

# Morton Grove Park District

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



## Board Meeting January 16, 2019 at 6:30pm Agenda

- I. **Roll Call**
- II. **Pledge of Allegiance**
- III. **Additions/Changes to the Agenda**
- IV. **Citizens Comments on Agenda Items/Correspondence**
- V. **Consent Agenda:**
  - a. **Approval of Minutes:** Minutes of the December 19, 2018 Truth in Taxation Public Hearing, Budget Hearing and Board Meeting
  - b. **Approval of Financial Reports**
    1. Cash Summary and Revenue Report Dated December 31, 2018
    2. Invoice Distribution Report ending December 31, 2018 in the amount of \$106,440.72
- VI. **Director Report**
- VII. **Attorney Report**
- VIII. **Department Head Reports**
- IX. **New Business**
  - a. **Administration & Finance Committee, Commissioner White, Chair**
    - Park Foundations Overview
    - Williams Architect
  - b. **Parks Facilities & Maintenance Committee, Commissioner Manno, Chair**
    - Harrer Pool Project Discussion
- X. **Public Comment on Non-Agenda Items:**
- XI. **Commissioner Comments:**
  - Commissioner Minx
  - Commissioner Coletta
  - Commissioner White
  - Commissioner Manno
  - Commissioner Schmidt
- XII. **Closed 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 section 120/2(c)(21).
- XIII. **Approval of Closed Session Minutes:**
- XIV. **Adjournment**

Persons with disabilities requiring reasonable accommodation to participate in Park District meetings should contact Jeffrey Wait, the ADA Compliance Officer at the Prairie View Community Center at 6834 Dempster St. Morton Grove, IL 60053, by phone at 847-965-1200, Monday through Friday 9:00am to 5:00pm or by email to [jwait@mgparks.com](mailto:jwait@mgparks.com), at least 48 hours prior to the meeting. Requests for a qualified ASL interpreter generally require at least 5 business days advance notice. For the deaf or hearing-impaired, please use the Illinois Relay Center voice only operator at (800) 526-0857.

**Consent Agenda: January 16, 2019 – Commissioner Keith White**

**Minutes:**

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

The minutes of the:

- THE TRUTH IN TAXATION MEETING HELD ON DECEMBER 19, 2018,
- THE BUDGET HEARING HELD ON DECEMBER 19, 2018, and the
- THE BOARD MEETING HELD ON DECEMBER 19, 2018

**Also, the Financial Reports which include:**

- CASH SUMMARY AND REVENUE REPORT DATED DECEMBER 31, 2018.
- INVOICE DISTRIBUTION REPORT ENDING DECEMBER 31, 2018 IN THE AMOUNT OF \$106,440.72

**AFTER CLOSED SESSION:**

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

The minutes of the:

- CLOSED SESSION HELD ON DECEMBER 19, 2018

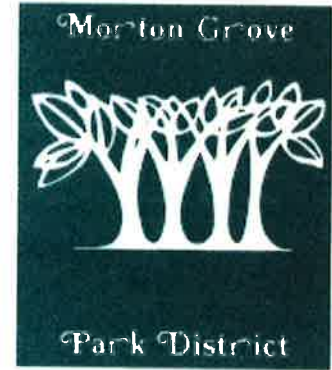
# Approval of Minutes

---

# Morton Grove Park District

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

---



Minutes of the  
Morton Grove Park District  
Truth in Taxation Public Hearing  
Held on December 19, 2018

I. **Call to Order:** Commissioner Schmidt called the meeting to order at 6:30pm

**Commissioners Present:** Mark Manno, Dorothy Coletta, Paul Minx, Steve Schmidt and Keith White

**Staff Present:** Jeffrey Wait, Executive Director; Marty O'Brien, Superintendent of Finance; Geralyn Konsewicz, Superintendent of Recreation and Facilities; Keith Gorczyca, Superintendent of Parks and Maintenance; John Stroesser, Park Foreman; Claire Baumgartner, Recreation Supervisor and Claudia Marren, Executive Administrative Assistant

**Guests Present:** Rita Minx, Village Trustee and Morton Grove resident and Mara Stroesser

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

III. **Explanation of Hearing:**

Executive Director Wait explained that the purpose of the Truth in Taxation Meeting is to offer an opportunity for public comment on the tax levy. The meeting is required if the tax levy exceeds 105% of the previous year. The Park District levy is less than 105% however as a courtesy and for transparency purposes the district holds a public meeting to illicit comments.

IV. **Public Comment:** None

V. **Adjournment:**

Commissioner White made a motion seconded by Commissioner Minx to adjourn the meeting.  
**Ayes: Commissioner Coletta, Manno, Minx, Schmidt and White. Nays: 0. Motion carried.**

Meeting adjourned at approximately 6:33pm.

---

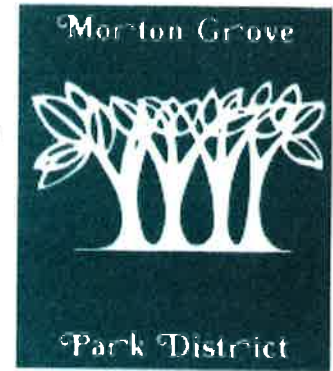
Board President, Steve Schmidt

---

Board Secretary, Jeffrey Wait

# 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 December 19, 2018

I. **Call to Order:** Commissioner Schmidt called the meeting to order at 6:34pm

**Commissioners Present:** Mark Manno, Dorothy Coletta, Paul Minx, Steve Schmidt and Keith White

**Staff Present:** Jeffrey Wait, Executive Director; Marty O'Brien, Superintendent of Finance; Geralyn Konsewicz, Superintendent of Recreation and Facilities; Keith Gorczyca, Superintendent of Parks and Maintenance; John Stroesser, Park Foreman; Claire Baumgartner, Recreation Supervisor and Claudia Marren, Executive Administrative Assistant

**Guests Present:** Rita Minx, Village Trustee and Morton Grove resident and Mara Stroesser

II. **Explanation of Hearing:**

Executive Director Wait explained that the District is required by state law to hold one public hearing, for public comment, prior to adoption of the District budget. The 2019 Budget and Appropriation Ordinance, which is attached, is approximately \$6,800,000. Upon approval the budget will be filed with the proper state office.

III. **Public Comment:** None

IV. **Adjournment:**

Commissioner White made a motion seconded by Commissioner Schmidt to adjourn the meeting. **Ayes: Commissioner Coletta, Minx, Schmidt, White and Manno. Nays: 0. Motion carried.**

Meeting adjourned at approximately 6:37pm.

---

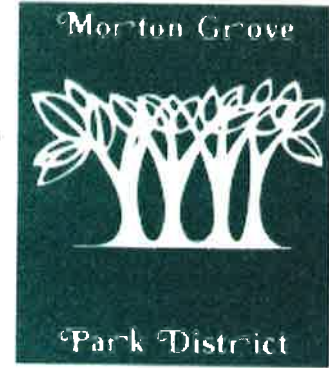
Board President, Steve Schmidt

---

Board Secretary, Jeffrey Wait

# Morton Grove Park District

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



Minutes of the 806<sup>th</sup>  
Board Meeting  
December 19, 2018

- I. **Roll Call:** Commissioner Schmidt called the meeting to order at 6:38pm.

**Commissioners Present:** Mark Manno, Dorothy Coletta, Paul Minx, Steve Schmidt and Keith White.

**Staff Present:** Jeffrey Wait, Executive Director; Marty O'Brien, Superintendent of Finance; Geralyn Konsewicz, Superintendent of Recreation and Facilities, Keith Gorczyca, Superintendent of Parks and Maintenance; John Stroesser, Parks Foreman; Claire Baumgartner, Recreation Supervisor and Claudia Marren, Administrative Assistant.

**Guests Present:** Rita Minx, Village Trustee and Morton Grove resident and Mara Stroesser.

- II. **Additions/Changes to the Agenda:** None.

- III. **Citizens Comments on Agenda Items/Correspondence:** None.

- IV. **Consent Agenda:**

Commissioner White made a motion, seconded by Commissioner Minx, to approve the minutes of the Board Meeting held on November 14, 2018.

**The Financial Reports:**

1. The Cash Summary and Revenue Report dated November 30, 2018 and
2. The Invoice Distribution Report ending November 30, 2018, in the amount of \$1,600,757.60.

**Ayes: Commissioner Coletta, Minx, Schmidt, White and Manno. Nays: 0. Motion carried.**

- V. **Director Report:** Director Wait wished everyone a happy holiday season. Wait also noted the District is building an ice rink on the south tennis courts at PVCC to be open from January 15<sup>th</sup> through March 15<sup>th</sup>, weather permitting. If this rink goes well, the District may put a second rink in at Harrer Park in 2020. Movie Night on January 11<sup>th</sup> will feature Incredibles 2 and the Fit & Fun Fair will be held Saturday, January 12.

At this time, Director Wait presented Parks Foreman, John Stroesser with the Employee of the Year Award. John began his career 30 years ago as a member of the grounds crew. John was recognized for his hard work and dedication to the District. Wait noted that John's reliability and knowledge was an asset to the District.

- VI. **Attorney Report:** Director Wait noted the attorney has worked on the Williams agreement.

**VII. Department Head Reports:** Superintendent Gorczyca noted a second public meeting regarding the updates at Mansfield Park was held. The public chose design "B". Upland Design is completing the request for bids. Also, W-T Engineering is conducting an analysis on all the District courts. All the holiday orbs have been completed and installed at Harrer Park, which looks beautiful. Gorczyca thanked his department and the Recreation staff for all their hard work on the Holly Days event.

Superintendent O'Brien noted his department is completing the year-end processing of all W-2's and 1099's. O'Brien will file all the District's paperwork with the Cook County Clerk and reminded everyone to complete their Ethic Statements which will be mailed out soon.

Superintendent Konsewicz noted that Holly Days was jammed packed and fun and the Recreation staff did an excellent job. The Santa Paws Event had 23 families and the Gingerbread Event had 19 families participate. Club Fitness is holding its annual 12 Days of Appreciation, the District held a blood drive on December 8<sup>th</sup> and the Black Friday Special brought in 62 new members along with 120 renewals. At this time Konsewicz introduced the new Recreation Supervisor, Claire Baumgartner.

Director Wait noted his appreciation to the entire Recreation Staff for all their hard work on the holiday events.

