sponsorships from veterinarians or dog food companies. It was decided that Jeff would put together a plan to present to the Board.

VIII. Adjournment: The meeting ended at approximately 6:40pm.

Daniel Staackmann, Board President

Jeff Wait, Board Secretary

Financials

- Cash on Hand and Budget Report
- Voucher List

MORTON GROVE PARK DISTRICT
STATEMENT OF CASH ON HAND AND INVESTMENTS
AS OF OCTOBER 31, 2016

PAGE: 1

BALANCE 09/30/16 CURRENT MONTH ENDING BALANCE

CASH IN BANK

CORPORATE	413,181.67	91,873.65-	321,308.02
RECREATION	215,512.27	78,449.70-	137,062.57
POLICE	1,435.96	10,076.44	11,512.40
PAVING & LIGHTING	3,315.04	0.00	3,315.04
MUSEUM	11,368.80	2,810.21	14,179.01
I.M.R.F.	264,919.58	19,004.84-	245,914.74
F.I.C.A.	177,195.16	11,779.58-	165,415.58
BOND & INTEREST	897,772.73	8,651.10-	889,121.63
LIABILITY INSURANCE	180,244.12	6,342.01-	173,902.11
SPECIAL RECREATION	382,443.95	810.49-	381,633.46
SPEC REC - GRANT PROJECTS	0.00	0.00	0.00
AUDIT	3,146.48	0.81	3,147.29
CAPITAL IMPROVEMENTS	5,044,382.68	56,703.97-	4,987,678.71
GASB 34 ACCOUNTS	0.00	0.00	0.00
 TOTAL: CASH IN BANK	 <u>7,594,918.44</u>	 <u>260,727.88-</u>	 <u>7,334,190.56</u>

INVESTMENTS

CORPORATE	0.00	0.00	0.00
RECREATION	0.00	0.00	0.00
I.M.R.F.	0.00	0.00	0.00
BOND & INTEREST	0.00	0.00	0.00
LIABILITY INSURANCE	0.00	0.00	0.00
SPECIAL RECREATION	0.00	0.00	0.00
AUDIT	0.00	0.00	0.00
 TOTAL: INVESTMENTS	 <u>0.00</u>	 <u>0.00</u>	 <u>0.00</u>

GRAND TOTAL ALL ACCOUNTS	<u>7,594,918.44</u>	<u>260,727.88-</u>	<u>7,334,190.56</u>
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SUMMARY TOTAL ALL ACCOUNTS BY FUND:

CORPORATE	413,181.67	91,873.65-	321,308.02
RECREATION	215,512.27	78,449.70-	137,062.57
POLICE	1,435.96	10,076.44	11,512.40
PAVING & LIGHTING	3,315.04	0.00	3,315.04
MUSEUM	11,368.80	2,810.21	14,179.01
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AUDIT	3,146.48	0.81	3,147.29
CAPITAL IMPROVEMENTS	5,044,382.68	56,703.97-	4,987,678.71
 GRAND TOTAL ALL FUNDS:	 <u>7,594,918.44</u>	 <u>260,727.88-</u>	 <u>7,334,190.56</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	4,372.03	595,859.10	0.00	595,859.10	1,214,600	28,828	552,056
	TOTAL CENTER EXPENSE	59,873.72	367,113.20	0.00	367,113.20	682,478	58,137	348,006
	NET CENTER INCOME/LOSS	55,501.69-	228,745.90	0.00	228,745.90	532,122	29,309-	204,050
20	PARKS MAINTENANCE							
	TOTAL CENTER REVENUE	0.00	0.00	0.00	0.00	0	0	0
	TOTAL CENTER EXPENSE	44,057.53	285,548.63	0.00	285,548.63	532,122	42,160	253,316
	NET CENTER INCOME/LOSS	44,057.53-	285,548.63-	0.00	285,548.63-	532,122-	42,160-	253,316-
	TOTAL CORPORATE							
	FUND REVENUE	4,372.03	595,859.10	0.00	595,859.10	1,214,600	28,828	552,056
	FUND EXPENSE	103,931.25	652,661.83	0.00	652,661.83	1,214,600	100,297	601,322
	NET INCOME/LOSS	99,559.22-	56,802.73-	0.00	56,802.73-	0	71,469-	49,266-
02	RECREATION							
10	ADMINISTRATION							
	TOTAL CENTER REVENUE	2,198.96	268,095.85	0.00	268,095.85	495,000	10,857	247,802
	TOTAL CENTER EXPENSE	58,910.77	394,253.14	0.00	394,253.14	867,888	59,352	377,801
	NET CENTER INCOME/LOSS	56,711.81-	126,157.29-	0.00	126,157.29-	372,888-	48,495-	129,999-
30	RECREATION PROGRAMS							
	TOTAL CENTER REVENUE	61,967.52	630,230.97	0.00	630,230.97	1,139,332	62,703	609,764
	TOTAL CENTER EXPENSE	71,210.96	427,070.96	0.00	427,070.96	748,069	75,993	415,772
	NET CENTER INCOME/LOSS	9,243.44-	203,160.01	0.00	203,160.01	391,263	13,290-	193,992
40	POOLS							
	TOTAL CENTER REVENUE	149.00	165,690.61	0.00	165,690.61	227,680	500	183,374
	TOTAL CENTER EXPENSE	13,019.26-	289,917.30	0.00	289,917.30	378,329	5,649	312,499
	NET CENTER INCOME/LOSS	13,168.26	124,226.69-	0.00	124,226.69-	150,649-	5,149-	129,125-
50	COMMUNITY CENTER							
	TOTAL CENTER REVENUE	15,926.20	102,626.40	0.00	102,626.40	181,612	20,902	115,975
	TOTAL CENTER EXPENSE	33,408.70	168,498.75	0.00	168,498.75	326,466	29,153	168,172
	NET CENTER INCOME/LOSS	17,482.50-	65,872.35-	0.00	65,872.35-	144,854-	8,252-	52,197-
	TOTAL RECREATION							
	FUND REVENUE	80,241.68	1,166,643.83	0.00	1,166,643.83	2,043,624	94,962	1,156,915
	FUND EXPENSE	150,511.17	1,279,740.15	0.00	1,279,740.15	2,320,752	170,148	1,274,244
	NET INCOME/LOSS	70,269.49-	113,096.32-	0.00	113,096.32-	277,128-	75,185-	117,329-
05	POLICE							
	FUND REVENUE	20,000.00	40,072.51	0.00	40,072.51	43,000	10,000	34,046
	FUND EXPENSE	4,146.32	35,894.11	0.00	35,894.11	43,000	5,442	36,936
	NET INCOME/LOSS	15,853.68	4,178.40	0.00	4,178.40	0	4,558	2,890-
10	PAVING & LIGHTING							
	FUND REVENUE	0.00	0.00	0.00	0.00	1,000	0	0
	FUND EXPENSE	0.00	0.00	0.00	0.00	1,000	0	0
	NET INCOME/LOSS	0.00	0.00	0.00	0.00	0	0	0

