

# Morton Grove Park District

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

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Board Meeting  
January 20, 2021 at 6:30pm  
Agenda  
Via Zoom-Meeting ID: 817 9321 1997  
Contact Jeff Wait at [jwait@mgparks.com](mailto:jwait@mgparks.com)  
for the password

- 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 16, 2020 Budget and taxation Hearing and Board Meeting
  - b. **Approval of Financial Reports**
    - 1. Cash Summary and Revenue Report Dated December 31, 2020
    - 2. Invoice Distribution Report ending December 31, 2020 in the amount of \$696,286.66
- 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**
    - I. **Action Item:** Approved Vendor List
    - II. **Action Item:** Transfer of Appropriation funds
- XI. Public Comment on Non-Agenda Items
- XII. **Commissioner Comments:** Commissioner Schmidt, Epperson, Khan, Minx, and White
- XIII. 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 20, 2021 – 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 December 16, 2020

### **And the Financial Reports which include:**

- Cash Summary and Revenue and Expenditure Report dated December 31, 2020
- The Invoice Distribution Report ending December 31, 2020 in the amount of \$696,286.66

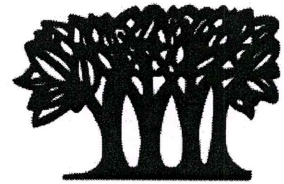
## Approval of Minutes

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# Morton Grove Park District

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

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**MORTON GROVE  
PARK DISTRICT**

Board Meeting Minutes  
December 16, 2020  
Held at the Prairie View Community Center

## Truth in Taxation

- I. **Call Hearing to Order:** Commissioner White called the meeting to order at 6:30pm.
- II. **Roll Call: Commissioners Present:** Erica Epperson, Mazhar Khan, Paul Minx, and Keith White  
  
Commissioner White made a motion, seconded by Commissioner Minx to allow Commissioner Schmidt to attend the meeting electronically. **Ayes: Commissioner Epperson, Khan, Minx, and White Nays: 0 Motion carried.**  
  
Steve Schmidt present virtually.  
  
**Staff Present:** Jeffrey Wait, Executive Director; Marty O'Brien, Superintendent of Finance; Sue Braubach, Superintendent of Recreation and Keith Gorczyca, Superintendent of Parks and Facilities  
  
**Attorney Present:** None
- III. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
- IV. **Explanation of Hearing: Tax Levy:** Director Wait stated the Truth in Taxation law requires a taxing district to compare the amount of its proposed aggregate property tax levy to the amount of taxes extended for the district in the prior year. Wait noted that Morton Grove Park District's tax levy for 2020 is almost 32% greater than the previous year. Wait explained the majority of this increase was attributed to the voter approved rate increase referendum passed last March to fund the construction of Harrer Pool.
- V. **Public Comment:** None.
- VI. **Adjournment:** Commissioner White made a motion, seconded by Commissioner Khan to adjourn the meeting. **Ayes: Commissioner Khan, Minx, Schmidt, White, and Epperson. Nays: 0. Motion carried.**

Meeting ended at approximately 6:33pm

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Board President, Keith White

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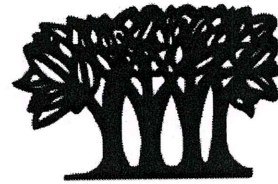
Board Secretary, Jeffrey Wait



# Morton Grove Park District

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

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**MORTON GROVE  
PARK DISTRICT**

Board Meeting Minutes  
December 16, 2020  
Held at the Prairie View Community Center

## Budget & Appropriation Public Hearing

- I. **Call Hearing to Order:** Commissioner White called the meeting to order at 6:33pm.
- II. **Roll Call: Commissioners Present:** Paul Minx, Steve Schmidt (present virtually), Keith White, Erica Epperson, and Mazhar Khan
- III. **Explanation of Hearing: Budget & Appropriation:** Director Wait explained the park district must pass and file with the Cook County clerk a combined annual budget and appropriation ordinance in order to levy property taxes. Wait noted that the ordinance is first prepared in tentative form and the document is made available to the public for 30 days. The 2021 budget was presented to the public November 11, 2020.
- IV. **Public Comment:** None.
- V. **Adjournment:** Commissioner White made a motion, seconded by Commissioner Minx to adjourn the meeting. **Ayes: Commissioner Schmidt, White, Epperson, Khan, and Minx. Nays: 0. Motion carried.**

**Meeting ended at approximately 6:36pm**

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Board President, Keith White

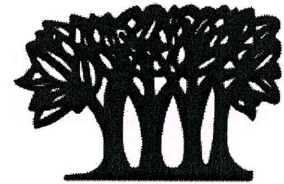
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Board Secretary, Jeffrey Wait

# Morton Grove Park District

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

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**MORTON GROVE  
PARK DISTRICT**

Minutes of the 830<sup>th</sup>

Board Meeting

December 16, 2020

Held at the Prairie View Community Center

- I. Roll Call:** Commissioner White called the meeting to order at 6:36pm.
- Commissioners Present:** Keith White, Erica Epperson, Mazhar Khan, Paul Minx, and Steve Schmidt (present virtually).
- 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 Epperson, to approve:
- The minutes of the Board Meeting held on November 11, 2020
  - The Financial Reports:
    - The Cash Summary and Revenue and Expenditure Report dated November 30, 2020
    - The Invoice Distribution Report ending November 30, 2020 in the amount of \$1,695,418.66
- Ayes:** Commissioner Epperson, Schmidt, Khan, Minx, Schmidt, and White. **Nays:** 0. Motion carried.
- V. Director's Report:** Director Wait stated that the district's Pop-Up Santa Stop is Saturday December 19<sup>th</sup>. Wait also mentioned that the district is waiting for some permit approvals from the Illinois Department of Public Health for the Harrer Pool project, but hopes to get those approvals by the end of the week. The district is still under Tier three of the state's mitigation guidelines. This has had a drastic effect of what the district has been able to provide to the community. However, with the vaccine becoming available, the district hopes that normalcy will soon be on the horizon. Wait wished the board and staff Happy Holidays and a safe New Year.
- VI. Attorney Report:** None.
- VII. Village Liaison Report:** None
- VIII. Department Head Reports:** Superintendent Gorczyca explained that the demolition of Harrer Pool is now complete. The excavator was on site installing the stabilized entrances. Gorczyca stated that the Village of Morton Grove Public Works Department installed a new water main which will service the new pool and the museum. Gorczyca noted that the concrete work for the Austin Park renovation is complete, and the playground equipment is scheduled for delivery the week of December 13<sup>th</sup>.

Superintendent Braubach noted that the district has had a lot of holiday events including Letters to Santa, Calls from the North Pole, Santa Stocking Delivery, Santa's Paw pals photo competition, and The Gingerbread House Workshop Competition. Braubach stated the district has switched to virtual fitness classes and they are going well. In addition, all hotshot, dance, and pre-school classes have switched to virtual as well.

Superintendent O'Brien stated that the finance department has been working on year end paper work. This includes w-2's, closing out the budget, and closing out the property taxes. In addition, the finance department has been working on updating employee records and preparing the forms for the Affordable Care Act.

**IX. New Business:**

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

**Budget & Appropriation Ordinance:** Commissioner Minx made a motion, seconded by Commissioner Epperson to review and approve Ordinance #O-10-20 adopting the combined annual budget and appropriation of funds for the Morton Grove Park District for the period of January 1, 2021 to December 31, 2021 **Ayes: Commissioner Khan, Minx, Schmidt, White, and Epperson. Nays: 0. Motion carried.**

**Tax Levy Ordinance:** Commissioner Minx made a motion, seconded by Commissioner Khan to approve the Property Tax Levy Ordinance #O-11-20 **Ayes: Commissioner Schmidt, White, Epperson, Khan, and Minx Nays: 0. Motion carried.**

**Tax Extension Resolution:** Commissioner Minx made a motion, seconded by Commissioner Epperson that the Morton Grove Park Board approve the Morton Grove Park District 2020 Tax Extension Resolution #R-08-20. **Ayes: Commissioner Epperson, Khan, Minx, Schmidt, and White. Nays: 0. Motion carried.**

**Full-Time Salary Ranges:** Commissioner Minx made a motion, seconded by Commissioner Khan that the Morton Grove Park Board approve the changes to the full-time salary ranges effective 2021-22. **Ayes: Commissioner Khan, Minx, Schmidt, White, and Epperson. Nays: 0. Motion carried.**

**Interfund Line-Item Transfers:** Commissioner Minx made a motion, seconded by Commissioner Epperson to authorize the attached budget transfers in the amount of \$151,125. **Ayes: Commissioner Minx, Schmidt, White, Epperson and Khan. Nays: 0. Motion carried.**

**Telecommuting Policy:** Commissioner Minx made a motion, seconded by Commissioner White to approve the telecommuting policy. **Ayes: Commissioner Schmidt, White, Epperson, White, and Minx. Nays: 0. Motion carried.**

**Executive Director Employment Contract:** Commissioner Minx made a motion, seconded by Commissioner Epperson to approve the employment contract for the Executive Director.  
**Ayes: Commissioner White, Epperson, White, Minx, and Schmidt. Nays: 0. Motion carried.**

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

**XI. Commissioner Comments:**

**Commissioner Schmidt:** None.

**Commissioner Epperson:** Thanked the staff and everyone for doing a great job during these difficult times.

**Commissioner Khan:** Thanked Director Wait for accepting his contract renewal. Also thanked all department heads.

**Commissioner Minx:** Thanked entire staff for doing a great job during these crazy times. Wished everyone a Happy Holiday season and a Happy New Year.