**VIII. New Business:**

a. **Administration and Finance Committee – Commissioner White, Chair**

**Tax Levy:** Commissioner White made a motion, seconded by Commissioner Manno to accept the recommendation of the Administration and Finance Committee to approve the Morton Grove Park District's 2018 Tax Levy Ordinance #O-10-18. **Ayes: Commissioner Minx, Schmidt, White, Manno and Coletta. Nays: 0. Motion carried.**

**Tax Extension:** Commissioner White made a motion, seconded by Commissioner Minx to approve the Morton Grove Park District's 2018 Tax Extension Resolution #R-07-18. **Ayes: Commissioner Schmidt, White, Manno, Coletta and Minx. Nays: 0. Motion carried.**

**Budget & Appropriation Ordinance:** Commissioner White made a motion, seconded by Commissioner Manno to accept the recommendation of the Administration and Finance Committee to approve the 2019 Budget and Appropriation Ordinance. **Commissioner White, Manno, Coletta, Minx and Schmidt. Nays: 0. Motion carried.**

**Transfer of Funds Resolution:** Commissioner White made a motion, seconded by Commissioner Minx to accept the recommendation of the Administration and Finance Committee to approve Resolution #R-08-18, to authorize a \$10,000 transfer of budgetary funds. **Ayes: Commissioner Manno, Coletta, Minx, Schmidt and White. Nays: 0. Motion carried.**

**Conference Per Diems:** Commissioner White made a motion, seconded by Commissioner Minx to accept the recommendation of the Administration and Finance Committee to approve the 2019 Soaring to New Heights IAPD/IPRA Conference travel advance per diems for each Commissioner in the amount of \$690.50. **Ayes: Commissioner Coletta, Manno, Schmidt, White and Manno. Nays: 0. Motion carried.**

COMMITTED TO QUALITY PARK AND RECREATION SERVICES

**IX. Public Comment on Agenda Items:** None.

**X. Commissioner Comments:**

**Commissioner Coletta:** Congratulated Park Foreman John Stroesser and welcomed Recreation Supervisor Claire Baumgartner. Thanked Director Wait and Superintendent Konsewicz for a wonderful Holly Days event and thanked the Parks Department for the beautiful orbs. Coletta also wished all a happy holiday.

**Commissioner Manno:** Thanked the staff for the Holly Days event, expressed his gratitude to John Stroesser and welcomed Claire Baumgartner.

**Commissioner White:** Welcomed Claire, thanked the staff for the Holly Days event, thanked Superintendent Kee for the PDRMA Review, noted he received many compliments on the orbs, thanked Johnny for his hard work and dedication and wished everyone a happy holiday.

**Commissioner Minx:** Congratulated John, welcomed Claire, noted Harrer Park looks beautiful. Minx also noted he would like to thank Sue Braubach because he has received compliments on Club Fitness. Minx also wished everyone a happy holiday.

**Commissioner Schmidt:** Thanked the staff for the Holly Days Event, noted the orbs look fantastic and welcomed Claire and congratulated John.

**XI. Closed Session:** At approximately 7:12pm Commissioner Schmidt made a motion, seconded by Commissioner White to move into closed session in accordance with the Open Meetings Act section 120/2(c)(1) and 120/2(c) (21). **Ayes: Commissioner Manno, Coletta, Minx, Schmidt and White. Nays: 0. Motion carried.**

The meeting reconvened at approximately 7:33pm.

No action was taken during closed session.

**XII. Approval of Closed Session Minutes:** Commissioner White made a motion, seconded by Commissioner Manno to approve the minutes of the Closed Session Meeting held on October 17, 2018. **Ayes: Commissioner Manno, Coletta, Minx, Schmidt and White. Nays: 0. Motion carried.**

**XIII. Adjournment:**

Commissioner White made a motion, seconded by Commissioner Minx to adjourn the meeting. **Motion carried by voice vote.**

Meeting ended at approximately 7:35pm.

---

Steve Schmidt, Board President

---

Jeffrey Wait, Board Secretary



# Financials

---

- The Cash Summary and Revenue Report
- The Invoice Distribution Report
- Card Services Report

GL NUMBER	DESCRIPTION	2018		YTD BALANCE 12/31/2018	ACTIVITY FOR MONTH 12/31/2018	AVAILABLE BALANCE	% B DGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)				
Fund 01 - CORPORATE							
Fund 01 - CORPORATE:							
TOTAL REVENUES		647,532.00		680,377.12	19,840.79	(32,845.12)	105.07
TOTAL EXPENDITURES		1,065,315.00		936,015.98	106,069.28	129,299.02	87.86
NET OF REVENUES & EXPENDITURES		(417,783.00)		(255,638.86)	(86,228.49)	(162,144.14)	61.19
Fund 02 - RECREATION							
Fund 02 - RECREATION:							
TOTAL REVENUES		1,619,857.00		1,293,719.40	115,506.79	326,137.60	79.87
TOTAL EXPENDITURES		1,776,139.00		1,563,833.61	173,420.37	212,305.39	88.05
NET OF REVENUES & EXPENDITURES		(156,282.00)		(270,114.21)	(57,913.58)	113,832.21	172.84
Fund 05 - POLICE							
Fund 05 - POLICE:							
TOTAL REVENUES		24,584.00		13,500.00	0.00	11,084.00	54.91
TOTAL EXPENDITURES		30,832.00		18,604.94	674.13	12,227.06	60.34
NET OF REVENUES & EXPENDITURES		(6,248.00)		(5,104.94)	(674.13)	(1,143.06)	81.71
Fund 15 - MUSEUM							
Fund 15 - MUSEUM:							
TOTAL REVENUES		14,264.00		11,500.00	0.00	2,764.00	80.62
TOTAL EXPENDITURES		15,608.00		13,878.42	3,713.57	1,729.58	88.92
NET OF REVENUES & EXPENDITURES		(1,344.00)		(2,378.42)	(3,713.57)	1,034.42	176.97
Fund 20 - I.M.R.F.							
Fund 20 - I.M.R.F.:							
TOTAL REVENUES		110,758.00		100,371.52	110.92	10,386.48	90.62
TOTAL EXPENDITURES		158,737.00		152,997.89	16,522.88	5,739.11	96.38
NET OF REVENUES & EXPENDITURES		(47,979.00)		(52,626.37)	(16,411.96)	4,647.37	109.69
Fund 22 - F.I.C.A.							
Fund 22 - F.I.C.A.:							
TOTAL REVENUES		54,891.00		56,022.47	61.91	(1,131.47)	102.06
TOTAL EXPENDITURES		138,181.00		116,886.01	11,130.97	21,294.99	84.59
NET OF REVENUES & EXPENDITURES		(83,290.00)		(60,863.54)	(11,069.06)	(22,426.46)	73.07
Fund 25 - BOND & INTEREST							
Fund 25 - BOND & INTEREST:							
TOTAL REVENUES		446,922.00		448,051.65	495.15	(1,129.65)	100.25
TOTAL EXPENDITURES		948,000.00		925,998.30	0.00	22,001.70	97.68
NET OF REVENUES & EXPENDITURES		(501,078.00)		(477,946.65)	495.15	(23,131.35)	95.38
Fund 30 - LIABILITY INSURANCE							
Fund 30 - LIABILITY INSURANCE:							
TOTAL REVENUES		35,867.00		46,684.01	51.59	(10,817.01)	130.16
TOTAL EXPENDITURES		72,500.00		60,073.77	14,220.45	12,426.23	82.86
NET OF REVENUES & EXPENDITURES		(36,633.00)		(13,389.76)	(14,168.86)	(23,243.24)	36.55
Fund 35 - SPECIAL RECREATION							
Fund 35 - SPECIAL RECREATION:							
TOTAL REVENUES		128,944.00		146,734.80	162.16	(17,790.80)	113.80
TOTAL EXPENDITURES		267,000.00		249,216.32	2,722.07	17,783.68	93.34
NET OF REVENUES & EXPENDITURES		(138,056.00)		(102,481.52)	(2,559.91)	(35,574.48)	74.23

User: lgonzalez  
 DB: Morton Grove Pa  
 PERIOD ENDING 12/31/2018

GL NUMBER	DESCRIPTION	2018		YTD BALANCE		ACTIVITY FOR	AVAILABLE		% BGDGT		
		AMENDED BUDGET	NORMAL	12/31/2018	(ABNORMAL)		MONTH 12/31/2018	INCREASE (DECREASE)		NORMAL	(ABNORMAL)
Fund 40 - AUDIT											
Fund 40 - AUDIT:											
TOTAL REVENUES		7,143.00		12,235.75		7.99		(5,092.75)		171.30	
TOTAL EXPENDITURES		15,500.00		14,900.00		0.00		600.00		96.13	
NET OF REVENUES & EXPENDITURES		(8,357.00)		(2,664.25)		7.99		(5,692.75)		31.88	
Fund 70 - CAPITAL IMPROVEMENTS											
Fund 70 - CAPITAL IMPROVEMENTS:											
TOTAL REVENUES		909,000.00	1,049,550.00			0.00		(140,550.00)		115.46	
TOTAL EXPENDITURES		992,000.00	956,206.81			10,683.25		35,793.19		96.39	
NET OF REVENUES & EXPENDITURES		(83,000.00)	93,343.19			(10,683.25)		(176,343.19)		112.46	
TOTAL REVENUES - ALL FUNDS		3,999,762.00	3,858,746.72			136,237.30		141,015.28		96.47	
TOTAL EXPENDITURES - ALL FUNDS		5,479,812.00	5,008,612.05			339,156.97		471,199.95		91.40	
NET OF REVENUES & EXPENDITURES		(1,480,050.00)	(1,149,865.33)			(202,919.67)		(330,184.67)		77.69	

FUND: ALL FUNDS  
 CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 12/01/2018	Total Debits	Total Credits	Ending Balance 12/31/2018
01	CORPORATE	308,335.99	19,840.79	96,871.11	231,305.67
02	RECREATION	850,382.09	121,417.58	160,496.42	811,303.25
05	POLICE	10,887.28	0.00	24.13	10,863.15
15	MUSEUM	19,352.37	105.00	3,818.57	15,638.80
20	I.M.R.F.	204,469.46	110.92	16,522.88	188,057.50
22	F.I.C.A.	53,232.94	61.91	11,130.97	42,163.88
25	BOND & INTEREST	1,087.96	495.15	0.00	1,583.11
30	LIABILITY INSURANCE	138,173.96	51.59	7,047.73	131,177.82
35	SPECIAL RECREATION	304,523.73	162.16	2,722.07	301,963.82
40	AUDIT	6,556.18	7.99	0.00	6,564.17
70	CAPITAL IMPROVEMENTS	4,771,914.83	0.00	10,683.25	4,761,231.58
99	PAYROLL CLEARING FUND	(565.68)	92,482.41	65,903.45	26,013.28
	TOTAL - ALL FUNDS	6,668,351.11	234,735.50	375,220.58	6,527,866.03

PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Check 310283					
02-32-520211	MATRL AND SUPP-PREVENTATIV	ACCURATE INDUSTRIES	SAUNA CLEANER /SERVICE CAL	589.90	310283
Total For Check 310283				589.90	
Check 310284					
01-20-520325	MATRL-SUPP-MAINT. - MAT'LS	ARLINGTON POWER EQUIPMENT	SUPPLIES FOR HOLLY DAYS	273.10	310284
01-20-560200	EQUIPMENT-NEW EQUIP - MAIN	ARLINGTON POWER EQUIPMENT	NEW SNOW BLOWER	675.99	310284
Total For Check 310284				949.09	
Check 310285					
01-10-540120	UTILITIES-HEATING FUEL	CENTERPOINT ENERGY SERVICE	ENERGY BILL FOR ALL PARKS	100.98	310285
02-10-540110	UTILITIES-ELECTRICTY	CENTERPOINT ENERGY SERVICE	ENERGY BILL FOR ALL PARKS	62.80	310285
02-10-540120	UTILITIES-HEATING FUEL	CENTERPOINT ENERGY SERVICE	ENERGY BILL FOR ALL PARKS	479.38	310285
02-21-540120	UTILITIES-HEATING FUEL	CENTERPOINT ENERGY SERVICE	ENERGY BILL FOR ALL PARKS	113.84	310285
02-22-540120	UTILITIES-HEATING FUEL	CENTERPOINT ENERGY SERVICE	ENERGY BILL FOR ALL PARKS	314.07	310285
02-33-540120	UTILITIES-HEATING FUEL	CENTERPOINT ENERGY SERVICE	ENERGY BILL FOR ALL PARKS	471.22	310285
15-10-540120	UTILITIES-HEATING FUEL	CENTERPOINT ENERGY SERVICE	ENERGY BILL FOR ALL PARKS	60.93	310285
Total For Check 310285				1,603.22	
Check 310286					
02-32-554200	CONTRACT SVCS-AGREEMENTS -	COMCAST CABLE	LOBBY TV CABLE	21.09	310286
Total For Check 310286				21.09	
Check 310287					
01-10-540110	UTILITIES-ELECTRICTY	COMED	ELECTRIC BILL FRO 8830 OAK	33.77	310287
Total For Check 310287				33.77	
Check 310288					
01-10-520110	MATRL AND SUPP-OFFICE EXP	FAST SIGNS	BADGE W/ MAGNET FOR NEW HI	16.00	310288
Total For Check 310288				16.00	
Check 310289					
01-10-552200	CONTRACT SVCS-TECHNICAL AS	FRAMEWORK COMMUNICATIONS	IT ADVVANCE SUPPORT	2,440.22	310289
Total For Check 310289				2,440.22	
Check 310290					
01-20-520325	MATRL-SUPP-MAINT. - MAT'LS	GLENBROOK AUTO PARTS, INC	VEHICLE REPAIR MATERIALS	236.16	310290
Total For Check 310290				236.16	
Check 310291					
02-01-593177	PROGRAM SUPPLIES-GYMANISTI	GYMNASTICS SPOT	ST. VALENTINES CLASSIC MEE	2,620.00	310291
Total For Check 310291				2,620.00	
Check 310292					
70-10-586146	EXP MISC.-PLAYGROUND GENER	HACIENDA LANDSCAPING INC.	WORK PREFORMED ON PIONEER	3,043.25	310292
Total For Check 310292				3,043.25	
Check 310293					
70-10-586146	EXP MISC.-PLAYGROUND GENER	HITCHCOCK DESIGN, INC.	PIONEER PARK PLAYGROUND RE	140.00	310293
Total For Check 310293				140.00	
Check 310294					
02-08-490917	PROGRAM FEES REV-HOLLY DAY	HOUSE OF RENTAL	RENTALS FOR HOLLY DAYS FES	176.00	310294
02-08-593917	PROGRAM SUPPLIES-HOLLY DAY	HOUSE OF RENTAL	PAYMENT FOR TENT USED FOR	3,790.60	310294
Total For Check 310294				3,966.60	
Check 310295					
01-10-520110	MATRL AND SUPP-OFFICE EXP	J & D INSTANT SIGNS, INC.	1- CLEAR NAME INSERT	18.00	310295
Total For Check 310295				18.00	
Check 310296					
02-22-520313	MATRL AND SUPP-SUPPLIES -	JEFF ELLIS & ASSOCIATES, I	LIFEGUARD INSTRUCTOR COURS	1,500.00	310296
Total For Check 310296				1,500.00	
Check 310297					
02-10-210500	PAYABLES-DEPOSITS PAYABLE	JILU JOHN	RENTAL DEPOSIT REFUND	150.00	310297
Total For Check 310297				150.00	
Check 310298					

PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Check 310298					
35-10-552705	CNTRCT SVCS-ADA INCLUSION	MAINE-NILES ASSN OF SP REC	INCLUSION SERVICES FOR NOV	1,306.72	310298
	Total For Check 310298			1,306.72	
Check 310299					
01-10-581700	EXP MISCELLANEOUS-HOLIDAY	MENARD'S	CABLE CLAMPS	141.76	310299
02-08-593917	PROGRAM SUPPLIES-HOLLY DAY	MENARD'S	SUPPLIES FOR HOLLY DAYS	53.87	310299
	Total For Check 310299			195.63	
Check 310300					
01-10-520110	MATRL AND SUPP-OFFICE EXP	MINUTEMAN PRESS-MORTON GRO	4,500 PAYROLL TIME SHEETS	153.00	310300
	Total For Check 310300			153.00	
Check 310301					
02-01-593177	PROGRAM SUPPLIES-GYMANISTI	NILES WEST HIGH SCHOOL	GYMNASTICS BLOCK REIMBURSE	142.45	310301
	Total For Check 310301			142.45	
Check 310302					
01-20-520328	MATRL-SUPP-MAINT. - MAT'LS	NUTOYS LEISURE PRODUCTS	VARIOUS HARDWARE	791.21	310302
	Total For Check 310302			791.21	
Check 310303					
30-10-532610	INSURANCE-PROPERTY & GENER	PARK DISTRICT RISK MANAGEM	PROPERTY AND LIABILITY	3,997.78	310303
30-10-532615	INSURANCE-EMPLOYMENT PRACT	PARK DISTRICT RISK MANAGEM	PROPERTY AND LIABILITY	604.67	310303
30-10-532630	INSURANCE-WORKERS COMP	PARK DISTRICT RISK MANAGEM	PROPERTY AND LIABILITY	2,445.28	310303
	Total For Check 310303			7,047.73	
Check 310304					
02-10-511800	SALARIES & WAGES-COMMUNICA	PAT WEISS	PROOFING FOR MGPD 2018 WIN	140.00	310304
	Total For Check 310304			140.00	
Check 310305					
01-10-581700	EXP MISCELLANEOUS-HOLIDAY	SKOKIE ACE HARDWARE	ROPE CLIPS FOR HANGING ORB	19.47	310305
	Total For Check 310305			19.47	
Check 310306					
02-33-520312	MATERIALS AND SUPPLIES-JAN	STATE INDUSTRIAL PRODUCTS	PVCC JANITORIAL SUPPLIES	207.31	310306
	Total For Check 310306			207.31	
Check 310307					
02-07-594819	PROGRAM SERVICES-GAP	SUNSHINE ARTS AND CRAFTS	GAP MGPD FIELD TRIP	50.00	310307
	Total For Check 310307			50.00	
Check 310308					
01-10-540150	UTILITIES-TELEPHONE	VERIZON WIRELESS	PHONE BILL	142.96	310308
02-06-593711	PROGRAM SUPPLIES-PRE SCHOO	VERIZON WIRELESS	PHONE BILL	57.18	310308
02-07-593825	PROGRAM SUPPLIES-BASE	VERIZON WIRELESS	PHONE BILL	57.18	310308
02-10-540150	UTILITIES-TELEPHONE	VERIZON WIRELESS	PHONE BILL	142.96	310308
02-33-540150	UTILITIES-TELEPHONE	VERIZON WIRELESS	PHONE BILL	171.54	310308
	Total For Check 310308			571.82	
Check 310319					
02-10-210500	PAYABLES-DEPOSITS PAYABLE	BERTA A RODRIGUEZ	RENTAL DEPOSIT REFUND	150.00	310319
	Total For Check 310319			150.00	
Check 310320					
01-10-520110	MATRL AND SUPP-OFFICE EXP	CARD SERVICES	NOVEMBER CREDIT CARD BILL	404.37	310320
01-10-520130	MATRL AND SUPP-OFFICE EXP	CARD SERVICES	NOVEMBER CREDIT CARD BILL	22.97	310320
01-10-560810	EQUIPMENT-NEW EQUIP - COMP	CARD SERVICES	NOVEMBER CREDIT CARD BILL	5.99	310320
01-10-580100	EXP MISC.-HUMAN RESOURCE E	CARD SERVICES	NOVEMBER CREDIT CARD BILL	258.07	310320
01-10-581100	BUSINESS MEETINGS	CARD SERVICES	NOVEMBER CREDIT CARD BILL	263.31	310320
01-10-581110	EXP MISCELLANEOUS-COMMISSI	CARD SERVICES	NOVEMBER CREDIT CARD BILL	1,500.00	310320
01-10-581200	EXP MISC.-EDUCATIONAL SEMI	CARD SERVICES	NOVEMBER CREDIT CARD BILL	1,050.00	310320
01-10-581400	EXP MISCELLANEOUS-DUES & S	CARD SERVICES	NOVEMBER CREDIT CARD BILL	790.00	310320
01-20-581500	EXP MISCELLANEOUS-UNIFORMS	CARD SERVICES	NOVEMBER CREDIT CARD BILL	637.59	310320
02-01-593177	PROGRAM SUPPLIES-GYMANISTI	CARD SERVICES	NOVEMBER CREDIT CARD BILL	331.67	310320
02-04-594514	PROGRAM SERVICES-DANCE - C	CARD SERVICES	NOVEMBER CREDIT CARD BILL	5,193.73	310320