FUND NO	DESCRIPTION	REVENUE / EXPENSE		ENCUMBRANCE	TOTAL AMOUNT		ANNUAL BUDGET	REVENUE/EXPENSE-PRIOR YR	
		THIS MONTH	YEAR TO DATE		YEAR TO DATE			THIS MONTH	YEAR TO DATE
15	MUSEUM								
	FUND REVENUE	7,418.85	8,376.45	0.00	8,376.45	49,000	0	727	
	FUND EXPENSE	4,625.50	26,210.21	0.00	26,210.21	49,000	4,231	27,540	
	NET INCOME/LOSS	2,793.35	17,833.76-	0.00	17,833.76-	0	4,231-	26,813-	
20	I.M.R.F.								
	FUND REVENUE	16.31	145,779.51	0.00	145,779.51	290,000	436	132,418	
	FUND EXPENSE	19,021.15	121,803.48	0.00	121,803.48	290,000	89,819	182,124	
	NET INCOME/LOSS	19,004.84-	23,976.03	0.00	23,976.03	0	89,382-	49,706-	
22	F.I.C.A.								
	FUND REVENUE	10.88	97,257.45	0.00	97,257.45	193,000	291	88,279	
	FUND EXPENSE	11,790.46	89,711.62	0.00	89,711.62	193,000	11,209	87,594	
	NET INCOME/LOSS	11,779.58-	7,545.83	0.00	7,545.83	0	10,918-	685	
25	BOND & INTEREST								
	FUND REVENUE	51.30	449,766.51	0.00	449,766.51	899,000	1,209	366,721	
	FUND EXPENSE	900,814.40	900,814.40	0.00	900,814.40	899,000	0	6,288	
	NET INCOME/LOSS	900,763.10-	451,047.89-	0.00	451,047.89-	0	1,209	360,433	
30	LIABILITY INSURANCE								
	FUND REVENUE	7.60	67,905.59	0.00	67,905.59	136,000	204	61,795	
	FUND EXPENSE	6,349.61	40,083.74	0.00	40,083.74	136,000	6,673	43,846	
	NET INCOME/LOSS	6,342.01-	27,821.85	0.00	27,821.85	0	6,470-	17,949	
35	SPECIAL RECREATION								
	FUND REVENUE	14.76	134,603.29	0.00	134,603.29	315,000	446	135,287	
	FUND EXPENSE	41,465.11	113,274.87	0.00	113,274.87	315,000	35,402	129,835	
	NET INCOME/LOSS	41,450.35-	21,328.42	0.00	21,328.42	0	34,956-	5,452	
40	AUDIT								
	FUND REVENUE	0.81	7,270.75	0.00	7,270.75	15,000	22	6,621	
	FUND EXPENSE	2,000.00	14,500.00	0.00	14,500.00	15,000	0	14,100	
	NET INCOME/LOSS	1,999.19-	7,229.25-	0.00	7,229.25-	0	22	7,479-	
70	CAPITAL IMPROVEMENTS								
	FUND REVENUE	0.00	0.00	0.00	0.00	882,000	0	75,000	
	FUND EXPENSE	194,651.70	739,663.85	0.00	739,663.85	882,000	16,470	247,355	
	NET INCOME/LOSS	194,651.70-	739,663.85-	0.00	739,663.85-	0	16,470-	172,355-	
95	GASB 34 ACCOUNTS								
	FUND REVENUE	0.00	0.00	0.00	0.00	0	0	0	
	FUND EXPENSE	0.00	0.00	0.00	0.00	0	0	0	
	NET INCOME/LOSS	0.00	0.00	0.00	0.00	0	0	0	
	GRAND TOTAL REVENUE	112,134.22	2,713,534.99	0.00	2,713,534.99	6,081,224	136,398	2,609,864	
	GRAND TOTAL EXPENSE	1,439,306.67	4,014,358.26	0.00	4,014,358.26	6,358,352	439,691	2,651,183	
	NET INCOME/LOSS	1,327,172.45-	1,300,823.27-	0.00	1,300,823.27-	277,128-	303,293-	41,319-	

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

BOARD VOUCHERS

VENDOR NUMBER	NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
02465	AIS INTERNATIONAL	34376	15368	BV111601	011000-560810	3,340.00	MERAKI MR CLOUD MANAGED AP/MERAKI
		34440	15388	BV111602	011000-560810	145.00	MR CLOUD CONTROLLER TECHNICAL SUPPORT
						<u>TOTAL VENDOR:</u>	3,485.00
03634	AMALGAMATED BANK OF CHICAGO	34377	BOND 5209	BV111601	701000-586099	119,525.00	BOND ISSUE 5209
05735	ATLAS BOBCAT, LLC	34441	QA3407	BV111602	701000-586314	29,954.00	REPLACING SKID STEER
10205	BONO CONSULTING, INC.	34378	2016-0743	BV111601	351000-582705	9,550.00	ENGINEERING FEES FOR HARRER ADA PROJECT PAYOUT #1
13113	CASSIDY TIRE & SERVICE	34379	5206025	BV111601	012000-520225	12.00	TIRE MOUNT (TORO)
15265	COMCAST CABLE	34380	132020254	BV111601	025033-540150	21.15	LOBBY TELEVISION CABLE FROM 11/8/16-12/07/16
15272	COMED	34331	1427066047	BV111601	011000-540110	34.85	ELECTRIC FOR REAR PVCC FROM 9/29/16-10/28/16
		34382	0360019067	BV111601	011000-540110	476.69	ELECTRIC FOR OUTSIDE STREET LIGHTS FROM 9/23/16-10/24/16
						<u>TOTAL VENDOR:</u>	511.54
15394	CONSERV FS	34443	65023076	BV111602	012000-520323	341.05	WALK WAY ICE MELT
					025032-520323	341.05	
						<u>TOTAL VENDOR:</u>	682.10
15773	CAPITAL ONE COMMERCIAL(COSTCO)	34442	7311000265	BV111602	011000-520110	20.76	OFFICE SUPPLIES
15915	SHERI COZZI	34401	7509	BV111601	151000-554600	95.00	NOVEMBER 2016 MUSEUM CLEANING
16125	CRNE'S ENVIRONMENTAL CONTROL	34383	0000005227	BV111601	012000-554600	1,245.00	SERVICE START UPS OF FURNACE UNITS
		34384	0000005226	BV111601	025032-554100	2,256.00	SERVICE START UPS ROOF UNITS PVCC
						<u>TOTAL VENDOR:</u>	3,501.00

BOARD VOUCHERS

VENDOR NUMBER	NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
16416	TIM CULLEN	34444	UMPIRE	BV111602	023001-592131	297.00	OCTOBER/NOVEMBER 2016 UMPIRE
16428	TOM CUMMINGS	34445	UMPIRE	BV111602	023001-592131	132.00	NOVEMBER 2016 UMPIRE
17225	DENNIS H. DAMON	34385	MGPD-DT04	BV111601	023007-591821	717.50	INSTRUCTION OF DOG TRAINING CLASS
17895	WENDY DECARLO	34386	MGPD-PT04	BV111601	023007-591821	338.10	INSTRUCTION OF PUPPY TRAINING CLASS
18608	DIRECT FITNESS SOLUTIONS, LLC	34387	518579	BV111601	025032-520210	115.00	LABOR CHARGE FOR FITNESS EQUIPMENT REPAIR
		34391	518438	BV111601	025032-520210	884.58	REPAIRS TO FITNESS EQUIPMENT
					<u>TOTAL VENDOR:</u>	999.58	
23263	ELITE APPLIANCE REPAIR	34388	10075	BV111601	025032-520227	154.84	FITNESS CLUB WASHER REPAIR
28336	FIRST STUDENT	34390	11281180	BV111601	023007-593823	2,805.60	OCTOBER 2016 BUS FOR B4 SCHOOL
30235	GALETON	34446	1376468-00	BV111602	012000-520335	50.60	PARK MAINTENANCE SUPPLIES
30358	GARVEY'S OFFICE PRODUCTS	34392	1224245	BV111601	011000-520110	26.88	OFFICE SUPPLIES
		34393	1229700	BV111601	011000-520110	81.48	OFFICE SUPPLIES
		34394	1232663	BV111601	011000-520110	40.75	OFFICE SUPPLIES
		34395	1238057	BV111601	011000-520110	287.54	OFFICE SUPPLIES
		34396	1238068	BV111601	011000-520110	58.85	OFFICE SUPPLIES
					<u>TOTAL VENDOR:</u>	495.50	
30733	GEMPLER'S	34397	S102919432	BV111601	012000-520335	142.90	SAFETY SHOES (HESSELN)
		34447	S102965569	BV111602	012000-581500	318.93	WINTER CLOTHING FOR PARK CREW
		34448	S102984043	BV111602	012000-581500	59.95	WINTER CLOTHING FOR PARK CREW
					<u>TOTAL VENDOR:</u>	521.78	
31614	GLENBROOK AUTO PARTS, INC	34398	050095	BV111601	012000-520225	214.40	PRODUCTS FOR SMITH CO BALLFIELD GROOMER
		34399	050072	BV111601	012000-520225	134.00-	CORE DEPOSIT CREDIT
		34400	049395	BV111601	012000-520225	139.00	RENTAL 7 TON PULLER/CORE DEPOSIT
		34449	54378	BV111602	012000-520400	35.35	SPARK PLUGS/GAGE
					<u>TOTAL VENDOR:</u>	254.75	