**Commissioner White:** Extended a Happy Holiday to everyone and thanked all staff.

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

Meeting ended at approximately 7:30pm.

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Board President, Keith White

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Board Secretary, Jeffrey Wait

# Financials

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



FROM 12/01/2020 TO 12/31/2020

FUND: ALL FUNDS  
CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 12/01/2020	Total Debits	Total Credits	Ending Balance 12/31/2020
01	CORPORATE	609,526.67	34,525.91	106,244.47	537,808.11
02	RECREATION	585,808.83	25,369.75	75,280.11	535,898.47
15	MUSEUM	12,896.57	245.84	1,248.72	11,893.69
20	I.M.R.F.	204,368.67	35.34	16,122.20	188,281.81
22	F.I.C.A.	156,364.56	28.54	7,896.85	148,496.25
25	BOND & INTEREST	34,359.05	133.56	0.00	34,492.61
30	LIABILITY INSURANCE	61,674.11	165.00	8,152.69	53,686.42
35	SPECIAL RECREATION	519,743.76	209.73	167.50	519,785.99
70	CAPITAL IMPROVEMENTS	17,164,754.91	354,977.00	1,002,475.60	16,517,256.31
99	PAYROLL CLEARING FUND	53,810.08	84,748.04	138,558.12	0.00
TOTAL - ALL FUNDS		19,403,307.21	500,438.71	1,356,146.26	18,547,599.66



PERIOD ENDING 12/31/2020

GL NUMBER	DESCRIPTION	2020		YTD BALANCE 12/31/2020		ACTIVITY FOR MONTH 12/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE		% BDGT USE
		AMENDED BUDGET		NORMAL (ABNORMAL)			NORMAL (ABNORMAL)		
Fund 01 - CORPORATE									
Fund 01 - CORPORATE:									
TOTAL REVENUES		1,523,309.00		1,472,830.14		26,366.12		50,478.86	96.69
TOTAL EXPENDITURES		1,523,309.00		1,372,888.67		106,731.44		150,420.33	90.13
NET OF REVENUES & EXPENDITURES		0.00		99,941.47		(80,365.32)		(99,941.47)	100.00
Fund 02 - RECREATION									
Fund 02 - RECREATION:									
TOTAL REVENUES		2,319,192.00		1,030,263.45		221,025.72		1,288,928.55	44.42
TOTAL EXPENDITURES		2,319,192.00		1,196,311.39		79,864.10		1,122,880.61	51.58
NET OF REVENUES & EXPENDITURES		0.00		(166,047.94)		141,161.62		166,047.94	100.00
Fund 05 - POLICE									
Fund 05 - POLICE:									
TOTAL REVENUES		11,000.00		4,000.00		0.00		7,000.00	36.36
TOTAL EXPENDITURES		11,000.00		4,652.50		0.00		6,347.50	42.30
NET OF REVENUES & EXPENDITURES		0.00		(652.50)		0.00		652.50	100.00
Fund 15 - MUSEUM									
Fund 15 - MUSEUM:									
TOTAL REVENUES		20,000.00		10,000.00		0.00		10,000.00	50.00
TOTAL EXPENDITURES		20,000.00		12,854.76		1,099.81		7,145.24	64.27
NET OF REVENUES & EXPENDITURES		0.00		(2,854.76)		(1,099.81)		2,854.76	100.00
Fund 20 - I.M.R.F.									
Fund 20 - I.M.R.F.:									
TOTAL REVENUES		250,000.00		251,882.31		35.34		(1,882.31)	100.75
TOTAL EXPENDITURES		250,000.00		217,673.00		16,122.20		32,327.00	87.07
NET OF REVENUES & EXPENDITURES		0.00		34,209.31		(16,086.86)		(34,209.31)	100.00
Fund 22 - F.I.C.A.									
Fund 22 - F.I.C.A.:									
TOTAL REVENUES		200,000.00		205,425.97		28.54		(5,425.97)	102.71
TOTAL EXPENDITURES		200,000.00		117,994.14		7,896.85		82,005.86	59.00
NET OF REVENUES & EXPENDITURES		0.00		87,431.83		(7,868.31)		(87,431.83)	100.00
Fund 25 - BOND & INTEREST									
Fund 25 - BOND & INTEREST:									
TOTAL REVENUES		985,000.00		976,657.01		133.56		8,342.99	99.15
TOTAL EXPENDITURES		985,000.00		963,885.02		0.00		21,114.98	97.86
NET OF REVENUES & EXPENDITURES		0.00		12,771.99		133.56		(12,771.99)	100.00
Fund 30 - LIABILITY INSURANCE									
Fund 30 - LIABILITY INSURANCE:									
TOTAL REVENUES		105,000.00		110,000.00		0.00		(5,000.00)	104.76
TOTAL EXPENDITURES		105,000.00		146,358.75		15,473.88		(41,358.75)	139.39
NET OF REVENUES & EXPENDITURES		0.00		(36,358.75)		(15,473.88)		36,358.75	100.00
Fund 35 - SPECIAL RECREATION									
Fund 35 - SPECIAL RECREATION:									
TOTAL REVENUES		327,000.00		329,961.40		42.23		(2,961.40)	100.91
TOTAL EXPENDITURES		327,000.00		133,052.05		0.00		193,947.95	40.69
NET OF REVENUES & EXPENDITURES		0.00		196,909.35		42.23		(196,909.35)	100.00

REVENUE AND EXPENDITURE REPORT FOR MORTON GROVE PARK DISTRICT

PERIOD ENDING 12/31/2020

GL NUMBER	DESCRIPTION	2020		YTD BALANCE 12/31/2020		ACTIVITY FOR MONTH 12/31/2020		AVAILABLE BALANCE		% BDGT USED
		AMENDED BUDGET		NORMAL (ABNORMAL)		INCREASE (DECREASE)	NORMAL (ABNORMAL)			
Fund 40 - AUDIT										
Fund 40 - AUDIT:										
TOTAL REVENUES		15,800.00		16,000.00		0.00		(200.00)		101.27
TOTAL EXPENDITURES		15,800.00		15,700.00		0.00		100.00		99.37
NET OF REVENUES & EXPENDITURES		0.00		300.00		0.00		(300.00)		100.00
Fund 70 - CAPITAL IMPROVEMENTS										
Fund 70 - CAPITAL IMPROVEMENTS:										
TOTAL REVENUES		1,100,000.00		14,029,437.10		0.00		(12,929,437.10)		1,275.40
TOTAL EXPENDITURES		1,100,000.00		2,346,295.80		661,794.23		(1,246,295.80)		213.30
NET OF REVENUES & EXPENDITURES		0.00		11,683,141.30		(661,794.23)		(11,683,141.30)		100.00
TOTAL REVENUES - ALL FUNDS										
TOTAL EXPENDITURES - ALL FUNDS		6,856,301.00		18,436,457.38		247,631.51		(11,580,156.38)		268.90
NET OF REVENUES & EXPENDITURES		0.00		6,527,666.08		888,982.51		328,634.92		95.21
				11,908,791.30		(641,351.00)		(11,908,791.30)		100.00

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INVOICE GL DISTRIBUTION REPORT FOR MORTON GROVE PARK DISTRICT  
INVOICE ENTRY DATES 12/01/2020 - 12/31/2020  
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Page: 1/6

