

**GOLF MAINE PARK DISTRICT
REGULAR RESCHEDULED BOARD MEETING
8800 W. Kathy Lane, Niles, IL 60714
847.297.3000
-AGENDA-**

**March 18, 2024
6:00pm**

1. Call to Order
2. Roll Call
3. Visitors/Visitor Comment
4. Changes or Additions to the Agenda
5. Approval of the Consent Agenda
 - i. Minutes of the December 12, 2023 MNASR Board Meeting **(Page.1-8)**
 - ii. Minutes of the January 18, 2024 Regular Rescheduled Meeting **(Page 9-10)**
 - iii. Treasurer's Report January, 2024 **(Page 11)**
 - iv. Treasurer's Report February, 2024 **(Page 12)**
 - v. Bills Payable January, 2024 **(Page 13)**
 - vi. Bill's Payable February, 2024 **(Page 14)**
6. Staff Reports
 - i. Executive Director **(Page 15-16)**
 - ii. Executive Advisor **(Page 17)**
7. Unfinished or Continuing Business
 - i. Legislative Update
 - ii. Budget Review **(Page 18)**
 - iii. Budget & Appropriation Meeting Announcement
 - iv. Approval of Professional Design Services (Design Perspectives) for Dee Park Playground OSLAD Implementation @ \$92,000.00 **(Page 19-25)**
8. New Business
 - i. Approval of Repair and Acrylic Resurfacing Services (U.S. Tennis Court) for Dee Park Tennis and Basketball Court Repairs @ \$36,798.08 **(Page 26-30)**
 - ii. Approval of Placement Agent Engagement Letter (Piper/Sandler) for General Obligation Limited Tax Bonds, Series 2024 **(Page 31-39)**
 - iii. Approval of Audit Firm (Lauterbach & Amen, LLP) to Provide Annual Financial Report (Audit) for Fiscal Years Ending April 30, 2024 (\$8,700), April 30, 2025 (\$9,100), and April 30, 2026 (\$9,500) **(Page 40-45)**
 - iv. Approval of Lauterbach & Amen, LLP to provide Level 2 Capital Asset Software and Capital Asset Maintenance Services for the Years ended April 30, 2024, April 30, 2025, and April 30, 2026 at a Cost of \$2,125 Each Year **(Page 46)**
 - v. Approval of Parking Lot Resurfacing (Patriot Pavement Maintenance) for Feldman and Dee Park Parking Lots not to Exceed \$XXX,XXX.XX
 - vi. Approval of DeSign Group Signage Corporation to Fabricate and Install Exterior Sign for Feldman Recreation Center at a Cost of \$65,956.40 **(Page 47-49)**
Approval of DeSign Group Signage Corporation to Fabricate and Install Exterior Sign for Dee Park at a Cost of \$XX,XXX.00
 - vii. Approval of Splashpad Repairs (Vortex and/or Aquatic Design) for Emergency Repairs not to Exceed \$XX,XXX.XX
 - viii. Statement of Economic Interest Filing
 - ix. Board Member Comments
9. Closed Session

I make a motion that the Board go into closed Executive Session to consider information regarding appointment, employment, compensation, discipline, performance, or dismissal of an officer, an employee or employees pursuant to Sections 2(c)(1) and 2(c)(2) of the Open Meetings Act.

 - i. Action as a Result of Closed Session
10. Adjournment

Our Mission - To enhance the quality of life for the residents of the Golf Maine Park District, and to promote a strong sense of community, by providing a broad, diverse, and challenging set of cultural and recreational programs, and clean, beautiful and safe parks.

**THE MAINE-NILES ASSOCIATION OF SPECIAL RECREATION
BOARD OF DIRECTORS MEETING
6820 W. Dempster St., Morton Grove, IL 60053
December 12, 2023 | 10:00 AM**

Board President Michelle Tuft called the December 12, 2023 meeting to order at 10:05 AM.

Board Members in attendance:

- Joe Weber, Des Plaines Park District
- John Jekot, Golf Maine Park District
- Jeff Wait, Morton Grove Park District
- Tom Elenz, Niles Park District
- Gayle Mountcastle, Park Ridge Park District (arrived 10:27 AM)
- Michelle Tuft, Skokie Park District
- Karen Hawk, Village of Lincoln wood

Staff in attendance: Trisha Breitlow, Executive Director; Lisa Barrera, Superintendent of Recreation; Kelly Brunning, Sr. Operations Manager; Keli Stonitsch, Human Resources Manager; Lindsey Anderson, Support Staff Coordinator; Nicole Derrig, Program Manager; Audra Ebling, Communication & Marketing Manager; Mary Gates, Administrative Office Assistant/Registrar; Taylor Gonio, Recreation Specialist; Rob Hentschel, Recreation Specialist; Vera Kramer, Fundraising & Development Manager; Lara Kuechel, Administrative Office Assistant; Brendan Myers, Recreation Specialist; Louisa Shortall, Inclusion Assistant; Jessie Silva, Inclusion Manager; Nicole Witt, Inclusion Coordinator; Barb Woods, Accounting Manager

Changes to Agenda: None

Introduction of Visitors: None

Consent Agenda:

- Minutes of the November 7, 2023 Board Meeting
- Minutes of the November 7, 2023 Closed Session
- Treasurer’s Report for the months ending October 31, 2023 and November 30, 2023
- Voucher list of bills in the amount of \$36,056.56

John Jekot made a motion to approve the Consent Agenda, seconded by Jeff Wait. The motion passed in a roll call vote as follows:

- Des Plaines: Yes
- Golf Maine: Yes
- Morton Grove: Yes
- Niles: Yes
- Park Ridge: Absent
- Skokie: Yes
- Lincolnwood: Yes

Superintendent Lisa Barrera reviewed the program report and highlighted the fall season. She reviewed the new metrics dashboard and program statistics.

Communications and Marketing Manager Audra Ebling reported the winter/spring program guide has been sent to the printer. This is the first time the winter and spring brochures are being combined. Families will be notified via constant contact and postcards.

Fundraising and Development Manager Vera Kramer updated the Board on the holiday raffle which has three sponsors and 220 tickets sold.

The Board reviewed the budget report.

Executive Director Breitlow reported on goals updates, as well as trainings staff have attended.

A motion was made by John Jekot to approve the Member District Contributions as presented, seconded by Joe Weber. This passed in a roll call vote as follows:

Des Plaines: Yes
Golf Maine: Yes
Morton Grove: Yes
Niles: Yes
Park Ridge: Absent
Skokie: Yes
Lincolnwood: Yes

A motion was made by John Jekot to approve the proposed 2024 Salary Ranges for full-time and permanent part-time positions as presented, seconded by Jeff Wait. This passed in a roll call vote as follows:

Des Plaines: Yes
Golf Maine: Yes
Morton Grove: Yes
Niles: Yes
Park Ridge: Absent
Skokie: Yes
Lincolnwood: Yes

A motion was made by Joe Weber to approve the 2024 Budget as presented, seconded by John Jekot. This passed in a roll call vote as follows:

Des Plaines: Yes
Golf Maine: Yes
Morton Grove: Yes
Niles: Yes
Park Ridge: Absent
Skokie: Yes
Lincolnwood: Yes

Board meeting dates for 2024 were presented.

A motion was made by Joe Weber to accept the nomination of Jeff Wait as Board President, seconded by Joe Weber. This passed in a roll call vote as follows:

Des Plaines: Yes
 Golf Maine: Yes
 Morton Grove: Yes
 Niles: Yes
 Park Ridge: Absent
 Skokie: Yes
 Lincolnwood: Yes

A motion was made by Jeff Wait to accept the nomination of Karen Hawk as Board Vice President, seconded by Joe Weber. This passed in a roll call vote as follows:

Des Plaines: Yes
 Golf Maine: Yes
 Morton Grove: Yes
 Niles: Yes
 Park Ridge: Absent
 Skokie: Yes
 Lincolnwood: Yes

A motion was made by Jeff Wait to accept the nomination of Joe Weber as Board Treasurer, seconded by Michelle Tuft. This passed in a roll call vote as follows:

Des Plaines: Yes
 Golf Maine: Yes
 Morton Grove: Yes
 Niles: Yes
 Park Ridge: Absent
 Skokie: Yes
 Lincolnwood: Yes

A motion was made by Michelle Tuft to accept the nomination of Trisha Breitlow as Board Secretary, seconded by Jeff Wait. This passed in a roll call vote as follows:

Des Plaines: Yes
 Golf Maine: Yes
 Morton Grove: Yes
 Niles: Yes
 Park Ridge: Absent
 Skokie: Yes
 Lincolnwood: Yes