BOARD VOUCHERS

VENDOR NUMBER	NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
32085	GORILLA CAGES, INC.	34450		BV111602	701000-586145	4,175.00	SUPPLY/INSTALL CAGES AROUND HVAC COMPRESSORS AT ALL FIELDHOUSES
32915	GROVER WELDING COMPANY	34451	26824	BV111602	012000-520223	60.00	WELD BRACKET ON MOWER DECK
37205	HONEYWELL INTERNATIONAL, INC.	34402	5237931773	BV111601	701000-586100	24,113.00	PVCC HVAC CONTROL PROJECT PAYMENT #2
37385	HOT SHOTS SPORTS	34403	154	BV111601	023001-594193	7,387.01	FALL 2016 CLASSES AND CLINIC
49336	FEDEX	34389	5-59042545	BV111601	011000-520130	25.78	PACKAGE TO PROMET SOLUTIONS
50176	KONICA MINOLTA PREMIER FINANCE	34404	65783593	BV111601	011000-554100 021000-554100	202.49 202.49	COPIER LEASE
<u>TOTAL VENDOR:</u>						404.98	
51615	LAUTERBACH & AMEN, LLP	34405	18691	BV111601	401000-552800	2,000.00	APRIL 30,2016 FINAL BILLING FOR AUDIT OF FINANCIAL STATEMENTS
54420	MAINE-NILES ASSN OF SP REC	34406	16-149	BV111601	351000-552705	1,234.36	OCTOBER A 2016 INCLUSION
		34407	16-156	BV111601	351000-552700	30,680.75	GENERAL CONTRIBUTION 4TH QTR 2016
<u>TOTAL VENDOR:</u>						31,915.11	
56280	MC MASTER-CARR SUPPLY CO	34408	84419909	BV111601	012000-520225	37.37	CLAMPS FOR SKAG BAGGERS
56665	MENARD'S	03413	43802	BV111601	012000-520225	5.99	REPLACEMENT BOARD (TRAILER)
		34409	43018	BV111601	012000-520318	31.62	PAINT FOR DOG SIGNS
		34410	41945	BV111601	012000-520400	6.95	PARK MAINTENANCE SUPPLIES
		34411	42468	BV111601	025032-520321	2.95	SHOWER SEAT MENS LOCKER ROOM PVCC
		34412	42442	BV111601	025032-520321	6.46	BUILDING MAINTENANCE SUPPLIES
		34414	43475	BV111601	012000-520323	9.87	BANNER REPAIR HARDWARE
		34415	43090	BV111601	012000-560900	3.43	PRAIRIE GATE FENCE REPAIR
		34416	42545	BV111601	012000-520400	29.96	PARK MAINTENANCE SUPPLIES
		34417	424778	BV111601	012000-520400	1.64	MOWER HARDWARE
		34418	41492	BV111601	012000-520400	22.97	TOOLS
		34453	44062	BV111602	025032-520321	11.92	INSTALLING PHONE LINE PVCC
		34454	44274	BV111602	025032-520321	17.14	INSTALLING PHONE LINES PVCC
		34455	44681	BV111602	012000-520335	14.97	EXTINGUISHER MARKING
		34456	44813	BV111602	024021-570600	115.49	POOL CLEANING SUPPLIES
		34457	43944	BV111602	012000-520223	2.93	REPAIR PARTS (CHIPPER)
<u>TOTAL VENDOR:</u>						284.29	

BOARD VOUCHERS

VENDOR NUMBER	NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
56815	METRO PROFESSIONAL PRODUCTS	34419	170572	BV111601	012000-520312	171.81	KITCHEN TOWELS AND GLOVES
56905	MEYER LABORATORY, INC.	34420	0558774	BV111601	012000-520312	99.00	BUILDING CLEANING SUPPLIES
57416	MINUTEMAN PRESS-MORTON GROVE	34421	37913	BV111601	011000-520120	68.00	PRINTING OF TREE DONATION CARDS
58392	MORTON GROVE SUPPLY COMPANY	34458	166404	BV111602	025032-520321	71.56	CLOSET REPAIR KIT PVCC
61175	NORTH SHORE COMMUNITY BANK	34422	INTEREST	BV111601	251000-582510	878,000.00	INTEREST
					251000-582520	14,112.00	
					<u>TOTAL VENDOR:</u>	892,112.00	
65035	OLSON BROS. RECREATIONAL	34423	1694	BV111601	012000-570150	3,060.00	REPAIR SURFACING AT OKETO AND MANSFIELD PARKS BASKETBALL COURTS
69071	PARK DISTRICT RISK MANAGEMENT	34425	OCT PROP/L	BV111601	301000-532610	3,697.00	OCTOBER 2016 PROPERTY/LIABILITY
					301000-532630	2,147.57	
					301000-532615	505.04	
		34428	OCT HEALTH	BV111601	011000-530310	15,540.33	OCTOBER 2016 HEALTH
					021000-530310	15,540.33	
					<u>TOTAL VENDOR:</u>	37,430.27	
69339	PATRIOT PAVEMENT MAINTENANCE	34424	781	BV111601	701000-586114	10,640.00	PARKING LOT MAINTENANCE
71954	ROBERT BABINSKI	34426	1796	BV111601	021000-581500	561.14	STAFF SHIRTS
		34427	1786	BV111601	012000-581500	95.82	MAINTENANCE STAFF JACKETS
					<u>TOTAL VENDOR:</u>	656.96	
73265	RAINBOW FARM	34459	043869	BV111602	012000-570150	1,495.00	SAFETY SURFACING FOR PLAYGROUNDS
73665	RED WING SHOE STORE	34460	2-129	BV111602	012000-520335	125.00	SAFETY BOOTS (JAYNE)
75344	FERNANDO RODRIGUEZ	34461	UMPIRE	BV111602	023001-592131	264.00	OCTOBER/NOVEMBER 2016 UMPIRE
75635	ROSE PEST SOLUTIONS	03433	1849884	BV111601	012000-554600	20.00	OCTOBER 2016 PEST CONTROL FOR MANSFIELD
		34429	1849883	BV111601	012000-554600	36.35	OCTOBER 2016 PEST CONTROL FOR HARRER BUILDINGS
		34430	1849906	BV111601	012000-554600	20.00	OCTOBER 2016 PEST CONTROL FOR OKETO