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Check 313031					
02-33-554100	CONTRACTUAL SERVICES-AGREE COLLEY ELEVATOR CO.		ELEVATOR MAINTENANCE	204.00	313031
	Total For Check 313031			204.00	
Check 313032					
02-33-540110	UTILITIES-ELECTRICTY	COMED	DECEMBER BILL FOR 8830 OAK	35.49	313032
	Total For Check 313032			35.49	
Check 313033					
70-10-586116	EXP MISC.- BALL FIELDS REN CONSERV FS		TURFACE FOR BASEBALL FIELD	4,155.02	313033
	Total For Check 313033			4,155.02	
Check 313034					
70-10-586100	EXP MISCELLANEOUS-PVCC GEN CRNE'S ENVIRONMENTAL CONTR INSTALL NEW CIRCULATOR PUM			7,914.00	313034
	Total For Check 313034			7,914.00	
Check 313035					
70-10-586116	EXP MISC.- BALL FIELDS REN D&R TRUCKING COMPANY		CARTAGE CHARGES FOR DELIVE	500.00	313035
	Total For Check 313035			500.00	
Check 313036					
01-20-554100	CONTRACTUAL SERVICES-AGREE GROOT, INC.		GARBAGE SERVICE AT MIANTEN	773.38	313036
02-33-552300	CONTRACT SVCS-CONTRACTUAL GROOT, INC.		GARBAGE SERVICE AT PVCC	489.08	313036
	Total For Check 313036			1,262.46	
Check 313037					
01-20-520225	MATRL-SUPP-R & R - VEHICLE GROVER FABRICATION AND WEL REPAIR CURVED BRACKET			100.00	313037
	Total For Check 313037			100.00	
Check 313038					
30-10-582650	EXP MISC.-SAFTY TRAIN & SU LOW VOLTAGE WORKS, INC.		MONTHLY ALARM MONITORING A	105.00	313038
	Total For Check 313038			105.00	
Check 313039					
02-06-490711	PROGRAM FEES REV-PRE SCHOO LYDIA YOO		PREK REFUND	399.38	313039
	Total For Check 313039			399.38	
Check 313040					
02-33-520312	MATERIALS AND SUPPLIES-JAN MENARD'S		PVCC MAINTENENCE AND SUPPL	14.33	313040
02-33-560200	EQUIPMENT-NEW EQUIP - MAIN MENARD'S		PVCC MAINTENENCE AND SUPPL	11.97	313040
02-33-570200	BUILDING & LANDSCAPE-BUILD MENARD'S		PVCC MAINTENENCE AND SUPPL	95.34	313040
	Total For Check 313040			121.64	
Check 313041					
70-10-586170	EXP MISCELLANEOUS-HARRER P MIDWEST WRECKING CO		NICOR FEES TO SHUT OFF NAT	1,507.51	313041
	Total For Check 313041			1,507.51	
Check 313042					
30-10-532610	INSURANCE-PROPERTY & GENER PARK DISTRICT RISK MANAGEM GENERAL LIABILITY FOR NOVE			4,104.22	313042
30-10-532615	INSURANCE-EMPLOYMENT PRACT PARK DISTRICT RISK MANAGEM GENERAL LIABILITY FOR NOVE			569.55	313042
30-10-532630	INSURANCE-WORKERS COMP	PARK DISTRICT RISK MANAGEM GENERAL LIABILITY FOR NOVE		2,725.02	313042
	Total For Check 313042			7,398.79	
Check 313043					
01-10-540120	UTILITIES-HEATING FUEL	SYMMETRY ENERGY SOLUTIONS	NATURAL GAS SERVICE FOR TH	179.28	313043
02-10-540120	UTILITIES-HEATING FUEL	SYMMETRY ENERGY SOLUTIONS	NATURAL GAS SERVICE FOR TH	35.69	313043
02-22-540120	UTILITIES-HEATING FUEL	SYMMETRY ENERGY SOLUTIONS	NATURAL GAS SERVICE FOR TH	168.01	313043
02-33-540120	UTILITIES-HEATING FUEL	SYMMETRY ENERGY SOLUTIONS	NATURAL GAS SERVICE FOR TH	515.71	313043
15-10-540120	UTILITIES-HEATING FUEL	SYMMETRY ENERGY SOLUTIONS	NATURAL GAS SERVICE FOR TH	12.91	313043
	Total For Check 313043			911.60	
Check 313044					
01-10-540150	UTILITIES-TELEPHONE	VERIZON WIRELESS	OCTOBER PHONE BILL	295.19	313044
02-10-540150	UTILITIES-TELEPHONE	VERIZON WIRELESS	OCTOBER PHONE BILL	295.18	313044
	Total For Check 313044			590.37	
Check 313045					
70-10-586170	EXP MISCELLANEOUS-HARRER P WILLIAMS ASSOCIATES ARCHIT ARCHITECT SERVICES FOR HAR			44,491.02	313045



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INVOICE GL DISTRIBUTION REPORT FOR MORTON GROVE PARK DISTRICT  
INVOICE ENTRY DATES 12/01/2020 - 12/31/2020  
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Page: 2/6

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Check 313045					
Total For Check 313045				44,491.02	
Check 313048					
01-20-520400	MATRL-SUPP-SUPPLIES - TOOL	ARLINGTON POWER EQUIPMENT	12 SNOW SHOVELS	219.90	313048
01-20-520500	MATRL-SUPP-SUPPLIES - GAS	ARLINGTON POWER EQUIPMENT	12 SNOW SHOVELS	63.36	313048
Total For Check 313048				283.26	
Check 313049					
70-10-586114	EXP MISCELLANEOUS-PARKS GE	BILL'S PLUMBING & SEWER, I	REPAIR SEWER AT HARRER PAR	5,970.00	313049
Total For Check 313049				5,970.00	
Check 313050					
01-20-520312	MATERIALS AND SUPPLIES-JAN	MENARD'S	FENCE REPAIR	9.47	313050
01-20-520321	MATRL AND SUPP-MAINT. - MA	MENARD'S	OIL FOR POOL PUMPS	22.47	313050
01-20-520400	MATRL-SUPP-SUPPLIES - TOOL	MENARD'S	BUNGEE CORDS AND TARP STRA	56.24	313050
01-20-520500	MATRL-SUPP-SUPPLIES - GAS	MENARD'S	OIL FOR 2 CYCLE ENGINES	10.74	313050
01-20-570400	BLDG-LANDSCAPE-TREES-SHRUB	MENARD'S	MULCH FOR NEW MANSIFIELD P	5.98	313050
Total For Check 313050				104.90	
Check 313051					
01-20-520325	MATRL-SUPP-MAINT. - MAT'LS	NAPA	FUEL TREATMENT FOR CARAVAN	86.33	313051
Total For Check 313051				86.33	
Check 313052					
01-20-554100	CONTRACTUAL SERVICES-AGREE	POWER EQUIPMENT LEASING	HI LIFT VEHICLE LIFT INSPE	495.00	313052
Total For Check 313052				495.00	
Check 313053					
01-20-520325	MATRL-SUPP-MAINT. - MAT'LS	SAFETY KLEEN	PRM SOLVENT	313.21	313053
Total For Check 313053				313.21	
Check 313054					
02-33-554100	CONTRACTUAL SERVICES-AGREE	COLLEY ELEVATOR CO.	ELEVATOR INSPECTION	204.00	313054
Total For Check 313054				204.00	
Check 313055					
02-32-554200	CONTRACT SVCS-AGREEMENTS -	COMCAST CABLE	MONTHLY CABLE BILL	40.90	313055
Total For Check 313055				40.90	
Check 313056					
01-10-551120	CONTRACT SVCS-LEGAL - EXTR	ROBBINS SCHWARTZ	LEGAL SERVICES FOR THE PER	4,665.00	313056
Total For Check 313056				4,665.00	
Check 313057					
01-10-540130	UTILITIES-WATER	VILLAGE OF MORTON GROVE	MONTHLY WATER BILLS	23.92	313057
02-10-540130	UTILITIES-WATER	VILLAGE OF MORTON GROVE	MONTHLY WATER BILLS	47.84	313057
02-22-540130	UTILITIES-WATER	VILLAGE OF MORTON GROVE	MONTHLY WATER BILLS	23.92	313057
02-33-540130	UTILITIES-WATER	VILLAGE OF MORTON GROVE	MONTHLY WATER BILLS	95.68	313057
Total For Check 313057				191.36	
Check 313059					
02-32-552300	CONTRACT SVCS-CONTRACTUAL	WELLBEATS	WELLBEATS MEMBERSHIP	249.00	313059
Total For Check 313059				249.00	
Check 313060					
70-10-586170	EXP MISCELLANEOUS-HARRER P	ILLINOIS DEPT. OF PUBLIC	HARRER POOL LOG # 188-2020	2,000.00	313060
Total For Check 313060				2,000.00	
Check 313061					
30-10-582650	EXP MISC.-SAFTY TRAIN & SU	ADAM BAHR	SAFETY SHOES FOR 2020	150.00	313061
Total For Check 313061				150.00	
Check 313062					
02-32-554200	CONTRACT SVCS-AGREEMENTS -	COMCAST CABLE	DECEMBER BILL FOR CABLE SE	581.87	313062
Total For Check 313062				581.87	
Check 313063					
70-10-586100	EXP MISCELLANEOUS-PVCC GEN	CRNE'S ENVIRONMENTAL CONTR	REPLACEMENT OF PUMPS AT PV	4,960.00	313063

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INVOICE GL DISTRIBUTION REPORT FOR MORTON GROVE PARK DISTRICT  
INVOICE ENTRY DATES 12/01/2020 - 12/31/2020  
JOURNALIZED  
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Page: 3/6

