

Morton Grove Park District

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



**MORTON GROVE
PARK DISTRICT**

Board Meeting Agenda February 19, 2020 at 6:30pm

- I. Roll Call**
- II. Pledge of Allegiance**
- III. Additions/Changes to the Agenda**
- IV. Citizen's Comments on Agenda Items/Correspondence**
- V. Consent Agenda:**
 - a. Approval of Minutes:** Minutes of the January 15, 2020 Board Meeting
 - b. Approval of Financial Reports**
 - 1. Cash Summary and Revenue Report dated January 31, 2020
 - 2. Invoice Distribution Report ending January 31, 2020 in the amount of \$80,957.39
- VI. Director's Report**
- VII. Attorney's Report**
- VIII. Village Liaison Report**
- IX. Department Heads' Reports**
- X. New Business**
 - a. Administration & Finance Committee – Commissioner Minx, Chair**
 - ACTION ITEM:** Acceptance of Commissioner Resignation
 - ACTION ITEM:** Travel Advance
 - ACTION ITEM:** Transfer of Funds
 - ACTION ITEM:** Relocator Agreement
 - ACTION ITEM:** Approval of Ordinance #O-02-20
- XI. Public Comment on Non-Agenda Items**
- XII. Commissioner Comments:**
 - Commissioner White
 - Commissioner Schmidt
 - Commissioner Epperson
 - Commissioner Minx
- XIII. Closed Session:** I make a motion for the Board to move into closed session in accordance with the Open Meetings Act section 120/2(c)(1) and section 120/2(c)(21).
- XIV. Approval of Closed Session Minutes:** January 15, 2020 closed meeting minutes
- XV. 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, 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: February 19, 2020 – Commissioner Paul Minx

Minutes:

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

- The Board Meeting held on January 15, 2020

And the Financial Reports which include:

- The Cash Summary and Revenue Report dated January 31, 2020
- The Invoice Distribution Report ending January 31, 2020 in the amount of \$80,957.39

AFTER CLOSED SESSION:

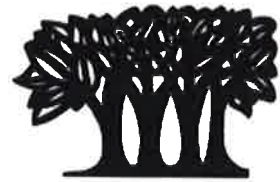
I move to accept the recommendation of the Administration and Finance Committee to approve the minutes of the:

- Closed Session held on January 15, 2020

Approval of Minutes

Morton Grove Park District

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



**MORTON GROVE
PARK DISTRICT**

Minutes of the 819th
Board Meeting
January 15, 2020

- I. **Roll Call:** Commissioner Minx called the meeting to order at 6:32pm.

Commissioners Present: Keith White, Paul Minx, Erica Epperson and Mark Manno

Commissioners Absent: Steve Schmidt

Attorney Present: None

Staff Present: Jeffrey Wait, Executive Director; Marty O'Brien, Superintendent of Finance; Sue Braubach, Superintendent of Recreation; Keith Gorczyca, Superintendent of Parks; Laura Kee, Superintendent of HR and Risk Management and Claudia Marren, Administrative Assistant.

Guest Present: Rita Minx, Village Trustee and resident

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

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

- IV. **Consent Agenda:**

Commissioner Minx made a motion, seconded by Commissioner Manno, to approve:

- a. The minutes of the Board Meeting held on December 18, 2019
- b. The Financial Reports:
 1. The Revenue and Expenditure Report dated December 31, 2019 and
 2. The Invoice Distribution Report ending December 31, 2019 in the amount of \$139,250.14

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

- V. **Director Report:** Director Wait noted that Sue Braubach was promoted to Superintendent of Recreation and commended her dedication and leadership skills. Wait also reviewed several of the upcoming District events including Puzzle Palooza on January 29th at PVCC, Daddy/Daughter Dance on February 7th and Cold Brews to be held February 15th at the Civic Center. The District has scheduled an open house on February 17th at the Civic Center and on March 11th in the Prairie View Board room to present the facts of the Harrer Pool referendum and to help promote the topic in the community. Wait attended School District 67's meeting and noted that the student population in District 67 is over capacity and they will most likely go out for a referendum in November of 2020. District 67 also discussed the option of selling Golf School. If Golf School was sold, it would greatly impact the Park District because we use the parks for various sports activities.

- VI. **Attorney Report:** None.

COMMITTED TO QUALITY PARK AND RECREATION SERVICES

- VII. Village Liaison Report:** Commissioner White congratulated Sue Braubach for winning the Village photo contest. White also mentioned the Village will be sponsoring another spring photo contest.
- VIII. Department Heads' Report:** Superintendent O'Brien is working on year-end financials and once again reminded everyone to watch their emails for the ethics statement which must be completed and emailed back to Cook County. O'Brien is also completing the W-2's and 1099 tax forms and mentioned the auditors started yesterday and will return on March 9th.

Superintendent Gorczyca noted the PVCC hot water heater is up and running. Tree trimming has started, the Christmas decorations were taken down and put away. The ice-rink is ready; however, we must wait for the weather to cooperate.

Superintendent Braubach noted there is a Family Fun Night scheduled for Friday, January 31st from 6:30 to 8:30pm at PVCC. Staff is busy getting the brochure together and looking forward to the Soaring to New Heights Conference. Club Fitness is offering two weeks of free fitness to prospective new members.

IX. New Business:

a. Administrative and Finance Committee – Commissioner Minx, Chair

Sexual Harassment Policy - Ordinance #O-01-20: Director Wait explained that per the new State of Illinois Workplace Transparency Act, the District must adopt an ordinance with an updated sexual harassment policy which includes elected officials.

Commissioner Minx made a motion, seconded by Commissioner White that the Morton Grove Park Board approve Ordinance #O-01-20, the updated Sexual Harassment Policy in the Personnel Policy Manual. **Ayes: Commissioner Epperson, Manno, White and Minx.**
Nays: 0. Absent: Schmidt. Motion carried.

b. Parks and Facilities Maintenance Committee – Commissioner Minx

Harrer Pool Project Presentation: Director Wait reviewed the updated plans for Harrer Pool which PCI developed and would be used at the referendum open houses.

X. Public Comment on Non-Agenda Items: None.

XI. Commissioner Comments:

Commissioner Epperson: Congratulated Superintendent Braubach on her promotion and winning the photo contest. Epperson said she is looking forward to the referendum open houses.

Commissioner White: Congratulated Superintendent Braubach. White thanked the staff for their work on the referendum and has noticed the community reacting already.

Commissioner Manno: Congratulated Superintendent for her well-deserved promotion and welcomed Superintendent Kee back to work. Manno also said he is looking forward to conference.

Commissioner Minx: Congratulated Superintendent Braubach and thanked the staff for their work on the referendum.

XII. Closed Session: At approximately 7:02pm Commissioner White made a motion, seconded by Commissioner Epperson, to move into closed session in accordance with the Open Meetings Act

COMMITTED TO QUALITY PARK AND RECREATION SERVICES

section 120/2(c)(1) and 120/2(c)(21). **Ayes: Commissioner White, Minx, Epperson and Manno. Nays: 0. Absent: Schmidt. Motion carried.**

The meeting reconvened at approximately 7:28pm.

No action was taken during closed session.

Director Wait gave an update on the parking lot situation and all agreed to move forward with the relocater agreement.

XIII. Approval of Closed Session Minutes: Commissioner Minx made a motion, seconded by Commissioner White to approve the minutes of the Closed Session Meeting held on December 18, 2019. **Ayes: Roll call vote was unanimous to approve. Motion carried.**

XIV. Adjournment: Commissioner White made a motion, seconded by Commissioner Epperson to adjourn the meeting. **Motion unanimous by voice vote.**

Meeting ended at approximately 7:35pm.

Board President, Paul Minx

Board Secretary, Jeffrey Wait

Financials

- Revenue and Expenditure Report
- The Invoice Distribution Report
- Card Services Report

FUND: ALL FUNDS
CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 01/01/2020	Total Debits	Total Credits	Ending Balance 01/31/2020
01	CORPORATE	452,954.80	59,743.05	113,199.54	399,498.31
02	RECREATION	923,930.90	130,067.41	129,918.63	924,079.68
15	MUSEUM	14,919.87	0.00	1,092.28	13,827.59
20	I.M.R.F.	104,072.50	0.00	16,678.33	87,394.17
22	F.I.C.A.	111,064.42	0.00	10,114.38	100,950.04
30	LIABILITY INSURANCE	82,588.98	0.00	30.00	82,558.98
35	SPECIAL RECREATION	323,203.07	0.00	1,250.28	321,952.79
99	PAYROLL CLEARING FUND	(32.00)	92,909.06	63,613.46	29,263.60
TOTAL - ALL FUNDS		2,012,702.54	282,719.52	335,896.90	1,959,525.16

GGL NUMBER	DESCRIPTION	2020		YTD BALANCE 01/31/2020		ACTIVITY FOR MONTH 01/31/2020		AVAILABLE BALANCE		% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	INCREASE (DECREASE)			
Fund 01 - CORPORATE										
Fund 01 - CORPORATE:										
TOTAL REVENUES		1,523,309.00		56,986.29		56,986.29		1,466,322.71		3.74
TOTAL EXPENDITURES		1,523,309.00		88,904.56		88,904.56		1,434,404.44		5.84
NET OF REVENUES & EXPENDITURES		0.00		(31,918.27)		(31,918.27)		31,918.27		100.00
Fund 02 - RECREATION										
Fund 02 - RECREATION:										
TOTAL REVENUES		2,319,192.00		128,430.43		128,430.43		2,190,761.57		5.54
TOTAL EXPENDITURES		2,319,192.00		96,259.15		96,259.15		2,222,932.85		4.15
NET OF REVENUES & EXPENDITURES		0.00		32,171.28		32,171.28		(32,171.28)		100.00
Fund 05 - POLICE										
Fund 05 - POLICE:										
TOTAL REVENUES		11,000.00		0.00		0.00		11,000.00		0.00
TOTAL EXPENDITURES		11,000.00		0.00		0.00		11,000.00		0.00
NET OF REVENUES & EXPENDITURES		0.00		0.00		0.00		0.00		0.00
Fund 15 - MUSEUM										
Fund 15 - MUSEUM:										
TOTAL REVENUES		20,000.00		0.00		0.00		20,000.00		0.00
TOTAL EXPENDITURES		20,000.00		823.93		823.93		19,176.07		4.12
NET OF REVENUES & EXPENDITURES		0.00		(823.93)		(823.93)		823.93		100.00
Fund 20 - I.M.R.F.										
Fund 20 - I.M.R.F.:										
TOTAL REVENUES		250,000.00		0.00		0.00		250,000.00		0.00
TOTAL EXPENDITURES		250,000.00		16,678.33		16,678.33		233,321.67		6.67
NET OF REVENUES & EXPENDITURES		0.00		(16,678.33)		(16,678.33)		16,678.33		100.00
Fund 22 - F.I.C.A.										
Fund 22 - F.I.C.A.:										
TOTAL REVENUES		200,000.00		0.00		0.00		200,000.00		0.00
TOTAL EXPENDITURES		200,000.00		10,114.38		10,114.38		189,885.62		5.06
NET OF REVENUES & EXPENDITURES		0.00		(10,114.38)		(10,114.38)		10,114.38		100.00
Fund 25 - BOND & INTEREST										
Fund 25 - BOND & INTEREST:										
TOTAL REVENUES		985,000.00		0.00		0.00		985,000.00		0.00
TOTAL EXPENDITURES		985,000.00		0.00		0.00		985,000.00		0.00
NET OF REVENUES & EXPENDITURES		0.00		0.00		0.00		0.00		0.00
Fund 30 - LIABILITY INSURANCE										
Fund 30 - LIABILITY INSURANCE:										
TOTAL REVENUES		105,000.00		0.00		0.00		105,000.00		0.00
TOTAL EXPENDITURES		105,000.00		0.00		0.00		105,000.00		0.00
NET OF REVENUES & EXPENDITURES		0.00		0.00		0.00		0.00		0.00
Fund 35 - SPECIAL RECREATION										
Fund 35 - SPECIAL RECREATION:										
TOTAL REVENUES		327,000.00		0.00		0.00		327,000.00		0.00
TOTAL EXPENDITURES		327,000.00		923.85		923.85		326,076.15		0.28
NET OF REVENUES & EXPENDITURES		0.00		(923.85)		(923.85)		923.85		100.00