BOARD VOUCHERS

VENDOR NUMBER	NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
		34431	1849880	BV111601	024022-552200	20.00	OCTOBER 2016 PEST CONTROL FOR ORIOLE BUILDING
		34432	1849908	BV111601	012000-554600	20.00	OCTOBER 2016 PEST CONTROL FOR NATIONAL
		34434	1849879	BV111601	025032-554100	50.15	OCTOBER 2016 PEST CONTROL FOR PVCC
		34435	1849907	BV111601	012000-554600	20.00	OCTOBER 2016 PEST CONTROL FOR AUSTIN
					<u>TOTAL VENDOR:</u>	186.50	
75638	JOHNSON STUDIOS	34452	740	BV111602	023008-593950	650.00	BALANCE DUE FOR ICE SCULPTURES AT THE HOLLY DAYS EVENT ON 12/3/16
78875	TOM SHUNICK	34462	UMPIRE	BV111602	023001-592131	231.00	OCTOBER 2016 UMPIRE
80695	ANDY SPICER	34464	UMPIRE	BV111602	023001-592131	198.00	OCTOBER/NOVEMBER 2016 UMPIRE
80955	CHRISTINE E. STANCY	34473	REIMBURSE	BV111602	023007-593822	70.17	KINDER ODYSSEY SUPPLIES
82825	SYSCO FOOD SERVICES	34436	610262358	BV111601	023007-593825	2,024.69	FOOD FOR BASE AND B4 SCHOOL
87705	ULTIMATE SCHOOL OF GUITAR	34437	595	BV111601	023005-591617	691.60	PRIVATE GUITAR LESSON INSTRUCTION
88136	UNIQUE PRODUCTS	34438	318508	BV111601	025032-520312	216.47	VACUUM KITS FOR KAIVAC
90096	VERMONT SYSTEMS, INC.	34439	52457	BV111601	021000-554100	675.00	2500 KEY FOBS PREPRINTED BAR CODE
90331	VILLAGE OF MORTON GROVE	34466	012862-000	BV111602	151000-540130	35.88	WATER/SEWER FOR MUSEUM ANNEX FROM 9/1/16-10/31/16
		34467	007848-000	BV111602	021000-540130	47.84	WATER/SEWER FOR AUSTIN/MANSFIELD PARKS FROM 10/1/16-10/31/16
		34468	014630-000	BV111602	021000-540130	11.96	WATER/SEWER FOR HREN PARK FROM 10/1/16-10/31/16
		34469	007835-000	BV111602	024022-540130	23.92	WATER/SEWER FOR ORIOLE PARK FROM 10/1/16-10/31/16
		34470	007837-000	BV111602	024021-540130	35.88	WATER/SEWER FOR HARRER PARK POOL FROM 10/1/16-10/31/16
		34471	007844-000	BV111602	021000-540130	35.88	WATER/SEWER FOR NATIONAL/OKETO PARKS FROM 10/1/16-10/31/16
		34472	007832-000	BV111602	011000-540130	83.72	WATER/SEWER FOR PVCC FROM 10/1/16-10/31/16
					021000-540130	83.72	
					025033-540130	669.76	
					<u>TOTAL VENDOR:</u>	1,028.56	

TOTAL BOARD VOUCHERS 1196692.93

BOARD VOUCHERS

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

SUMMARY BY FUND:

CORPORATE	28,248.98
RECREATION	37,979.35
MUSEUM	130.88
BOND & INTEREST	892,112.00
LIABILITY INSURANCE	6,349.61
SPECIAL RECREATION	41,465.11
AUDIT	2,000.00
CAPITAL IMPROVEMENTS	188,407.00

SUMMARY TOTAL 1196692.93

VENDOR		VOUCHER INVOICE		BATCH	BUDGET G/L		
NUMBER	NAME	NUMBER	NUMBER	NUMBER	NUMBER	AMOUNT	DESCRIPTION
34070	HALOGEN SUPPLY COMPANY, INC.			VC101201	024022-570600	7.10-	VD CK#109669
					024021-553100	139.20-	VD CK#109669
					024021-553100	167.49-	VD CK#109669
					024022-553100	167.49-	VD CK#109669
					024021-553100	7,621.25-	VD CK#109669
					024022-553100	7,621.25-	VD CK#109669
					024021-553100	184.50-	VD CK#109669
					024022-553100	184.50-	VD CK#109669
					024021-553100	1,200.00-	VD CK#109669
					024022-553100	1,200.00-	VD CK#109669
					024021-553100	1,937.60-	VD CK#109669
					024022-553100	1,937.60-	VD CK#109669
					<u>TOTAL VENDOR:</u>	22,367.98-	
45985	JEFF ELLIS & ASSOCIATES, INC.			VC101301	024021-520313	875.00-	VD CK#109635
					024021-520313	247.00-	VD CK#109635
					<u>TOTAL VENDOR:</u>	1,122.00-	
					<u>TOTAL</u>	23,489.98-	

VENDOR NUMBER	NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
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SUMMARY BY FUND:

RECREATION 23,489.98-

SUMMARY TOTAL 23,489.98-

PAID VOUCHERS

VENDOR		VOUCHER	INVOICE	BATCH	BUDGET	G/L	
NUMBER	NAME	NUMBER	NUMBER	NUMBER	NUMBER		AMOUNT DESCRIPTION
02455	AIR FILTER ENGINEERS	34294	123662	VO101201	025032-520312		354.88 FILTERS
03825	AMOONJUMP4U, INC.	34333	HALLOWEEN	VO102001	023008-593912		655.00 HALLOWEEN FAMILY FEST
03915	ANCEL, GLINK, DIAMOND,	34324	52865	VO101301	011000-551120		1,472.50 SEPTEMBER 2016 LEGAL FEES
12485	CALL ONE	34364	1106931	VO102601	011000-540150		654.38 PHONE SERVICE FROM 10/15/16-11/14/16
					021000-540150		1,526.87
				<u>TOTAL VENDOR:</u>			2,181.25
12775	CANON FINANCIAL SERVICES, INC.	34365	16578294	VO102601	011000-554100		384.81 COPIER LEASE/USAGE
					021000-554100		384.80
				<u>TOTAL VENDOR:</u>			769.61
12833	CARD SERVICES	34351	10/2016	VO101903	011000-520110		7.19 OCTOBER 2016 CREDIT CARD PURCHASES
					011000-581200		201.00
					025032-520312		233.40
					012000-570410		143.59
					023008-593911		680.09
					023007-593825		14.97
					025032-520360		34.54
					025000-554200		149.00
					023008-593911		275.00
					025032-520370		309.19
					011000-520150		22.98
					023007-593822		291.77
					023006-593711		354.94
					023003-593412		403.08
					023006-593715		60.04
					023007-593826		28.65
					012000-520312		445.00
					023001-593177		3,243.77
					023008-593911		21.94
					023007-593825		409.05
					021000-520150		228.00
					023007-593813		302.88
					023007-594813		13.06
					011000-520150		33.28
					011000-581200		684.99
					011000-520110		55.92
					011000-520150		205.27

PAID VOUCHERS

VENDOR NUMBER NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
				023008-593911	32.00	
				021000-554405	1,244.37	
				011000-552100	872.23	
				021000-581200	915.00	
				<u>TOTAL VENDOR:</u>	11,916.19	
13436 CENTERPOINT ENERGY SERVICES	34352	0483050000	VO101903	024021-540120	48.88	GAS FOR HARRER POOL & PARK FROM 9/1/16-9/30/16
	34353	1218040000	VO101903	021000-540120	55.90	GAS FOR HARRER MAINTENANCE OFFICE FROM 9/1/16-9/30/16
	34354	1386340000	VO101903	021000-540120	38.63	GAS FOR HARRER SHELTER FROM 9/1/16-9/30/16
	34355	2218040000	VO101903	021000-540120	47.58	GAS FOR HARRER PARK MAINTENANCE GARAGE FROM 9/1/16-9/30/16
	34356	3737050000	VO101903	021000-540120	41.98	GAS FOR MANSFIELD PARK FROM 9/1/16-9/30/16
	34357	3990940000	VO101903	021000-540120	42.73	GAS FOR AUSTIN PARK FROM 9/1/16-9/30/16
	34358	5350050000	VO101903	021000-540110	44.81	GS FOR NATIONAL PARK FROM 9/1/16-9/30/16
	34359	8083050000	VO101903	151000-540120	43.73	GAS FOR MUSEUM FROM 9//16-9/30/16
	34360	8509940000	VO101903	011000-540120	59.15	GAS FOR PVCC FROM 9/1/16-9/30/16
				021000-540120	59.15	
				025033-540120	276.05	
	34361	8559940000	VO101903	021000-540120	43.13	GAS FOR OKETO PARK FROM 9/1/16-9/30/16
	34362	8797832104	VO101903	024022-540120	103.36	GAS FOR ORIOLE POOL FROM 9/1/16-9/30/16
				<u>TOTAL VENDOR:</u>	905.08	
15184 COLLEY ELEVATOR CO.	34296	154758	VO101201	025033-554100	189.00	OCTOBER 2016 ELEVATOR INSPECTION
	34298	154488	VO101201	025032-554100	205.00	INSPECTOR FEE FOR ELEVATOR AT PVCC PER FIRE MARSHALL
				<u>TOTAL VENDOR:</u>	394.00	
15265 COMCAST CABLE	34334	1320298801	VO102001	025032-552300	750.02	CLUB FITNESS CABLE FROM 10/10/16-11/9/16
15271 COMED	34335	1047119014	VO102001	021000-540110	21.10	ELECTRIC FOR JACOB'S GAZEBO FROM 9/8/16-10/7/16