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Check 313063					
Total For Check 313063				4,960.00	
Check 313064					
70-10-586450	EXP MISCELLANEOUS-CLUB FIT DIRECT FITNESS SOLUTIONS,		NEW FITNESS EQUIPMENT FOR	13,420.00	313064
Total For Check 313064				13,420.00	
Check 313065					
01-10-520110	MATRL AND SUPP-OFFICE EXP FIFTH THIRD BANK		CREDIT CARD BILLS FOR DECE	262.19	313065
01-10-552200	CONTRACT SVCS-FRAMEWORK IT FIFTH THIRD BANK		CREDIT CARD BILLS FOR DECE	5,541.36	313065
01-10-560800	EQUIPMENT-NEW EQUIP - COMP FIFTH THIRD BANK		CREDIT CARD BILLS FOR DECE	22.99	313065
01-10-581250	EXP MISCELLANEOUS-BUSINESS FIFTH THIRD BANK		CREDIT CARD BILLS FOR DECE	35.86	313065
01-10-581400	EXP MISCELLANEOUS-DUES & S FIFTH THIRD BANK		CREDIT CARD BILLS FOR DECE	14.99	313065
02-06-593711	PROGRAM SUPPLIES-PRE SCHOO FIFTH THIRD BANK		CREDIT CARD BILLS FOR DECE	91.71	313065
02-07-593825	PROGRAM SUPPLIES-BASE FIFTH THIRD BANK		CREDIT CARD BILLS FOR DECE	9.78	313065
02-08-593946	PROGRAM SUPPLIES-SANTA STO FIFTH THIRD BANK		CREDIT CARD BILLS FOR DECE	313.52	313065
02-08-593952	GINGERBREAD HOUSE FIFTH THIRD BANK		CREDIT CARD BILLS FOR DECE	81.70	313065
02-10-581400	EXP MISCELLANEOUS-DUES & S FIFTH THIRD BANK		CREDIT CARD BILLS FOR DECE	14.75	313065
02-10-581500	EXP MISCELLANEOUS-UNIFORMS FIFTH THIRD BANK		CREDIT CARD BILLS FOR DECE	277.93	313065
02-10-589110	EXP MISC.-MARKETING SPECIA FIFTH THIRD BANK		CREDIT CARD BILLS FOR DECE	257.98	313065
02-32-520335	MATERIALS AND SUPPLIES-SUP FIFTH THIRD BANK		CREDIT CARD BILLS FOR DECE	149.90	313065
02-32-520370	MATRL AND SUPP-SUPPLIES - FIFTH THIRD BANK		CREDIT CARD BILLS FOR DECE	24.99	313065
02-32-554200	CONTRACT SVCS-AGREEMENTS - FIFTH THIRD BANK		CREDIT CARD BILLS FOR DECE	810.63	313065
02-35-554100	CONTRACTUAL SERVICES-AGREE FIFTH THIRD BANK		CREDIT CARD BILLS FOR DECE	567.69	313065
02-35-554405	CONTRACTUAL SERVICES-PUBLI FIFTH THIRD BANK		CREDIT CARD BILLS FOR DECE	942.36	313065
15-10-520110	MATRL AND SUPP-OFFICE EXP FIFTH THIRD BANK		CREDIT CARD BILLS FOR DECE	29.97	313065
30-10-582650	EXP MISC.-SAFTY TRAIN & SU FIFTH THIRD BANK		CREDIT CARD BILLS FOR DECE	4.70	313065
70-10-586170	EXP MISCELLANEOUS-HARRER P FIFTH THIRD BANK		CREDIT CARD BILLS FOR DECE	11,000.00	313065
70-10-586200	EXP MISC.-CORPORATE COMPUT FIFTH THIRD BANK		CREDIT CARD BILLS FOR DECE	3,169.96	313065
Total For Check 313065				23,624.96	
Check 313066					
02-33-520312	MATERIALS AND SUPPLIES-JAN GRAINGER		JANITORIAL SUPPLIES FOR PV	1,346.12	313066
Total For Check 313066				1,346.12	
Check 313067					
30-10-582650	EXP MISC.-SAFTY TRAIN & SU GREG RAUHUT		SAFETY SHOES FOR THE YEAR	150.00	313067
Total For Check 313067				150.00	
Check 313068					
70-10-586147	EXP MISCELLANEOUS-AUSTIN P HACIENDA LANDSCAPING INC.		AUSTIN PARK PLAYGROUND PAY	49,550.40	313068
Total For Check 313068				49,550.40	
Check 313069					
70-10-586314	EXP MISCELLANEOUS-PARKS DE JOHN DEERE		JOHN DEERE UTILITY CART	27,304.70	313069
Total For Check 313069				27,304.70	
Check 313070					
01-10-520110	MATRL AND SUPP-OFFICE EXP MINUTEMAN PRESS-MORTON GRO PRINT 2021 TIMESHEETS			163.57	313070
Total For Check 313070				163.57	
Check 313071					
02-33-520312	MATERIALS AND SUPPLIES-JAN STATE INDUSTRIAL PRODUCTS		AIR CARE PROGRAM FOR PVCC	113.52	313071
Total For Check 313071				113.52	
Check 313072					
70-10-586170	EXP MISCELLANEOUS-HARRER P VILLAGE OF MORTON GROVE		PERMITS FOR CONSTRUCTION O	117,764.00	313072
Total For Check 313072				117,764.00	
Check 313074					
02-33-520312	MATERIALS AND SUPPLIES-JAN WAREHOUSE DIRECT		JANITORIAL SUPPLIES FOR PV	2,170.23	313074
Total For Check 313074				2,170.23	
Check 313075					
01-20-570400	BLDG-LANDSCAPE-TREES-SHRUB WINDY CITY LIGHTS INC.		HOLIDAY LIGHTS FOR PVCC	736.21	313075

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INVOICE GL DISTRIBUTION REPORT FOR MORTON GROVE PARK DISTRICT  
INVOICE ENTRY DATES 12/01/2020 - 12/31/2020  
JOURNALIZED  
PAID

Page: 4/6

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Check 313075					
		Total For Check 313075		736.21	
Check 313076					
30-10-582650	EXP MISC.-SAFTY TRAIN & SU DALE WARE		SAFETY BOOTS REIMBURSEMENT	150.00	313076
		Total For Check 313076		150.00	
Check 313077					
02-01-592193	CONTRACTINGSERVICES-HOT SH HOT SHOTS SPORTS		FALL 2020 ALL SPORTS ATHEL	4,524.10	313077
		Total For Check 313077		4,524.10	
Check 313078					
02-10-581500	EXP MISCELLANEOUS-UNIFORMS MENARD'S		SUPPLIES FOR PVCC	8.97	313078
02-33-520321	MATRL AND SUPP-MAINT. - MA MENARD'S		SUPPLIES FOR PVCC	45.48	313078
02-33-570200	BUILDING & LANDSCAPE-BUILD MENARD'S		SUPPLIES FOR PVCC	45.35	313078
		Total For Check 313078		99.80	
Check 313080					
70-10-586170	EXP MISCELLANEOUS-HARRER P MIDWEST WRECKING CO		INVOICE 650 3 SPLIT BETWEE	81,000.00	313080
		Total For Check 313080		81,000.00	
Check 313081					
70-10-586170	EXP MISCELLANEOUS-HARRER P W.B. OLSEN		INVOICE 630 3 IS SPLIT BET	159,925.00	313081
		Total For Check 313081		159,925.00	
Check 313082					
70-10-586170	EXP MISCELLANEOUS-HARRER P JENSEN'S PLUMBING & HEATIN HARRER POOL CONSTRUCTION P			4,729.00	313082
		Total For Check 313082		4,729.00	
Check 313083					
70-10-586170	EXP MISCELLANEOUS-HARRER P MIDWEST WRECKING CO		HARRER POOL CONSTRUCTION P	31,486.00	313083
		Total For Check 313083		31,486.00	
Check 313084					
70-10-586170	EXP MISCELLANEOUS-HARRER P SCHAEFGES BROTHERS INC		HARRER POOL CONSTRUCTION P	15,423.00	313084
		Total For Check 313084		15,423.00	
Check 313085					
70-10-586170	EXP MISCELLANEOUS-HARRER P W.B. OLSEN		HARRER POOL CONSTRUCTION P	59,479.00	313085
		Total For Check 313085		59,479.00	
Check 313086					
01-20-520312	MATERIALS AND SUPPLIES-JAN DOG WASTE DEPOT		20 CASES OF DOG WASTE BAGS	542.26	313086
		Total For Check 313086		542.26	
Check 313087					
30-10-582650	EXP MISC.-SAFTY TRAIN & SU GRAINGER		FIRST AID KIT FOR NEW VAN	29.20	313087
		Total For Check 313087		29.20	
Check 313088					
01-20-554100	CONTRACTUAL SERVICES-AGREE JAMES DRIVE SAFETY LANE, L NOVEMBER VEHICLE INSPECTIO			27.00	313088
		Total For Check 313088		27.00	
Check 313089					
01-20-520318	MATRL AND SUPP-MAINT. - MA MENARD'S		SIGN POSTS	16.54	313089
01-20-520321	MATRL AND SUPP-MAINT. - MA MENARD'S		WEATHER STRIP FOR DOORS	115.80	313089
01-20-520323	MATRL AND SUPP-MAINT. - MA MENARD'S		SNOW PLOW MARKERS FOR DRIV	109.94	313089
01-20-520325	MATRL-SUPP-MAINT. - MAT'LS MENARD'S		SIGN POSTS AND SUPPLIES	56.03	313089
01-20-520400	MATRL-SUPP-SUPPLIES - TOOL MENARD'S		WEATHER STRIP FOR DOORS	134.99	313089
		Total For Check 313089		433.30	
Check 313090					
01-20-520325	MATRL-SUPP-MAINT. - MAT'LS NAPA		BATTERY FOR TRUCK 5315	271.58	313090
		Total For Check 313090		271.58	
Check 313091					
70-10-586114	EXP MISCELLANEOUS-PARKS GE STAPLES BUSINESS CREDIT		VICTORY BACKPACK ELECTROST	1,749.99	313091
		Total For Check 313091		1,749.99	
Check 313092					



GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Check 313092					
01-10-554100	CONTRACTUAL SERVICES-AGREE	CANON FINANCIAL SERVICES,	COPIER SERVICES FOR DECEMB	151.77	313092
02-10-554100	CONTRACTUAL SERVICES-AGREE	CANON FINANCIAL SERVICES,	COPIER SERVICES FOR DECEMB	151.77	313092
	Total For Check 313092			303.54	
Check 313093					
01-20-554100	CONTRACTUAL SERVICES-AGREE	GRAF TREE CARE, INC.	2020NATURAL AREAS MAINTENA	2,600.00	313093
	Total For Check 313093			2,600.00	
Check 313094					
02-33-554100	CONTRACTUAL SERVICES-AGREE	JOHNSON CONTROLS SECURITY	QUARTERLY BILLING FOR MONI	422.57	313094
	Total For Check 313094			422.57	
Check 313095					
01-10-554100	CONTRACTUAL SERVICES-AGREE	TIAA COMMERCIAL FINANCE, I	PRINTERS FOR DECEMBER 2020	1,048.67	313095
	Total For Check 313095			1,048.67	
Check 313096					
01-20-520500	MATRL-SUPP-SUPPLIES - GAS	VILLAGE OF MORTON GROVE	DECEMBER FUEL	1,659.35	313096
	Total For Check 313096			1,659.35	
Check 313097					
01-10-540150	UTILITIES-TELEPHONE	CALL ONE	DECEMBER PHONE CHARGES	1,040.01	313097
02-10-540150	UTILITIES-TELEPHONE	CALL ONE	DECEMBER PHONE CHARGES	1,040.01	313097
02-33-540150	UTILITIES-TELEPHONE	CALL ONE	DECEMBER PHONE CHARGES	1,071.53	313097
	Total For Check 313097			3,151.55	
Check 313098					
02-10-540110	UTILITIES-ELECTRICTY	COMED	ELECTRIC SERVICE FOR HREN	192.35	313098
	Total For Check 313098			192.35	
Check 313099					
01-10-540150	UTILITIES-TELEPHONE	VERIZON WIRELESS	DECEMBER WIRELESS BILL	352.29	313099
02-33-540150	UTILITIES-TELEPHONE	VERIZON WIRELESS	DECEMBER WIRELESS BILL	352.29	313099
	Total For Check 313099			704.58	