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Check 312037					
01-20-520321	MATRL AND SUPP-MAINT. - MA ANDERSON LOCK CO		NEW LOCK FOR STOCK ROOM3	96.20	312037
	Total For Check 312037			96.20	
Check 312038					
01-10-581400	EXP MISCELLANEOUS-DUES & S ASCAP		BASE LICENSE FEE FOR MUSIC	363.00	312038
	Total For Check 312038			363.00	
Check 312039					
01-10-581400	EXP MISCELLANEOUS-DUES & S BMI		2020 LICENSE FEE FOR MUSIC	364.00	312039
	Total For Check 312039			364.00	
Check 312040					
02-07-591823	INSTRUCTOR SALARIES-B4	BOBS DAIRY SERVICE	B4 MILK	9.87	312040
02-07-593823	PROGRAM SUPPLIES-B4	BOBS DAIRY SERVICE	B4 MILK	9.87	312040
	Total For Check 312040			19.74	
Check 312041					
02-32-554200	CONTRACT SVCS-AGREEMENTS - COMCAST CABLE		LOBBY TV CABLE	21.12	312041
	Total For Check 312041			21.12	
Check 312042					
02-01-592177	CONTRACTING SERVICES-GYMNA DAN NGUYEN		HOTEL REIMBURSEMENT	112.90	312042
	Total For Check 312042			112.90	
Check 312043					
01-10-581120	EXP MISC-COMM EXPENSE - ED ERICA EPPERSON		PER DIEM FOR 20202 IAPD/IP	144.00	312043
	Total For Check 312043			144.00	
Check 312044					
01-20-520321	MATRL AND SUPP-MAINT. - MA GRAINGER		THERMOSTAT COVERS FOR NATI	39.86	312044
	Total For Check 312044			39.86	
Check 312045					
02-01-592177	CONTRACTING SERVICES-GYMNA KATIE BIELAWSKI		MILEAGE REIMBURSEMENT	105.56	312045
	Total For Check 312045			105.56	
Check 312046					
01-10-581120	EXP MISC-COMM EXPENSE - ED KEITH WHITE		PER DIEM FOR 2020 IAPD/IPR	144.00	312046
	Total For Check 312046			144.00	
Check 312047					
35-10-552705	CNTRCT SVCS-ADA INCLUSION MAINE-NILES ASSN OF SP REC INCLUSION SERVICES FOR JAN			923.85	312047
	Total For Check 312047			923.85	
Check 312048					
01-10-581120	EXP MISC-COMM EXPENSE - ED MARK MANNO		PER DIEM FOR 2020 IAPD/IPR	144.00	312048
	Total For Check 312048			144.00	
Check 312049					
02-07-593813	PROGRAM SUPPLIES-BIRTHDAY NILES DAIRY QUEEN		BIRTHDAY CAKE	20.99	312049
	Total For Check 312049			20.99	
Check 312050					
01-10-581120	EXP MISC-COMM EXPENSE - ED PAUL MINX		PER DIEM FOR 2020 IAPD/IPR	144.00	312050
	Total For Check 312050			144.00	
Check 312051					
01-20-554100	CONTRACTUAL SERVICES-AGREE ROSE PEST SOLUTIONS		ANNUAL COST OF SERVICES FO	1,767.00	312051
02-33-554100	CONTRACTUAL SERVICES-AGREE ROSE PEST SOLUTIONS		ANNUAL COST OF SERVICES FO	615.60	312051
	Total For Check 312051			2,382.60	
Check 312052					
01-20-520400	MATRL-SUPP-SUPPLIES - TOOL RUSSO POWER EQUIPMENT		TOOLS & BLADES FOR PRUNNER	88.95	312052
	Total For Check 312052			88.95	
Check 312053					
01-20-520325	MATRL-SUPP-MAINT. - MAT'LS SAFETY KLEEN		CLEANING SOLVENT	313.21	312053
	Total For Check 312053			313.21	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Check 312073					
01-10-581500	EXP MISCELLANEOUS-UNIFORMS LOGO IT, INC.		STAFF APPAREL	661.80	312073
	Total For Check 312073			661.80	
Check 312074					
35-10-552705	CNTRCT SVCS-ADA INCLUSION	MAINE-NILES ASSN OF SP REC	INCLUSION SERVICES FOR DEC	326.43	312074
	Total For Check 312074			326.43	
Check 312075					
01-20-520400	MATRL-SUPP-SUPPLIES - TOOL MC MASTER-CARR	SUPPLY CO	SANDING ROLL FOR SMOOTH FI	35.71	312075
	Total For Check 312075			35.71	
Check 312076					
01-10-581700	EXP MISCELLANEOUS-HOLIDAY	MENARD'S	TIMER FOR HOLIDAY LIGHT DI	19.98	312076
01-20-520312	MATERIALS AND SUPPLIES-JAN	MENARD'S	GARAGE DOOR CLEANER	9.40	312076
01-20-520321	MATRL AND SUPP-MAINT. - MA	MENARD'S	SHELVES BRACKET FOR GARAGE	153.45	312076
01-20-581501	PRAIRIE VIEW ICE ARENA	MENARD'S	ICE RINK MATERIALS	359.70	312076
02-32-560200	EQUIPMENT-NEW EQUIP - MAIN	MENARD'S	OIL FOR PUMPS (ORIOLE POOL	36.46	312076
02-33-520321	MATRL AND SUPP-MAINT. - MA	MENARD'S	LIGHT DIFFUSER PVCC	22.56	312076
	Total For Check 312076			601.55	
Check 312077					
02-32-460110	MEMBERSHIPS-RB - FITNESS M	NIVIA MALDONADO	REFUND FOR AARP MEMEBERSHI	12.00	312077
	Total For Check 312077			12.00	
Check 312078					
01-10-520130	MATRL AND SUPP-OFFICE EXP	PITNEY BOWES GLOBAL FINANC	LEASE INVOICE	300.78	312078
	Total For Check 312078			300.78	
Check 312079					
02-10-580201	EXP MISC.-PUBLIC COMMUNICA	PUBLIC COMMUNICATIONS INC.	FEES FOR DIGIAL ROADMAP DE	4,875.16	312079
	Total For Check 312079			4,875.16	
Check 312080					
01-20-520325	MATRL-SUPP-MAINT. - MAT'LS	RUSSO POWER EQUIPMENT	MOWER REPAIR	55.98	312080
	Total For Check 312080			55.98	
Check 312081					
02-07-591821	INSTRUCTOR SALARIES-PUPPY	SYSCO FOOD SERVICES	FOOD FOR BASE,B4 AND, PREK	128.43	312081
02-07-593823	PROGRAM SUPPLIES-B4	SYSCO FOOD SERVICES	FOOD FOR BASE,B4 AND, PREK	600.00	312081
02-07-593825	PROGRAM SUPPLIES-BASE	SYSCO FOOD SERVICES	FOOD FOR BASE,B4 AND, PREK	500.00	312081
	Total For Check 312081			1,228.43	
Check 312082					
01-10-554100	CONTRACTUAL SERVICES-AGREE	TIAA COMMERCIAL FINANCE, I	COPIER LEASE RENTAL INSURA	561.63	312082
	Total For Check 312082			561.63	
Check 312083					
01-10-540150	UTILITIES-TELEPHONE	VERIZON WIRELESS	PHONE BILL	147.43	312083
02-06-593711	PROGRAM SUPPLIES-PRE SCHOO	VERIZON WIRELESS	PHONE BILL	58.97	312083
02-07-593825	PROGRAM SUPPLIES-BASE	VERIZON WIRELESS	PHONE BILL	58.97	312083
02-10-540150	UTILITIES-TELEPHONE	VERIZON WIRELESS	PHONE BILL	147.43	312083
02-33-540150	UTILITIES-TELEPHONE	VERIZON WIRELESS	PHONE BILL	176.91	312083
	Total For Check 312083			589.71	
Check 312084					
01-10-540130	UTILITIES-WATER	VILLAGE OF MORTON GROVE	DECEMBER WATER SERVICES FO	210.50	312084
01-20-520500	MATRL-SUPP-SUPPLIES - GAS	VILLAGE OF MORTON GROVE	FUEL CHARGES FOR NOVEMEBER	467.05	312084
02-10-540130	UTILITIES-WATER	VILLAGE OF MORTON GROVE	DECEMBER WATER SERVICES FO	71.76	312084
02-21-540130	UTILITIES-WATER	VILLAGE OF MORTON GROVE	DECEMBER WATER SERVICES FO	35.88	312084
02-33-540130	UTILITIES-WATER	VILLAGE OF MORTON GROVE	DECEMBER WATER SERVICES FO	841.98	312084
15-10-540130	UTILITIES-WATER	VILLAGE OF MORTON GROVE	DECEMBER WATER SERVICES FO	35.88	312084
	Total For Check 312084			1,663.05	
Check 312086					
01-10-520110	MATRL AND SUPP-OFFICE EXP	FIFTH THIRD BANK	DECEMBER CREDIT CARD STATE	235.43	312086
01-10-520130	MATRL AND SUPP-OFFICE EXP	FIFTH THIRD BANK	DECEMBER CREDIT CARD STATE	29.47	312086