A motion was made by Michelle Tuft to approve the Association's designation of the checking and payroll accounts as presented in Agenda Item VII C i with the authorized signature of any two of the following: M-NASR Executive Director, M-NASR Superintendent of Recreation and Morton Grove Park District Executive Director for accounts 4578 and 1500, seconded by Joe Weber. This passed in a roll call vote as follows:

Des Plaines: Yes
Golf Maine: Yes
Morton Grove: Yes
Niles: Yes
Park Ridge: Absent
Skokie: Yes
Lincolnwood: Yes

A motion was made by Michelle Tuft to approve the Association's designation of the investment account presented in Agenda Item VII C ii with the authorized signatures of any two of the following: M-NASR Executive Director, M-NASR Superintendent of Recreation and Morton Grove Park District Executive Director, seconded by Jeff Wait. This passed in a roll call vote as follows:

Des Plaines: Yes
Golf Maine: Yes
Morton Grove: Yes
Niles: Yes
Park Ridge: Absent
Skokie: Yes
Lincolnwood: Yes

A motion was made by John Jekot to approve the Paid Leave For All Workers Act Policy as presented, seconded by Jeff Wait. This passed in a roll call vote as follows:

Des Plaines: Yes
Golf Maine: Yes
Morton Grove: Yes
Niles: Yes
Park Ridge: Abstain
Skokie: Yes
Lincolnwood: Yes

A motion was made by Jeff Wait to approve the 2024 Goals as presented, seconded by Gayle Mountcastle. This passed in a roll call vote as follows:

Des Plaines: Yes
 Golf Maine: Yes
 Morton Grove: Yes
 Niles: Yes
 Park Ridge: Yes
 Skokie: Yes
 Lincolnwood: Yes

The President's Award was presented to Lindsey Anderson, Support Staff Coordinator. She was recognized by the M-NASR staff for her dedication, work ethic, leadership, and outstanding service to the agency.

A video was prepared by Communication and Marketing Manager, Audra Ebling and presented to the Board and staff present, highlighting M-NASR's Year in Review.

A motion was made by Joe Weber at 10:39am to convene into Executive Session in accordance with the Open Meetings Act, section 120/2 (c)1, Semi-Annual Review of Minutes 5 ILCS 120/2 (c) (21) and Personnel 5 ILCS 120/2 (c) (1), seconded by John Jekot. This passed in a voice vote.

The Regular Board Meeting reconvened at 10:42am.

A motion was made by Tom Elenz to approve Resolution #2023-4 Determining the Confidentiality of Closed Session Minutes as presented, seconded by Jeff Wait. This passed in a roll call vote as follows:

Des Plaines: Yes
 Golf Maine: Yes
 Morton Grove: Yes
 Niles: Yes
 Park Ridge: Yes
 Skokie: Yes
 Lincolnwood: Yes

A motion was made by Jeff Wait to approve Resolution #2023-5; Regarding the Destruction of Certain Verbatim Recordings of Closed Session Meetings as presented, seconded by Gayle Mountcastle. This passed in a roll call vote as follows:

Des Plaines: Yes
 Golf Maine: Yes
 Morton Grove: Yes
 Niles: Yes
 Park Ridge: Yes
 Skokie: Yes
 Lincolnwood: Yes

A motion was made by John Jekot to approve a salary raise increase of 4% as presented for the Executive Director, seconded by Joe Weber. This passed in a roll call vote as follows:

- Des Plaines: Yes
- Golf Maine: Yes
- Morton Grove: Yes
- Niles: Yes
- Park Ridge: Yes
- Skokie: Yes
- Lincolnwood: Yes

Karen Hawk made a motion to adjourn the December 12, 2023 Board meeting at 10:45am, seconded by Joe Weber. The motion passed in a voice vote.

Jeff Walt, Board President
Morton Grove Park District

Date

Trisha Breitlow, Board Secretary
Maine-Niles Association of Special Recreation

Date

**MAINE-NILES ASSOCIATION OF SPECIAL RECREATION
COMPARATIVE MONTH TREASURER'S REPORT
FOR THE MONTHS OF DECEMBER 31, 2023 AND JANUARY 31, 2024**

	<u>DECEMBER</u>	<u>JANUARY</u>
<u>MONTHLY CASH POSITION</u>		
BEGINNING BALANCE	\$ 1,197,794.92	\$ 1,137,376.25
CASH RECEIPTS	96,287.16	481,587.47
INTEREST	53.20	26.76
TRANSFERS INTO CASH ACCOUNTS		
PAYROLL DISBURSEMENTS	(95,453.61)	(98,289.06)
DISBURSEMENTS ON LIST OF BILLS	(27,320.85)	(156,390.39)
OTHER INCREASES/(DECREASES) *	(33,984.57)	(38,511.30)
 ENDING BALANCE	 <u>\$ 1,137,376.25</u>	 <u>\$ 1,325,799.73</u>
<u>BANK BALANCES BY ACCOUNT</u>		
GENERAL ACCOUNT	\$ 1,130,122.88	\$ 1,318,519.60
PAYROLL ACCOUNT	(55.93)	\$ (55.93)
IMPREST ACCOUNT	1,467.08	\$ 1,467.08
TOTAL CASH ACCOUNTS	<u>\$ 1,131,534.03</u>	<u>\$ 1,319,930.75</u>
 ILLINOIS FUNDS MONEY MARKET ACCOUNT	 <u>\$ 5,842.22</u>	 <u>\$ 5,868.98</u>
TOTAL INVESTMENT ACCOUNTS	<u>\$ 5,842.22</u>	<u>\$ 5,868.98</u>
TOTAL CASH AND INVESTMENTS	<u>\$ 1,137,376.25</u>	<u>\$ 1,325,799.73</u>

DETAILED INVESTMENT INFORMATION

ILLINOIS FUNDS MONEY MARKET ACCOUNT AND THE

MONTHLY INTEREST INCOME	\$ 53.20	\$ 26.76
YEAR-TO-DATE INTEREST INCOME	\$ 290.59	\$ 26.76

* "Other decreases" includes credit card fees charged directly to bank statement, imprest disbursements that will appear on the "List of Bills" in subsequent month and credit card refunds.

"Other increases" may occur when checks written in a prior month are voided in the current month.

MAINE-NILES ASSOCIATION OF SPECIAL RECREATION
BALANCE SHEET
AS OF DECEMBER 31, 2023 AND JANUARY 31, 2024

(Unaudited)

	<u>DECEMBER</u>	<u>JANUARY</u>
ASSETS		
Cash at bank	1,131,534.03	1,319,930.75
Petty cash	300.45	300.45
Investments	5,842.22	5,868.98
Accounts receivable	19,285.31	12,262.20
Prepaid Expenses	30,602.85	19,596.79
 Total Assets	 <u>\$ 1,187,564.86</u>	 <u>\$ 1,357,959.17</u>
LIABILITIES AND EQUITY		
Liabilities		
Payables, accruals and deferred revenues	84,492.45	15,435.00
Total Liabilities	<u>84,492.45</u>	<u>15,435.00</u>
Fund Balance		
Beginning of the year	1,343,310.48	1,103,072.41
Current year activity	(240,238.07)	239,451.76
Total Fund Balance	<u>1,103,072.41</u>	<u>1,342,524.17</u>
 Total Liabilities and Equity	 <u>\$ 1,187,564.86</u>	 <u>\$ 1,357,959.17</u>

**MINUTES OF THE REGULAR MEETING
BOARD OF COMMISSIONERS OF THE GOLF MAINE PARK DISTRICT
MAINE TOWNSHIP, COOK COUNTY, ILLINOIS
HELD ON JANUARY 18, 2024**

1. CALL TO ORDER

- a. President Jamal Liddell called the meeting to order at 6:03pm

2. ROLL CALL

- a. Roll was called: Present: Jamal Liddell, Jasmin Zahirovic, Yogesh Patel,
Jay Shah (6:04pm), Zain Durrani (6:15pm)
Absent: None
Staff: Kevin Hubka, Executive Director
John Jekot, Executive Director

3. VISITORS / VISITOR COMMENTS

- a. There were no visitors present.

4. CHANGES/ADDITIONS TO THE AGENDA

- a. None

5. APPROVAL OF THE CONSENT AGENDA

- a. Commissioner Jasmin Zahirovic moved to approve the consent agenda.
b. Seconded by President Jamall Liddell
c. Roll was called: Ayes: 5 Nays: 0

6. STAFF REPORTS

- a. Kevin Hubka, Executive Director
i. Detailed report in Board pack and was presented for questions & answers.
b. John Jekot, Executive Advisor
i. Items in report part of agenda items and was presented for questions & answers

7. UNFINISHED or CONTINUING BUSINESS

- a. Legislative
i. Update was submitted in Board pack.
b. Appointment Approval of two (2) Residents to the Local Government Efficiency Committee
i. President Jamal Liddell moved to approve Vicky Giannopoulos and Deanna Liddell
ii. Seconded by Commissioner Jasmin Zahirovic
iii. Roll was called: Ayes: 5 Nays: 0
c. Attendance Approval to IAPD/IPRA Soaring to New Heights Conference (January 25-27, 2024) @ Hyatt Regency, Chicago
i. President Jamal Liddell moved to approve Yogesh Patel, Kevin Hubka and John Jekot
ii. Seconded by Jasmin Zahirovic
iii. Roll was called: Ayes: 5 Nays: 0
iv. Other Staff / Commissioners may also decide to attend and may register onsite when arriving at conference

8. NEW BUSINESS

- a. Board Member Comments
 - i. None
 - ii.