PAID VOUCHERS

VENDOR NUMBER	NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
		34336	0515070041	VO102001	011000-540110	13.30	ELECTRIC FOR PARKING LOT 6210 DEMPSTER FROM 9/12/16-10/11/16
						<u>TOTAL VENDOR:</u>	34.40
15272	COMED	34299	0360019067	VO101201	011000-540110	481.42	ELECTRIC FOR OUTSIDE STREET LIGHTS FROM 8/24/16-9/23/16
		34300	1427066047	VO101201	011000-540110	35.91	ELECTRIC FOR REAR PVCC FROM 8/30/16-9/29/16
						<u>TOTAL VENDOR:</u>	517.33
15395	CONSTELLATION NEWENERGY, INC.	34301	2715657017	VO101201	024022-540110	2,253.85	ELECTRIC FOR ORIOLE POOL FROM 8/11/16-9/12/16
		34302	0867047005	VO101201	021000-540110	105.26	ELECTRIC FOR OKETO PARK FROM 8/9/16-9/7/16
		34303	2799627000	VO101201	021000-540110	147.65	ELECTRIC FOR NATIONAL PARK FROM 8/10/16-9/8/16
		34304	1038557006	VO101201	021000-540110	127.57	ELECTRIC FOR AUSTIN PARK FROM 8/10/16-9/8/16
		34305	2550465008	VO101201	021000-540110	267.72	ELECTRIC FOR MANSFIELD PARK FROM 7/13/6-9/11/16
		34306	0733082034	VO101201	151000-540110	95.47	ELECTRIC FOR MUSEUM ANNEX FROM 8/11/16-9/11/16
		34307	0095623000	VO101201	024021-540110	743.86	ELECTRIC FOR HARRER PARK & POOL FROM 8/15/16-9/13/16
		34308	0198271000	VO101201	011000-540110	2,289.27	ELECTRIC FOR PVCC FROM
					021000-540110	2,289.26	7/13/6-9/11/16
					025033-540110	10,683.24	
		34309	03930000	VO101201	021000-540110	62.92	ELECTRIC FOR HREN PARK FROM 8/11/16-9/11/16
		34310	2130052007	VO101201	151000-540110	170.85	ELECTRIC FOR MUSEM FROM 8/11/16-9/11/16
						<u>TOTAL VENDOR:</u>	19,236.92
15773	CAPITAL ONE COMMERCIAL(COSTCO)	34295	7311000265	VO101201	011000-580100	109.76	MEETING SUPPLIES
20855	JAMES ECKWALL	34366	PIANO TUNE	VO102601	023007-594815	80.00	PIANO TUNING
23265	ELITE COMPUTER SUPPORT, INC	34311	29434	VO101201	011000-552200	460.00	RECONFIGURE WATCHGUARD AND DNS

PAID VOUCHERS

VENDOR NUMBER	NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
25985	EVERBANK COMMERCIAL FINANCE	34332	4019451	VO102001	011000-554100	293.22	COPIER RENTAL/INS
28336	FIRST STUDENT	34312	11230695	VO101201	023007-593830	2,874.06	MAY 2016 B/4 SCHOOL TRANSPORTATION
		34337	11273336	VO102001	023007-596819	338.75	GAP TRIP TO ENCHANTED CASTLE ON 10/10/16
						<u>TOTAL VENDOR:</u>	3,212.81
28565	D'ANGELO FLETCHER	34325	08	VO101301	023004-594514	150.00	CUTTING OF DANCE RECITAL MUSIC
32935	GROOT INDUSTRIES 3397	32935	14286738	VO102001	012000-554100	404.00	GARBAGE P/U UP FOR 6250 W. DEMPSTER ON 7/1/16
		34338	14483034	VO102001	012000-554100	73.68	RECYCLING FOR 6250 W. DEMPSTER ON 10/1/16
		34339	14419971	VO102001	012000-554100	450.64	GARBAGE P/U FOR 6250 W. DEMPSTER ON 9/20/16
		34340	14488788	VO102001	025033-552300	320.66	GARBAGE P/U FOR PVCC ON 10/1/16
						<u>TOTAL VENDOR:</u>	1,248.98
33525	GYMNASTICS SPOT	34373	ENTRY FEE	VO102702	023001-593177	100.00	ST. VALENTINE CLASSIC ENTRY FEE
34070	HALOGEN SUPPLY COMPANY, INC.	03436	00486328	VO101201	024021-553100	184.50	POOL SUPPLIES
					024022-553100	184.50	
		34313	00483878	VO101201	024022-570600	7.10	NON-SKID FOR ORIOLE POOL
		34314	00484792	VO101201	024021-553100	139.20	POOL SUPPLIES
		34315	00484279	VO101201	024021-553100	167.49	POOL SUPPLIES
					024022-553100	167.49	
		34317	00492084	VO101201	024021-553100	1,200.00	POOL SUPPLIES
					024022-553100	1,200.00	
		34318	00493007	VO101201	024021-553100	1,937.60	POOL SUPPLIES
					024022-553100	1,937.60	
						<u>TOTAL VENDOR:</u>	7,125.48
41752	NCPERS GROUP LIFE INSURANCE	34367	LIFE INS	VO102601	011000-210965	24.00	LIFE INSURANCE DEDUCTED FROM PAYROLL 10/21/16
		34368	LIFE INS	VO102601	011000-210965	24.00	LIFE INSURANCE DEDUCTED FROM PAYROLL 10/7/16
						<u>TOTAL VENDOR:</u>	48.00