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Check 312104					
		Total For Check 312104		578.97	
Check 312105					
02-07-592819	CONTRACTING SERVICES-GAP	FIRST STUDENT	BUS FOR GAP TRIP 01/03 TO	194.00	312105
		Total For Check 312105		194.00	
Check 312106					
01-10-520110	MATRL AND SUPP-OFFICE EXP	GARVEY'S OFFICE PRODUCTS	WALL CALENDAR 2020	31.49	312106
		Total For Check 312106		31.49	
Check 312107					
01-20-554100	CONTRACTUAL SERVICES-AGREE GROOT, INC.		RECYCLING FOR 6250 W. DEMP	171.01	312107
02-33-552300	CONTRACT SVCS-CONTRACTUAL	GROOT, INC.	GARBAGE SERVICES FOR PVCC	456.59	312107
		Total For Check 312107		627.60	
Check 312108					
01-10-581700	EXP MISCELLANEOUS-HOLIDAY	MENARD'S	ROPE LIGHTS FOR NEXT HOLID	49.99	312108
02-22-570600	BLDG-LANDSCAPE-POOL - BLDG	MENARD'S	PAINT SUPPLIES FOR ORIOLE	35.65	312108
		Total For Check 312108		85.64	
Check 312109					
02-03-592412	CONTRACTING SERVICES-	CAMP SBZ ADVENTURES, LLC	FIELD TRIP DEPOSIT FOR CAM	200.00	312109
		Total For Check 312109		200.00	
Check 312110					
02-22-520312	MATERIALS AND SUPPLIES-JAN STATE	INDUSTRIAL PRODUCTS	DRY DRAIN TREATMENT FOR OR	172.22	312110
02-33-520312	MATERIALS AND SUPPLIES-JAN STATE	INDUSTRIAL PRODUCTS	CLEANING SOLUTIONS PVCC	405.48	312110
		Total For Check 312110		577.70	
Check 312111					
01-10-540110	UTILITIES-ELECTRICTY	COMED	ELECTRIC BILL FOR PVCC	1,091.36	312111
02-10-540110	UTILITIES-ELECTRICTY	COMED	ELECTRIC BILL FOR FRANK HR	264.53	312111
02-21-540110	UTILITIES-ELECTRICTY	COMED	ELECTRIC BILL FOR HARRER P	795.24	312111
02-22-540110	UTILITIES-ELECTRICTY	COMED	ELECTRIC BILL FOR ORIOLE J	332.49	312111
02-33-540110	UTILITIES-ELECTRICTY	COMED	ELECTRIC BILL FOR PVCC	4,366.43	312111
15-10-540110	UTILITIES-ELECTRICTY	COMED	ELECTRIC BILL FOR MUSEUM A	125.05	312111
		Total For Check 312111		6,975.10	
Check 312112					
01-10-554100	CONTRACTUAL SERVICES-AGREE	CANON FINANCIAL SERVICES,	COPIER LEASE	239.50	312112
02-10-554100	CONTRACTUAL SERVICES-AGREE	CANON FINANCIAL SERVICES,	COPIER LEASE	239.50	312112
		Total For Check 312112		479.00	
Check 312113					
01-10-540120	UTILITIES-HEATING FUEL	CENTERPOINT ENERGY SERVICE	GAS BILL FOR ALL PARKS DEC	856.53	312113
02-10-540110	UTILITIES-ELECTRICTY	CENTERPOINT ENERGY SERVICE	GAS BILL FOR ALL PARKS DEC	166.67	312113
02-10-540120	UTILITIES-HEATING FUEL	CENTERPOINT ENERGY SERVICE	GAS BILL FOR ALL PARKS DEC	404.74	312113
02-21-540120	UTILITIES-HEATING FUEL	CENTERPOINT ENERGY SERVICE	GAS BILL FOR ALL PARKS DEC	152.76	312113
02-22-540120	UTILITIES-HEATING FUEL	CENTERPOINT ENERGY SERVICE	GAS BILL FOR ALL PARKS DEC	663.15	312113
02-33-540120	UTILITIES-HEATING FUEL	CENTERPOINT ENERGY SERVICE	GAS BILL FOR ALL PARKS DEC	1,205.83	312113
15-10-540120	UTILITIES-HEATING FUEL	CENTERPOINT ENERGY SERVICE	GAS BILL FOR ALL PARKS DEC	169.95	312113
		Total For Check 312113		3,619.63	
Check 312114					
01-10-520160	MATRL AND SUPP-OFFICE EXP	CHICAGO TRIBUNE MEDIA GROU	CLASSIFIED LISTING FOR PUB	19.49	312114
		Total For Check 312114		19.49	
Check 312115					
02-07-592819	CONTRACTING SERVICES-GAP	FIRST STUDENT	BUS FOR CAMP FIELD TRIP ON	424.38	312115
		Total For Check 312115		424.38	
Check 312116					
02-04-591514	INSTRUCTOR SALARIES-DANCE	KATHRYN LAHEY	PAYROLL CHECK FOR 01/04-01	227.93	312116
		Total For Check 312116		227.93	
Check 312117					

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

Fund Totals:

Fund 01 CORPORATE	27,516.79
Fund 02 RECREATION	51,753.04
Fund 15 MUSEUM	407.28
Fund 30 LIABILITY INSURANC	30.00
Fund 35 SPECIAL RECREATION	1,250.28

80,957.39

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.

Date: February 19, 2020

Board President, Paul Minx

Board Treasurer, Erica Epperson

MONTH: 1/17/2020

Ref. No.	DATE Card Number	Merchant	REASON	AMOUNT	BUDGET CODE
O'Brien	9-Dec	Network Solutions	Renew the web address MGPARKS.com for 5 years	\$639.70	01-10-580400
O'Brien	10-Dec	Network Solutions	Renew the web address MORTONGROVEPARKS.com for 5 years	\$773.63	01-10-580400
O'Brien	11-Dec	Menards	Office Supplies for the park district	\$13.97	01-10-520110
O'Brien	13-Dec	IAPD	IAPD/IPRA Conference registration for John Stroesser	\$410.00	01-10-581120
O'Brien	16-Dec	Home Depot	Tools and Supplies for the Parks Maintenance Garage	\$367.61	01-20-520400
O'Brien	21-Dec	Amazon	Renew Amazon Prime Membership	\$119.00	01-10-580400
O'Brien	26-Dec	Frameworks	Monthly Billing for Computer Monitoring services - 5% discount if paid by Credit Card	\$3,145.22	01-10-552200
	Card Number 1826			\$5,469.13	
Braubach	Dec. 8	Amazon	TRX Suspension Training	\$144.95	02-32-520360
Braubach	Dec. 11	Amazon	Sliding discs for fitness classes	\$26.97	02-32-520370
Braubach	11-Dec	Positive Promotions	Part Time Staff Thank you Gifts	\$628.74	01-10-589105
Braubach	12-Dec	GFS Store	Club Fitness Appreciation Snacks	\$128.87	02-32-554200
Braubach	16-Dec	ERC Wiping Products	Sweat towels for fitness center	\$155.16	02-32-583300
Braubach	19-Dec	Amazon	Sliding discs for fitness classes	\$62.93	02-32-520370
Braubach	19-Dec	Amazon	Shelving Unit for Fitness Center	\$9.31	02-32-520110
Braubach	17-Dec	Honey Baked Ham	Club Fitness Appreciation Raffle Prize	\$54.62	02-32-554200
Braubach	30-Dec	Amazon	New Chair for Fitness Desk	\$67.99	02-32-520110
	Card Number 1834			\$1,279.54	
Kee	18-Dec	Brunswick Zone	Holiday Party for all Park District staff	\$971.25	01-10-589105
Kee	19-Dec	IPRA	Job Posting for Park Maintenance I	\$165.00	01-10-580100
Kee	19-Dec	PDRMA	Employee Training by PDRMA	\$30.00	30-10-582650
Kee	30-Dec	DS services	Bottled Water for PVCC	\$176.69	01-10-520110
	Card Number 8573			\$1,342.94	
Wait	12-Dec	Zrose Productions	Commissioner hats	\$235.08	01-10-581250
Wait	18-Dec	Duncan Donuts	Village administrator meeting food	\$29.45	01-10-581250
	Card Number 2831			\$264.53	
Marren	4-Dec	Amazon	Office supplies - tacky tape	\$11.99	01-10-520110
Marren	4-Dec	Dollar Tree	Kitchen/office supplies	\$9.00	01-10-520110
Marren	5-Dec	UPS Store	Shipping charges to return Gempler's merchandise	\$29.47	01-10-520130
Marren	9-Dec	Amazon	Package tape - for events	\$23.78	01-10-520110
Marren	9-Dec	IAPD	IAPD/IPRA Conference Registration for Erica Epperson	\$300.00	01-10-581120
Marren	9-Dec	IAPD	IAPD/IPRA Conference Registration for Mark Manno	\$300.00	01-10-581120
Marren	9-Dec	IAPD	IAPD/IPRA Conference Registration for Paul Minx	\$300.00	01-10-581120
Marren	9-Dec	IAPD	IAPD/IPRA Conference Registration for Steve Schmidt	\$300.00	01-10-581120
Marren	9-Dec	IAPD	IAPD/IPRA Conference Registration for Keith White	\$300.00	01-10-581120
Marren	9-Dec	IAPD	IAPD/IPRA Conference Registration for Laura Kee	\$385.00	01-10-581120