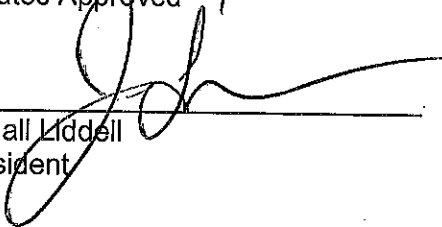
9. CLOSED SESSION


- a. None

10. ADJOURNMENT

- a. President Jamal Liddell moved to adjourn the meeting.
- b. Seconded by Commissioner Jasmin Zahirovic
- c. Roll was called: Ayes: 5 Nays: 0
- d. Meeting adjourned at 6:35pm

03/18/2024
Minutes Approved


Jamal Liddell
President


John C. Jekot
Secretary

GOLF MAINE PARK DISTRICT
FISCAL YEAR 2023-24
SUMMARY OF REVENUES, EXPENDITURES & CASH BALANCES
January 1, 2024

MONTHLY CASH POSITION	December 2023		January 2023
	Cash	Prior	Prior FY
	Balance	Month	Cash Balance
Beginning Balance	\$602,940.23	\$533,305.79	\$618,444.96
Cash Receipts	17,318.93	7,859.00	6,139.50
RE Taxes	NA	454,193.99	297,301.04
Replacement Taxes	6,099.11	2,758.15	10,386.46
Interest	6,202.95	5,669.63	5,411.59
Transfer into Cash Accounts	0.00	385,000.00	367,000.00
Transfer Out of Investments	0.00	(385,000.00)	(367,000.00)
Disbursements of Bills	(65,918.38)	(40,491.03)	(42,032.38)
Bond Payments	NA	NA	N/A
Other Inc/(Dec)	NA	NA	N/A
NSF/Fees	(30.00)	(30.00)	(21.36)
Month End Balance	\$566,612.84	\$963,265.53	\$895,629.81
BANK BALANCES BY ACCOUNT	Bank	Bank	Prior FY
	Balance	Balance	Bank Balance
Savings Account - 1407	\$603,291.92	\$602,940.23	\$536,046.41
Checking Account - 7604	222,965.96	248,113.96	172,586.73
NorthShore - OSLAD - 4331	1,526.15	1,525.95	1,523.87
Director's Account	1,069.35	1,269.35	979.35
Liability Account	1,063.53	1,063.53	1,062.53
Wintrust Savings - BOND - 2537	\$1,138,673.55	\$1,133,149.09	\$1,308,270.87
Wintrust Checking - 2216	\$358,954.70	\$417,418.50	\$384,297.20
Wintrust Scholarship Fund - 3539	NA	NA	\$4,215.95
Total Cash Accounts	\$2,327,545.16	\$2,405,480.61	\$2,408,982.91
INVESTMENTS BY ACCOUNT	Investment	Investment	Prior FY
	Balance	Balance	Invest Balance
Illinois Funds Money Market	\$65,045.85	\$64,749.25	\$61,748.27
IPDLAF+Class	NA	NA	N/A
Total Investments	\$65,045.85	\$64,749.25	\$61,748.27
TOTAL CASH AND INVESTMENTS	\$2,392,591.01	\$2,470,229.86	\$2,470,731.18

GOLF MAINE PARK DISTRICT
FISCAL YEAR 2023-24
SUMMARY OF REVENUES, EXPENDITURES & CASH BALANCES
February 1, 2024

	January 2024		February 2023
MONTHLY CASH POSITION	Cash	Prior	Prior FY
	Balance	Month	Cash Balance
Beginning Balance	\$603,291.92	\$602,940.23	\$536,056.41
Cash Receipts	16,792.50	17,318.93	13,528.00
RE Taxes	183,602.33	NA	5,397.33
Replacement Taxes	NA	6,099.11	NA
Interest	5,552.16	6,202.95	4,973.01
Transfer into Cash Accounts	0.00	0.00	NA
Transfer Out of Investments	0.00	0.00	NA
Disbursements of Bills	(42,090.05)	(65,918.38)	(101,490.05)
Bond Payments	NA	NA	NA
Other Inc/(Dec)	NA	NA	NA
NSF/Fees	NA	(30.00)	(50.35)
Month End Balance	\$767,148.86	\$566,612.84	\$458,414.35
BANK BALANCES BY ACCOUNT	Bank	Bank	Prior FY
	Balance	Balance	Bank Balance
Savings Account - 1407	\$787,281.31	\$603,291.92	\$541,722.41
Checking Account - 7604	213,883.82	222,965.96	120,144.63
NorthShore - OSLAD - 4331	1,526.34	1,526.15	1,524.04
Director's Account	1,069.35	1,069.35	2,179.35
Liability Account	1,063.53	1,063.53	1,062.53
Wintrust Savings - BOND - 2537	\$1,143,559.33	\$1,138,673.55	\$1,312,722.79
Wintrust Checking - 2216	\$300,431.03	\$358,954.70	\$331,537.89
Wintrust Scholarship Fund - 3539	NA	NA	\$4,208.60
Total Cash Accounts	\$2,448,814.71	\$2,327,545.16	\$2,315,102.24
INVESTMENTS BY ACCOUNT	Investment	Investment	Prior FY
	Balance	Balance	Invest Balance
Illinois Funds Money Market	\$6,532,498.00	\$65,045.85	\$61,960.52
IPDLAF+Class	NA	NA	NA
Total Investments	\$6,532,498.00	\$65,045.85	\$61,960.52
TOTAL CASH AND INVESTMENTS	\$8,981,312.71	\$2,392,591.01	\$2,377,062.76