PAID VOUCHERS

VENDOR NUMBER	NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
45686	JAMES DRIVE SAFETY LANE, LLC	34341	1478	VO102001	012000-520225	27.00	ANNUAL SAFETY INSPECTION FOR UNIT 5212
48265	GARY KANTOR	34342	HALLOWEEN	VO102001	023008-593912	295.00	HALLOWEEN FEST MAGIC SHOW
		34344	MAGIC CLAS	VO102001	023007-594840	140.00	OCTOBER 2016 MAGIC CLASS
				<u>TOTAL VENDOR:</u>		435.00	
50177	KONICA MINOLTA BUSINESS	34319	9002771909	VO101201	011000-520120	158.45	PRINTER COPIER MAINTENANCE FROM 8/26/16-9/25/16
51255	LAKESHORE LEARNING	34343	4334090816	VO102001	023006-593711	473.26	PRESCHOOL SUPPLIES
51874	JEANNETTE LEE	34328	100	VO101301	023001-596224	70.00	ESSENTIAL OIL MAKE & TAKE CLASS 10/7/16
51876	LEENDA'S MEET	34327	MEET DEPOS	VO101301	023001-593201	100.00	ISLAND ADVENTURE MEET DEPOSIT
53375	LOW VOLTAGE WORKS, INC.	34345	19887	VO102001	151000-554600	119.67	MONITORING OF MUSEUM BUILDINGS BURGLAR ALARMS FROM 11/14/16-2/13/17
		34346	19886	VO102001	151000-554600	875.00	UPGRADE OF ALARM SYSTEM AT MUSEUM BUILDINGS
				<u>TOTAL VENDOR:</u>		994.67	
55222	MORTON GROVE PARK DISTRICT	34329	MED/SEC 12	VO101301	011000-210955	2,244.34	MEDICAL/SEC 125 DEDUCTED FROM PAYROLL 10/7/16
		34369	MEDICAL	VO102601	011000-210955	2,133.00	MEDICAL INSURANCE DEDUCTED FROM PAYROLL 10/21/16
				<u>TOTAL VENDOR:</u>		4,377.34	
58375	MORTON GROVE CHAMBER OF	34363	16-522	VO101903	011000-581600	90.00	CABARET NIGHT DINNER 90TH ANNIVERSARY OF THE MGCCI
61175	NORTH SHORE COMMUNITY BANK	34350	TAX BONDS	VO102401	251000-582520	8,702.40	GENERAL OBLIGATION LIMITED TAX PARK BONDS, SERIES 2016
61595	NUTOYS LEISURE PRODUCTS	61595	45193	VO101301	012000-520328	306.00	REPAIR OF TEETER TOTTER AT PRAIRIE VIEW PLAYGROUND

PAID VOUCHERS

VENDOR NUMBER NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
69071 PARK DISTRICT RISK MANAGEMENT	34370	LIFE INS	VO102601	011000-210965	54.01	LIFE INSURANCE DEDUCTED FROM PAYROLL 10/21/16
	34371	LIFE INS	VO102601	011000-210965	54.01	LIFE INSURANCED DEDUCTED FROM PAYROLL 10/7/16
				<u>TOTAL VENDOR:</u>	108.02	
74096 R J THOMAS MFG. CO., INC.	34372	00183379	VO102601	701000-586114	6,244.70	REPLACEMENT OF PARK DISTRICT PICNIC TABLES
75636 SUSAN G. ROSE	34347	REIMBURSE	VO102001	023006-593711	25.90	REIMBURSED FOR PRESCHOOL SUPPLIES
75638 JOHNSON STUDIOS	34326	740	VO101301	023008-593950	650.00	50% DEPOSIT FOR THE ICE SCULPTURES TO TAKE PLACE AT THE HOLLY DAYS EVENT 12/3/16
80955 CHRISTINE E. STANCY	34348	REIMBURSE	VO102001	023007-593822	70.52	REIMBURSED FOR K/O 70 SUPPLIES
82222 SUNSHINE ARTS & CRAFTS	34374	101916-3	VO102702	023007-593819	50.00	DEPOSIT FOR GAP TRIP 11/11/16 POTTERY PAINTING
85355 TRU CUT LANDSCAPING	34320	69672	VO101201	012000-554100	995.00	OCTOBER 2016 LANDSCAPE MAINTENANCE
90095 VERIZON WIRELESS	34321	9772330373	VO101201	011000-540150	129.45	CELL PHONES FROM 8/21/16-9/20/16
				021000-540150	129.45	
				012000-540150	64.73	
	34322	9772330375	VO101201	011000-540150	77.75	IPADS FROM 8/21/16-9/20/16
				021000-540150	77.75	
	34323	9772330374	VO101201	023006-593711	127.52	FIELHOUSE CELLS FROM 8/21/16-9/20/16
				023007-593825	59.97	
				023007-593830	19.99	
				<u>TOTAL VENDOR:</u>	686.61	
91755 JEFFREY D. WAIT	34293	MILEAGE	VO101201	011000-581120	34.99	MILEAGE REIMBURSEMENT FOR PDRMA WORKSHOP
97295 YMCA FLIP-TOPS	34349	APPLICATIO	VO102001	023001-593201	50.00	ILLINOIS TUMBLING APPLICATION
				<u>TOTAL PAID VOUCHERS</u>	76,665.29	

PAID VOUCHERS

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

SUMMARY BY FUND:

CORPORATE	16,270.22
RECREATION	44,143.25
MUSEUM	1,304.72
BOND & INTEREST	8,702.40
CAPITAL IMPROVEMENTS	6,244.70

<u>SUMMARY TOTAL</u>	<u>76,665.29</u>
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REFUNDS

VENDOR NUMBER	NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
<u>REFUNDS:</u>							
	ANASTASIA STATHIS		BALLET TAP	CK101202	023004-490517	292.43	BALLET TAP
	FERDINAND FERNANDEZ		RENTAL DEP	CK101202	021000-210500	30.00	RENTAL DEP
	MILAN GANGER		MEMBERSHIP	CK101202	025000-460110	136.00	MEMBERSHIP
	M. SOFI RAHMAN		MEMBERSHIP	CK102002	025000-460110	72.00	MEMBERSHIP
	MIKE JUDI		RENTAL DEP	CK102002	021000-210500	150.00	RENTAL DEP
	ELVA MARTINEZ		RENTAL DEP	CK102701	021000-210500	150.00	RENTAL DEP
<u>TOTAL REFUNDS</u>						830.43	

REFUNDS

VENDOR NUMBER	NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
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SUMMARY BY FUND:

RECREATION 830.43

SUMMARY TOTAL 830.43

SUMMARY BY FUND:

CORPORATE 44,519.20
 RECREATION 59,463.05
 MUSEUM 1,435.60
 BOND & INTEREST 900,814.40
 LIABILITY INSURANCE 6,349.61
 SPECIAL RECREATION 41,465.11
 AUDIT 2,000.00
 CAPITAL IMPROVEMENTS 194,651.70

GRAND TOTAL: 1250698.67

TOTAL PAGES: 18

To the Finance Officer:

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

 (President)

 (Treasurer)

Motions + Back-up Information

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

Administration and Finance Committee – Commissioner Ashta, Chair

Truth in Taxation Hearing: I move to accept the recommendation of the Administration and Finance Committee to set the date for the Truth in Taxation Hearing as December 21, 2016 at 6:30pm.

Transfer of Funds: I move to accept the recommendation of the Administration and Finance Committee to approve the following transfer of funds: \$400,000 from the Capital Projects Fund to the Corporate Fund, \$200,000 from the Capital Projects Fund to the Recreation Fund and then the \$400,000 which was transferred to the Corporate Fund to be transferred to the Recreation Fund.

Recreation and Facility Committee Appointment: I move to accept the recommendation of the Administration and Finance Committee to appoint Commissioner Brunner as the Recreation and Facility Committee chairperson.

IAPD Delegates: I move to accept the recommendation of the Administration and Finance Committee for the Board of Park Commissioners to appoint Mark Manno as the delegate for the IAPD annual business meeting and Dan Staackmann and Jeff Wait as the first and second alternates.

Commissioner Per Diem Approval: I move to accept the recommendation of the Administration and Finance Committee to approve, per Ordinance #O-06-16, the travel, meal and lodging expense reimbursement forms completed for the IAPD/IPRA Conference.

Executive Director Travel Expenses: I move to accept the recommendation of the Administration and Finance Committee to approve the Executive Director's expenses incurred for attending the NRPA in St. Louis, Mo. in the amount of \$944.29.

Parks and Facilities Maintenance Committee – Commissioner Manno, Chair

Ballfield Fencing Replacement: I move to accept the recommendation of the Parks and Facilities Maintenance Committee to approve the proposal from Dura Bilt Fence II, Inc. of Wheeling, IL in the amount of \$8,530 to replace the fences at Austin Park and the dugout fences at Harrer Park diamonds 4 and 5.