Marren	10-Dec	Ross	Holiday Party - Raffle	\$36.86	01-10-589105
				\$1,996.10	
	Card Number	1818			
Gorczyca	17-Dec	Wal-Mart	Holiday Party - Raffle	\$6.48	01-10-589105
Gorczyca	17-Dec	Dollar Tree	Kitchen Supplies for Park Garage	\$5.00	01-10-581200
	Card Number	9125		\$11.48	
Herrmann	10-Dec	Money Mailer	Holly Days and Cold Brews Ad	\$250.00	02-35-554405
Herrmann	12-Dec	PicMonkey LLC	Social Media Format Image software - Makes SM posting efficient	\$12.99	02-35-554100
Herrmann	14-Dec	Verityle	File upload Service-Monthly Fee	\$9.00	02-35-554100
Herrmann	13-Dec	Trigon	Banner Grommets	\$61.37	02-35-554405
Herrmann	17-Dec	My Area Yoga	Monthly Posting Membership	\$25.00	02-32-554200
Herrmann	20-Dec	IPRA	Agency Showcase Awards Submission	\$95.00	01-10-581200
Herrmann	23-Dec	Daily Herald	Online subscription	\$0.99	02-35-554405
Herrmann	24-Dec	Chicago Tribune	Online subscription	\$2.00	02-35-554405
Herrmann	26-Dec	John Wondrasek formerly foroz	Quarterly Web Maintenance Fee	\$500.00	02-35-554100
Herrmann	26-Dec	IAPD	Conference Fee-Added days to current package	\$20.00	01-10-581200
Herrmann	27-Dec	Patch	Boost ads for Winter Events	\$60.00	02-35-554405
Herrmann	28-Dec	WpEngine	Website Monthly Hosting Fee	\$35.00	02-35-554100
	Card Number	1867		\$1,071.35	
Mucci	3-Dec	GFS	Holly Days Cookie Decoration	\$163.52	02-08-593950
Mucci	4-Dec	Amazon	B.A.S.E Craft	\$9.99	02-07-593825
Mucci	6-Dec	Jewel	Holly Days Cookie Decoration	\$119.88	02-08-593950
Mucci	10-Dec	Amazon	B.A.S.E Craft	\$26.82	02-07-593825
Mucci	11-Dec	Amazon	B.A.S.E	\$39.99	02-07-593825
Mucci	17-Dec	Amazon	B.A.S.E game	\$12.99	02-07-593825
Mucci	19-Dec	Target	Birthday Party Decorations	\$23.00	02-07-593813
Mucci	19-Dec	Amazon	B.A.S.E	\$27.55	02-07-593825
Mucci	23-Dec	7 11	GAP Milk	\$8.16	02-07-592819
Mucci	23-Dec	Wheeling Park District	Gap Trip	\$143.75	02-07-592819
Mucci	26-Dec	Good & Fresh	Gap Lunch	\$94.83	02-07-592819
Mucci	30-Dec	Sky High	Gap Trip	\$175.00	02-07-592819
	Card Number	5137		\$845.48	
Baumgartner	5-Dec	Amazon	Pre- kindergarten supplies	\$7.25	02-06-593711
Baumgartner	5-Dec	Amazon	Pre- kindergarten supplies	\$10.49	02-06-593711
Baumgartner	5-Dec	Amazon	Pre- kindergarten supplies	\$15.24	02-06-593711
Baumgartner	5-Dec	Amazon	Pre- kindergarten supplies	\$12.70	02-06-593711
Baumgartner	5-Dec	Walmart	Santa Stocking, Holly Days, Prek, Gingerbread house	\$5.96	02-08-593940
Baumgartner	5-Dec	Walmart	Santa Stocking, Holly Days, Prek, Gingerbread house	\$10.94	02-06-593711
Baumgartner	5-Dec	Walmart	Santa Stocking, Holly Days, Prek, Gingerbread house	\$2.68	02-08-593917
Baumgartner	5-Dec	Walmart	Santa Stocking, Holly Days, Prek, Gingerbread house	\$20.96	02-08-593952
Baumgartner	6-Dec	Amazon	Pre- kindergarten supplies	\$23.24	02-06-593711
Baumgartner	6-Dec	Amazon	Pre- kindergarten supplies	\$10.94	02-06-593711
Baumgartner	6-Dec	Amazon	Pre- kindergarten supplies	\$6.89	02-06-593711

Baumgartner	6-Dec	Amazon	Kinder Odyssey supplies	\$11.88	02-07-593826
Baumgartner	13-Dec	Party City	Gingerbread house supplies	\$24.99	02-08-593952
Baumgartner	20-Dec	Amazon	Pre- kindergarten supplies	\$38.97	02-06-593711
Baumgartner	20-Dec	Amazon	Kinder Odyssey supplies	\$57.30	02-07-593826
Baumgartner	27-Dec	Amazon	Maintenance Supplies-flags	\$11.98	01-20-581501
Baumgartner	27-Dec	Amazon	Maintenance Supplies-flags	\$10.23	01-20-581501
Stibbe	N/A			\$282.64	
				\$0.00	
	Card Number	1891			
McCann	9-Dec	Community Rec Center	Dance Competition Refund	-\$55.00	02-04-490514
McCann	6-Dec	Rev Dance Tenth House	Dance Costumes	\$416.38	02-04-593514
McCann	5-Dec	Petsmart	Santa Paws Supplies	\$27.46	02-08-593939
McCann	13-Dec	Target	Gingerbread Workshop Supplies	\$31.38	02-08-593952
McCann	13-Dec	Goode and Fresh Pizza	Gingerbread Workshop Food	\$144.41	02-08-593952
				\$564.63	
			Total:	\$13,127.82	

Motions/New Business

**MORTON GROVE PARK DISTRICT
BOARD MOTIONS
February 19, 2020**

Administration & Finance Committee – Commissioner Minx, Chair

Acceptance of Commissioner Resignation: I move the Morton Grove Park Board accept the resignation of Commissioner Mark Manno.

Annual GFOA Conference Travel Advance: I move the Morton Grove Park Board approve Superintendent O'Brien's travel advance for the GFOA Conference in New Orleans from May 17th through May 23th.

Transfer of Funds: I move the Morton Grove Park Board approve the transfer of funds in journal entry 90, 91, 96 and 97 in the amount of \$331,898.

Relocator Agreement: I move the Morton Grove Park Board approve the relocator agreement with Tows R Us.

Revision to General Use Regulations: I move the Morton Grove Park Board approve the updates to the General Use Regulations.



Memorandum

To: Board of Park Commissioners
From: Jeffrey Wait, Executive Director
Date: February 19, 2020
Regarding: Annual GFOA Conference Travel Advance

Issue:

Approval of estimated travel expenses for the Superintendent of Finance, Marty O'Brien to attend the Annual Government Finance Officers Association (GFOA) conference scheduled from May 17th to the 23rd at the New Orleans Memorial Convention Center.

Discussion:

Per the State of Illinois' Public Act 99-604 and District Ordinance #O-06-16, the Board of Commissioners must approve in an open meeting by a majority roll-call vote the estimated expenses for travel, meals, or lodging that is expected to be in excess of \$750.00.

The request for travel, meals and lodging must include the following: name of the individual making the request, job title, the date and nature of the official business.

Please see the attached Estimated Travel, Meal, and Lodging expense form.

Park Board Action:

For the Board of Park Commissioners to approve the estimated travel expenses for Superintendent O'Brien in the amount of \$1,200 to attend the Annual GFOA conference.

Morton Grove Park District

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

Name of Official or Employee: Martin O'Brien

Title/Position of Official or Employees: Superintendent of Finance

Name and Date of the Activity/Event: GFOA Annual Conference May 17-23 in Los Angeles

Check Number (if applicable): _____

Credit Card Receipt Number (if applicable): _____

Description of the purpose of the expense: Attendance at the GFOA Annual Conference is critical for the Superintendent of Finance to keep current with the changing regulatory environment. The conference provides unparalleled opportunities for sharing ideas, sharpening skills, discovering new tools and technologies, and networking with financial professionals.

Estimated Costs or Actual Costs with receipts:

Mileage: _____ \$250

Cost of Meals: _____ \$150

Parking: _____ \$100

Hotel/Lodging: _____ \$700

Car rental: _____

Airfare: _____

Estimated Cost of Other Transportation (bus, train, taxi, shuttle, etc.): N/A

Employee's Signature: _____

Date: _____

Director's Authorization: _____

Date: _____

ATTACH ALL RECEIPTS

Memorandum

To: Board of Park Commissioners
From: Jeffrey Wait, Executive Director
Marty O'Brien, Superintendent of Finance
Date: February 19, 2020
Regarding: Transfer of Appropriation Funds

Issue:

To transfer appropriations between the line items that have excess funds to the items that are in need of additional funds.

Discussion:

The Park Board passed the 2019 appropriation ordinance at the December 2018 Board meeting. The appropriation ordinance contained our best estimate of how the park district will spend its funds by line item for the entire year. As the year progressed, different situations occurred that were not anticipated at the time of passage which caused certain line items to become negative. This happens on a regular basis.

Per state law, the Board has the authority to transfer funds from any line item anticipated to have excess funds to a line item that needs funds. Transfers of this type cannot occur during the first six months of 2019. Also, whenever possible, we limit our transfer from the same line class and fund. At the completion of this process, the 2019 appropriations for all of the individual line items will exceed the individual line item expenditures.

For example, in the Corporate Fund we expended \$953 dollars more than what was budgeted for electricity and we expended \$993 dollars more than what was budgeted for natural gas. This meant that our Corporate Fund financial statements were showing a negative fund availability for electricity and natural gas. In addition, the park district \$2,010 less than budgeted for telephone service in the corporate fund so we were showing a positive funds availability for phones. The solution was to transfer \$2,000 out of corporate phone service and add \$1000 to corporate electricity and \$1,000 to corporate natural gas.

The attached documentation is in detail every appropriation transfer for the entire year of 2019.

Park Board Action:

For the Board of Commissioners to authorize the attached appropriation transfers documented in journal entries 90, 91, 96 and 97 in the amount of \$331,898.