INVOICE REGISTER FOR GOLF MAINE PARK DISTRICT
CHECK RUN DATES 01/01/2024 - 01/31/2024

Vendor ID	Vendor Name	Invoice #	Description	Inv. Date	Amount	Check Number	Check Date
00156	COM ED	Dec 11, 2023	ELECTRICITY @ FP	12/11/2023	2,007.43	4349	1/2/2024
00516	AQUA ILLINOIS, INC.	DEC 26, 2023-3781	ACTUAL METER READING AT FP	12/26/2023	305.69	4347	1/2/2024
00339	AT & T	847297393812-2023	DP PHONE	12/4/2023	200.78	4348	1/2/2024
00659	PHYSICIANS IMMEDIATE CARE	Dec 14, 2023	HUBKA, SINGH DRUG SCREENING	12/14/2023	270.00	4354	1/2/2024
00171	FSS TECHNOLOGIES	I-10967	DP-FIRE ALARM & SERVICE AGREEMENT 1/1/24-3/31/24	12/17/2023	138.00	4350	1/2/2024
00555	ILLINOIS STATE POLICE	20231100680	EMIR METOVIC, SEAD METOVIC, PUNEET SINGH	11/30/2023	50.00	4353	1/2/2024
00370	GROOT, INC.	11845539T092	WASTE PICKUP SERVICES @ DP	1/1/2024	533.93	4351	1/2/2024
00370	GROOT, INC.	11845538T092	WASTE PICKUP SERVICES @ FP	1/1/2024	246.86	4352	1/2/2024
00672	D ARBOR MASTERS	3530	FALL FINE PRUNING AT DP-PARK IMPROVEMENTS	12/2/2023	11,025.00	4358	1/8/2024
00096	NICOR GAS	Dec 12, 2023	GAS AT DP	12/12/2023	685.82	4360	1/8/2024
00604	AMAZON CAPITAL SERVICES	1TFX-XDV1-VGKN	REC SUPPLIES	12/26/2023	165.05	4355	1/8/2024
00604	AMAZON CAPITAL SERVICES	1H9V-XIDV-CGPF	OFFICE SUPPLIES	12/28/2023	64.30	4356	1/8/2024
00604	AMAZON CAPITAL SERVICES	17GW-6YYG-CQXM	OFFICE SUPPLIES	12/28/2023	20.52	4357	1/8/2024
00592	LAUTERBACH & AMEN, LLP	86372	PROF SERVICES DECEMBER 2023	1/2/2024	545.00	4359	1/8/2024
00203	TEAM SPORT PRO LTD.	5-5479	SCHOOL DISTRICT PROGRAM	12/13/2023	389.50	4361	1/8/2024
00203	TEAM SPORT PRO LTD.	5-5480	SCHOOL DISTRICT PROGRAM	12/13/2023	458.00	4362	1/8/2024
00116	PDRMA	1223125H	DECEMBER HEALTH CONTRIBUTIONS	12/31/2023	6,845.25	4376	1/15/2024
00116	PDRMA	1223125S	PROPLIABILITY/WKRS COMP, EMPLY PRAC,POLL LIABILITY	12/31/2023	1,495.92	4377	1/15/2024
00632	APEX3 SYSTEMS	2470	OPENPATH SUBSCRIPTION-BASIC	1/4/2024	720.00	4365	1/15/2024
00632	APEX3 SYSTEMS	2467	AVA AWARE LICENSE 1 YR-SUBSCRIPTION END 11-2024	1/4/2024	2,148.00	4366	1/15/2024
00632	APEX3 SYSTEMS	2466	AVA AWARE LICENSE 1 YR SUBSCRIPTION END NOV 2024	1/4/2024	3,580.00	4367	1/15/2024
00604	AMAZON CAPITAL SERVICES	1PMF-MWDJ-61FR	SCHOOL DISTRICT PROGRAM SUPPLIES	1/4/2024	20.68	4363	1/15/2024
00604	AMAZON CAPITAL SERVICES	1IQH-RNNJ-4YHT	OFFICE SUPPLIES & SCHOOL DIST SUPPLIES	1/4/2024	127.99	4364	1/15/2024
00534	COMCAST	Dec 26, 2023	HIGH SPEED INTERNET	12/26/2023	202.90	4368	1/15/2024
00566	COSTPERCOPY CONSULTANTS, INC.	AR53879	IT/MAINT. AGREEMENT QTRLY-DEC 2, 2023-MAR 1, 2024	12/30/2023	605.00	4369	1/15/2024
00566	COSTPERCOPY CONSULTANTS, INC.	AR53875	FELDMAN-COPIER COLOR OVERAGE FEE	12/30/2023	495.90	4370	1/15/2024
00566	COSTPERCOPY CONSULTANTS, INC.	AR53877	LEASE FOR PHONE DEC 15, 2023-JAN 14, 2024	12/30/2023	68.00	4371	1/15/2024
00566	COSTPERCOPY CONSULTANTS, INC.	AR53880	ONLINE MTH BACKUP DEC 30, 2023-JAN 29, 2024	12/30/2023	40.00	4372	1/15/2024
00566	COSTPERCOPY CONSULTANTS, INC.	AR53876	DEE PARK COPIER COLOR OVERAGE FEE	12/30/2023	31.44	4373	1/15/2024
00566	COSTPERCOPY CONSULTANTS, INC.	AR53878	MONTHLY PHONE SRV DEC 15, 2023-JAN 14, 2024	12/30/2023	220.40	4374	1/15/2024
00052	HOME DEPOT	Dec 29, 2023	MAINT SUPPLIES, REPAIRS	12/29/2023	217.31	4375	1/15/2024
00409	TRESSLER, LLP	480155	PROF SRV GENERAL, LITIGATION MATTERS DEC 31, 2023	1/12/2024	726.00	4378	1/15/2024
00080	MAINE NILES ASSN OF SPEC. REC.	GM MDC 124	1ST QTR GEN CONTRIUTION 2024	1/2/2024	11,381.06	4384	1/22/2024
00096	NICOR GAS	Dec 28, 2023	GAS AT @ FP	12/28/2023	1,979.46	4385	1/22/2024
00671	CITI CARDS	Jan 10, 2024	DINA, KEVIN & ANTHONY PURCHASES	1/10/2024	1,526.08	4381	1/22/2024
00515	ANDERSON PEST SOLUTIONS	56521285	PEST CONTROL @ DP	1/7/2024	60.90	4379	1/22/2024
00515	ANDERSON PEST SOLUTIONS	56506020	PEST CONTROL @ FP	1/7/2024	95.70	4380	1/22/2024
00310	ROTARY CLUB OF SKOKIE	2143	CLUB DUES/FOUNDATION OBLIGATION JAN - JUN 2024	1/15/2024	185.00	4386	1/22/2024
00566	COSTPERCOPY CONSULTANTS, INC.	AR53580	FP COPIER COLOR OVERAGE FEE	12/20/2023	705.00	4383	1/22/2024
00534	COMCAST	Dec 17, 2023	HIGH SPEED INTERNET	12/17/2023	209.90	4382	1/22/2024
00566	COSTPERCOPY CONSULTANTS, INC.	AR012524	FELDMAN DOWNSTAIRS VIDEO WALL	1/25/2024	3,811.40	4387	1/28/2024
00604	AMAZON CAPITAL SERVICES	16W1-4F46-MXLT	DUST MOP REPL, FLOOR SWEEPER-MAINT SUPPLIES	1/17/2024	181.98	4388	1/29/2024
00096	NICOR GAS	Jan 11, 2024	GAS AT DP	1/11/2024	989.92	4400	1/29/2024
00156	COM ED	Jan 9, 2024	ELECTRICITY @ DP	1/9/2024	1,145.75	4396	1/29/2024
00533	EXPERT CHEMICAL & SUPPLY, INC.	959898	MAINTENANCE SUPPLIES	1/19/2024	1,460.36	4398	1/29/2024
00566	COSTPERCOPY CONSULTANTS, INC.	P101266	DP COPIER COLOR OVERAGE FEE	1/16/2024	415.00	4397	1/29/2024
00634	CMFP	623370	QRTLY BILLING JAN 1 - MAR 31, 2024	1/15/2024	210.00	4395	1/29/2024
00684	HOOPS EDUCATION	Jan 10, 2024	MAINE EAST TRAVEL FEEDER LEAGUE	1/10/2024	3,240.00	4399	1/29/2024
00516	AQUA ILLINOIS, INC.	JAN 24, 2024-3781	WATER READING @ FP	1/24/2024	286.18	4389	1/29/2024
00516	AQUA ILLINOIS, INC.	JAN 24, 2024-3737	WATER READING @ DP	1/24/2024	21.55	4390	1/29/2024
00662	ARTISTICALLY A&A	000037	4TH-6TH GRADE BASKETBALL JERSEYS	1/28/2024	628.00	4391	1/29/2024
00662	ARTISTICALLY A&A	000038	GMPD STAFF HOODIES	1/28/2024	192.00	4392	1/29/2024
00662	ARTISTICALLY A&A	000035	COACH POLO'S	1/9/2024	42.50	4393	1/29/2024
00662	ARTISTICALLY A&A	000033	MAINE EAST JR. BLUE DEMONS BBALL UNIFORMS	1/9/2024	998.25	4394	1/29/2024
	FIFTH THIRD CREDIT CARD	Jan 9, 2024	KEVIN, JOHN, ANTHONY, SAMIR	1/9/2024	1,201.72	ONLINE PAYMENT	1/2/2024