Morton Grove
Park District

Memorandum

To: Board of Park Commissioners
From: Marty O'Brien, Superintendent of Finance
Date: November 2, 2016
Subject: Setting the Dates for the Truth in Taxation

Issue:

To set a date for a Truth in Taxation public hearing.

Discussion:

The District is not required to conduct a Public Hearing on Truth in Taxation since the estimated levy is expected to increase less than 105% of the amount extended in the prior year. In the past however, the District has conducted these hearings to add a level of transparency to the tax levy process.

Park Board Action:

It is recommended that the Board of Park Commissioners approve December 21, 2016 (at 6:30 pm) as the date for the Truth in Taxation public hearing and instruct the Board Secretary to publish notice of the hearings in the local paper the week of December 8th, pursuant to state law.



Morton Grove
Park District

Memorandum

To: Board of Park Commissioners
From: Jeff Wait, Executive Director
Date: November 2, 2016
Regarding: Transfer of Funds

Issue:

Permission from the Board of Commissioners to transfer \$600,000 from the Capital Project Fund to the Corporate and Recreation Funds.

Discussion:

The park district code allows the Board to transfer any funds to the Capital Project Plan that are not committed to a specific purpose. In compliance with that section of the park district code, the Board for several years deemed funds totaling \$600,000, not pledged or committed to a particular purpose, and authorized those funds to be transferred from the Corporate and Recreation Funds to the Capital Project fund (see attached Appendix A).

The Park District passed a new policy last year which states that each fund is required to have a fund balance of 25% of yearly operating expenditures. During the most recent audit Lauterbach & Amen made note in their management letter that the fund balance of the Recreation Fund was significantly below the new policy requirement. The reason for the decrease in the Recreation Fund balance can be traced to operating deficits over the past several years. The operating deficits will be addressed in the new budget that will be submitted in January 2017.

Park Board Action:

Please approve the following transfer.

MORTON GROVE PARK DISTRICT
RESOLUTION 2016-10

RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS

BE IT RESOLVED. By the Board of Commissioners of the Morton Grove Park District, that the \$600,000 in funds be transferred as detailed below:

Amount	From	To
\$400,000	Capital Projects Fund	Corporate Fund
\$200,000	Capital Projects Fund	Recreation Fund
\$400,000	Corporate Fund	Recreation Fund

Resolved this _____ day of _____, 2016

President
Morton Grove Park District

Appendix A

Fiscal Year End	Approved Board Transfers from Corporate and Recreation Funds to the Capital Project Fund
2017	\$0
2016	\$0
2015	\$0
2014	\$0
2013	\$0
2012	\$0
2011	\$310,000
2010	\$210,000
2009	\$250,000

\$600,000 of the funds listed above will be returned back to their original funds, i.e. Corporate Fund and Recreation Fund.



Memorandum

To: Park Board of Commissioners
From: Jeff Wait, Executive Director
Date: November 2, 2016
Subject: Estimated cost of Meals, Lodging and Travel for the 2017 IAPD/IPRA Conference

Issue:

The Board of Park Commissioners must approve the estimated cost of travel, meals and lodging for the 2017 IAPD/IPRA annual conference on January 19– 21, 2017.

Discussion:

The Board of Park Commissioners, as part of a new state statute, approved Ordinance #O-06-16, a new Travel, Meals and Lodging Policy. This new policy states that all travel, meal, and lodging expenses incurred by any member of the Board of Commissioners must be approved by a roll call vote at an open meeting.

Travel, meal, and lodging expenses advanced as a per diem to any employee or any member of the Board also must be approved by roll call vote at an open meeting prior to issuing any payment.

Attached is the official travel, meal, and lodging expense reimbursement form completed for each Board member.

Park Board Action:

Please approve and sign the attached forms.

Morton Grove Park District

TRAVEL, MEAL AND LODGING EXPENSE REIMBURSEMENT FORM

Name of Official or Employee: Dan Staackmann

Title/Position of Official or Employees: Board of Park Commissioner

Name and Date of the Activity/Event: 2017 IAPD/IPRA Conference, January 19th - 21st, 2017

Check Number (if applicable): _____

Credit Card Receipt Number (if applicable): _____

Description of the purpose of the expense: _____

Estimated Costs or Actual Costs with receipts:

Mileage: _____

Estimated Cost of Meals: \$180

Parking: \$75

Estimated Cost of Hotel/Lodging: \$420

Car rental: _____

Airfare: _____

Estimated Cost of Other Transportation (bus, train, taxi, shuttle, etc): \$25

Employee's/Officer's Signature: _____ Date: _____

Director's Authorization: _____ Date: _____

ATTACH ALL RECEIPTS

Morton Grove Park District

**TRAVEL, MEAL AND LODGING EXPENSE
REIMBURSEMENT FORM**

Name of Official or Employee: Dan Ashta

Title/Position of Official or Employees: Board of Park Commissioner

Name and Date of the Activity/Event: 2017 IAPD/IPRA Conference, January 19th - 21st, 2017

Check Number (if applicable): _____

Credit Card Receipt Number (if applicable): _____

Description of the purpose of the expense: _____

Estimated Costs or Actual Costs with receipts:

Mileage: _____

Estimated Cost of Meals: \$180

Parking: \$75

Estimated Cost of Hotel/Lodging: \$420

Car rental: _____

Airfare: _____

Estimated Cost of Other Transportation (bus, train, taxi, shuttle, etc): \$25

Employee's/Officer's Signature: _____

Date: _____

Director's Authorization: _____

Date: _____

ATTACH ALL RECEIPTS

Morton Grove Park District

TRAVEL, MEAL AND LODGING EXPENSE REIMBURSEMENT FORM

Name of Official or Employee: Mark Manno

Title/Position of Official or Employees: Board of Park Commissioner

Name and Date of the Activity/Event: 2017 IAPD/IPRA Conference, January 19th - 21st, 2017

Check Number (if applicable): _____

Credit Card Receipt Number (if applicable): _____

Description of the purpose of the expense: _____

Estimated Costs or Actual Costs with receipts:

Mileage: _____

Estimated Cost of Meals: \$180

Parking: \$75

Estimated Cost of Hotel/Lodging: \$420

Car rental: _____

Airfare: _____

Estimated Cost of Other Transportation (bus, train, taxi, shuttle, etc): \$25

Employee's/Officer's Signature: _____ Date: _____

Director's Authorization: _____ Date: _____

ATTACH ALL RECEIPTS



Morton Grove
Park District

Memorandum

To: Board of Park Commissioners
From: Jeffrey Wait, Executive Director
Date: November 2, 2016
Regarding: Executive Director Travel Expenses

Issue:

Approval of reimbursement of the Executive Director's travel expenses to the National Association of Parks and Recreation (NRPA) annual conference in St. Louis, Missouri.

Discussion:

Per the State of Illinois' Public Act 99-604 and District Ordinance #O-06-16, requiring the Park Board of Commissioners to approve, by a roll call vote, at an open meeting if those expenses exceed \$750.

Attached are the Travel, Meal, and Lodging form and all receipts for the Executive Director's travel to NRPA's annual conference.

Park Board Action:

For the Board of Park Commissioners to approve the Executive Director's expenses incurred for attendance to NRPA in St. Louis in the amount of \$944.29.

Morton Grove Park District

**TRAVEL, MEAL AND LODGING EXPENSE
REIMBURSEMENT FORM**

Name of Official or Employee: Jeffrey Wait

Title/Position of Official or Employees: Executive Director

Name and Date of the Activity/Event: NRPA Annual Conference in St. Louis, MO

Check Number (if applicable): _____

Credit Card Receipt Number (if applicable): _____

Description of the purpose of the expense: Attendance to state and national parks and recreation conferences help to education and develop well-rounded leaders. The Executive Director's attendance at such conferences is vital to leading the District with the information and relationships he develops from attending these types of events.