MORTON GROVE PARK DISTRICT

JOURNAL ENTRY

JE: 90

Post Date: 12/31/2019

Entered By: mobrien

Entry Date: 01/08/2020

Journal: BA

Description: APPROPRIATION TRANSFERS

GL #	Description	DR	CR
01-10-511200	SALARIES-SUPERINTENDENT OF HR & RISK		1,000.00
01-10-511300	SALARIES-SUPERINTENDENT OF FINANCE		1,000.00
01-10-511700	SALARIES-EXECUTIVE ADMIN ASSISTANT		500.00
01-10-512720	SALARIES & WAGES-FINANCE COORDINATOR		1,000.00
01-10-511100	SALARIES & WAGES-DIRECTOR	2,500.00	
01-10-520100	MATRL AND SUPP-BANK SERVICE CHARGES	1,000.00	
01-10-540110	UTILITIES-ELECTRICITY		1,000.00
01-10-540120	UTILITIES-HEATING FUEL		1,000.00
01-10-540150	UTILITIES-TELEPHONE	2,000.00	
01-10-580100	EXP MISC.-HUMAN RESOURCE EXPENSES		600.00
01-10-560810	EQUIPMENT-NEW EQUIP - COMPUTER - SOFT	600.00	
01-10-581120	EXP MISC-COMM EXPENSE - EDUC SEMINARS		1,000.00
01-10-581200	EXP MISC.-EDUCATIONAL SEMINARS - STAFF		7,000.00
01-10-581250	EXP MISCELLANEOUS-BUSINESS MEALS		1,000.00
01-10-581400	EXP MISCELLANEOUS-DUES & SUBSCRIPTIONS	6,000.00	
01-10-581700	EXP MISCELLANEOUS-HOLIDAY DECORATIONS	1,500.00	
01-10-560810	EQUIPMENT-NEW EQUIP - COMPUTER - SOFT	1,500.00	
01-20-520325	MATRL-SUPP-MAINT. - MAT'LS - VEHICLES		2,000.00
01-20-520500	MATRL-SUPP-SUPPLIES - GAS & OIL VEHICLES		4,000.00
01-20-520223	MATRL-SUP-R & R - GROUNDS REPAIR SERVICE	1,500.00	
01-20-513100	SALARIES & WAGES-SUMMER STAFF	2,000.00	
01-20-512150	SALARIES & WAGES-FULLTIME - OT	2,000.00	
01-20-512120	SALARIES & WAGES-PARKS FOREMAN	500.00	
01-20-581501	PRAIRIE VIEW ICE ARENA		1,000.00
01-20-570300	BLDG-LANDSCAPE-GRASS-SEED-SOD-FERTILIZER	1,000.00	
02-01-591121	INSTRUCTOR SALARIES-CSL FOOTBALL	1,200.00	
02-01-591105	INSTRUCTOR SALARIES-PICKLEBALL		1,200.00
02-01-591177	INSTRUCTOR SALARIES-GYMNASTICS		12,000.00
02-01-591131	INSTR SAL-SOFTBALL - MENS 1611 LEAGUE		300.00
02-01-591194	INSTRUCTOR SALARIES-ADULT VOLLEYBALL		900.00
02-01-592131	CONTRACTING-SOFTBALL - MENS 1611 LEAGUE		1,400.00
02-01-592176	CONTRACTING SERVICES-ISKC KARATE	20,800.00	
02-01-593165	PROGRAM SUPPLIES-TENNIS LESSONS		1,700.00
02-01-593176	PROGRAM SUPPLIES-ISKC KARATE		6,100.00
02-01-593177	PROGRAM SUPPLIES-GYMNASTICS		16,000.00
02-01-593179	PROGRAM SUPPLIES-TKDO		1,500.00
02-01-593193	PROGRAM SUPPLIES-HOT SHOTS		13,200.00
02-01-592101	CONTRACTING SERVICES-ADULT BASKETBALL	2,500.00	
02-01-592177	CONTRACTING SERVICES-GYMNASTICS	4,200.00	
02-01-592193	CONTRACTINGSERVICES-HOT SHOTS	3,100.00	
02-01-593512	PROGRAM SUPPLIES-FIELD RENTAL	2,500.00	
02-07-591825	INSTRUCTOR SALARIES-BASE	20,000.00	
02-03-591418	INSTR SAL-RISE-N-SHINE (BEFORE CAMP)		500.00
02-03-592420	CONTRACTING SERVICES-THEATER		3,100.00
02-03-591412	OFFICIATING SERVICES- CAMP	3,600.00	
02-04-593514	PROGRAM SUPPLIES-DANCE - CREATIVE		6,000.00
02-04-591514	INSTRUCTOR SALARIES-DANCE - CREATIVE	2,400.00	
02-04-592520	CONTRACTING SERVICES-DANCE - RECITAL	2,700.00	
02-04-591520	INSTRUCTOR SALARIES-DANCE - RECITAL	500.00	
02-04-593520	PROGRAM SUPPLIES-DANCE - RECITAL	400.00	
02-05-592623	CONTRACTING-ADULT GENERAL INTEREST		1,200.00
02-05-593623	PROGRAM SUPPLIES-ADULT GENERAL INTEREST		200.00
02-05-591620	INSTRUCTOR SALARIES-SCHOOL AGE	1,400.00	
02-06-591711	INSTRUCTOR SALARIES-PRE SCHOOL		6,700.00
02-06-591715	INSTRUCTOR SALARIES-TODDLER VARIETY		550.00
02-06-593715	PROGRAM SUPPLIES-TODDLER VARIETY		700.00
02-06-593711	PROGRAM SUPPLIES-PRE SCHOOL	4,000.00	
02-07-591815	INSTRUCTOR SALARIES-PIANO LESSONS	3,950.00	
02-07-591813	INSTRUCTOR SALARIES-BIRTHDAY PARTIES		700.00
02-07-591819	INSTRUCTOR SALARIES-GAP		1,700.00
02-07-591822	INSTRUCTOR SALARIES-KINDER ODY DIST 70		4,100.00
02-07-591823	INSTRUCTOR SALARIES-B4		500.00
02-07-591826	INSTRUCTOR SALARIES-KINDER ODY DIST 63		300.00
02-07-591830	INSTRUCTOR SALARIES-BEFORESCHOOL CLUB		4,900.00
02-07-591840	INSTRUCTOR SALARIES-MAGIC		100.00

02-07-591841	INSTRUCTOR SALARIES-SENIOR PROGRAMMING		120.00
02-07-592825	CONTRACTING SERVICES-BASE		20.00
02-07-592840	CONTRACTING SERVICES-MAGIC		200.00
02-07-593813	PROGRAM SUPPLIES-BIRTHDAY PARTIES		300.00
02-07-593815	PROGRAM SUPPLIES-PIANO LESSONS		200.00
02-07-593819	PROGRAM SUPPLIES-GAP		400.00
02-07-593821	PROGRAM SUPPLIES-PUPPY TRAINING		150.00
02-07-593822	PROGRAM SUPPLIES-KINDER ODY DIST 70		175.00
02-07-593825	PROGRAM SUPPLIES-BASE		2,835.00
02-07-593826	PROGRAM SUPPLIES-KINDER ODY DIST 63	1,000.00	
02-07-593823	PROGRAM SUPPLIES-B4	3,800.00	
02-07-592827	CONTRACTING SERVICES-TEEN TRIPS	1,500.00	
02-07-592819	CONTRACTING SERVICES-GAP	4,400.00	
02-07-591815	INSTRUCTOR SALARIES-PIANO LESSONS	2,900.00	
02-07-591820	INSTRUCTOR SALARIES-EARLY RELEASE	1,000.00	
02-07-591821	INSTRUCTOR SALARIES-PUPPY TRAINING	2,100.00	
02-08-591937	INSTRUCTOR SALARIES-GENERAL EVENTS		60.00
02-08-592911	CONTRACTING SERVICES-SK RUN		340.00
02-08-592924	CONTRACTING SERVICES-MOM & SON DATE NIGH		300.00
02-08-593911	PROGRAM SUPPLIES-5K RUN		2,760.00
02-08-593912	PROGRAM SUPPLIES-HALLOWEEN PARTY		780.00
02-08-593913	PROGRAM SUPPLIES-RIDE THE PARKS		10.00
02-08-593920	PROGRAM SUPPLIES-MOM & SON'S NIGHT OUT		150.00
02-08-593921	PRGM SUPP-MOTHER/DAUGHTER TEDDY BEAR		200.00
02-08-593925	PROGRAM SUPPLIES-SILVER BELL		125.00
02-08-593926	PROGRAM SUPPLIES-SUMMER CONCERT SERIES		50.00
02-08-593937	PROGRAM SUPPLIES-GENERAL EVENTS		150.00
02-08-593938	PROGRAM SUPPLIES-EGGSTRAVAGANZA		125.00
02-08-593940	PROGRAM SUPPLIES-BUNNY TRAIL		130.00
02-08-593942	PROGRAM SUPPLIES-BUNNY BRUNCH		10.00
02-08-593944	PROGRAM SUPPLIES-ICE CREAM SOCIAL		90.00
02-08-593946	PROGRAM SUPPLIES-SANTA STOCKING		170.00
02-08-593950	PROGRAM SUPPLIES-FREE EVENTS		75.00
02-08-593952	GINGERBREAD HOUSE		140.00
02-08-593917	PROGRAM SUPPLIES-HOLLY DAYS	1,990.00	
02-08-593945	PROGRAM SUPPLIES-SUMMER SIZZLE	2,200.00	
02-09-591231	INSTRUCTOR SALARIES-PERSONAL TRAINING	2,500.00	
02-09-591226	SALARIES - SENIOR FITNESS		1,025.00
02-10-511800	SALARIES & WAGES-COMMUNICATION MANAGER		1,000.00
02-10-554405	CONTRACTUAL SERVICES-PUBLIC RELATIONS		1,000.00
02-10-512710	SALARIES-RECREATION/SAFETY COORDINATOR		700.00
02-10-560810	EQUIPMENT-NEW EQUIP - COMPUTER - SOFT		1,500.00
02-10-580201	EXP MISC.-PUBLIC COMMUNICATIONS INC.		10,800.00
02-10-581120	EXP MISC-COMM EXPENSE - EDUC SEMINARS		400.00
02-10-512150	SALARIES & WAGES-FULLTIME - OT	15,400.00	
02-21-540110	UTILITIES-ELECTRICITY		5,000.00
02-21-570600	BLDG-LANDSCAPE-POOL - BLDG & REPAIR		4,000.00
02-21-540130	UTILITIES-WATER	9,000.00	
02-22-520313	MATRL AND SUPP-SUPPLIES - GUARD TRAINING		150.00
02-22-540120	UTILITIES-HEATING FUEL		1,500.00
02-22-540130	UTILITIES-WATER		1,500.00
02-22-540150	UTILITIES-TELEPHONE		1,000.00
02-22-552200	CONTRACT SVCS-FRAMEWORK IT ASSISTANCE		500.00
02-22-570600	BLDG-LANDSCAPE-POOL - BLDG & REPAIR		50.00
02-22-513100	SALARIES & WAGES-SUMMER STAFF	4,700.00	
02-32-513610	SALARIES & WAGES-FITNESS - FITNESS ATTEN		1,400.00
02-32-513700	SALARIES & WAGES-GROUPX INSTRUCTORS		1,500.00
02-32-520210	MATERIALS AND SUPPLIES-EQUIPMENT REPAIR		1,800.00
02-32-520211	MATRL AND SUPP-PREVENTATIVE MAINTENANCE		2,550.00
02-32-552300	CONTRACT SVCS-CONTRACTUAL SERVICES		100.00
02-32-560200	EQUIPMENT-NEW EQUIP - MAINT		550.00
02-32-560600	EQUIPMENT-NEW EQUIP - FITNESS CENTER	2,700.00	
02-32-554200	CONTRACT SVCS-AGREEMENTS - MARKETING	1,000.00	
02-32-520321	MATRL AND SUPP-MAINT. - MATLS - BLDG	1,200.00	
02-33-520227	MATRL AND SUPP-EQUIP MAINT SERVICE		6,000.00
02-33-513110	SALARIES-PART TIME MAINTENANCE PVCC		7,500.00
02-33-520312	MATERIALS AND SUPPLIES-JANITOR SUPPLIES		3,200.00
02-33-520321	MATRL AND SUPP-MAINT. - MATLS - BLDG		1,600.00
02-33-540130	UTILITIES-WATER		2,000.00
02-33-540120	UTILITIES-HEATING FUEL		1,000.00
02-33-540110	UTILITIES-ELECTRICITY		2,000.00
02-33-554100	CONTRACTUAL SERVICES-AGREEMENTS - MAINT		3,900.00
02-33-570200	BUILDING & LANDSCAPE-BUILDING REPAIR		8,000.00
02-33-512130	SALARIES & WAGES - FULLTIME	6,000.00	
02-33-512150	SALARIES & WAGES-FULLTIME - OT	2,900.00	