Totals: 65,618.38

INVOICE REGISTER FOR GOLF MAINE PARK DISTRICT
 IP CHECK RUN DATES 02/01/2024 - 02/29/2024

Vendor ID	Vendor Name	Invoice #	Description	Inv. Date	Amount	Check Number	Check Date
00595	BS& A SOFTWARE	151631	ANNUAL CONTRACT - GL, PR, AP	2/1/2024	2,803.00	4403	2/5/2024
00604	AMAZON CAPITAL SERVICES	13GN-XPCW-DJHT	REC SUPPLIES	1/24/2024	68.50	4401	2/5/2024
00604	AMAZON CAPITAL SERVICES	1JQY-4PQM-6FKN	OFFICE SUPPLIES, VIDEO WALL SUPPLIES	1/27/2024	218.74	4402	2/5/2024
00677	NATIONAL BUSINESS FURNITURE LLC	ZK231808-TDQ	FELDMAN FURNITURE	1/31/2024	2,974.41	4408	2/5/2024
00648	OFFICE FURNITURE RESOURCES	ORD0066940	FELDMAN FURNITURE	1/29/2024	1,025.00	4409	2/5/2024
00370	GROOT, INC.	12038252T092	WASTE PICKUP SERVICES @ DP	2/1/2024	533.93	4405	2/5/2024
00370	GROOT, INC.	12038251T092	WASTE PICKUP SERVICES @ FP	2/1/2024	246.86	4406	2/5/2024
00612	FUN EXPRESS, LLC	729530886-01	SPECIAL EVENT-EASTER	1/29/2024	495.00	4404	2/5/2024
00592	LAUTERBACH & AMEN, LLP	86613	PROF SERVICES JAN 2024	2/2/2024	545.00	4407	2/5/2024
00685	LIMITLESS WALLS	INV-93419	WALL MURAL-FELDMAN	2/5/2024	1,307.88	4410	2/5/2024
	FIFTH THIRD MASTERARD	Feb 9, 2024	JOHN, KEVIN, ANTHONY, SAMIR TRANSACTIONS	2/9/2024	1,919.06	ONLINE PYMT	2/5/2024
00156	COM ED	Jan 16, 2024	ELECTRICITY@ FP	1/16/2024	1,069.84	4412	2/12/2024
00156	COM ED	Feb 9, 2024	ELECTRICITY FELDMAN	2/9/2024	3,340.74	4413	2/12/2024
00097	NILES CHAMBER OF COMMERCE AND IND.	37214	ANNUAL PARTNERSHIP FEE	2/8/2024	175.00	4421	2/12/2024
00530	J&M BUILDING MAINTENANCE, INC.	2028	SCREEN & RECOAT FELDMAN GYM FLOOR	12/15/2023	2,400.00	4420	2/12/2024
00647	NORTH SHORE RHYTHMIC GYMNASICS CTR	Feb 12, 2024	SESSION # 1 JAN 10-FEB 7, 2024	2/12/2024	630.00	4422	2/12/2024
00436	BAHA-TONE FITNESS, LLC	Feb 12, 2024	SESSION #1 JAN 11-FEB 8, 2024	2/12/2024	327.00	4411	2/12/2024
00566	COSTPERCOPY CONSULTANTS, INC.	AR54365	FELDMAN PRINTER COLOR OVERAGE FEE	1/31/2024	137.69	4415	2/12/2024
00566	COSTPERCOPY CONSULTANTS, INC.	AR54366	DEE PARK COPIER COLOR OVERAGE FEE	1/31/2024	27.78	4416	2/12/2024
00566	COSTPERCOPY CONSULTANTS, INC.	AR54367	LEASE FOR PHONE SYSTEM JAN 15-FEB 14, 2024	1/31/2024	68.00	4417	2/12/2024
00566	COSTPERCOPY CONSULTANTS, INC.	AR54368	MONTHLY PHONE SERVICE JAN 15-FEB 14, 2024	1/31/2024	220.40	4418	2/12/2024
00566	COSTPERCOPY CONSULTANTS, INC.	AR54508	ONLINE MONTHLY BACKUP FOR SERVER 1/30-2/28	1/31/2024	40.00	4419	2/12/2024
00534	COMCAST	Jan 26, 2024	HIGH SPEED INTERNET JAN 30-FEB 29, 2024	1/26/2024	202.90	4414	2/12/2024
00686	AXIS OFFICE FURNITURE	50-1838	FELDMAN RECEPTION DESK FOR DOWNSTAIRS FOYER	1/22/2024	3,445.00	4423	2/13/2024
00096	NICOR GAS	JAN 29, 2024-FP	GAS AT FELDMAN	1/29/2024	812.60	4437	2/19/2024
00116	PDRMA	0124125H	JANUARY HEALTH CONTRIBUTION	1/31/2024	7,079.60	4438	2/19/2024
00116	PDRMA	124125	PROP,LIAB,WKR COMP,EMP PRAC,POLL LIAB,CYBER	1/31/2024	2,035.43	4439	2/19/2024
00604	AMAZON CAPITAL SERVICES	1VRH-P3M7-PR1D	RECREATION SUPPLIES	2/3/2024	257.97	4424	2/19/2024
00449	FAST SIGNS	29-78875	BUSINESS CARDS-RENTAL PROGRAM	2/6/2024	43.53	4431	2/19/2024
00604	AMAZON CAPITAL SERVICES	1R17-WMFY-JTGN	STAFF SHIRTS	2/6/2024	71.79	4425	2/19/2024
00156	COM ED	Feb 7, 2024	ELECTRICITY AT DP	2/7/2024	1,064.13	4430	2/19/2024
00449	FAST SIGNS	29-79943	BUSINESS CARDS-DINA & JOHN	2/5/2024	87.06	4432	2/19/2024
00604	AMAZON CAPITAL SERVICES	114K-MRYG-KLPA	OFFICE SUPPLIES	2/11/2024	76.89	4426	2/19/2024
00515	ANDERSON PEST SOLUTIONS	57531016	PEST CONTROL @ DP	2/4/2024	60.90	4427	2/19/2024
00515	ANDERSON PEST SOLUTIONS	57516151	PEST CONTROL @ FP	2/4/2024	95.70	4428	2/19/2024
00687	REBELS BASKETBALL	Feb 13, 2024	3 TEAMS REBELS FEEDER SHOOTOUT @ RIDGEWOOD HS	2/13/2024	850.00	4440	2/19/2024
00640	MBD MARTIAL ARTS, INC.	17759790	PROGRAMS SESSION #1 JAN 8-FEB 12, 2024	11/27/2023	450.00	4435	2/19/2024
00069	KONE	1158677505	ANNUAL CODE-REQUIRED TESTING-DP ELEVATOR	2/15/2024	888.80	4434	2/19/2024
00531	MONARCH BURGLAR ALARM CO.	MAR 1 - JUN 1, 2024	ALARMNET GSM MONITORING & SERVICE	2/19/2024	147.00	4436	2/19/2024
00052	HOME DEPOT	Jan 30, 2024	MAINTENANCE SUPPLIES, CAPTIAL PROJECT SUPPLIES	1/30/2024	516.35	4433	2/19/2024
00671	CITI CARDS	Feb 12, 2024	DINA, KEVIN & ANTHONY PURCHASES	2/12/2024	1,885.12	4429	2/19/2024
00604	AMAZON CAPITAL SERVICES	1LDD-LLLJ-GFL6	OFFICE SUPPLIES, FILE CABINET	2/17/2024	518.35	4441	2/26/2024
00030	ANDERSON LOCK	1140558	KEYS	2/16/2024	166.20	4442	2/26/2024
00203	TEAM SPORT PRO LTD.	5-5515	MAINE EAST FEEDER BASKETBALL	2/19/2024	500.00	4444	2/26/2024
00203	TEAM SPORT PRO LTD.	5-5501	MAINE EAST FEEDER BASKETBALL	2/12/2024	38.00	4445	2/26/2024
00534	COMCAST	Jan 17, 2024	HIGH SPEED INTERNET	1/17/2024	222.90	4443	2/26/2024
TOTAL					42,090.05		

BOARD REPORT – MARCH 2024

(By: Kevin Hubka, Executive Director)

*UPCOMING EVENTS

- *MARCH 23 - EASTER EGG HUNT
- *MARCH 23 - DONUTS W/ THE BUNNY
- *APRIL 22 - EARTH DAY EVENT

*PROJECT REPORT

<u>PROJECT</u>	<u>STATUS</u>	<u>COMMENTS</u>
FELDMAN GYM/BUILDING DÉCOR	DELAYED	N/A
FELDMAN GYM LOBBY MAKEOVER	COMPLETED	COMPLETED ON 3/6/24
WASHER/DRYER	NOT STARTED	TARGET DATE – APRIL 2024
BADMINTON SLEEVE REPAIR	SPRING	VENDOR TO GIVE OPTIONS ON REPAIR.
DEE PARK WEST GAZEBO DEMO	DELAYED	VENDOR SCHEDULE BOOKED. WAITING FOR UPDATE.
SIGNAGE @ FELDMAN / DEE	NEED APPROVAL	WILL REVISIT IN MARCH BOARD MEETING
FELDMAN/DEE PARKING LOTS RESURFACING	NEED APPROVAL	SPRING 2024
FELDMAN GYM FLOOR RESURFACING	COMPLETED	COMPLETED ON 2/14/24
SPRAY PARK PIT	IN PROGRESS	VORTEX TO PRESSURE TEST



*MARKETING COMMITTEE REPORT

*WE ARE IN THE BEGINNING STAGES OF REVAMPING OUR SPONSORSHIP PROGRAM. AS YOU MAY NOT KNOW, WE HAVE ZERO SPONSORS. AT THIS YEAR'S CONFERENCE, ALEXIS GAINED VALUABLE KNOWLEDGE ON A PATH FORWARD FOR OUR PARK DISTRICT. IN THE UPCOMING WEEKS, WE PLAN ON CREATING THE FOLLOWING:

- *SPONSORSHIP PACKAGES 
- *SPONSORSHIP TERMS 
- *SPONSORSHIP CONTRACT (SENT TO PARK DISTRICT LAWYER FOR REVIEW AND APPROVED) 
- *SPONSORSHIP GOALS FOR THIS YEAR 

***RECREATION REPORT**

*INTERGOVERNMENTAL AGREEMENT FOR SCHOOL DISTRICT 63.