GL Number	Invoice Line Desc	Vendor	PAID	Invoice Description	Amount	Check #
Check 310320						
02-06-593711	PROGRAM SUPPLIES-PRE SCHOO	CARD SERVICES		NOVEMBER CREDIT CARD BILL	259.20	310320
02-07-593813	PROGRAM SUPPLIES-BIRTHDAY	CARD SERVICES		NOVEMBER CREDIT CARD BILL	61.47	310320
02-07-593825	PROGRAM SUPPLIES-BASE	CARD SERVICES		NOVEMBER CREDIT CARD BILL	312.87	310320
02-07-593826	PROGRAM SUPPLIES-KINDER OD	CARD SERVICES		NOVEMBER CREDIT CARD BILL	8.19	310320
02-07-594819	PROGRAM SERVICES-GAP	CARD SERVICES		NOVEMBER CREDIT CARD BILL	585.33	310320
02-08-593917	PROGRAM SUPPLIES-HOLLY DAY	CARD SERVICES		NOVEMBER CREDIT CARD BILL	639.35	310320
02-08-593925	PROGRAM SUPPLIES-SILVER BE	CARD SERVICES		NOVEMBER CREDIT CARD BILL	270.62	310320
02-08-593950	PROGRAM SUPPLIES-FREE EVEN	CARD SERVICES		NOVEMBER CREDIT CARD BILL	25.96	310320
02-10-520120	MATRL AND SUPP-OFFICE EXP	CARD SERVICES		NOVEMBER CREDIT CARD BILL	800.00	310320
02-10-554100	CONTRACTUAL SERVICES-AGREE	CARD SERVICES		NOVEMBER CREDIT CARD BILL	285.00	310320
02-10-581200	EXP MISC.-EDUCATIONAL SEMI	CARD SERVICES		NOVEMBER CREDIT CARD BILL	380.00	310320
02-10-581300	EXP MISC.-EMPLOYEE TRAVEL	CARD SERVICES		NOVEMBER CREDIT CARD BILL	25.00	310320
02-10-589110	EXP MISC.-MARKETING SPECIA	CARD SERVICES		NOVEMBER CREDIT CARD BILL	1,969.90	310320
02-32-520360	MATRL AND SUPP-SUPPLIES · P	CARD SERVICES		NOVEMBER CREDIT CARD BILL	9.00	310320
02-32-520370	MATRL AND SUPP-SUPPLIES -	CARD SERVICES		NOVEMBER CREDIT CARD BILL	87.46	310320
02-32-554200	CONTRACT SVCS-AGREEMENTS -	CARD SERVICES		NOVEMBER CREDIT CARD BILL	181.65	310320
02-32-583300	EXP MISCELLANEOUS-RB - TOW	CARD SERVICES		NOVEMBER CREDIT CARD BILL	456.32	310320
02-35-450592	MARKETING - MISCELLANEOUS	CARD SERVICES		NOVEMBER CREDIT CARD BILL	66.06	310320
15-10-570200	BUILDING & LANDSCAPE-BUILD	CARD SERVICES		NOVEMBER CREDIT CARD BILL	115.76	310320
Total For Check 310320					16,996.84	
Check 310321						
01-10-520160	MATRL AND SUPP-OFFICE EXP	CHICAGO TRIBUNE MEDIA GROU		BOARD MEETING CALENDAR	18.69	310321
Total For Check 310321					18.69	
Check 310322						
02-33-554100	CONTRACTUAL SERVICES-AGREE	COLLEY ELEVATOR CO.		ELEVATOR INSPECTION SERVIC	196.00	310322
Total For Check 310322					196.00	
Check 310323						
02-10-554400	CONTRACT SVCS-AGREEMENTS -	CREEKSIDE PRINTING		WINTER/SPRING BROCHURE PHO	7,848.00	310323
Total For Check 310323					7,848.00	
Check 310324						
02-33-570200	BUILDING & LANDSCAPE-BUILD	CRNE'S ENVIRONMENTAL CONTR		FIXED HEAT IN PVCC LOBBY A	469.00	310324
15-10-570200	BUILDING & LANDSCAPE-BUILD	CRNE'S ENVIRONMENTAL CONTR		SERVICE CALL	717.00	310324
Total For Check 310324					1,186.00	
Check 310325						
01-20-520500	MATRL-SUPP-SUPPLIES - GAS	GLENBROOK AUTO PARTS, INC		GLENBROOK AUTO PARTS	243.50	310325
Total For Check 310325					243.50	
Check 310326						
01-20-520318	MATRL AND SUPP-MAINT. - MA	GRAINGER		BANNER HOLDER KNOB BOLTS	41.20	310326
Total For Check 310326					41.20	
Check 310327						
02-01-593177	PROGRAM SUPPLIES-GYMANISTI	HENRY LY		USAG REIMBURSEMENT	112.25	310327
Total For Check 310327					112.25	
Check 310328						
15-10-554600	CONTRACTUAL SERVICES-PROF	JAMES DRIVE SAFETY LANE, L		NOVEMBER VEHICLE INSPECTIO	54.00	310328
Total For Check 310328					54.00	
Check 310329						
02-01-593177	PROGRAM SUPPLIES-GYMANISTI	KASSANDRA MARIN		USAG MEMBERSHIP REIMBURSEM	115.00	310329
Total For Check 310329					115.00	
Check 310330						
01-20-520325	MATRL-SUPP-MAINT. - MAT'LS	LEADING EDGE AUTOMOTIVE		TRUCK REPAIR	113.00	310330
Total For Check 310330					113.00	
Check 310331						
02-01-593177	PROGRAM SUPPLIES-GYMANISTI	LIBERTYVILLE GYMNASTICS AC		LUCKY INVITE MEET PAYMENT	1,365.00	310331

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Check 310331					
		Total For Check 310331		1,365.00	
Check 310332					
01-20-520321	MATRL AND SUPP-MAINT. - MA MENARD'S		PRIMER AND HOOKS	12.95	310332
01-20-520400	MATRL-SUPP-SUPPLIES - TOOL MENARD'S		SUPPLIES FOR PVCC	579.69	310332
02-08-490917	PROGRAM FEES REV-HOLLY DAY MENARD'S		CHRISTMAS TREE FOR HOLLY D	28.89	310332
		Total For Check 310332		621.53	
Check 310333					
02-01-597131	AWARDS EXP-SOFTBALL - MENS MICHAEL SENATORE		FALL 2018 SOFTBALL PRIZE M	200.00	310333
		Total For Check 310333		200.00	
Check 310334					
02-01-593177	PROGRAM SUPPLIES-GYMANISTI PREMIER GYMNASTICS ACADEMY JOE G INVITATIONAL PAYMENT			475.00	310334
		Total For Check 310334		475.00	
Check 310335					
02-32-460110	MEMBERSHIPS-RB - FITNESS M SASHA VASILIC		FITNESS MEMBERSHIP CANCELL	73.00	310335
		Total For Check 310335		73.00	
Check 310336					
01-10-520110	MATRL AND SUPP-OFFICE EXP SKOKIE ACE HARDWARE		6 SINGLE CUT KEY	16.74	310336
		Total For Check 310336		16.74	
Check 310337					
02-01-594181	PRGM SERVICE-MLS & SOCCER SOCCER MADE IN AMERICA		SUMMER 2018 INVOICE	486.50	310337
		Total For Check 310337		486.50	
Check 310338					
02-33-520312	MATERIALS AND SUPPLIES-JAN STATE INDUSTRIAL PRODUCTS		NEUTRAL FLOOR CLEANER	310.30	310338
		Total For Check 310338		310.30	
Check 310339					
02-07-593825	PROGRAM SUPPLIES-BASE SYSCO FOOD SERVICES		BASE FOOD INVOICES 2248026	1,324.17	310339
		Total For Check 310339		1,324.17	
Check 310340					
01-10-581400	EXP MISCELLANEOUS-DUES & S THE KIPLINGER LETTER		3 YEAR SUBSCRIPTION	154.00	310340
		Total For Check 310340		154.00	
Check 310341					
02-05-490617	PROGRAM FEES REV-GUITAR LE ULTIMATE SCHOOL OF GUITAR		CHECK FOR GUITAR CLASSES	734.20	310341
		Total For Check 310341		734.20	
Check 310342					
01-10-540130	UTILITIES-WATER VILLAGE OF MORTON GROVE		WATER SERVICES FOR PVCC	71.76	310342
02-10-540130	UTILITIES-WATER VILLAGE OF MORTON GROVE		WATER SERVICES FOR NATIONA	155.48	310342
02-21-540130	UTILITIES-WATER VILLAGE OF MORTON GROVE		WATER SERVICES FOR HARRER	47.84	310342
02-33-540130	UTILITIES-WATER VILLAGE OF MORTON GROVE		WATER SERVICES FOR PVCC	574.08	310342
		Total For Check 310342		849.16	
Check 310343					
02-01-597131	AWARDS EXP-SOFTBALL - MENS VINCE TIPRE		FALL 2018 SOFTBALL PRIZE M	300.00	310343
		Total For Check 310343		300.00	
Check 310344					
02-08-490926	PROGRAM FEES REV-CONCERTS BASS/SCHULER ENTERTAINMENT DEPOSIT FOR SUMMER CONCERT			100.00	310344
		Total For Check 310344		100.00	
Check 310345					
01-10-540150	UTILITIES-TELEPHONE CALL ONE		PHONE SERVICES	771.53	310345
02-10-540150	UTILITIES-TELEPHONE CALL ONE		PHONE SERVICES	748.84	310345
02-33-540150	UTILITIES-TELEPHONE CALL ONE		PHONE SERVICES	748.83	310345
		Total For Check 310345		2,269.20	
Check 310346					
01-10-554100	CONTRACTUAL SERVICES-AGREE CANON FINANCIAL SERVICES,		COPIER LEASE	171.88	310346
02-10-554100	CONTRACTUAL SERVICES-AGREE CANON FINANCIAL SERVICES,		COPIER LEASE	171.88	310346



PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Check 310346		Total For Check 310346		343.76	
Check 310347					
02-33-520312	MATERIALS AND SUPPLIES-JAN CASE LOTS, INC		JANITOR SUPPLIES PVCC	1,066.40	310347
		Total For Check 310347		1,066.40	
Check 310349					
70-10-586000	EXP MISCELLANEOUS-BOND COS CHAPMAN ANO CUTLER LLP		LEGAL SERVICES RNEDERED	7,500.00	310349
		Total For Check 310349		7,500.00	
Check 310350					
02-32-554200	CONTRACT SVCS-AGREEMENTS - COMCAST CABLE		PVCC COMCAST BUISNESS CABL	570.20	310350
		Total For Check 310350		570.20	
Check 310351					
01-10-540110	UTILITIES-ELECTRICTY	COMED	ELECTRIC BILL FOR PARKING	131.31	310351
02-10-540110	UTILITIES-ELECTRICTY	COMED	ELECTIRC BILL FOR JACOB'S	25.86	310351
		Total For Check 310351		157.17	
Check 310352					
01-10-540110	UTILITIES-ELECTRICTY	DIRECT ENERGY BUSINESS	ELECTRICAL SERVICES FOR PVC	877.15	310352
02-10-540110	UTILITIES-ELECTRICTY	DIRECT ENERGY BUSINESS	ELECTRICAL SERVICES FOR NA	1,369.74	310352
02-21-540110	UTILITIES-ELECTRICTY	DIRECT ENERGY BUSINESS	ELECTRIC SERVICES FOR HARR	1,093.45	310352
02-22-540110	UTILITIES-ELECTRICTY	DIRECT ENERGY BUSINESS	ELECTRICAL SERVICES FOR OR	250.95	310352
02-33-540110	UTILITIES-ELECTRICTY	DIRECT ENERGY BUSINESS	ELECTRICAL SERVICES FOR PVC	4,093.38	310352
15-10-540110	UTILITIES-ELECTRICTY	DIRECT ENERGY BUSINESS	ELECTRICAL SERVICES FOR MU	199.87	310352
		Total For Check 310352		7,884.54	
Check 310353					
01-10-552300	CONTRACT SVCS-CONTRACTUAL DOCUMENT DESTRUCTION CO.,		84 SMALL BOXES AND 7 LARGE	381.50	310353
		Total For Check 310353		381.50	
Check 310354					
01-20-581500	EXP MISCELLANEOUS-UNIFORMS	GEMPLER'S	MAINTENANCE APPAREL	101.99	310354
		Total For Check 310354		101.99	
Check 310355					
01-20-520325	MATRL-SUPP-MAINT. - MAT'LS	GLENBROOK AUTO PARTS, INC	SOLENOID	26.85	310355
		Total For Check 310355		26.85	
Check 310356					
02-01-593177	PROGRAM SUPPLIES-GYMANISTI	GYMNASTICS SPOT	ADDITIONAL ENTRY & TEAM FE	285.00	310356
		Total For Check 310356		285.00	
Check 310357					
15-10-570200	BUILDING & LANDSCAPE-BUILD	HONEYWELL INTERNATIONAL	IN INSTALLATION OF NEW SURGE	1,865.40	310357
		Total For Check 310357		1,865.40	
Check 310358					
02-07-591825	INSTRUCTOR SALARIES-BASE	JOHN YOUKHANA	PAYROLL CHECK THAT WAS NEV	35.29	310358
		Total For Check 310358		35.29	
Check 310359					
02-01-593177	PROGRAM SUPPLIES-GYMANISTI	LIBERTYVILLE GYMNASTICS	AC LUCKY INVITE-ADDITIONAL EN	105.00	310359
		Total For Check 310359		105.00	
Check 310360					
35-10-552705	CNTRCT SVCS-ADA INCLUSION	MAINE-NILES ASSN OF SP	REC INCLUSION SERVICES FOR DEC	1,415.35	310360
		Total For Check 310360		1,415.35	
Check 310361					
01-10-581700	EXP MISCELLANEOUS-HOLIDAY	MENARD'S	ORB SUPPLIES	36.97	310361
01-20-520400	MATRL-SUPP-SUPPLIES - TOOL	MENARD'S	VACUUM CLEANER FOR MANSFIE	224.33	310361
01-20-581501	PRAIRIE VIEW ICE ARENA	MENARD'S	ICE RINK SUPPLIES	656.77	310361
02-50-150100	INVENTORY-INVENTORY - RB P	MENARD'S	CUTTING BOARD OIL	43.90	310361
		Total For Check 310361		961.97	
Check 310362					

PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Check 310362					
01-20-520321	MATRL AND SUPP-MAINT. - MA MORTON GROVE SUPPLY COMPAN	OKETO FAUCETS		68.25	310362
	Total For Check 310362			68.25	
Check 310363					
02-10-554100	CONTRACTUAL SERVICES-AGREE NORTH BRANCH RESTORATION P	MONTHLY ECOLOGICAL RESTORA		900.00	310363
	Total For Check 310363			900.00	
Check 310364					
02-07-591825	INSTRUCTOR SALARIES-BASE	NUHA RAYAHIN	REISSUE OF PAYROLL CHECK	116.33	310364
	Total For Check 310364			116.33	
Check 310365					
02-04-594514	PROGRAM SERVICES-DANCE - C PROMO GEAR PLUS,LLC		DANCE APPAREL	502.10	310365
	Total For Check 310365			502.10	
Check 310366					
02-01-490177	PROGRAM FEES REV-GYMANISTI SARAH ALEXANDER		GYMNASTICS CLAS REFUND	104.00	310366
	Total For Check 310366			104.00	
Check 310367					
02-33-520312	MATERIALS AND SUPPLIES-JAN STALKER SPORTS FLOORS		4 ROLLS OF DUST MAGNET SHE	258.90	310367
	Total For Check 310367			258.90	
Check 310368					
02-33-520312	MATERIALS AND SUPPLIES-JAN UNIQUE PRODUCTS		HOSPITAL USE DISINFECTTANT	179.19	310368
	Total For Check 310368			179.19	
Check 310382					
02-01-593177	PROGRAM SUPPLIES-GYMANISTI ANNA SCHAFFER		USAG MEMBERSHIP REIMBURSEM	177.25	310382
	Total For Check 310382			177.25	
Check 310383					
02-01-593179	PROGRAM SUPPLIES-TKDO	CONNELLY'S ACADEMY	FALL 2018 INVOICE	873.60	310383
	Total For Check 310383			873.60	
Check 310384					
02-01-594193	PROGRAM SERVICES-HOT SHOTS HOT SHOTS SPORTS		FALL 2018 INVOICE	15,414.76	310384
	Total For Check 310384			15,414.76	
Check 310385					
02-10-210500	PAYABLES-DEPOSITS PAYABLE	JEWILYN JUDI	RENTAL DEPOSIT REFUND	150.00	310385
	Total For Check 310385			150.00	
Check 310386					
02-01-593177	PROGRAM SUPPLIES-GYMANISTI PARK DISTRICT OF OAK PARK		GOLD MEDAL INVITE 2019	690.00	310386
	Total For Check 310386			690.00	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
-----------	-------------------	--------	---------------------	--------	---------

---

Fund Totals:

Fund 01 CORPORATE	14,674.98
Fund 02 RECREATION	68,299.73
Fund 15 MUSEUM	3,012.96
Fund 30 LIABILITY INSURANC	7,047.73
Fund 35 SPECIAL RECREATION	2,722.07
Fund 70 CAPITAL IMPROVEMEN	10,683.25

---

106,440.72

To the Finance Officer:

The payment of the above listed accounts has been approved by the Board of Commissioners at their regular scheduled board meeting and you are hereby authorized to pay the attached vendors from the appropriate funds.

---

(President)

---

(Treasurer)

12833 Card Services  
ACCOUNT: 1800

Include with board vouchers when report is done. Month end.

MONTH: 12/17/2018

Ref. No.	DATE	Merchant	REASON	AMOUNT
	<b>Card Number 1800</b>			
O'Brien	7-Nov	Menards	Drop Safe for PVC	\$89.99
O'Brien	7-Nov	GFOA	Application for GFOA Award Program	\$370.00
O'Brien	7-Nov	GFOA	GFOA Annual Conference	\$420.00
O'Brien	16-Nov	UPS Store	Postage to send Bond Ordinance to Chapman & C	\$22.97
O'Brien	16-Nov	Walgreens	Battery for Claudia Marren for Time Stamper	\$5.99
O'Brien	23-Nov	Menards	Computer Cables and Spare Batteries for the Office	\$79.00
				\$987.95
	<b>Card Number 1818</b>			
Gorczyca	15-Nov	Ferguson	Supplies-Soap Dispensers	\$115.76
Gorczyca	29-Nov	IAPD	Conference Gorczyca registration + 2 lunch tables	\$400.00
				\$515.76
	<b>Card Number 1826</b>			
Braubach	2-Nov	Amazon	New Power Cord for Scale	\$13.84
Braubach	6-Nov	Dollar Tree	Toiletries for Locker rooms	\$9.00
Braubach	6-Nov	IAPD	2019 IPRA Conference	\$380.00
Braubach	8-Nov	Amazon	New Laundry Baskets	\$38.76
Braubach	12-Nov	Gym Valet	White Sweat Towels for Club	\$155.32
Braubach	13-Nov	ERC Wiping Products	Green Bath Towels for Club	\$301.00
Braubach	29-Nov	Vermont Systems Inc.	New Key Fobs	\$800.00
Braubach	29-Nov	GFS Store	Member Appreciation	\$156.65
Braubach	2-Dec	Amazon	Fitness Center Supplies	\$34.86
				\$1,889.43
	<b>Card Number 1834</b>			
Kee	12-Nov	Morettis	Kari going away lunch	\$183.15
Kee	16-Nov	HR direct	Employee of the year award	\$74.92
Kee	29-Nov	Water-Hinkley	Water	\$65.38
				\$323.45
	<b>Card Number 1672</b>			
Konsewicz	11-Nov	Citco	PDS-Year 2- gas travel	\$25.00
				\$ 25.00
	<b>Card Number 1859</b>			
Redmond-Acevedo	9-Nov	Amazon	Preschool Suplies	\$27.98
Redmond-Acevedo	9-Nov	Discount School Supply	Preschool Suplies	\$79.04
Redmond-Acevedo	12-Nov	Lakeshore Learning	Preschool Suplies	\$37.40
				023006-593711-114.78
			Preschool Suplies/kinder odyssey supplies/holly days	023007-593826-8.19
Redmond-Acevedo	12-Nov	Oriental Trading Company	supplies	\$148.24
				023008-593950-25.96
				\$292.66