Estimated Costs or Actual Costs with receipts:

Mileage: \$38 in fuel costs

Cost of Meals: \$126.32

Parking: \$78

Hotel/Lodging: \$701.97

Car rental: _____

Airfare: _____

Estimated Cost of Other Transportation (bus, train, taxi, shuttle, etc): _____

Employee's Signature: _____ Date: _____

Director's Authorization: _____ Date: _____

ATTACH ALL RECEIPTS



Memorandum

To: Board of Park Commissioners
From: Greg Jayne, Superintendent of Parks and Facilities
Date: November 2, 2016
Regarding: Ballfield Fencing Replacement

Issue:

As part of our Capital Improvement Plan, we budgeted \$10,000 per year for the repair and replacement of the ballfield fences. Last year we concentrated on Harrer Parks diamonds 1, 2 and 3, our highest used fields. This year we plan to work at Austin Park.

Discussion:

Based on an evaluation of all the ballfield fences staff recommends replacing all the fencing at Austin Park and the dugout fencing at Harrer Park diamonds 4 and 5. The posts will be painted electrostatically in the spring.

Three vendors responded to the request for fence repairs with the following results:

Dura Bilt Fence II, Inc. Wheeling, IL	\$8,530
The Fence Connection Elgin, IL	\$9,795
Action Fence Contractors Mundelein, IL	\$12,550

Recommendation:

Based upon the above price quotes, it is recommended we issue a contract to Dura Bilt of Wheeling to replace the damaged fence in an amount not to exceed \$8,530.

Board Update & Information

Morton Grove Park District

UPDATE & INFORMATION

November 16, 2016

RECREATION AND PROGRAMMING REPORT – JOE BRUNTMYER

General/Special Events

- Staff have been working on proofing the Winter/Spring Brochure. This brochure is scheduled to mail the week of November 21.
- Planning for Holly Days on December 3 is coming together. This is sure to be a fun family event.
- Halloween Family Fest was held October 22. Approximately 500 guests enjoyed inflatables, games, crafts, bingo, story times, a sensory room, tractor rides and a magic show.

Fitness

- We will be offering two “Black Friday” deals on November 25. Patrons can choose between a 15-month membership for the price of 12 months or a 30-visit GroupEx pass for the price of 20 visits.
- Two new fitness classes will start on November 25; STRONG by Zumba and BollyX.
- We have sold 129 3-month fitness memberships on Groupon. To date, 69 have been redeemed.

Club Fitness Updates	October 2016	October 2015
Fitness Club Visits	3586	4156
Fitness Club Members (as of 10/31/16)	741	655
GroupEx Visits	436	379
GroupEx Members (as of 10/31/16)	61	20
Open Gym Check-in	214	195
GroupEx/Walk-in Usage	537 (90 members)	654 (105 members)
Membership Renewal/Sales	216	208

Athletics

- Hot Shots Sports Fall session 2 has 144 participants enrolled.
- Twenty gymnasts will compete in the Judges Cup Meet in Bourbonnais November 12 & 13.
- Fall adult softball leagues have completed tournaments. Leagues will be offered again in the spring.
- AYSO and MGBSA have concluded their fall seasons.
- Supervisor McCann will attend IPRA’s Professional Development School (PDS) November 13-16.

Seniors/Cultural Arts/Adults/Teens

- Caregiver CPR class ran with seven Morton Grove residents becoming certified in CPR/AED.
- Starbound Dance Company held a fundraiser at Culvers of Morton Grove. They raised over \$300 to go towards their competition fees.

- The annual Haunted Fright Home Makeover Contest had six households participate. Homes were judged by Park District staff in the areas of creativity, arrangement, special effects and overall appearance. The winner was Kelly Payton of 8906 Mansfield, Morton Grove. She received a banner and gift certificate for use of programs at the Park District.

Camps/Pre-School/Kinder Odyssey

- Information will be sent to 2016 camp staff in December regarding returning for the 2017 season.
- Staff is preparing pre-registration information for current pre-school students to register for the 2017/2018 school year.

Aquatics/Gap/B4 School/BASE

- Silver Bell Express trips (December 10 & 17) are sold-out with 100 residents on each trip.
- As of November 7, there are 170 students enrolled in B4 School and B.A.S.E. programs. Staff is still being recruited for these programs.
- November Gap days are:
 - o November 11 Sunshine Arts and Crafts
 - o November 21 Jump Zone
 - o November 22 Nickel City
 - o November 23 The Nutcracker at Marriott Theater

Museum

- Staff is planning for the December 11 "A Hidden History of Dicken's A Christmas Carol" program at the Education Center.
- The Museum and Education Center will close December 26 to March 3.

Marketing

- Articles and event listings for winter programs and offerings will be posted on the Morton Grove Trib Local, Metro Mix, Time Out Chicago, Santa in Chicago, Daily Herald and Patch.
- Nine 96"x48" Holly Days Banners were created and will be hung throughout Morton Grove. The Village will hang banners at 6149 Dempster, Dempster/Central Ave, Golf Rd/Central and Shermer Rd/Harlem Ave. Five banners will be hung at Park District sites.
- The Winter/Spring Activity Guide will go to the printer November 9 and mailed the week of November 21.
- Constant Contact Newsletter to go out Thursday, November 10.

FINANCE DEPARTMENT REPORT - MARTY O'BRIEN

- The Finance Department, in compliance with the Board order, filed the Comprehensive Annual Financial Report with the Cook County Clerk.
- The budget calendar for 2017-2018 was issued. We will be starting our preliminary budget work in the next several weeks.
- The public hearing date for the tax levy will be set as December 21, 2016 at 6:30pm.

HUMAN RESOURCES— LAURA KEE

- Open enrollment started on November 1st. Human Resources is busy completing annual certifications, and coordinating the benefits with staff and PDRMA.
- Two parks staff attended a Snow Plow Driver training this week.
- RMI (risk management institute) will be held on Friday November 18th, with 8 staff attending.

PARK POLICE REPORT — NORM STROMBERG

- Over fourteen hundred park and field house checks were conducted by the Park Police during the month of October.
- Chief Stromberg, Officer McCloskey and Officer Callaghan all completed the October Police Law Legal Update Computer Training. The October Training Topic was on “Canine Sniffs for Drugs During Routine Traffic Stops”
- On 10/14/16 at 9:45pm two vehicles were discovered to have been burglarized in the west parking area of the Harrer Park during a late night ball game. One of the vehicles was unlocked and entry was made. The other vehicle that contained numerous bags containing personal items had its passenger side window broken to gain entry. Nobody witnessed either of the incidents. During the same time frame other similar incidents occurred in other areas of the Village without offenders being identified as well.
- Park Officers handled their everyday normal routine assignments and an additional twenty plus other miscellaneous incidents, assists or assignments that occurred during the month of October. These included securing unsecured park properties found open or not properly shut down, an alarm incident and a youth disturbance incident.

PARKS AND MAINTENANCE REPORT — GREG JAYNE

- The HVAC control project is moving along with all the investigative work completed. The engineering drawings will be done by Nov. 25th and field work to begin by the end of the month.
- The Parks Department scheduled the annual budget meetings with staff members and is in the process of developing its budget submittal. First drafts of the department budget will be submitted to the Finance Manager.
- Seven trees have been ordered for installation by staff.
- Routine items addressed this month include: daily fieldhouse cleaning and set-up, trash control twice a week, performing the final mowing detail for the year, leaf removal at all parks as well as lining soccer fields for the last time of this season. Playground inspections, fire extinguisher inspections and building inspections for the month of November have been completed. Vehicle inspections, repairs and preventive maintenance were also performed during routine scheduling