- 1) DOCUMENT HAS BEEN SENT TO PARK DISTRICT LAWYER FOR REVIEW ON 2/5/24. 
- 2) DOCUMENT WILL BE SENT TO SCHOOL DISTRICT FOR REVIEW. 
- 3) DOCUMENT WILL BE SIGNED BY PARK DISTRICT BOARD (Target - April Board Mtg)
- 4) DOCUMENT WILL BE SIGNED BY DISTRICT 63 SCHOOL BOARD (Target - April Board Mtg)

*INTERGOVERNMENTAL AGREEMENT FOR SCHOOL DISTRICT 207.

- 1) WILL BE SENT TO SCHOOL DISTRICT FOR REVIEW IN MARCH.

Revenue Report	FEBRUARY (2023)	FEBRUARY (2024)	(+/-)
PROGRAMS	\$11,704.00	\$17,236.00	+\$5,532.00
RENTALS	\$24,255.50	\$25,319.50	+\$1,064.00
Total	\$35,959.50	\$42,555.50	+\$6,596.00

(Year over Year Comparison) Total: **Up 18.3%** total revenue in the same span over last year.

***RECREATION REPORT CONT.**

- *ANTHONY SILMON WILL INTRODUCE PUNEET SINGH TO BOARD MEMBERS.
- *ANTHONY AND PUNEET WILL GIVE UPDATE ON PROGRAMS.

***BUDGET REPORT**

- *PRELIMINARY WORK ON CORPORATE FUND AND RECREATION FUND EXPENDITURE LINE ITEMS WITH DINA.
- *PRELIMINARY WORK ON RECREATION REVENUE.
- *WORKING WITH JOHN AND DINA ON ALL OTHER FUNDS.

***BOARD PICTURES**

- *BOARD PICTURES ARE SCHEDULED TO BE TAKEN AT THE APRIL 18, 2024 MEETING.

***PDRMA REPORT**

- *WE ARE CURRENTLY WORKING ON OUR 1ST FINANCIAL INCENTIVE GOAL OF THE 2024 RISK MANAGEMENT REVIEW. LYNNEA BROBERG IS WORKING CLOSELY WITH OUR PDRMA REPRESENTATIVE.

“In The Know”

Communication From Executive Advisor

Date: March 18, 2024

From: John Jekot, Executive Advisor

All items in my report have been included in meeting agenda.

Golf Maine Park District
Fiscal Year 2024/25 Budget
Summary Page

Presented on
March 18, 2024

<u>FUNDING SOURCES</u>	<u>Amount - \$2,240,950</u>
Fees and Admissions	\$485,000
Property Tax	\$1,635,950
Other Taxes	\$50,000
Investment/Misc	\$70,000

<u>EXPENDITURES</u>	<u>Amount - \$3,329,810</u>
Workers Compensation Fund	\$9,000
Corporate Fund	\$385,000
Audit Fund	\$15,000
Recreation Fund	\$1,040,875
Illinois Municipal Retirement Fund (IMRF)	\$62,500
Liability Insurance Fund	\$30,000
Social Security Fund	\$65,000
Unemployment Insurance Fund	\$60,000
Capital Improvement Fund	\$1,052,425
Handicapped Recreation Fund	\$45,600
Police Fund	\$20,000
Bond & Interest Fund	\$543,410
Paving & Lighting Fund	\$1,000

OVERVIEW

Revenue	\$2,240,950	TOTAL REVENUE	<u>\$2,240,950</u>
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Expenses	\$3,329,810	TOTAL EXPENSES	<u>\$1,733,975</u>
	(Less Capital Improvement @ \$1,052,425)		
	(Less Bond & Interest @ \$(543,410))		

Revenue Over Expenses	<u>\$506,975</u>
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GOLF MAINE PARK DISTRICT
Fiscal Year 2024/2025
Draft #1

BUDGET

Presented
March 18, 2024

2024/25 Timeline of Budget

February

February 16 - Budget review sent to the Board (*projected year end analysis sent*)

March

March 18 - Budget first draft review with Board

April

April 18 – Budget final draft review with Board

Call for Public Hearing for Budget and Appropriations Ordinance

Budget available for 30-day inspection prior to passing

Legal notice published 30 days prior to passing announcing Combined Budget and Appropriations Ordinance

May

May 16 - Public Hearing for Budget and Appropriations Ordinance (Passing of the budget)

**Golf Maine Park District
Fiscal Year 2024/25 Budget
Fund Descriptions**

I. REVENUE FUNDS

Fees and Admissions

Fees and Admissions are user fees collected in exchange for participating in a program as well as rental fees collected for private use of our facilities and parks.

Property Tax

Property tax is a tax that is based on a property's value. It is sometimes called an "ad valorem" tax, which means "according to value." The property tax is a local tax imposed by local government taxing districts (e.g., school districts, municipalities, counties) and administered by local officials (e.g. township assessors, chief county assessment officers, local boards of review, county collectors). Property taxes are collected and spent at the local level.

Other Taxes

Replacement Tax (or other taxes), also known as Personal Property Replacement Tax, is a tax imposed as of July 1, 1979, on income of corporations, subchapter S corporations, partnerships, and trusts. This tax replaces money lost by local governments when their power to impose personal property taxes was taken away. Replacement tax is collected from corporations, subchapter S corporations, partnerships, and trusts by the State of Illinois and paid to local governments.

Investment/Misc

Investment revenue is interest earned on a bank account and/or other type of investments (i.e. CD). Miscellaneous revenue may include, but not limited to a donation to the park district or a safety/health incentive offered by risk management provider.

II. EXPENSE FUNDS

Workers Compensation Fund

Illinois workers' compensation insurance, also known as workers' comp insurance or workman's comp, accounts for benefits to your employees if they get hurt or sick from their job. This coverage can help pay for your employee's medical bills and replace most of their lost wages.

Corporate Fund

The Corporate Fund accounts for the general revenues and expenditures of the Park District which are not included in other funds.

Audit Fund

The audit fund accounts for a comprehensive financial analysis of the **Park District's** operations and procedures when it comes to handling public finances.

Recreation Fund

The Recreation Fund accounts for the revenues and expenditures related to a wide variety of programs and facilities within the Golf Maine Park District.

Illinois Municipal Retirement Fund (IMRF)

The IMRF Fund accounts for the employer share of the pension contribution.

Liability Insurance Fund

The General Liability Fund accounts for property, liability and worker's compensation insurance premium expenses.

Social Security Fund

The Social Security Fund accounts for the employer share of the Social Security and Medicare taxes.

Unemployment Insurance Fund

Unemployment insurance accounts for a state-operated insurance program designed to partially replace lost wages when employee(s) are out of work. Like fire, accident, health and other types of insurance, it is for an emergency: when you are temporarily or permanently out of a job, or if you work less than full time because of lack of work.

Capital Improvement Fund

The Capital Projects Fund accounts for financial resources to be used for capital projects and major repairs/renovations not accounted for in other funds. Bond fund proceeds are typically allocated in this fund however can be taken out of operations as well.

Handicapped Recreation Fund

The Maine Niles Association of Special Recreation (MNASR) Fund accounts for the disbursement of funds for the expenses to provide joint recreational programs for the handicapped and costs related to the accessibility of the District's facilities and sites.

Police Fund

This fund shall be used for the organization and maintaining of a police system including the hiring of a regular policeman or police force for the purpose of policing the parks and playgrounds maintained within the district. This can be active duty, retired or possibility a security company.

Bond & Interest Fund

The Bond & Interest Fund accounts for the accumulation of resources for, and the payment of general obligation debt principal and interest.

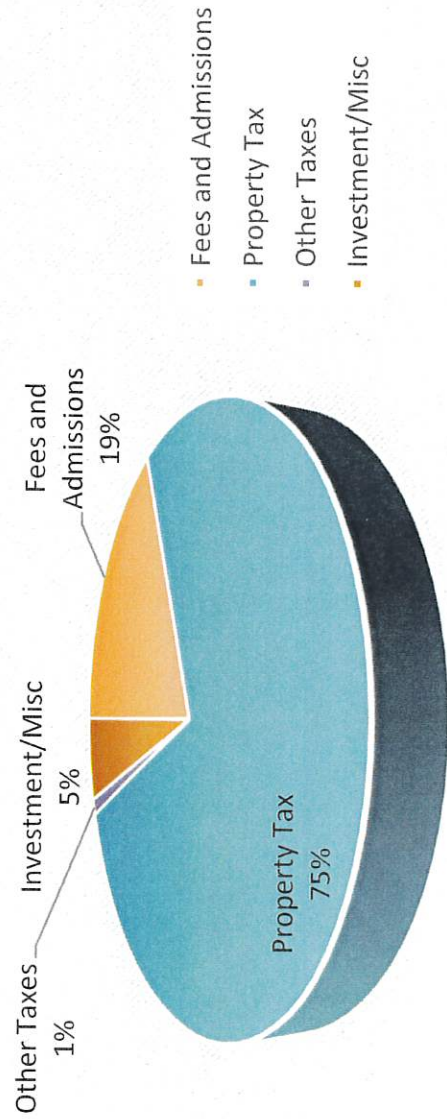
Paving & Lighting Fund

This fund shall be used for for the purpose of constructing, maintaining, and lighting streets and roadways within the parks and playgrounds maintained by the district.