	<b>Card Number</b>	<b>1867</b>							
Mucci	7-Nov	Oriental Trading	Holly Days Crafts/ Silver Bells			\$609.43		02-08-593917-\$338.81	
Mucci	16-Nov	Brunswick Zone	Gap Trip			\$117.88		02-08-593925-\$270.62	
Mucci	19-Nov	Brunswick Zone	Gap Trip Deposit			\$58.95		23007594819	
Mucci	21-Nov	Target	Juice boxes for Birthday Party			\$7.60		23007593813	
Mucci	21-Nov	Altitude Trampoline	Gap Trip			\$408.50		23007594819	
Mucci	21-Nov	Party City	Birthday Party Supplies			\$53.87		23007593813	
Mucci	30-Nov	Amazon	BASE Craft Supplies			\$51.49		23007593825	
Mucci	29-Nov	Marianos	Holidays Cookies			\$48.09		02-08-593917	
						<b>\$1,355.81</b>			
	<b>Card Number</b>	<b>1891</b>							
McCann	8-Nov	UPS	Gymnastics Return			\$11.08		023001-593177	
McCann	12-Nov	Discount Mugs	Gymnastics Supplies			\$320.61		023001-593177	
McCann	27-Nov	Target	Holly Days Supplies			\$252.45		0208-593917	
						<b>\$584.14</b>			
	<b>Card Number</b>	<b>8565</b>							
McNichols	9-Nov	Michaels	Gingerbread Houses for Event			\$261.38		023007-593825	
McNichols	22-Nov	Costume Gallery	Dance Costumes			\$999.40		023004-594514	
McNichols	21-Nov	Weissman Designs	Dance Costumes			\$3,292.18		023004-594514	
McNichols	21-Nov	Curtian Call	Dance Costumes			\$156.95		023004-594514	
McNichols	21-Nov	Curtian Call	Dance Costumes			\$600.88		023004-594514	
McNichols	27-Nov	Lebos Shoe Store	Dance Costumes			\$71.35		023004-594514	
McNichols	27-Nov	Curtian Call	Dance Costumes			\$72.97		023004-594514	
						<b>\$5,455.11</b>			
	<b>Card Number</b>	<b>8573</b>							
Wait	30-Nov	Maggianos Grand	Conference dinner deposit for Commissioners and Staff			\$350.00		01-10-581200	
						<b>\$350.00</b>			
	<b>Card Number</b>	<b>2831</b>							
Marren	2-Nov	Amazon	Parks Crew Outerwear			\$89.95		01-20-581500	
Marren	2-Nov	Amazon	Parks Crew Outerwear			\$149.94		01-20-581500	
Marren	7-Nov	UPS	Outerwear return			\$12.51		01-20-581500	
Marren	8-Nov	Gemplers	Outerwear return			\$209.98		01-20-581500	
Marren	9-Nov	Amazon	Door stops			\$7.98		01-10-520110	
Marren	8-Nov	Dollar Tree	Supplies - clear bowls			\$3.00		01-10-520110	
Marren	9-Nov	Amazon	Parks Crew Outerwear			\$89.95		01-20-581500	
Marren	13-Nov	UPS	Gemplers return			\$14.28		01-20-581500	
Marren	13-Nov	Gemplers	Parks Crew Outerwear			\$129.99		01-20-581500	
Marren	14-Nov	UPS	Outerwear return			\$21.71		01-20-581500	
Marren	16-Nov	Amazon	Parks Crew Outerwear			\$71.12		01-20-581500	
Marren	16-Nov	Amazon	Outerwear return			-\$61.96		01-20-581500	
Marren	18-Nov	Amazon	Office equipment: desk mount & cord protector			\$78.45		01-10-520110	
Marren	20-Nov	Amazon	Office equipment: speakers, tape			\$15.72		01-10-520110	
Marren	20-Nov	Amazon	Program supplies - beads			\$7.98		01-10-520110	
Marren	20-Nov	Gemplers	Outerwear return			-\$89.99		01-20-581500	

Marren	21-Nov	Michaels	Program supplies - ribbon	\$5.99	01-10-520110
Marren	28-Nov	Best Buy	Surge protector for HVAC	\$50.99	01-10-520110
Marren	29-Nov	IAPD	Conference - Manno	\$300.00	01-10-581110
Marren	29-Nov	IAPD	Conference - White	\$300.00	01-10-581110
Marren	29-Nov	IAPD	Conference - Schmidt	\$300.00	01-10-581110
Marren	29-Nov	IAPD	Conference - Coletta	\$300.00	01-10-581110
Marren	29-Nov	IAPD	Conference - Minx	\$300.00	01-10-581110
		<b>Card Number 9125</b>		<b>\$2,307.59</b>	
Herrmann	5-Nov	International Promotion	Giveaways	\$518.90	021000-589110
Herrmann	7-Nov	My Area Yoga	Monthly Subscription	\$25.00	025032-554200
Herrmann	7-Nov	Trigon	Banner Material for special events (village signs)	\$405.00	021000-589110
Herrmann	8-Nov	Inquo Enterprises	Vmag-Online digital Version AG	\$275.00	021000-589110
Herrmann	9-Nov	Domain Listing	Yearly Domain Listing fee	\$228.00	021000-589110
Herrmann	12-Nov	Istock	Quarterly Fee	\$250.00	021000-554100
Herrmann	15-Nov	IAPD/IPRA Conference	Conference fee Thursday and Saturday	\$300.00	011000-561200
Herrmann	29-Nov	Wp Engine	Monthly Website Hosting Fee	\$35.00	021000-554100
Herrmann	3-Dec	Facebook	Boost Ads: Black Friday, EC, Santa Paw, Hiring	\$66.06	021000-589405
Herrmann	4-Dec	IPRA	Membership Renewal	\$264.00	011000-581100
Herrmann	4-Dec	Graphic Arts Services	Mansfield Park Input Meeting -Postcard	\$543.00	021000-589110
				<b>\$2,909.96</b>	

Total: \$16,996.86

# New Business + Motions

---



**MORTON GROVE PARK DISTRICT  
BOARD MOTIONS  
JANUARY 16, 2019**

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

**Williams Architect Proposal:** I move to accept the recommendation of the Administration and Finance Committee to approve the proposal from Williams Architect to design three concepts for a Harrer Park project in the amount of \$11,200.

## Memorandum

---

**To:** Park Board of Commissioners  
**From:** Jeffrey Wait, Executive Director  
**Date:** January 16, 2019  
**Subject:** Williams Architects Proposal

---

**Issue:**

Approval of the Williams Architects proposal.

**Discussion:**

The Board of Park Commissioners directed staff to ask Williams Architects to design three concepts for a possible project for Harrer Park. These three designs are based on the community survey results conducted in the summer of 2018, which includes:

1. A modern version of the current Harrer Pool, using the same footprint; with a new pool, amenities and pool house.
2. A modern version of the current pool with infrastructure in place to accommodate expanding the pool and building in the future to include an enclosed pool, programmable space and an in-door walking track.
3. An enclosed pool with an exercise pool and in-door walking track, programmable space and the possibility of a recreation center and space to accommodate pre-school.

After negotiating over language since the end of October; the District and Williams Architects have reached a mutually agreeable contract, see attached. Williams Architects indicated it will take about three months to design the concepts.

**Park Board Action:**

For the Board of Park Commissioners to approve the proposal from Williams Architect to design three concepts for a starting point for potential project at Harrer Park in the amount of \$11,200.

## **AGREEMENT FOR CONCEPTUAL PLANNING SERVICES**

**THIS AGREEMENT FOR CONCEPTUAL PLANNING SERVICES** (hereinafter referred to as the "Agreement"), made this \_\_\_ day of \_\_\_\_\_, 2019 (the "Effective Date"), by and between the Morton Grove Park District, an Illinois unit of local government with its principal place of business at 6834 Dempster Street, Morton Grove, Illinois 60053 (the "Park District") and Williams Architects, an Illinois corporation, with its principal place of business at 500 Park Boulevard, Suite 800, Itasca, Illinois 60143 (the "Consultant"). Park District and the Consultant are hereinafter sometimes individually referred to as a "Party" or collectively as "Parties."

### **RECITALS**

WHEREAS, the Park District desires the Consultant to perform certain services for the Park District in connection with the Park District's Harrer Pool Redevelopment (the "Project"), as detailed in the Consultant's Proposal to the Morton Grove Park District for Conceptual Planning Services for Harrer Pool Redevelopment, dated October 30, 2018, attached hereto and incorporated herein as Exhibit A (the "Scope of Services"); and

WHEREAS, the Park District wishes to retain the Consultant and the Consultant wishes to provide the services to the Park District described hereunder based on the terms and conditions set forth in this Agreement.

### **WITNESSETH**

NOW THEREFORE, in exchange for consideration, the receipt and sufficiency of which is hereby expressly acknowledged by the Parties, the Park District and the Consultant agree as follows:

1. Consulting Services. The Park District hereby hires Consultant and Consultant hereby agrees to provide consulting services, upon the terms and conditions set forth in this Agreement, and the Scope of Services (the "Services").

2. Contract Documents. The Contract Documents consist of this Agreement between the Park District and the Consultant, the Scope of Services set forth in Exhibit A attached hereto, and addenda issued prior to the execution of this Agreement, if any, and any modifications made in writing and endorsed by the Parties after the execution of this Agreement. Except as provided herein, all of the terms, conditions and specifications contained in the Contract Documents are incorporated herein. Notwithstanding anything to the contrary, the Contract Documents, constitute the entire agreement between the Parties. In the event of conflict between or among the provisions of the foregoing documents, this Agreement shall control except as to the scope of Services, for which Exhibit A shall control.

3. Term. Unless terminated earlier in accordance with Section 13, the term of this Agreement shall commence upon the Effective Date and end upon completion of the Concept Planning Services, as outlined in the Scope of Services set forth in Exhibit A.

4. Performance of Services. The Consultant shall perform the Services set forth in the Agreement in accordance with generally accepted standards of professional skill and care among recognized industry experts under similar conditions at the same time and in the same locality of the Project. The Consultant shall perform all of its duties hereunder according to the Park District's reasonable requirements and procedures. .

5. Payment for Services. The Park District agrees to compensate the Consultant for providing the Services in the amount of Eleven Thousand Two Hundred and 00/100 Dollars (\$11,200.00). The Consultant shall invoice the Park District on a monthly basis for all Services provided by the Consultant to the Park District for the preceding month. Payment of said invoices, and any late payment penalties, shall be governed by the applicable provisions of the Local Government Prompt Payment Act (50 ILCS 505 *et seq.*).

Prior to final payment to Consultant, the following conditions shall be fulfilled by Consultant:

a. Consultant shall have made, or caused to have been made, all corrections and completion in the Consultant's Services which are required to remedy any defects therein or obtain compliance with this Agreement.

b. Consultant shall have delivered to Owner all deliverables required by this Agreement.

The Park District is entitled to withhold final payment from Architect until the conditions set forth in Section 5.a-b are met.

6. Reimbursable Expenses. Consultant's total reimbursable expenses (including multiplier) shall not exceed Six Hundred and 00/100 Dollars (\$600.00) without prior written approval of the Park District. Reimbursable expenses shall be invoiced monthly. Consultant shall not invoice its reimbursable expenses above the actual expense times a 1.15 multiplier.

7. Additional Services. Except for this Agreement, there shall be no other basis for compensation for services or reimbursement for expenses rendered on behalf of the Project by Consultant ("Additional Services") unless otherwise mutually agreed upon by the Parties. In the event any other Additional Services are required, Consultant shall notify the Park District regarding the nature and extent and cost of any said Additional Services in accordance with the Scope of Services. Consultant shall not perform any Additional Services unless approved in writing in advance by the Park District.

8. Park District Responsibilities. The Park District agrees to provide all information, materials, program and Project requirements, preliminary budget, and other information

necessary to or requested by the Consultant reasonably necessary for the Consultant to complete the delivery of the Services by the Consultant in a timely manner.

9. Park District Right to Complete the Services. Consultant shall at its own cost promptly cure any breach of its obligations under this Agreement. Should Consultant refuse or neglect to cure such breach within a reasonable time, taking into consideration the nature of the breach, after receiving reasonable notice requesting such cure from the Park District, then the Park District shall be entitled to cure such breach following additional written notice at least seven (7) days of such intended action to Consultant, and recover the cost of such cure from Consultant. This commitment by Consultant is in addition to and not in substitution for, any other remedy which the Park District may have at law or in equity.