02-33-520323	MATRL AND SUPP-MAINT. - MAT'LS - GROUNDS	2,500.00	
02-33-540150	UTILITIES-TELEPHONE	2,000.00	
02-33-560200	EQUIPMENT-NEW EQUIP - MAINT	6,500.00	
02-10-520100	MATRL AND SUPP-BANK SERVICE CHARGES	18,300.00	
02-35-554400	CONTRACT SVCS-AGREEMENTS - BROCHURES		2,500.00
02-35-520130	MATRL AND SUPP-OFFICE EXP - POSTAGE	2,500.00	
15-10-512905	SALARIES & WAGES-ASST. MUSEUM CURATOR		8,000.00
15-10-540110	UTILITIES-ELECTRICTY		500.00
15-10-540120	UTILITIES-HEATING FUEL		500.00
15-10-540130	UTILITIES-WATER		100.00
15-10-554600	CONTRACTUAL SERVICES-PROF SERV - MAINT		1,400.00
15-10-560310	EQUIPMENT-NEW EQUIPMENT		300.00
15-10-570200	BUILDING & LANDSCAPE-BUILDING REPAIR		400.00
15-10-512900	SALARIES & WAGES-MUSEUM CURATOR	11,000.00	
15-10-520312	MATERIALS AND SUPPLIES-JANITOR SUPPLIES	200.00	
25-10-582520	EXP MISC.-LEGAL & INTEREST EXPENSE		3,000.00
25-10-582510	EXP MISCELLANEOUS-BOND PRINCIPAL EXPENSE	3,000.00	
30-10-582630	EXP MISCELLANEOUS-WORKERS COMP		800.00
30-10-582650	EXP MISC.-SAFTY TRAIN & SUBSCRIPTIONS		900.00
30-10-532630	INSURANCE-WORKERS COMP		1,300.00
30-10-532620	INSURANCE-UNEMPLOYMENT COMP	3,000.00	
70-10-586100	EXP MISCELLANEOUS-PVCC GENERAL EXPENSE		26,000.00
70-10-586116	EXP MISC.- BALL FIELDS RENOVATIONS		10,500.00
70-10-586146	EXP MISC.-PLAYGROUND GENERAL EXPENSE		24,000.00
70-10-586300	EXP MISC.-PARKS DEPT GENERAL EXPENSE		6,000.00
70-10-586450	EXP MISCELLANEOUS-CLUB FITNESS EQUIPMENT		1,000.00
70-10-586099	EXP MISC.-BOND INTEREST ORIOLE POOL	8,500.00	
70-10-586114	EXP MISCELLANEOUS-PARKS GENERAL EXPENSE	37,000.00	
70-10-586145	EXP MISCELLANEOUS-POOLS GENERAL EXPENSE	22,000.00	

Journal Total:	278,140.00	278,140.00
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APPROVED BY: _____

MORTON GROVE PARK DISTRICT

JOURNAL ENTRY

JE: 91

Post Date: 12/31/2019

Entered By: mobrien

Entry Date: 01/08/2020

Journal: BA

Description: APPROPRIATION TRANSFERS 2019

GL #	Description	DR	CR
01-10-551200	CONTRACT SVCS-LEGAL - PUBLICATIONS		8,000.00
01-10-560810	EQUIPMENT-NEW EQUIP - COMPUTER - SOFT		100.00
01-10-530310	INSURANCE-INS - HEALTH & LIFE - DISTRICT	8,100.00	
01-20-560210	EQUIPMENT-NEW EQUIP - SAFETY		150.00
01-20-560300	EQUIPMENT-NEW EQUIP - BLDG		150.00
01-20-570150	BLDG-LANDSCAPE-GENERAL PARK IMPROVEMENTS		400.00
01-20-570410	BLDG-LNDSCP-BLK DIRT-SAND-FILL-BALL MIX		800.00
01-20-520328	MATRL-SUPP-MAINT. - MAT'LS - PLAYGROUNDS	1,500.00	
Journal Total:		9,600.00	9,600.00

APPROVED BY: _____

MORTON GROVE PARK DISTRICT
JOURNAL ENTRY
JE: 96

Post Date: 12/31/2019
Entry Date: 01/28/2020
Description: APPROPRIATION TRANSFERS 2019

Entered By: mobrien
Journal: BA

GL #	Description	DR	CR
01-10-551120	CONTRACT SVCS-LEGAL - EXTRA SERVICE		7,600.00
01-10-551200	CONTRACT SVCS-LEGAL - PUBLICATIONS	7,600.00	
01-10-552100	CNTRCT SVCS-SOFTWARE SERVICE AGREEMENTS	1,900.00	
01-10-552200	CONTRACT SVCS-FRAMEWORK IT ASSISTANCE		2,000.00
01-10-554100	CONTRACTUAL SERVICES-AGREEMENTS - MAINT		25.00
01-10-560100	EQUIPMENT-NEW EQUIP - OFFICE	125.00	
01-10-520130	MATRL AND SUPP-OFFICE EXP - POSTAGE		300.00
01-10-520140	MATRL AND SUPP-OFFICE EXP - BOTTLED WTR	300.00	
01-10-580201	EXP MISC.-PUBLIC COMMUNICATIONS INC.	700.00	
01-10-581120	EXP MISC-COMM EXPENSE - EDUC SEMINARS		2,200.00
01-10-581200	EXP MISC.-EDUCATIONAL SEMINARS - STAFF	1,500.00	
01-10-581300	EXP MISC.-EMPLOYEE TRAVEL ALLOWANCE	100.00	
01-10-581400	EXP MISCELLANEOUS-DUES & SUBSCRIPTIONS		625.00
01-10-581500	EXP MISCELLANEOUS-UNIFORMS		375.00
01-10-581600	EXP MISC.-MORTON GROVE SPECIAL EVENTS	250.00	
01-10-581700	EXP MISCELLANEOUS-HOLIDAY DECORATIONS	350.00	
01-10-589105	EXP MISCELLANEOUS-EMPLOYEE RECOGNITION		200.00
01-10-589200	EXP MISCELLANEOUS-EQUITY TRANSFER	500.00	
01-10-540120	UTILITIES-HEATING FUEL		488.00
01-10-540130	UTILITIES-WATER		110.00
01-10-580200	EXP MISC.-EXECUTIVE DIRECTOR SEMINARS	598.00	
01-20-520400	MATRL-SUPP-SUPPLIES - TOOLS & HARDWARE	1,200.00	
01-20-554100	CONTRACTUAL SERVICES-AGREEMENTS - MAINT		1,200.00
01-10-530310	INSURANCE-INS - HEALTH & LIFE - DISTRICT		20,700.00
01-10-520100	MATRL AND SUPP-BANK SERVICE CHARGES	1,400.00	
01-10-520110	MATRL AND SUPP-OFFICE EXP - SUPPLIES	4,900.00	
01-10-540110	UTILITIES-ELECTRICITY	1,700.00	
01-10-540150	UTILITIES-TELEPHONE	1,550.00	
01-10-560800	EQUIPMENT-NEW EQUIP - COMPUTER - HARD	1,270.00	
01-20-570300	BLDG-LANDSCAPE-GRASS-SEED-SOD-FERTILIZER	8,000.00	
01-20-570400	BLDG-LANDSCAPE-TREES-SHRUBS-FLOWERS	1,880.00	
Journal Total:		35,823.00	35,823.00

APPROVED BY: _____

MORTON GROVE PARK DISTRICT

JOURNAL ENTRY

JE: 97

Post Date: 12/31/2019

Entered By: mobrien

Entry Date: 01/28/2020

Journal: BA

Description: APPROPRIATION TRANSFER

GL #	Description	DR	CR
01-20-560200	EQUIPMENT-NEW EQUIP - MAINT		110.00
01-20-560210	EQUIPMENT-NEW EQUIP - SAFETY	110.00	
02-10-540150	UTILITIES-TELEPHONE		100.00
02-10-540120	UTILITIES-HEATING FUEL	100.00	
02-10-580201	EXP MISC.-PUBLIC COMMUNICATIONS INC.		4,700.00
02-10-530310	INSURANCE-INS - HEALTH & LIFE - DISTRICT	4,700.00	
02-21-540120	UTILITIES-HEATING FUEL		100.00
02-21-540110	UTILITIES-ELECTRICTY	100.00	
02-22-540120	UTILITIES-HEATING FUEL		500.00
02-22-540110	UTILITIES-ELECTRICTY	500.00	
02-32-520210	MATERIALS AND SUPPLIES-EQUIPMENT REPAIR		360.00
02-32-554200	CONTRACT SVCS-AGREEMENTS - MARKETING		85.00
02-32-583300	EXP MISCELLANEOUS-RB - TOWEL EXPENSE		130.00
02-32-520370	MATRL AND SUPP-SUPPLIES - DANCE ROOM	575.00	
02-33-520321	MATRL AND SUPP-MAINT. - MAT1LS - BLDG		90.00
02-33-554100	CONTRACTUAL SERVICES-AGREEMENTS - MAINT		260.00
02-33-570200	BUILDING & LANDSCAPE-BUILDING REPAIR		1,900.00
02-33-520227	MATRL AND SUPP-EQUIP MAINT SERVICE	2,250.00	
Journal Total:		8,335.00	8,335.00

APPROVED BY: _____



Morton Grove
Park District

Memorandum

To: Board of Park Commissioners
From: Jeffrey Wait, Executive Director
Date: February 19, 2020
Regarding: Relocator Agreement

Issue:

In order to enforce parking regulations, the District needs to enter into a relocator agreement for towing services.

Discussion:

Having requested changes to the General Use Regulation's parking rules, the District needs a mechanism to ensure compliance. To enforce these rules, the best option is to tow vehicles not authorized to park in District parking lots, though we are only focusing on Prairie View Park at this time. Staff has conducted research and found a towing company who is willing to assist us with towing.

Tows R Us from Skokie, Illinois is a licensed relocator with the State of Illinois. Their attached agreement is currently being negotiated by each entity's attorney. Once the agreement is finalized, we can begin to work with Tows R Us to put in place the required warning signs.

Park Board Action:

For the Board of Commissioners to approve the relocator agreement pending final attorney approval.

RELOCATION SERVICE AGREEMENT

RELOCATOR:

Community Towing, Inc.

8102 Lincoln Ave.

Skokie, IL 60077

847-676-3300

ILL. C.C. 164 RTV-R

PROPERTY OWNER OR AGENT:

MORTON GROVE PARK DISTRICT

By Jeff Wait, Executive Director

Name of Signatory (please print)

MORTON GROVE PARK DISTRICT

Name of Company (please print)

6834 W. Dempster

Morton Grove, IL 60053

Company Mailing Address

(847) 965-0383

Company Telephone Number

RELOCATOR and PROPERTY OWNER OR AGENT, for good and valuable consideration, including the promises contained herein, the receipt and sufficiency of which is hereby acknowledged, agree to the following terms and conditions:

- 1 Type of contract: Call X Patrol _____ Other _____
- 2 Does this property, for which PROPERTY OWNER OR AGENT is responsible, currently bound to an existing written contract with another relocation company: YES _____ NO X _____
- 3 PROPERTY OWNER OR AGENT hereby authorizes and directs RELOCATOR to relocate or tow all unauthorized or trespassing vehicles from the following private property(s):

THAT PORTION OF THE PRAIRIE VIEW PARK PARKING LOT AT 6834 DEMPSTER, MORTON GROVE, IL 60053 SHOWN ON THE ATTACHED DRAWING.
- 4 The parking limits for these property(s) are as follows, and all vehicles in violation of these Limits are unauthorized or trespassing vehicles:
INDIVIDUALS PARKED IN THE DESIGNATED AREA OF THE PARKING LOT THAT ARE NOT USING THE PARK, THE COMMUNITY CENTER OR NOT OTHERWISE AUTHORIZED TO PARK THERE.
- 5 PROPERTY OWNER OR AGENT authorizes the following person(s) to make calls and issue orders to RELOCATOR to relocate or tow unauthorized or trespassing vehicles from said property(s):
JEFF WAIT, LAURA KEE, KEITH GORRCZYCA, MARTY O'BRIEN. OTHERS AS MAY BE DESIGNATED BY EXECUTIVE DIRECTOR JEFF WAIT.