FUNDING SOURCES	Amount - \$2,008,518
Fees and Admissions	\$485,000
Property Tax	\$1,635,950
Other Taxes	\$50,000
Investment/Misc	\$70,000

FISCAL YEAR 2024/2025 BUDGET REVENUE - \$2,240,950

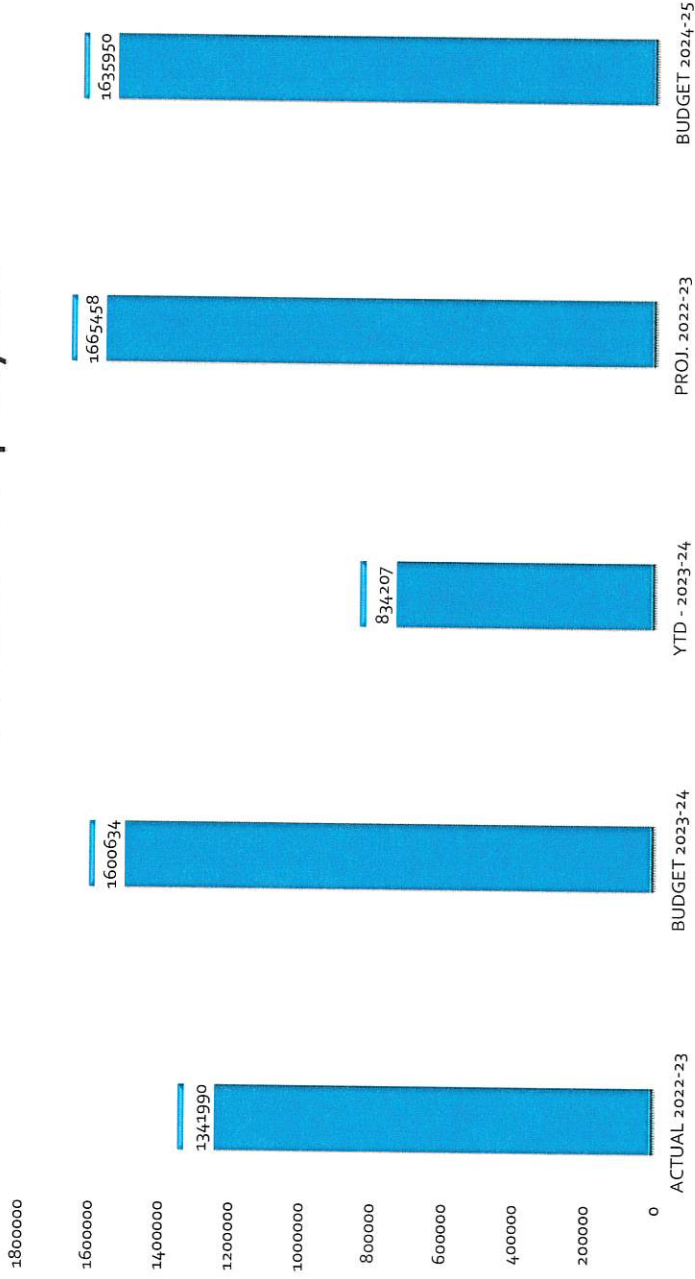


- Fees and Admissions
- Property Tax
- Other Taxes
- Investment/Misc

BUDGET (1)

YEAR	\$ AMOUNT
ACTUAL 2022-23	1341990
BUDGET 2023-24	1600634
YTD - 2023-24	834207
PROJ. 2022-23	1665458
BUDGET 2024-25	1635950

Revenue - Property Tax



% Increase Over '24 Budget - 2.20%
 \$ Increase Over '24 Budget - \$35,316

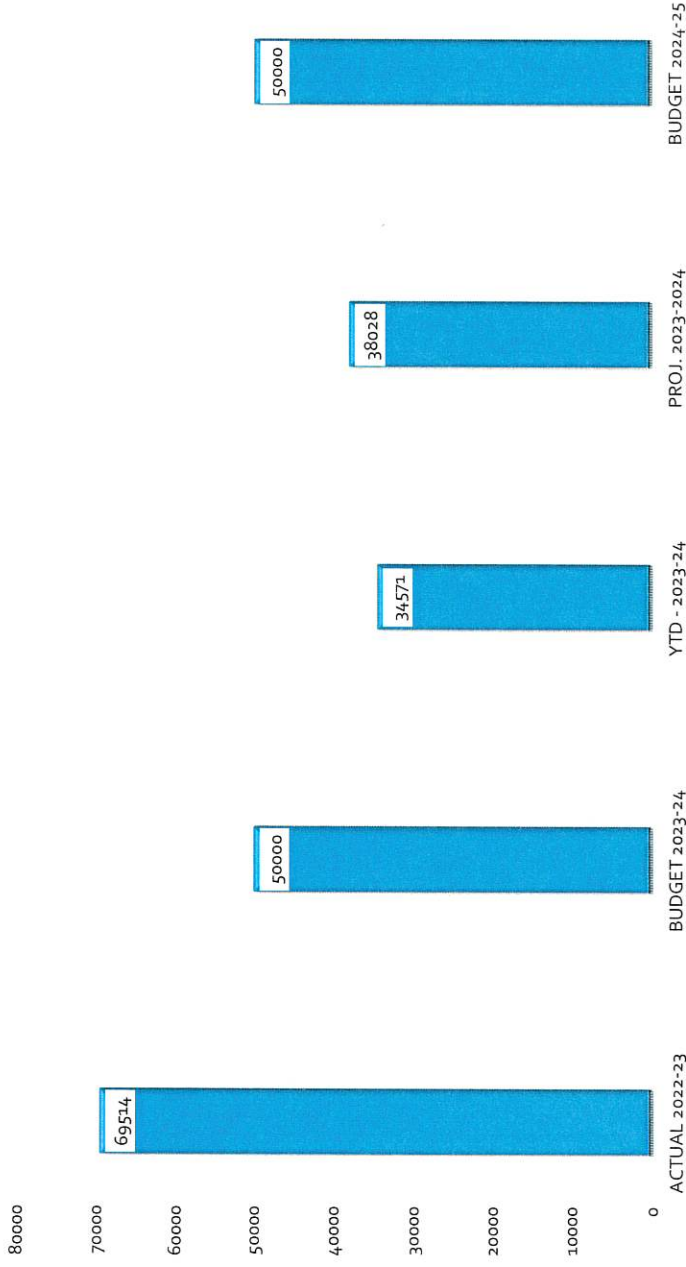
COMMENTS

4%
 \$64,824

BUDGET (2)