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INVOICE GL DISTRIBUTION REPORT FOR MORTON GROVE PARK DISTRICT  
INVOICE ENTRY DATES 12/01/2020 - 12/31/2020  
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Page: 6/6

PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 01 CORPORATE	22,222.87
Fund 02 RECREATION	18,534.62
Fund 15 MUSEUM	42.88
Fund 30 LIABILITY INSURANC	7,987.69
Fund 70 CAPITAL IMPROVEMEN	647,498.60

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696,286.66

MONTH: 12/1/2020

Ref. No.	DATE	Merchant	REASON	AMOUNT	BUDGET CODE
	Card Number	1800			
O'Brien	11/10/2020	Menards	Purchased items in error - Items were reimbursed	\$ 193.19	01-10-520110
O'Brien	11/11/2020	Gaylord	Museum Office Supplies	\$ 29.97	15-10-520110
O'Brien	11/16/2020	4imprint	Santa coming to town give aways	\$ 667.89	02-35-554405
O'Brien	11/20/2020	Home Depot	Purchased items in error - Items were reimbursed	\$ 69.00	01-10-520110
			Monthly Billing for Computer Monitoring services - 5% discount if paid by Credit Card	\$ 2,841.58	01-10-552200
O'Brien	11/27/2020	Frameworks	Monthly Billing for Computer Monitoring services - 5% discount if paid by Credit Card	\$ 659.78	01-10-552200
O'Brien	11/30/2020	Frameworks	Monthly Billing for Computer Monitoring services - 5% discount if paid by Credit Card	\$ 25.00	01-10-552200
O'Brien	11/30/2020	Frameworks	Monthly Billing for Computer Monitoring services - 5% discount if paid by Credit Card	\$ 2,015.00	01-10-552200
O'Brien	12/3/2020	Frameworks	Monthly Billing for Computer Monitoring services - 5% discount if paid by Credit Card	\$ 6,501.41	
	Card Number	1826			
Braubach	11/5/2020	Amazon	Outdoor solar lights	\$ 49.99	02-10-589110
Braubach	11/10/2020	Amazon	Outdoor solar lights	\$ 48.99	02-10-589110
Braubach	11/10/2020	USPS	return of safety video	\$ 4.70	30-10-582650
Braubach	11/11/2020	Amazon	outdoor string lights	\$ 15.99	02-10-589110
Braubach	11/12/2020	Amazon	Santa Beard and wig	\$ 49.99	02-10-589110
Braubach	11/16/2020	Illinois Basset	Renewal of certification	\$ 14.75	02-10-581400
Braubach	11/17/2020	Amazon	Xmas car decorations	\$ 10.99	02-10-589110
Braubach	11/18/2020	Amazon	Desk for virtual classes	\$ 52.79	02-10-589110
Braubach	11/24/2020	Amazon	ethernet cable & bags	\$ 18.80	02-10-589110
Braubach	11/30/2020	4imprint	Mask giveaway for Club	\$ 810.63	02-32-554200
Braubach	12/3/2020	Amazon	Outdoor solar lights	\$ 10.44	02-10-589110
				\$ 1,088.06	
	Card Number	8573			
Wait	11/5/2020	Jimmy Johns	Lunch for Legal Symposium Seminar	\$ 35.86	01-10-581250
Wait	11/16/2020	Best Buy	Laptops for Wait, Kee and Braubach	\$ 3,169.96	70-10-586200
Wait	11/22/2020	Zoom	Monthly subscription	\$ 14.99	01-10-581400
Wait	11/24/2020	Village of Morton Grove	Harrer Pool permit fees	\$ 5,500.00	70-10-586170
Wait	11/24/2020	Village of Morton Grove	Harrer Pool permit fees	\$ 5,500.00	70-10-586170
Wait	12/3/2020	Amazon	Phone/Tablet charge cord	\$ 22.99	01-10-560800
				\$ 14,243.80	
	Card Number	1818			
Gorczyca	N/A				
Gorczyca					
	Card Number	9125			



Herrmann	9-Nov	Amazon	USB Flash Drive (Outdoor Family Photo)	\$	43.80	02-35-554405
Herrmann	11-Nov	Istock	Image Subscription	\$	270.00	02-35-554100
Herrmann	12-Nov	Pic Monkey	Social Media Monthly Image Pro Subscription	\$	12.99	02-35-554100
Herrmann	14-Nov	Gravity Forms	Yearly fee for form subscription for website	\$	59.00	02-35-554100
Herrmann	17-Nov	My Area Yoga	Monthly Online Listing Fee	\$	25.00	02-35-554100
Herrmann	24-Nov	Chicago Tribune	Chicago Tribune Online Subscription	\$	7.96	02-35-554100
Herrmann	23-Nov	Daily Herald	Online Subscription	\$	9.99	02-35-554100
Herrmann	25-Nov	Buffer	Social Media Posting Software	\$	29.75	02-35-554100
Herrmann	30-Nov	Wp Engine	Monthly Website Host Fee	\$	30.00	02-35-554100
Herrmann	30-Nov	Facebook Ads	Facebook ads (Outdoor Family Photo Event)	\$	4.00	02-35-554405
Herrmann	1-Dec	Promo	Video Subscription (Paused account for three months)	\$	119.00	02-35-554100
Herrmann	4-Dec	Trigon	Banner Material	\$	230.67	02-35-554405
	<b>Card Number</b>			\$	842.16	
Mucci	N/A	1867				
				\$	-	
	<b>Card Number</b>					
Baumgartner	11/6/2020	5137	Pre supplies	\$	32.97	02-06-593711
Baumgartner	11/6/2020	Amazon	Pre supplies	\$	26.76	02-06-593711
Baumgartner	11/6/2020	Amazon	Pre supplies	\$	6.99	02-06-593711
Baumgartner	11/6/2020	Oriental Trading	Santa Stocking supplies	\$	165.36	02-08-593940
Baumgartner	11/9/2020	Amazon	Pre supplies	\$	24.99	02-06-593711
Baumgartner	11/30/2020	Amazon	Santa Stocking supplies	\$	29.58	02-08-593940
Baumgartner	11/30/2020	Oriental Trading	Santa Stocking supplies	\$	118.58	02-08-593940
	<b>Card Number</b>			\$	405.23	
Stibbe	N/A	7242				
				\$	-	
	<b>Card Number</b>					
Manno	11/18/2020	2424	Winter safety jackets for Mark and John Ryan	\$	96.19	02-33-581500
Manno	11/19/2020	Amazon.com	Long Sleeve shirt John Ryan	\$	40.14	02-33-581500
Manno	12/4/2020	Affinity Apparel	Long Sleeve shirts Mathew/Mark/John Ryan	\$	141.60	02-33-581500
				\$	277.93	
	<b>Card Number</b>					
Mucci	17-Nov	1867	E-Learn craft supplies	\$	9.78	207593825
Mucci	19-Nov	Amazon	Gingerbread Houses for Contest	\$	81.70	208594919
				\$	91.48	
Kee	N/A	1834				
				\$	-	
	<b>Card Number</b>					
Moore	11/12/2020	2987	Hanging Arm Straps Pull Up Bar	\$	24.99	02-32-520370
Moore	11/19/2020	Amazon	Year Membership	\$	149.90	02-32-520335
		Zoom		\$	174.89	

				Total:	\$ 23,624.96

**January 20, 2021**

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.

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(President)

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(Treasurer)



## Motions/New Business

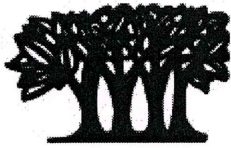
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**MORTON GROVE PARK DISTRICT  
BOARD MOTIONS  
January 20, 2021**

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

**Approved Vendor List:** I move that the Morton Grove Park Board approve the attached vendors.

**Transfer of Appropriation Funds:** I move that the Morton Grove Park Board authorize the attached appropriation transfer resolution #R-01-21.



**MORTON GROVE  
PARK DISTRICT**

## Memorandum

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**To:** Board of Park Commissioners  
**From:** Marty O'Brien, Superintendent of Finance  
**Date:** January 20, 2021  
**Regarding:** Approved Vendor List

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**Issue:**

To approve the list of Park District vendors as stated in the Board of Commissioners and Administrative Policy Manual.

**Discussion:**

The Morton Grove Park District has a policy where any vendor the park district uses needs to be approved in advance. This process allows the Finance Department to process payments and release checks without having to wait until the next monthly board meeting. This will also allow park district to take advantage of any discounts available for accelerating payments.

**Park Board Action:**

For the Board of Commissioners to approve the attached vendors.