- 6 PROPERTY OWNER OR AGENT shall be responsible for correct and proper identification of vehicles to be relocated or towed. PROPERTY OWNER OR AGENT shall make a reasonable investigation to ensure that vehicles identified to RELOCATOR to be removed by towing are not authorized to be parked on the property from which they are to be removed.
- 7 PROPERTY OWNER OR AGENT understands that any temporary orders to not relocate or tow a particular vehicle(s), or to not relocate or tow from a particular property(s), (i) must be delivered to RELOCATOR in writing by facsimile notice; (ii) cannot exceed fourteen (14) days in duration, and (iii) that it is the responsibility of PROPERTY OWNER OR AGENT to renew temporary orders when necessary.
- 8 RELOCATOR will initially provide to PROPERTY OWNER OR AGENT, warning signs that unauthorized or trespassing vehicles will be relocated or towed from the above described property(s). RELOCATOR will install said signs at the above-described property(s). RELOCATOR is granted the exclusive right to supply and/or install said signs for the term of this agreement.
- 9 Said warning signs will remain the property of RELOCATOR. RELOCATOR may periodically clean each sign installed under the agreement.
- 10 After reasonable advance notice to the Executive Director (Jeff Wait), RELOCATOR shall have the absolute right to enter upon said property(s) to post, maintain, replace or remove warning signs.
- 11 The provisions of paragraphs 8 and 9 shall remain in full force and effect until all signs have been removed by RELOCATOR notwithstanding the termination of this Agreement. RELOCATOR will remove such warning signs from the property within ten (10) days of termination of this Agreement.
- 12 RELOCATOR shall charge all fees for relocation or towing under this agreement to the owner or operator of relocated or towed vehicles in accordance with applicable law, except as set forth for the towing or removal of each and every NON-STANDARD VEHICLE, such as, but not limited to, a boat, trailer, motorcycle, moped, travel trailer, jet-ski or misc. equipment.
- 13 PROPERTY OWNER OR AGENT assigns all rights, claims, liens and causes of action it may have against vehicles relocated or towed under this Agreement, or their owners or operators, in law or equity, directly or by counterclaim, for such damages or other relief as may be allowed by applicable law ("Claims"), except for Claims arising from the towing or removal of a NON-STANDARD VEHICLE.
- 14 RELOCATOR, at its discretion, may refuse a relocation requested by PROPERTY OWNER OR AGENT, on any vehicle or container, which may contain an unidentifiable or hazardous material(s). RELOCATOR shall notify PROPERTY OWNER OR AGENT, upon inspection of said vehicle(s) or container requested to be towed without any cost or obligation by PROPERTY OWNER OR AGENT to RELOCATOR.

- 15 PROPERTY OWNER OR AGENT shall pay to the RELOCATOR the following fees:
 - A. Notwithstanding anything herein to the contrary, for each and every NON-STANDARD VEHICLE, such as, but not limited to: boat, trailer, motorcycle, moped, travel trailer, jet-ski or various construction equipment, the PROPERTY OWNER OR AGENT may be required, at RELOCATOR'S discretion, to pay to RELOCATOR, prior to removal of each said NON_STANDARD VEHICLE, a fee normally charged by the RELOCATOR for the towing and transport of non-relocation vehicles or equipment, for each and every such NON_STANDARD VEHICLE as directed by PROPERTY OWNER OR AGENT to be removed.
- 16 All fees shall be non-refundable. It is understood that these fees are assessed to partially defray the expense of executing this Agreement and deterring illegally parked or trespassing vehicles by use of warning signs.
- 17 RELOCATOR will indemnify and hold PROPERTY OWNER AND AGENT, its employees and agents, harmless from and against any and all claims, demands, actions, causes of action, proceedings of any kind, orders, decrees, judgements, losses, damages, reasonable expenses (including without limitation attorney's fees and court costs), and other liabilities to the extent arising out of the negligent or unlawful acts or omissions of RELOCATOR, its employees and agents.
- 18 INTENTIONALLY OMITTED.
- 19 INTENTIONALLY OMITTED.
- 20 RELOCATOR will secure and maintain in effect, at its own expense, all licenses, permits or approvals required under applicable law pertaining to its activities under this Agreement. RELOCATOR shall maintain liability, auto, worker's compensation and umbrella coverage in types and amounts acceptable to PROPERTY OWNER OR AGENT naming the PROPERTY OWNER as additional insured.
- 21 This Agreement takes effect upon execution and shall remain in effect until terminated in accordance with provisions herein.
- 22 This Agreement may be terminated by either party only upon ten (10) days written notice, pursuant to the requirements of Section 23 c below, at the addresses shown above.
- 23 General Provisions:
 - a. This Agreement may be amended or otherwise modified only by signed, written agreement of all parties hereto.

- b. This Agreement sets forth the entire, final and exclusive Agreement and understanding of the parties in respect to the matters covered hereby. Neither party has relied on any representations, written or verbal, other than those express written representations made within this Agreement. The parties agree that neither has demanded, offered, collected, received or gives the other anything of value, other than that set forth in this Agreement, concerning the obligations of the parties under this Agreement.
- c. All payments, notices and other correspondence related to this Agreement shall be given to the appropriate party in writing at the address shown above. Such shall be deemed to have been given and effective as follows:
 - I.) When delivered personally, or
 - II.) If mailed, four (4) days after being deposited in the U.S. mail, registered or certified, return receipt requested, to the address shown above, or
 - III.) If deposited with commercial courier for next day delivery, two (2) days after being so deposited.
- d. This Agreement shall be binding upon the successors of the respective parties hereto, including any person or entity that succeeds the PROPERTY OWNER OR AGENT as the property owner or agent.
- e. This Agreement and all disputes hereunder shall be governed by the laws of the State of Illinois. Venue and jurisdiction over all disputes arising under or in connection with this Agreement shall reside in the courts of Cook County, Illinois, and PROPERTY OWNER OR AGENT hereby consents to removal of any proceeding filed elsewhere to the courts of Cook County, Illinois.
- f. The failure of any party at any time to require the performance of any provision of this Agreement shall not affect its right to enforce the provision at a later time. No waiver of any nature, by any party, whether by conduct or otherwise, shall be deemed to be a continuing waiver.

IN WITNESS WHEREOF, the parties have set their hands this 19th day of February 2020.

RELOCATOR:

PROPERTY OWNER OR AGENT:

Printed name

Printed name

Signature

Signature

Title: _____

Title: _____



Morton Grove
Park District

Memorandum

To: Board of Park Commissioners
From: Jeffrey Wait, Executive Director
Date: February 19, 2020
Regarding: Approval of Ordinance #O-02-20

Issue:

The General Use Regulation governing the use of park district facilities needs to be revised to address parking issues at Prairie View Park.

Discussion:

Over the last several months, a local business has been utilizing the parking lot at Prairie View Park for their business purposes. At first, the district was understanding and attempted to work with the business owner. However, they have failed to curb their use of the parking lot after numerous attempts by staff and corporate council to get them to comply.

The Board directed staff to investigate a relocater agreement with a towing company to help enforce parking regulations. To strengthen the district ability to enforce these regulations, Corporate Council has revised the regulations via Ordinance #O-02-20.

Park Board Action:

For the Board of Commissioners to approve Ordinance # O-02-20 amending the General Use Regulations.

ORDINANCE NO. O-02-20

**AN ORDINANCE AMENDING THE MORTON GROVE
PARK DISTRICT GENERAL USE REGULATIONS**

WHEREAS, the Morton Grove Park District ("Park District") previously adopted a Code of General Use Regulations pursuant to Section 8-1(d)-(f) of the Illinois Park District Code, 70 ILCS 1205/8-1(d)-(f) ("General Use Regulations"); and

WHEREAS, on or about March 15, 2012, the Board of Park Commissioners of the Park District ("Park Board") adopted an extensive set of amendments to the General Use Regulations, which are summarized in "Chapter X—Amendments" of the Ordinance, along with various prior and subsequent amendments; and

WHEREAS, since the General Use Regulations were last amended in 2016, various events and circumstances have necessitated their further amendment.

NOW, THEREFORE, BE IT ORDAINED BY THE MORTON GROVE PARK DISTRICT, COOK COUNTY, ILLINOIS, AS FOLLOWS:

SECTION ONE: Incorporation of Recitals. The foregoing recitals are incorporated by reference as though fully set forth herein, and all provisions of this Ordinance shall be construed, interpreted, and enforced in accordance therewith.

SECTION TWO: Amendments to General Use Regulations. The Morton Grove Park District hereby amends its General Use Regulations pursuant to Chapter X thereof, as follows:

A. Chapter V, Section 4— "Parking"

Chapter V, Section 4 titled, "Parking," is hereby amended by the addition of a new subsection "e", which, upon adoption and publication of this Ordinance, shall state as follows:

"No person shall in connection with any property of the District:

e. Park a vehicle for any unauthorized purpose in a zone or area where parking for unauthorized purposes is posted and prohibited. The parking of non-standard vehicles, including but not limited to boats, trailers, semi-trucks or trailers, motorcycles, mopeds, travel trailers, jet skis, or construction vehicles in

a zone or area where parking for unauthorized purposes is posted and prohibited shall constitute a separate and second offense.”

B. Chapter VII, “Enforcement”

Chapter VII titled “Enforcement” is hereby amended by revision to the following sections which, upon adoption and publication of this Ordinance, shall state as follows:

1. Section 1—Police: All sworn peace officers, including, but not by limitation sworn peace officers of the Village of Morton Grove, have the power and are authorized to arrest any persons found in the act of violating any ordinance of the district or rule or regulation thereof or law of the State of Illinois or the United States or ordinance of the Village of Morton Grove, where applicable, and eject said person from any park or portion thereof for violation of any such ordinance, rule, regulation, or statute, in accordance with applicable law.

2. “Section 6—Payment of violations without Court Action:

In case of any violations of an offense deemed minor by the Park District Executive Director, the police officer issuing the violation may not require that the violator appear in court to answer to the offense. In such cases, the violation can be paid by fine without appearance in court within 10 days from the date of issuance of the violation. In such cases, the alleged violator will have the right to request a hearing on the ticketed violation.

Payment as described above shall be made to the Village of Morton Grove. In case of failure to make payments as herein provided, the officer issuing the complaint shall forthwith transmit the complaint to the Clerk of the Circuit Court of Cook County as appropriate. All monies received from issued citations will be retained by the Village of Morton Grove, excepting monies received from citations issued for the illegal parking of “Non-standard Vehicles” as defined in Chapter V, Section 4.”

3. Section 10—Police Reports: A copy of all pages of park police reports written by members of any police department will be provided to the Morton Grove Park District in accordance with applicable law.