10. Designated Representatives. The Park District hereby designates Jeff Wait as the Park District's representative ("Park District's Representative") for all matters for the Park District under this Agreement and with respect to the administration of this Agreement. The Park District's Representative shall be available to the Consultant at all reasonable times for consultation with the Consultant. The Consultant shall confirm to the Park District in writing any decision made by the Park District's Representative. The Consultant hereby designates Tom LaLonde as the Consultant's Representative ("Consultant's Representative") for all matters for the Consultant under this Agreement and with respect to the Services to be performed by the Consultant for the Park District. The Consultant's Representative shall be available to the Park District at all reasonable times for consultation with the Park District's Representative. The Park District may conclusively rely on the decisions made by the Consultant's Representative, including representative's approval of modifications to this agreement made pursuant to section 24 of this Agreement. Either Party may change its Representative under this Agreement by giving notice to the other Party as provided hereunder.

11. Ownership of Instruments of Service. Any and all documents, including but not limited to, any plans, notes, analysis, and any other documents prepared by the Consultant in the performance of its Services under this Agreement ("Instruments of Service") shall become the property of the Park District, provided the Park District complies with the terms of this Agreement, including prompt payment of all sums except those sums withheld pursuant to Section 5 of this Agreement. The Park District shall then have exclusive property rights including all common law, statutory, federal and other reserved rights in the Instruments of Services, including copyrights. Notwithstanding the foregoing transfer of ownership, Consultant shall retain ownership rights to its standard, non-Project specific details, designs and specifications.

The Park District agrees that Consultant shall not be liable to the Park District or any third party for claims arising out of the use of incomplete or in progress Instruments of Service. Further, the Park District agrees that the Consultant shall not be liable to the Park District, or any third party, for any revision or addition to, alternation or deviation from Consultant's Instruments of Service occurring subsequent to Consultant's completion of the Services under this Agreement or earlier termination of this Agreement, or for use of Consultant's Instruments

of Service on another project by or on behalf of Park District, and Park District shall indemnify and hold Consultant harmless from and against all liability, loss, damages, costs and expenses, including reasonable attorneys' fees, which Consultant may sustain or incur by reason of any such use, revision, addition, alternation or deviation by or on behalf of the Park District.

12. Other Consultants/Sub-Consultants. Park District reserves the right to let other contracts for professional services in connection with the Project. Consultant shall cooperate fully with any other consultants retained by Park District and shall properly coordinate the Services with information and services provided by other consultants.

All agreements between Consultant and its consultants and sub-consultants shall be in writing and shall contain such provisions as shall require the performance of the Consultant's Services in accordance with this Agreement. Consultant shall timely pay all sums due to its consultants and sub-consultants in accordance therewith and shall not cause or permit any liens to be placed by any such consultants and sub-consultants against the property or funds of the Park District.

13. Termination.

a. This Agreement may be terminated or suspended by the Park District, in whole or in part, for convenience and without cause upon five (5) days written notice. In the event of such termination, the Consultant will be paid for all approved Services rendered to the date of termination and all reimbursable expenses incurred to the date of termination in the performance of this Agreement, and upon such payment, all obligations of the Park District to the Consultant under this Agreement shall cease. Furthermore, in the event of such termination and upon payment of all sums due and owing the Consultant except those sums withheld pursuant to Section 5 of this Agreement, the Consultant shall promptly deliver to the Park District all Instruments of Service generated in the performance of its services under this Agreement up to and including the date of termination.

b. Either Party shall have the right to terminate this Agreement in the event of a material breach of the Agreement and upon seven (7) days written notice to the other Party. In the event of such termination and upon payment of all undisputed sums due and owing the Consultant, the Consultant shall promptly deliver to the Park District all Instruments of Service generated in the performance of their Services under this Agreement up to and including the date of termination.

c. If the Consultant is adjudged as bankrupt, or makes a general assignment for the benefit of its creditors, or if a receiver is appointed on account of the Consultant's insolvency, or if any provision of the bankruptcy law is invoked by or against the Consultant, then notwithstanding any other rights or remedies granted the Park District, the Park District may, without prejudice to any other right or remedy, (i) terminate the employment of the Consultant and/or (ii) finish the Services by whatever method the Park District may deem expedient. In such case, the Consultant shall not be entitled to receive any further payment until the Services

are finished and the Park District may be entitled to recover and deduct from any remaining amounts due Consultant all damages allowed by law.

14. Insurance. The Consultant shall obtain insurance of the types and in the amounts listed below.

A. Commercial General and Umbrella Liability Insurance. The Consultant shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$1,000,000 for each occurrence. If such CGL insurance contains a general aggregate limit, it shall apply separately to this project/location. CGL insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 01 04 13, or a substitute form providing similar coverage, and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured Agreement (including the tort liability of another assumed in a business Agreement). The Park District shall be included as an insured under the CGL, using ISO additional insured endorsement CG 20 10 or a substitute providing similar coverage, and under the commercial umbrella, if any. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance afforded to the Park District. There shall be no endorsement or modification of the CGL limiting the scope of coverage for liability arising from pollution, explosion, collapse, or underground property damage.

B. Professional Liability Insurance. The Consultant shall maintain professional liability and, if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 for each wrongful act, omission, claim, loss, damages, arising out of the performance or failure to perform professional services and \$2,000,000 aggregate.

C. Business Auto and Umbrella Liability Insurance. The Consultant shall maintain business auto liability and, if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 for each accident. Business auto insurance shall be provided by endorsement under Consultant's business owners' policy. If necessary, the policy shall be endorsed to provide contractual liability coverage equivalent to that provided in the 1990 and later editions of CA 00 01.

D. Workers Compensation Insurance. The Consultant shall maintain workers compensation as required by statute and employers liability insurance. The commercial umbrella and/or employers liability limits shall not be less than \$1,000,000 for each accident for bodily injury by accident or for each employee for bodily injury by disease. If the Park District has not been included as an insured under the CGL using ISO additional insured endorsement CG 20 10 under the Commercial General and Umbrella Liability Insurance required in this Agreement, the Consultant waives all rights against the Park District and its officers, officials, employees, volunteers and agents for recovery of damages arising out of or incident to the Consultant's services.

## E. General Insurance Provisions

(1) Evidence of Insurance. Prior to beginning the Services, the Consultant shall furnish the Park District with a certificate(s) of insurance and applicable policy endorsement(s), executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above. The Consultant shall provide 30 days' prior written notice to Park District of any cancellation, material change, or non-renewal to any insurance policy or coverage referred to herein. Written notice by Consultant to the Park District shall be by certified mail, return receipt requested. Failure of the Park District to demand such certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of the Park District to identify a deficiency from evidence that is provided shall not be construed as a waiver of the Consultant's obligation to maintain such insurance. The Park District shall have the right, but not the obligation, of prohibiting the Consultant from entering the Project site until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by the Park District. Failure to maintain the required insurance may result in termination of this Agreement at the Park District's option. The Consultant shall provide certified copies of all insurance policies required above within 10 days of the Park District's written request for said copies.

(2) Acceptability of Insurers. For insurance companies which obtain a rating from A.M. Best, that rating should be no less than A VII using the most recent edition of the A.M. Best's Key Rating Guide. If the Best's rating is less than A VII or a Best's rating is not obtained, the Park District has the right to reject insurance written by an insurer it deems unacceptable.

(3) Cross-Liability Coverage. If the Consultant's liability policies do not contain the standard ISO separation of insureds provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.

(4) Deductibles and Self-Insured Retentions. Consultant has advised Park District that its deductibles are \$25,000 for Professional Liability; \$5,000 for Employment Practices and \$500 for BAPP. Consultant shall promptly notify Park District of any increase in any of its deductibles during the term of this Agreement and if such increase is unacceptable to Park District, Park District may terminate the Agreement upon seven (7) days prior written notice to Consultant.

(5) Sub-consultant. The Consultant shall cause each sub-consultant employed by Consultant to purchase and maintain insurance of the type specified above. When requested by the Park District, Consultant shall furnish copies of certificates of insurance evidencing coverage for each sub-consultant.



15. Indemnification. To the fullest extent permitted by law, the Consultant, shall indemnify and hold harmless the Park District and its officers, employees, and agents from and against all third party claims, suits, damages, causes of action, judgment, losses, costs and expenses, including but not limited to reasonable legal fees (attorney's and paralegals' fees and court costs), to the extent such liability is caused by or arises from a negligent or wrongful act or omission in the performance the Services by the Consultant, its officers, directors, or employees, and agents under this Agreement, except to the extent caused by the negligence or omission of the Park District. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to the Park District. The Consultant shall similarly protect, indemnify and hold and save harmless the Park District, its officers, officials, employees, volunteers and agents against and from any and all third party claims, costs, causes, actions and expenses including but not limited to reasonable legal fees, incurred by reason of the Consultant's breach of any of its obligations under, or the Consultant's default of, any provision of this Agreement.

16. No Liability. The Park District shall not be responsible or liable for any injury, damages, loss or costs sustained or incurred by any person including, without limitation the Consultant's employees, or for any damage to, destruction, theft or misappropriation of any property, relating in any way, directly or indirectly, to the Consultant's Services and obligations under this Agreement except to the extent caused by Owner's negligence. The Park District shall not be liable for acts or omissions of the Consultant or any of the Consultant's employees, consultants, agents or other persons purporting to act at the direction or request, on behalf, or with the implied or actual consent, of the Consultant.

17. Independent Contractor. The relationship between the Consultant and the Park District is that of an independent contractor. The Consultant shall supply all personnel, equipment, materials, and supplies at its own expense, except as specifically set forth herein. The Consultant shall not be deemed to be, nor shall it represent itself as, employees, partners, or joint venturers of the Park District. The Consultant is not entitled to workers' compensation benefits or other employee benefits from the Park District and is obligated to directly pay federal and state income tax on money earned under this Agreement.

18. No Third Party Beneficiary. This Agreement is entered into solely for the benefit of the contracting parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person and/or entity who is not a party to this Agreement or to acknowledge, establish or impose any legal duty to any third party. Nothing herein shall be construed as an express and/or implied waiver of any common law and/or statutory immunities, defenses and/or privileges of the Park District and/or the Consultant, and/or any of their respective officials, officers and/or employees.

19. Laws, Permits, Approvals and Licenses. The Consultant shall comply with all applicable codes, laws, ordinances and regulations of the Park District, the Village of Morton Grove, Cook County, the State of Illinois, and the Federal Government.

20. Choice of Law and Venue. This Agreement is governed by the laws of the State of Illinois. Any suit or action arising under this Agreement shall be commenced in the Circuit Court of Cook County, Illinois.

21. No Waiver. Waiver of any of the terms of this Agreement shall not be valid unless it is in writing and signed by all Parties. The failure of claimant to enforce the provisions of this Agreement, or require performance by opponent of any of the provisions, shall not be construed as a waiver of such provisions or affect the right of claimant to thereafter enforce the provisions of this Agreement. Waiver of any breach of this Agreement shall not be held to be a waiver of any other or subsequent breach of the Agreement.