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VENDOR LISTING

Page: 1/7

VENDOR CODE	VENDOR NAME	INACTIVE	1099
MISC		N	N
99792	A&B ENVIRONMENTAL CONSTRUCTION	N	N
99800	A-MONK'S SIGN COMPANY INC	N	N
00475	ABT	N	N
06745	ACCURATE INDUSTRIES	N	N
99732	ACCURATE OFFICE SUPPLY CO.	N	N
99735	ACTION TERRITORY	N	Y
99724	ADAM MICHAELS	N	Y
02465	AIS INTERNATIONAL	N	N
03065	ALARM DETECTION SYSTEMS, INC.	N	N
23122	ALERE ESCREEN	N	N
3247	ALLSTAR ASPHALT, INC.	N	N
03633	AMALGAMATED BANK OF CHICAGO	N	N
03634	AMALGAMATED BANK OF CHICAGO	N	N
99702	AMERICAN LEAK DETECTION	N	Y
99783	ANCHOR INDUSTRIES INC	N	N
04113	ANDERSON LOCK CO	N	N
4993	AQITY RESEARCH & INSIGHTS, INC.	N	N
99749	ARAMSCO INC.	N	N
30733	ARIENS SPECIALITY BRANDS - GEMPLERS	N	Y
05113	ARLINGTON POWER EQUIPMENT INC.	N	N
99723	ARTS WARRIOR-BARBARA WEIGAND	N	Y
99763	ASCAP	N	Y
05735	ATLAS BOBCAT, LLC	N	N
99750	BATTERIES PLUS LLC	N	N
99715	BILL'S PLUMBING & SEWER, INC.	N	N
99710	BILLY CROFT PRODUCTIONS	N	Y
09665	BISHOP PLUMBING, INC.	N	N
10016	BLUE PEAK	N	N
99764	BMI	N	N
99738	BOBS DAIRY SERVICE	N	N
99781	BOMAR SOFT PLAYGROUND INTERNATIONAL	N	N
10205	BONO CONSULTING, INC.	N	N
99784	BOWER CONSULTING GROUP, LLC	N	Y
83165	BRAD TANDET	N	N
10954	BRONZE MEMORIAL COMPANY	N	N
11340	BS&A SOFTWARE	N	N
11341	BSN SPORTS, IC.	N	N
99691	BUCK BROS. , INC.	N	N
11415	BUCKERIDGE DOOR COMPANY	N	N
11480	BUGLE NEWSPAPERS	N	N
99688	BURRIS EQUIPMENT	N	N
99705	BUSHNELL INCORPORATED	N	N
12485	CALL ONE	N	N
12775	CANON FINANCIAL SERVICES, INC.	N	N
99687	CARROT-TOP INDUSTRIES, INC.	N	N
13106	CASE LOTS, INC	N	N
81126	CASHIER, BOILERS	N	N
13113	CASSIDY TIRE & SERVICE	N	N
13435	CENTRAL POOL SUPPLY, INC.	N	N
13685	CHAPMAN AND CUTLER LLP	N	Y
99759	CHAPMAN AND CUTLER LLP	N	Y
13900	CHICAGO KITE	N	N



VENDOR CODE	VENDOR NAME	INACTIVE	1099
99766	CHICAGO SKY	N	Y
13908	CHICAGO TRIBUNE MEDIA GROUP	N	N
99752	CHILDREN'S THEATRE COMPANY	N	N
14314	CITI CARDS	N	N
14404	CLASSIC DESIGN AWARDS, INC.	N	N
13907	CMFP DEPT MG-06A	N	N
15184	COLLEY ELEVATOR CO.	N	N
15265	COMCAST CABLE	N	N
15271	COMED	N	N
15272	COMED	N	N
15355	CONNELLY'S ACADEMY	N	N
99714	CONNEY SAFTEY	N	N
15394	CONSERV FS	N	N
99775	CONSUMER REPORTS	N	N
15415	COOK COUNTY DEPT PUBLIC HEALTH	N	N
15439	COSTCO MEMBERSHIP	N	N
99769	COURTESY PLUMBING & SERVICES, INC.	N	N
16074	CREATIVE RESOURCE PERSONNEL	N	N
16075	CREEKSIDE PRINTING	N	N
16090	CRESCENT ELECTRIC SUPPLY CO	N	N
16125	CRNE'S ENVIRONMENTAL CONTROL	N	N
16215	CROWN TROPHY OF SKOKIE	N	N
16425	CUMMINS NPOWER	N	N
99745	D&R TRUCKING COMPANY	N	N
99676	DARLEY	N	N
17225	DENNIS H. DAMON	N	Y
99725	DEPARTMENT OF THE TREASURY	N	N
18600	DIRECT ENERGY BUSINESS	N	N
18608	DIRECT FITNESS SOLUTIONS, LLC	N	Y
99730	DOG WASTE DEPOT	N	N
18806	DONE DEAL PROMOTIONS	N	Y
99773	DREAMS GYMNASTICS CLUB	N	N
25395	E-TOWN TENNIS	N	N
99772	ENCHANTED CASTLE	N	Y
23886	ENERGYM GYMNAST I CS	N	N
99703	ERC WIPING PRODUCTS	N	N
99782	ERIKSSON ENGINEERING ASSOCIATES,LTD	N	N
99722	ETHAN BELL	N	Y
27525	FAST SIGNS	N	N
99734	FASTENAL COMPANY	N	N
49336	FEDEX	N	N
73865	FERGUSO	N	N
75344	FERNANDO RODRIGUEZ	N	Y
27905	FERRET BACKGROUND CHECK	N	N
99701	FIFTH THIRD BANK	N	N
28332	FINAL GROVE MUSIC, INC.	N	N
99748	FIRST AMERICAN TITLE INS. COMPANY	N	N
28336	FIRST STUDENT	N	N
99777	FLUORECYCLE, INC.	N	N
28876	FOLDING PARTITION SERVICES	N	N
29155	FRAMEWORK COMMUNICATIONS	N	Y
99721	FRANK CANINO	N	Y
54085	FRANK MASTRO	N	Y

VENDOR CODE	VENDOR NAME	INACTIVE	1099
75903	FRANK ROWLEY	N	Y
29250	FRIEL ELECTRIC	N	Y
29405	FRONTLINE TECHNOLOGIES	N	Y
99692	FUNTOPIA ADVENTURE PARK	N	Y
99684	GALETON	N	N
30358	GARVEY'S OFFICE PRODUCTS	N	N
99733	GAYLORD BROS., INC.	N	N
99681	GIFTS GALORE	N	N
99746	GK ELITE SPORTSWEAR	N	Y
31915	GOLF MILL FORD, INC.	N	N
32191	GOVERNMENT FINANCE OFFICERS	N	N
32192	GOVHR USA	N	Y
32543	GRAF TREE CARE, INC.	N	N
32542	GRAINGER	N	N
32265	GRAPHIC ARTS SERVICE	N	N
32620	GREEN TURF INC.	N	N
32935	GROOT, INC.	N	N
99706	GROVER FABRICATION AND WELDING	N	Y
99690	GROWER EQUIPMENT	N	N
32916	GUIDE BOOK PUBLISHING	N	Y
33525	GYMNASTICS SPOT	N	N
33527	GYMNASTICS X-CALIBUR	N	N
33524	GYMNASTS ETC	N	N
33687	HACIENDA LANDSCAPING INC.	N	N
34070	HALOGEN SUPPLY COMPANY, INC.	N	N
34725	HARRIS COMPUTER SYSTEMS	N	N
35428	HEARTLAND SPORTS, LLC	N	Y
35885	HESCO, INC	N	N
36215	HILL MECHANICAL GROUP	N	N
36515	HITCHCOCK DESIGN, INC.	N	N
87705	HOLLI HAHN - ULTIMATE SCHOOL OF GUI	N	Y
99707	HOLLIS ZELESKY	N	Y
37385	HOT SHOTS SPORTS	N	Y
37425	HOUSE OF RENTAL	N	N
37685	HP PRODUCTS	N	N
41767	IGFOA	N	N
41778	IL OFFICE STATE FIRE MARSHAL	N	N
81124	ILL OFFICE OF STATE FIRE MARSHAL	N	N
99794	ILLINOIS DEPT. OF PUBLIC HEALTH	N	N
41753	ILLINOIS ASSOC. PARK DISTRICTS	N	N
41756	ILLINOIS DEPT. OF AGRICULTURE	N	N
99762	ILLINOIS DEPT. OF NATURAL RESOURCES	N	N
41773	ILLINOIS LIQUOR CONTROL COMM.	N	N
41780	ILLINOIS SHOTOKAN KARATE CLUB	N	N
99778	IMAGINE NATION, LLC	N	Y
42075	IMPACT NETWORKING, LLC	N	N
42390	INTERSTATE BATTERY	N	N
45385	J & D INSTANT SIGNS, INC.	N	N
45686	JAMES DRIVE SAFETY LANE, LLC	N	Y
99786	JASON KOLLUM	N	Y
45911	JC LICHT, LLC - DEPT #10472	N	Y
45985	JEFF ELLIS & ASSOCIATES, INC.	N	N
69054	JENNY PARISI	N	N