SECTION THREE: **Parking Regulation for Prairie View Park Parking Lot.** Pursuant to Chapter VII, Section 8 and Chapter IX of the Park District’s General Use Regulations, the Board of Park Commissioners hereby authorizes the Park District’s Executive Director and his/her staff

designees to regulate vehicle parking at the Prairie View Park Parking Lot and to restrict parking to uses expressly authorized by the Park District. All parking at Prairie View Park Parking lot shall be restricted to individuals engaged in the bona fide use of the Park and its facilities.

SECTION FOUR: **Severability and Repeal of Inconsistent Ordinances.** If any section, paragraph, clause or provision of this Ordinance shall be held invalid, the invalidity thereof shall not affect any of the other provisions of this ordinance. All ordinances in conflict herewith are hereby repealed to the extent of such conflict. The Executive Director shall provide the required summary information concerning this amendment to the General Use Regulations in Chapter X thereof as indicated.

SECTION FIVE: **Effective Date.** This Ordinance shall be in full force and effect immediately after its adoption and publication as required by law.

Roll Call Vote:

Ayes:

Nays:

Absent:

Abstain:

PASSED and APPROVED this 19th day of February 2020.

By: _____
President, Board of Park Commissioners

ATTEST: _____
Secretary, Board of Park Commissioners

STATE OF ILLINOIS)
COOK COUNTY) SS.

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Morton Grove Park District Board of Park Commissioners, Cook County, Illinois, and as such I am the keeper of the records and files of the Board of Park Commissioners of said Park District.

I further certify that the foregoing is a full, true and complete copy of Ordinance No. O-02-20 titled,

AN ORDINANCE AMENDING THE MORTON GROVE PARK DISTRICT GENERAL USE REGULATIONS

adopted at a duly called Regular Meeting of the Board of Park Commissioners of the Morton Grove Park District, held at Morton Grove, Illinois at 6:30 p.m. on the 19th day of February 2020.

I do further certify that the deliberations of the Board on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all the provisions of said Act and said Code and with all the procedural rules of the Board.

IN WITNESS WHEREOF I hereunto affix my official signature at Morton Grove, Illinois, this 19th day of February 2020.

Park District Board Secretary

Board Update & Information

Morton Grove Park District

UPDATE & INFORMATION

February 19, 2020

1 RECREATION AND PROGRAMMING REPORT – SUE BRAUBACH

General/Special Events

- Staff attended the IAPD/IPRA Soaring to New Heights Conference at the Hyatt Regency Chicago January 23rd – 25th. This was a great development opportunity and staff is excited to apply what they learned.
- The Daddy Daughter Dance was held on February 7th. There were 51 couples in attendance.
- The 6th annual Cold Brews event will be held at the Morton Grove Civic Center on February 15th from 3:00-6:00 pm. Entertainment will be provided by the band 'Frank and Dave'. Joseph Mullarkey Distributors has generously agreed to participate again this year. There will be beers from 12 different breweries available for sampling. As of February 10th, we have sold 31 tickets. We anticipate that ticket sales will increase on the day of the event.
- Family Fun Night was held on January 31st from 6:30-8:30 pm at PVCC. Participants enjoyed games, crafts and popcorn as well as sports activities provided by Hot Shots Sports, MGBSA and a performance by the Traveling World of Reptiles. Approximately 44 people were in attendance including children and their family.
- We hosted the PDRMA PATH on-site biometric screening on February 11th. The PATH program is a great opportunity which benefits eligible employees to earn incentives and maintain a healthy lifestyle.

- Upcoming Events:

○ Feb 14	Hot Cocoa Social	4:30-6:00pm	PVCC
○ Feb 15	Cold Brews	3:00-6:00pm	MG Civic Center
○ Feb 21	Indoor Drive-In Movie	6:30-8:30pm	PVCC
○ Mar 6	Hot Cocoa Social	4:30-6:00pm	PVCC
○ Mar 17	Clover Hunt	4:00-5:00pm	PVCC
○ Mar 19	Adult Trivia Night	6:30-9:00pm	MG Civic Center
○ Mar 27	Mom and Son	6:30-8:30pm	PVCC

- In December and January, we offered a one-month fitness special. There were 36 people who took advantage of this discounted membership. We also offered a free 2-week trial membership at the end of January and 18th took advantage of that promotion.
- New Fitness membership fees went into effect January 1st. Fees were raised 3 percent.
- A new piece of equipment, the Max Trainer has been in our club for the last 2 weeks. Comments have been very favorable, so we have moved forward to purchase this piece for our members.
- Club Fitness will be closed on March 10th and 11th for a deep cleaning and preventative maintenance on all equipment.

Club Fitness Updates	January 2020	January 2019
Fitness Club Members (as of 1/31)	1419	1061
Open Gym Check-in	243	272
Membership Renewal/Sales	141	125

Athletics

- The Xcel Gold team finished in 4th place in the St. Valentines Gymnastics Meet
- There are 109 gymnasts enrolled in the spring session. Classes do not begin until April and are expected to fill by the time the session starts.
- There were 25 gym rentals in January, up from 18 last year.
- We will be offering 2 basketball classes on Monday and Wednesday (in addition to our Tuesday volleyball class) at Edison school this Spring, led by in house staff.
- Affiliates and outside groups are starting to submit field rental requests for the spring and summer.

Seniors/Cultural Arts/Adults/Teens

- Elizabeth Hoyt passed her CPRP exam.
- Dog Training classes began the winter session with 17 participants.
- The winter session of Piano with Kevin Cline began Monday, February 10th with all 27 of his classes filled.
- Guitar classes began on Monday, February 10 with four students enrolled.
- The following bands have been booked for the Summer Concert Series:
 - Tuesday, June 16- Summer Kickoff- Hello Weekend
 - Tuesday, June 23- Serendipity
 - Tuesday, June 30- TBA
 - Tuesday, July 7- Bopology
 - Tuesday, July 14- Jolly Ringwalds
 - Tuesday, July 21- Soda
 - Thursday, July 30-Car Show- Cadillac Groove
 - Tuesday, August 11- Wild Daisy
 - Tuesday, August 18- Back to School Bash- Sushi Roll
- Starbound Dance Company attended the "Dance Idol" competition/convention at the Des Plaines Park District January 31st - February 2nd. All dancers received bronze Awards.
- The dancers will compete at the Wilmette Park District "Stars of Dance" competition on February 21st and 22nd. They are holding additional rehearsals on Monday, February 17th to prepare for the competition.
- We are offering several drop-in programs for seniors throughout February and March.
 - Tuesdays- Card Club
 - Fridays- Game Day
 - Wednesday, February 19- Viewing of "Judy"
 - Wednesday, February 26- Bunco
 - Wednesday, March 18- Viewing of "Yesterday"
 - Wednesday, March 25- Scrabble and Boggle

Camps/Pre-School/Kinder Odyssey

- Preschool registration began on January 27th. There are currently 46 students enrolled in the 2020-21 preschool programs.
- Preschool Open House was held on February 1st. Parents were able to go to the preschool classrooms, see how they are set up, what the daily schedule looks like and what the children learn. The teachers were available to answer questions as well.
- There are 11 registrations for the 2019-20 Kinder Odyssey program.

Aquatics/Gap/B4 School/BASE

- The hiring process for the aquatic staff has started. To date, two new lifeguards have been hired. Even with Harrer not opening, we are looking for approximately 25 more lifeguards this summer.
- Upcoming Gap days are:
 - o February 17 Enchanted Castle
 - o February 18 PVCC
 - o March 6 PVCC
 - o March 23 Lego Land
 - o March 24 Nickle City
 - o March 25 The Zone
 - o March 26 Bulls Sox Academy
 - o March 27 Rock Your Beats @ PVCC

Marketing

- Photos from the Daddy Daughter Dance have been posted on Facebook.
- Final eblasts and Social media posts for Cold Brews will go out February 14th. Lou Malnati's will be on site providing free tastings the day of the event.
- Work begins on the Summer Activity Guide. The first routing to staff is March 9th. The brochure goes to the printer March 18th. Activity guides will be in the mail April 2nd.
- Sponsorship commitments for summer events are due to marketing by March 26th.
- Morton Grove Park District February news is up on all school district websites. (District 63,67,69 and District 70 includes in an email sent out to parents.
- Harrer Pool Referendum -Social Media Posts are going out as scheduled. Average reach 440 to 1.6 K.
- Referendum postcards were mailed February 3rd.
- Referendum Signs were posted at the following MGPD sites; Harrer Park, Harrer Park north end of Park, PVCC, and Austin Park. Additional signage to be delivered to the village tomorrow, set to be installed by weekend at three sites (Dempster & Central, Lincoln & Lehigh, and Golf & Harms). Additional banners will go up at the west side of Hynes School property.

2 FINANCE DEPARTMENT REPORT - MARTY O'BRIEN

- All qualifying park board commissioners and staff will be receiving their ethics statement. Please complete and return this survey as soon as possible.
- The Park District received the GFOA award for excellence in financial reporting for the 2018 CAFR.
- Updated the District records with the bond rating service, Moody's.
- The District switched its electricity provider from Direct Energy to Aggressive Energy.
- The Cook County Clerk confirmed the Harrer Pool Referendum will be published in the March 9th addition of the local paper.
- We are working on a new marketing agreement with Fifth Third Bank.

3 HUMAN RESOURCES & RISK MANAGEMENT REPORT— LAURA KEE

- An offer was extended and accepted for the Parks Maintenance 1 position. Keith Mickie will start on February 25th.
- Second interviews will be conducted for the Recreation Supervisor at the end of this week.
- In the next week we will start interviewing for the Foreman and Registration positions.
- We have posted for summer seasonal positions.
- There were zero workers compensation claim.
- Fun Fridays will be held on the last Friday of the month, during this time we will also be conducting trainings for staff.
- There are eight rentals scheduled for the month of February.

4 PARKS AND MAINTENANCE REPORT —KEITH GORCZYCA

- A proposal from Great Lakes Urban Forestry Management was received for the park district tree inventory. A majority of the expense for the inventory will be covered by the tree grant we received from the Morton Arboretum.
- John and Keith attended the IPRA annual conference, attending informative educational sessions department related.
- Interviews for the open Parks I position were completed. An offer was extended to Keith Mickie with a February 25th anticipated start date.
- The new van for the recreation department was ordered through the Illinois State Bid Process.
- Sanding and refinishing of the stairwell in the museum was completed.
- The Palm room at Oriole pool was painted.
- The ice rink was opened for only a couple of days this season so far. The mild winter has not cooperated with decent ice this season.
- The floor in the Kinder Odyssey room was stripped and waxed.
- We recycled an entire truck load of fluorescent light bulbs and ballasts.
- Work is underway on reconditioning the park signs for Prairie View Park.

- Routine maintenance items this month included: tree trimming, park amenity repairs vehicle and equipment repairs, park sign repairs, snow and ice control, facility cleaning, monthly inspections and fire extinguisher inspections and recharging.