22. Non-Assignment. This Agreement is non-assignable in whole or in part by the Consultant, and any assignment shall be void without prior written consent of the Park District.

23. Entire Agreement. This Agreement contains the entire agreement between the Parties and no statement, promise or inducement made by either Party to the agency of either Party that is not contained in this written Agreement shall be valid or binding.

24. Amendment. No amendment or modification shall be made to this Agreement unless it is in writing and signed by both Parties.

25. Headings. The headings for each paragraph of this Agreement are for convenience and reference purposes only and in no way define, limit or describe the scope or intent of said paragraphs or of this Agreement nor in any way affect this Agreement.

26. Notice. All notices, demands, requests, exercises and other communications required or permitted to be given by either Party under this Agreement shall be in writing and shall be deemed given when such notice has been personally delivered, sent by facsimile or deposited in the United States mail, with postage thereon prepaid, addressed to each Party at the following addresses:

If to Consultant: Williams Architects  
500 Park Boulevard, Ste. 800  
Itasca, Illinois 60143  
Fax: 630-221-1220

If to the Park District: Executive Director  
Morton Grove Park District  
6834 Dempster Street  
Morton Grove, Illinois 60053  
Fax: 847-965-7484

27. Severability. The invalidity of any section, paragraph or subparagraph of this Agreement shall not impair the validity of any other section, paragraph or subparagraph. If any provision of

this Agreement is determined to be unenforceable, such provision shall be deemed severable and the Agreement may be enforced with such provision severed or as modified by such court.

IN WITNESS WHERE OF the Parties hereto have set their respective hands and seals the day and year first above written.

**MORTON GROVE PARK DISTRICT**

**WILLIAMS ARCHITECTS**

By:

By:

\_\_\_\_\_



\_\_\_\_\_

Title

PRINCIPAL / VP

Title

804990v4

# Board Update & Information

---

# Morton Grove Park District

## UPDATE & INFORMATION

January 16, 2019

### 1 RECREATION AND PROGRAMMING REPORT – GERALYN KONSEWICZ

---

#### General/Special Events

- Judging for the Holiday Cheer house decorating contest took place on 12/12. Max Magnelli was declared the winner.
- Staff are looking forward to the Employee Appreciation Party on January 11 at Moretti's. This event gives staff an opportunity to come together in a fun social atmosphere and provides the leadership team an opportunity to say "thank you" to staff for a job well done.
- Family Fun Night will be held on Friday, February 1 from 6:30-8:30 pm at PVCC. No registration is required for this event. There will be crafts, games and a tot play land. The evening will be capped off by the performer "KidzMagic by Andrew".
- The Daddy Daughter Dance is scheduled for Friday, February 8. There are currently 16 couples registered.
- Elizabeth Hoyt and Sue Braubach successfully passed their exams in December and are now Certified Program Planners.
- The 5<sup>th</sup> annual Cold Brews event is scheduled for Saturday, February 16 from 3:00-6:00pm. The band, Frank and Dave will be performing at the event. Joseph Mullarkey Distributors has generously agreed to participate again this year. A full list of products and breweries will be available in late January.
- Staff is working on new program ideas and events for the Summer brochure.
- All IPRA memberships have been renewed and staff is looking forward to conference and getting involved with an IPRA committees this year.
- Upcoming Events:
  - Jan 11 Indoor Movie Night: Incredibles 2 7:00-8:30pm National Fieldhouse
  - Jan 12 Fit and Fun Fair 10a – 1:00p PVCC
  - Feb 1 Family Night 6:30-8:30pm PVCC
  - Feb 8 Daddy/Daughter Dance 6:30-8:30pm PVCC
  - Feb 14 Valentine's Day Bingo 11:00-1:00pm PVCC
  - Feb 15 Crafts & Cookies 4:00-5:00pm PVCC
  - Feb 16 Cold Brews 3:00-6:00pm MG Civic Center
  - Feb 23 Family Zumba 4pm – 5:30pm PVCC

#### Fitness

- In December, we took time to show appreciation to our members with the "12 Days of Member Appreciation". The days were filled with gifts, food, free programs and more.
- In December we replaced a 2012 Treadmill, a weight bench and two Keiser Cycle Bikes.
- Virtual Fitness is still in the works and we should have it available to members no later than March 1<sup>st</sup>. Will work with our marketing manager to roll out this new amenity to our members.
- Complete Chiropractic and Rehab will be hosting a free Food for Thought Health Talk for our members. The doctors will provide general health and wellness information and how to make 2019 your best year. Food will be served so pre-registration is required.

- Our Holiday Fitness special is “30 Days of Fitness”, a discounted 1-month membership. As of January 8<sup>th</sup>, 25 people have taken advantage of this special. This promotion will run through January 31. Many of the members are college students home for the holidays.

<b>Club Fitness Updates</b>	<b>December 2018</b>	<b>December 2017</b>
Fitness Club Members (as of 12/31)	1137	930
Open Gym Check-in	282	394
Membership Renewal/Sales	96	100

### Athletics

- The gymnastics team will be competing in several meets throughout January and February. The team competed in the Island Adventure meet and had several gymnasts place and qualify for state.
- There are 245 participants enrolled in winter gymnastics classes. Many classes have waitlists; we are trying to accommodate as many participants as possible.
- There are 94 participants enrolled in the winter session of Hot Shots Sports classes, up from 78 last year.
- CBL Basketball begins the week of January 13. This is a cooperative program with the Skokie Park District and Village of Lincolnwood. 33 participants have registered through the Morton Grove Park District compared to 27 last year.
- Illinois Shotokan Karate Club has 55 participants registered for the winter session, up from 48 last year.

### Seniors/Cultural Arts/Adults/Teens

- The dance program enjoyed a holiday break. During this time, staff held a mid-year meeting where they discussed ways to strengthen the program and plan for the summer dance. With the new year, logistics for the May 19 dance recital will begin ramping up.
- Starbound dance Company will be participating in the upcoming competitions:
  - Dance Idol at Des Plaines Park District Feb 1 & 2
  - Wilmette Stars of Dance at Wilmette Park District Feb 22 & 23
- All bands have been booked for the Tunes on Tuesday Summer Concert Series.

### Camps/Pre-School/Kinder Odyssey

- Indoor Playground continues with an average of approximately 10 participants. This program will continue through March 21<sup>st</sup>.
- Registration for the 2019/2020 preschool and Kinder Odyssey year began on December 3. As of January 8<sup>th</sup>, 24 students are registered in preschool and 10 are registered in Kinder Odyssey. Since District 63 is moving to a full day Kindergarten next year, we are only offering Kinder Odyssey to District 70.

### Aquatics/Gap/B4 School/BASE

- Supervisor Mucci was recertified as a Jeff Ellis Lifeguard Instructor on December 26. This certification allows her to certify new lifeguards and recertify currently licensed staff.
- Upcoming Gap days are:
  - January 21 Sunshine Art and Crafts
  - February 18 Pump It Up

## Marketing

- A Banner sponsorship package was sent to MGBSA, waiting on commitment form. Sponsorship will run from April 2019 to April 2020.
- Summer event sponsor packages will go out to prospective sponsors February 1.
- Winter signage has been updated at all Fieldhouses.
- January newsletters sent to District 67, 63, 70, and 69. All Districts post on the website except for District 70, who disseminates through emails to all parents.
- Fitness Trifold delivered 1/10/19.
- Adult Programming postcard to go out the week of January 15. Cold Brew's promotion included on the postcard. Target group: MG residents 59 and up. Will be sent to 3942 households and printed with presort Inkjet list and sent presorted standard postage.

## 2 FINANCE DEPARTMENT REPORT - MARTY O'BRIEN

---

- The 2018 Tax Levy and Tax Extension were completed and filed with the Cook County Clerk along with the necessary supporting documentation. The Clerk will review those documents for accuracy and issue a draft tax levy which the District must sign off.
- The Finance Department completed the 2018 Cook County Annual Exempt Affidavit. The district is required to submit an affidavit of all the Real Property by PIN number. Once the affidavit is complete, it must be signed and returned to the Cook County Assessor.
- The Finance Department uploaded the ethics statement information on the Cook County Clerk web site. In the upcoming months, a notification will be sent out to the Park Board Commissioners and certain employees who meet the requirements and in turn they must complete the questionnaire and return it to the county clerk.
- The Finance Department submitted the park district's liabilities and pension obligations as required by the Cook Country Debt Ordinance. The Cook Country Debt Ordinance requires all local governments within cook county to list out all their outstanding debt for the year. This list is available to the public.
- The Finance Department filed the budget and appropriation ordinance with the Cook County Clerk. Once the necessary documentation was filed, we updated the district web site with a copy of the 2019 Budget.
- In compliance with Public Act 97-0609, we filed on the web site a copy of all salaries, benefits and leave balances for any employee budgeted to make in excess of \$75,000.
- The Finance Department is in the process of printing and distributing W-2s and 1099s.

## 3 HUMAN RESOURCES & RISK MANAGEMENT - LAURA KEE

---

- We have posted for our seasonal positions. These include lifeguards, cashiers, swim instructors and camp counselors.
- Rental attendants will now be present at each rental, including fieldhouses.
- Rental pricing has not been looked at or been adjusted in 4 years. After conducting a survey of other park districts regarding rental pricing, we determined our rental prices were on the low side and have adjusted them. The slight increase will defray the rental attendant cost and overtime for parks maintenance staff, as well as provide exceptional customer service.
- Part time length of service awards were distributed to delighted part time staff.
- There was a random drug pull the first week in January.

- There were no PDRMA alerts issued this month, as well as no workers compensation cases.

## 4 PARKS AND MAINTENANCE REPORT – KEITH GORCZYCA

---

- Staff met with Upland Design to discuss the status of the playground re-design. We are set to go out to bid on January 22<sup>nd</sup> with the bid opening scheduled for February 7<sup>th</sup>. Following the bid opening, we anticipate presenting the bid results along with the playground equipment pricing at the February Board Meeting.
- New electric and cable lines were installed in the fitness center spin room for the new virtual fitness programs.
- The ice rink at Prairie View Park was built for the upcoming season. Once the weather cooperates we will begin making ice.
- The parking lot lots adjacent to the building and tennis courts at Prairie View Community Center were repaired. We installed new LED light fixtures which will operate more efficiently and provide a cost savings on electricity.
- The floors were stripped and waxed at the National Park field house.
- Carpets were cleaned at Oketo Park field house.
- Snow and ice removal procedures were handled at all facilities.
- Routine maintenance items this month included: leaf removal, ice and snow operations, equipment repairs, facility cleaning, trash pickup, park and playground inspections and repairs, facility inspections, vehicle inspections, fire extinguisher inspections, and numerous work order requests.