VENDOR CODE	VENDOR NAME	INACTIVE	1099
35435	JERRY HEIDLAUF	N	N
76373	JIM RUSHMEYER	N	Y
85485	JOE TUDISCO	N	N
14995	JOHN COHN	N	Y
01175	JOHNSON CONTROLS SECURITY SOLUTIONS	N	N
75639	JOHNSTONE SUPPLY	N	N
47405	JOSEPH MULLARKEY DISTRIBUTORS	N	N
99677	KIDZMAGIC	N	Y
51196	LAGUNA ASSC. OF THE MIDWEST	N	Y
99791	LANDMARK FORD INC.	N	N
99650	LAUTERBACH & AMEN, LLP	N	Y
51815	LEADING EDGE AUTOMOTIVE	N	N
99708	LEARN FOR LIFE CPR, INC	N	N
99683	LEE N' EDDIES	N	N
99741	LEGOLAND DISCOVERY CENTER	N	N
32632	LES GREENBERG	N	Y
99726	LIFE FITNESS	N	N
99774	LIPONI FOUNDATION	N	N
99757	LOGO IT, INC.	N	N
53145	LOMBARD PARK DISTRICT	N	N
53375	LOW VOLTAGE WORKS, INC.	N	N
53725	LURVEY LANDSCAPE SUPPLY	N	N
99787	M.G.M.G. DISTRIBUTORS	N	N
99739	MAGIC BY RANDY INC.	N	Y
48265	MAGIC OF GARY KANTOR	N	Y
54423	MAINE EAST HIGH SCHOOL 207	N	N
54426	MAINE TOWNSHIP TOWN HALL	N	N
54420	MAINE-NILES ASSN OF SP REC	N	N
99798	MAKE BELIEVE PROFESSIONALS	N	N
99742	MARTIN IMPLEMENT	N	N
99720	MATTHEW KERR	N	Y
56280	MC MASTER-CARR SUPPLY CO	N	N
56525	MEDIEVAL TIMES	N	N
99779	MEDLIN COMMUNICATIONS, INC	N	N
56665	MENARD'S	N	N
99680	MID-AMERICA SPORTS ADVANTAGE	N	N
57024	MIDWEST COMMERCIAL FITNESS	N	N
57416	MINUTEMAN PRESS-MORTON GROVE	N	N
58375	MORTON GROVE CHAMBER OF COMMERCE	N	N
58355	MORTON GROVE DAYS COMMISSION	N	N
58280	MORTON GROVE FOUNDATION	N	N
58284	MORTON GROVE PUBLIC LIBRARY	N	N
58392	MORTON GROVE SUPPLY COMPANY	N	N
99795	NAC SUPPLY, INC.	N	N
31614	NAPA	N	N
59839	NATIONAL RECREATION & PARK ASS	N	N
41752	NCPERS GROUP LIFE INSURANCE	N	N
99801	NICK AND ERNIE'S/FIX AUTO SKOKIE	N	N
60775	NILES DAIRY QUEEN	N	Y
60773	NILES TOWNSHIP FOOD PANTRY	N	N
99758	NILES WEST H.S. ATHLETIC DEPARTMENT	N	N
61162	NORTH BRANCH RESTORATION PROJ.	N	N
61176	NORTH SHORE FAUCETS	N	N

VENDOR CODE	VENDOR NAME	INACTIVE	1099
61177	NORTH SHORE UNIFORM	N	N
61305	NOVATRONICS	N	N
61595	NUTOYS LEISURE PRODUCTS	N	N
62395	O'BRILL COMPANY	N	N
66066	OZINGA READY MIX CONCRETE INC.	N	N
81925	P.R. STREICH & SONS, INC.	N	N
69071	PARK DISTRICT RISK MANAGEMENT	N	Y
99653	PARKREATION, INC.	N	N
79725	PAT SLEINE	N	N
69356	PATYK FARMS	N	N
99797	PEERLESS FENCE	N	N
69918	PERFORMANCE SOUND, LLC	N	N
99767	PETER NERAD	N	Y
70258	PETTY CASH-KARI REDMOND	N	N
70257	PETTY CASH-MARTIN OLBRIEN	N	N
70850	PIONEER PRESS	N	N
70905	PITNEY BOWES GLOBAL FINANCIAL	N	Y
70907	PLAYWORLD SYSTEMS, INC	N	N
71285	POLICE LAW INSTITUTE	N	N
99799	POSITIVE PROMOTIONS	N	N
71460	POSTMASTER	N	N
71760	PRAIRIE GYMNASTICS CLUB	N	Y
71966	PROMO GEAR PLUS,LLC	N	Y
71956	PROSAFETY, INC.	N	N
99755	PUBLIC COMMUNICATIONS INC.	N	N
72926	QUICK SCORES LLC	N	N
73574	RC JUGGLE ENTERTAINMENT	N	N
73655	RECORD A HIT, INC.	N	N
99744	RECREONICS	N	N
73797	REGIONAL TRUCK EQUIPMENT	N	N
99719	REID SPEARS	N	Y
99700	REINDERS, INC.	N	N
99693	RIVER TRAILS PARK DISTRICT	N	N
77563	ROBBINS SCHWARTZ	N	Y
99743	ROCK 'N' KIDS, INC.	N	N
99770	ROCK YOUR BEAT	N	N
75635	ROSE PEST SOLUTIONS	N	N
74874	RUSS ROBIN	N	Y
76377	RUSSO POWER EQUIPMENT	N	N
76885	SAFETY KLEEN	N	N
77016	SANTA'S VILLAGE	N	Y
76991	SANTO SPORT STORE	N	N
99765	SBZ ADVENTURES, LLC	N	N
77505	SCHUBERT TENNIS	N	N
99697	SCHURING & SCHURING, INC.	N	N
77564	SCOTT SCHWARTZ	N	N
84326	SCOTT THOMPSON	N	N
99678	SEAWAY SUPPLY CO.	N	N
99785	SEECO CONSULTANTS	N	N
99679	SEGAL CONSULTING	N	N
78114	SERVICE SANITION	N	N
78305	SHARPER DOT PRINTING, INC.	N	N
15915	SHERI COZZI	N	Y

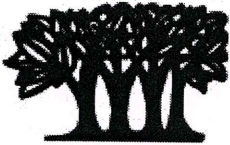
VENDOR CODE	VENDOR NAME	INACTIVE	1099
78575	SHERWIN WILLIAMS COMPANY	N	N
00580	SKOKIE ACE HARDWARE	N	Y
99780	SKOKIE PARK DISTRICT	N	N
79726	SKOKIE VALLEY MATERIAL	N	N
99712	SKYE ENTERTAINMENT GROUP, LTD.	N	Y
99718	SKYZONE ELMHURST	N	N
79885	SMART SIGN	N	N
99669	SOCCER MADE IN AMERICA	N	N
80596	SPECTRIO, LLC	N	N
80597	SPEED PRO IMAGING	N	Y
81005	STALKER SPORTS FLOORS	N	N
99796	STAPLES BUSINESS CREDIT	N	N
80960	STATE INDUSTRIAL PRODUCTS	N	N
99674	STEINER ELECTRIC COMPANY	N	N
99747	STEM ENRICHMENT SERVICES	N	N
99731	STEVE BELLIVEAU	N	Y
08884	STEVE BENO	N	N
41708	STEVE JONES	N	N
99666	SUNSHINE ARTS AND CRAFTS	N	N
99756	SUSAN STEIN, RDN, LD	N	Y
82475	SWANK MOTION PICTURES, INC	N	N
13436	SYMMETRY ENERGY SOLUTIONS	N	N
82825	SYSCO FOOD SERVICES	N	N
99716	TANGERINE PROMOTIONS - BAMKO LLC	N	Y
16415	TERRY CULLEN	N	Y
99737	TERRY LIVINGSTON	N	Y
99728	THE BAREFOOT HAWAIIAN INC.	N	N
27545	THE FAUCET SHOPPE	N	Y
29406	THE FUN ONES	N	N
99713	THE GARLAND COMPANY, INC.	N	N
49576	THE KIPLINGER LETTER	N	N
99771	THE KIPLINGER TAX LETTER	N	N
99736	THE LIFEGUARD STORE	N	Y
58905	THE MULCH CENTER	N	Y
95845	THE W-T GROUP, LLC	N	Y
18685	THOMAS D. DIXON	N	Y
99727	THOMAS PUMP COMPANY, INC.	N	N
84386	THOR GUARD INC	N	N
25985	TIAA COMMERCIAL FINANCE, INC.	N	N
16416	TIM CULLEN	N	Y
98591	TIME TO RUN	N	Y
99793	TODD ROTH	N	N
45865	TOM JAWORSKI	N	Y
78875	TOM SHUNICK	N	N
69350	TOTAL SIGHT - PARTY PRINCESS PRODUC	N	Y
85060	TOWN SQUARE PUBLICATIONS	N	Y
85186	TRAVELING WORLD OF REPTILES	N	N
99717	TRENT ANDERSON	N	Y
88904	U.S. ARBOR PRODUCTS, INC.	N	N
88905	U.S. FIRE & SAFETY EQUIPMENT	N	N
99760	U.S. WATER HEATING SOLUTIONS	N	Y
99788	ULINE	N	N
99729	ULTIMATE NINJAS LIBERTYVILLE	N	N

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VENDOR LISTING

Page: 7/7

VENDOR CODE	VENDOR NAME	INACTIVE	1099
88140	UNIVERSITY OF ILLINOIS PSEP	N	N
98587	UPLAND DESIGN	N	N
90205	VCG UNIFORM	N	N
90095	VERIZON WIRELESS	N	N
90096	VERMONT SYSTEMS, INC.	N	N
98588	VETERANS FLOORS INC.	N	N
90331	VILLAGE OF MORTON GROVE	N	N
99776	VOLLMAR CLAY PRODUCTS CO.	N	N
99789	W.B. OLSEN	N	N
92005	WALLACE ENTERTAINMENT	N	Y
92265	WAREHOUSE DIRECT	N	N
99694	WATER PRODUCTS-AURORA	N	N
99685	WATERMASTER, INC.	N	N
99768	WELLBEATS	N	N
17895	WENDY DECARLO	N	Y
99696	WHEELING PARK DISTRICT	N	N
94118	WILD DAISY	N	Y
94005	WILLIAMS ASSOCIATES ARCHITECTS, LTD	N	N
94645	WINTRUST BANK	N	N
99790	YOUNG REMBRANTS	N	N
98265	ZAKER VIDEO PRODUCTIONS, INC.	N	N



**MORTON GROVE  
PARK DISTRICT**

## Memorandum

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**To:** Board of Park Commissioners  
**From:** Marty O'Brien, Superintendent of Finance  
**Date:** January 20, 2021  
**Regarding:** Transfer of Appropriation #R-01-21

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**Issue:**

To transfer appropriations of \$50,000 between the Corporate and Liability funds.

**Discussion:**

The Board passed the 2020 appropriation ordinance at the December 2019 Board meeting. Per state law, after the first six months, the Board has the authority to transfer appropriations between funds to cover unexpected expenditures. These unexpected expenditures were the result of significant unemployment payments to furloughed employees during the COVID-19 shutdown.

The park district paid approximately \$50,000 in unemployment claims to the State of Illinois to reimburse them for payments to the district's furloughed employees. The park district is self-insured so whatever funds the state disburses for our employees is refunded to them.

**Park Board Action:**

For the Board of Commissioners to authorize the attached appropriation transfer resolution #R-01-21.



MORTON GROVE PARK DISTRICT  
RESOLUTION #R-01-21

**RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS**

BE IT RESOLVED. By the Board of Commissioners of the Morton Grove Park District, that the following appropriation transfers be completed immediately:

<u>Amount</u>	<u>From</u>	<u>To</u>
\$50,000	Corporate Fund	Liability Fund

Resolved this 20<sup>th</sup> day of January, 2021

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President  
Morton Grove Park District

Attest:

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Board Secretary

## Board Updates & Information

# Morton Grove Park District

## UPDATE & INFORMATION

January 16, 2021

### 1 RECREATION AND PROGRAMMING REPORT – SUE BRAUBACH

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#### General/Special Events

- Pop up Santa stop held on Friday, December 18 was a huge success.
- On December 28th a carload of food items was delivered both to Maine and Niles Township Food Pantries. Each pantry also received \$79 in monetary donations. Included in this report is a thank you letter from Niles Township.
- Sue renewed her Certified Program Planner certification and Trevor secured his Illinois Bassett Certificate.
- Most of the programs currently running will remain virtual through most of January.
- Superintendent Braubach along with Superintendent Gorczyca taught a CPR/AED class this month.
- Next Community Blood Drive is scheduled for February 20th.
- Online registration has been down since last weekend which is making it difficult for our residents to register for programs since we do not currently have in person registration.
- Working with frameworks on the installation of Wi-Fi and laptop in the dance studio to be used for future virtual programs.
- Claire and Mary have prepared a power point presentation for upcoming job fair.
- Friday Night Social will be held on Friday, January 29th from 6:30-7:30 pm at PVCC. Jason Kollum will be performing an interactive performance with juggling and magic. This event may go virtual.
- The Daddy Daughter Dance is scheduled for Friday, February 12th. There are currently 9 people enrolled. We are keeping a close eye on COVID numbers and restrictions to make a decision on running this event.
- A Valentine's Day Meet and Greet will be held at Prairie View Community Center on February 13th from 11:00-1:00 pm. Participants will meet Olaf and pick up a Valentine's Day craft to bring home.
- Staff has completed inputting information for the Winter/Spring Activity Guide.
- Upcoming Events:
  - Jan 1-29 Virtual Talent Show Open
  - Jan 1-31 Best of Snow Contest Open
  - Jan 18 Virtual Job Fair 11:00 am Virtual
  - Jan 18 Family Healthy Walk 1:00 pm Harrer
  - Jan 29 Friday Night Social 6:30-7:30 pm PVCC
  - Feb 6 Preschool Virtual Open House varies Virtual
  - Feb 11 Virtual Valentine's Day Bingo 6:30-7:30 pm Virtual
  - Feb 12 Daddy/Daughter Dance 7:00-8:30 pm PVCC
  - Feb 13 Valentine's Day Meet and Greet 11:00-1:00 pm PVCC
  - Feb 13 Healthy Heart Walk 9:00 am PVCC

### Fitness

- Winter virtual fitness classes have started. We offer seven different classes throughout the week to meet different interests and fitness levels.
- A community winter walk event is scheduled for Monday, January 18<sup>th</sup>. Families will get some exercise in Harrer Park. Morton Grove Police Department will also be partnering with us on this event.
- We look forward to tentatively opening at the end of the month. We will first focus on finishing up the reservation weeks participants have already paid for. We will then begin charging membership fees again.
- Fitness staff will be trained again on COVID-19 safety measures and membership sales.

### Athletics

- There are 21 participants enrolled in the winter session of Hot Shots Sports classes, which is tentatively scheduled to begin the week of January 25<sup>th</sup>. These classes aim to be in-person only instead of virtual.
- Illinois Shotokan Karate Club has 19 participants registered for the winter session, and classes have begun virtually and aim to resume in-person starting the week of January 25<sup>th</sup>.
- All 2020 invoices have been issued to contractors, and all fees have been collected from rentals and affiliates.

### Cultural Arts/Dance

- Winter Piano Lessons started up this week with 14 students.
- Dance will continue to run in a virtual format until Tier 3 mitigations is lifted from our region.
- Costumes were ordered for our May Dance Showcase.
- Dog Training classes are scheduled to start up on Thursday, January 21<sup>st</sup>. There are currently 5 dogs enrolled.
- A couple of our new zoom Spanish classes are running this winter.
- Bands have been booked for the 2021 summer concert series.

### Camps/Pre-School/Kinder Odyssey

- Registration for Preschool 2021/2022 and Summer Camps 2021 will begin in March.
- Preschool has spent the last month and a half learning virtually. Teacher's prepare zoom meetings for the children to learn during their circle time and to socialize with their classmates. Teacher's also send home supplemental activity sheets and crafts for the students to work on during the week.
- Preschool resumed in person classes on January 19<sup>th</sup>.
- We will bring back our Indoor Playground program beginning in February. Max capacity will be lower, and equipment will be constantly sanitized.
- In the process of contacting previous camp staff regarding summer work.

### Aquatics/Gap/B4 School/BASE

- We have begun looking for summer staff including lifeguards, swim instructors, and cashiers.
- Smilin Dawgs has agreed to take over the Oriole Pool concession stand for 2021.



### Marketing

- Summer event sponsor packages will go out to prospective sponsors the first week of February.
  - This year, sponsorship packages will include year-long bundled events into different price points to encourage prospective year-long sponsorships.
- Winter/Spring Activity Guide is in production, goes to print January 27th with a mail date of February 8. Digital version to go live January 28th.
- January newsletters sent to District 67, 63, 70, and 69. All Districts post on the website except for District 70, which disseminates through emails to all parents.
- Work begins on the Preschool and Camp Guide the first week of February, set to mail the end of February. Registration begins March 15th. Target group: MG residents with children ages 2-15. Will be sent to roughly 3,673 households and printed with presort Inkjet list and sent presorted standard postage.
- Winter signage and website updates to be pushed out on regular basis.

## 2 FINANCE DEPARTMENT REPORT - MARTY O'BRIEN

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- All open enrollment information was completed and processed with PDRMA.
- All full-time employee salary and health benefits were reviewed and updated.
- I attended the accounting software class to receive updates on the new tax laws and year end processing requirements.
- We updated the salary ranges for the full-time employees.
- At the request of Cook County, we submitted additional COVID 19 documentation.
- The 2020 tax levy and 2021 budget have been filed with the Cook County Clerk's office.
- The Finance Department is in the process of printing and distributing W-2s and 1099s.

## 3 HUMAN RESOURCES & RISK MANAGEMENT - LAURA KEE

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- We have posted our seasonal positions for the 2021 summer season. These include lifeguards, cashiers, swim instructors and camp counselors.
- I have updated the Personnel Policy Manual with the newly approved Telecommuting policy.
- Billing ran with only one credit card being declined. We contacted the participant, and they have provided us with a new credit card.
- Guest Services has been taking registration over the phone.
- I participated in an unemployment trial with Judge Cerino on December 15<sup>th</sup>. The verdict came in the week of January 7<sup>th</sup>, with a win!
- There were zero workers compensation claims.

## 4 PARKS AND MAINTENANCE REPORT – KEITH GORCZYCA

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- Austin Park: All the concrete work is finished, playground equipment is installed and the shelter is up. The project is 80% complete. Due to weather, it is currently shut down. All the remaining work requires temperatures above 50 degrees. Remaining work will resume once the weather cooperates.
- Harrer Pool: The concrete footings were installed for the pool building walls. Work is underway on the foundation walls now. Excavation underway for the pool and filter building.
- Three park staff completed their CPR and AED recertifications.
- A new park sign was installed at Wren Park.
- All the blue doors at PVCC were painted.
- Fitness center equipment was moved to open a lane on the jogging track.
- Staff assisted the Recreation Department with the Pop Up Santa event.
- All the holiday orbs and lights were taken down.
- Completed major tree pruning/removals along the west fence line at Harrer Park.
- Winter tree pruning and park sign renovations are under way.
- 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.