YEAR	\$ AMOUNT
ACTUAL 2022-23	69514
BUDGET 2023-24	50000
YTD - 2023-24	34571
PROJ. 2023-2024	38028
BUDGET 2024-25	50000

Revenue - Other Taxes



% Increase Over '24 Budget - 0

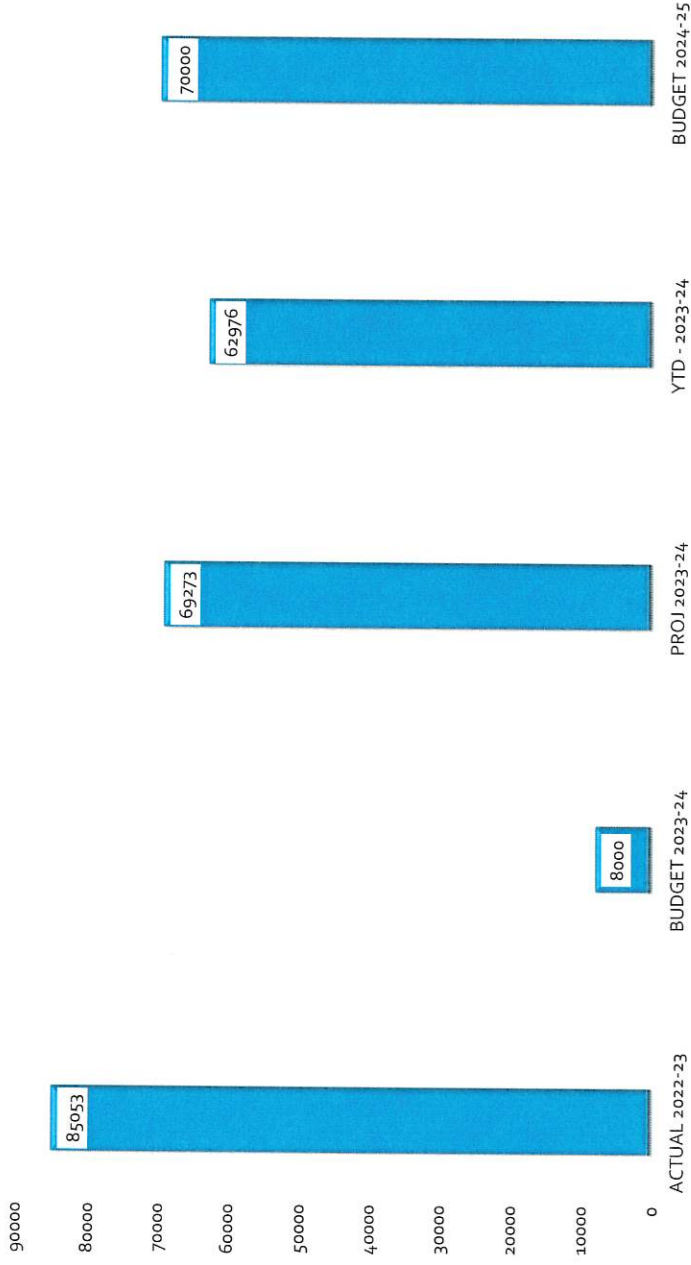
\$ Increase Over '24 Budget - 0

COMMENTS

BUDGET (3)

YEAR	\$ AMOUNT
ACTUAL 2022-23	85053
BUDGET 2023-24	8000
PROJ 2023-24	69273
YTD - 2023-24	62976
BUDGET 2024-25	70000

Revenue - Investment & Misc.



% Increase Over '24 Budget - 775%
 \$ Increase Over '24 Budget - \$62,000

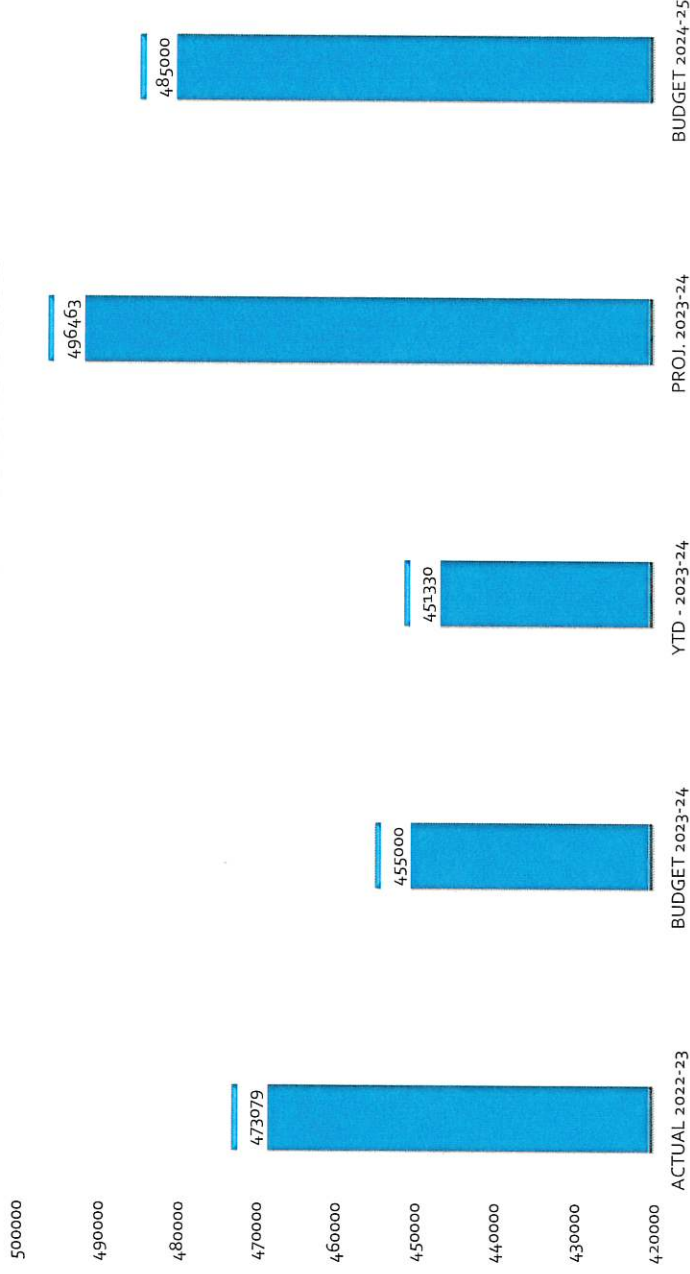
COMMENTS

Higher Interest Rates Than Expected
 Increase Bond Money to Invest

BUDGET (4)

YEAR	\$ AMOUNT
ACTUAL 2022-23	473079
BUDGET 2023-24	455000
YTD - 2023-24	451330
PROJ. 2023-24	496463
BUDGET 2024-25	485000

Revenue - Fees & Admissions Fund

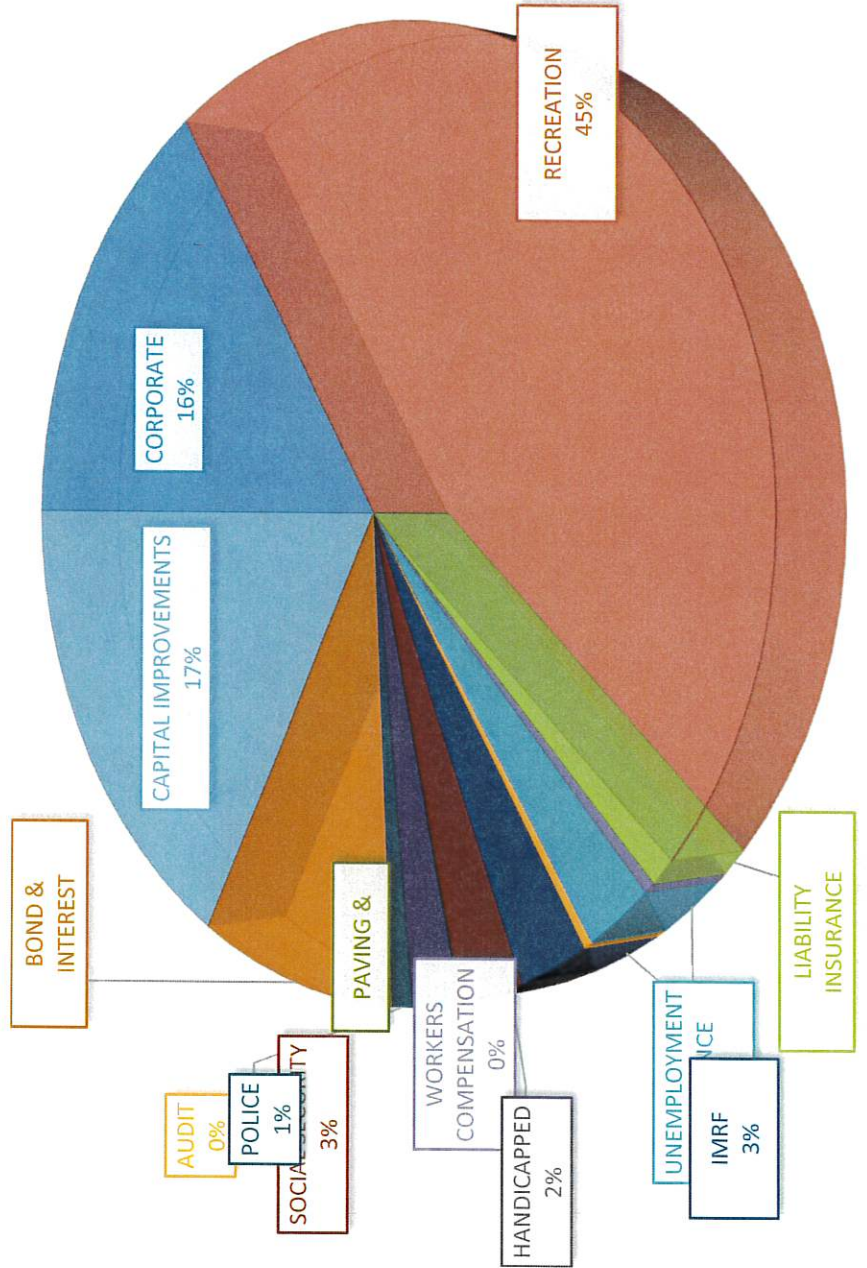


% Increase Over '24 Budget - 6.59%
 \$ Increase Over '24 Budget - 30,000

COMMENTS



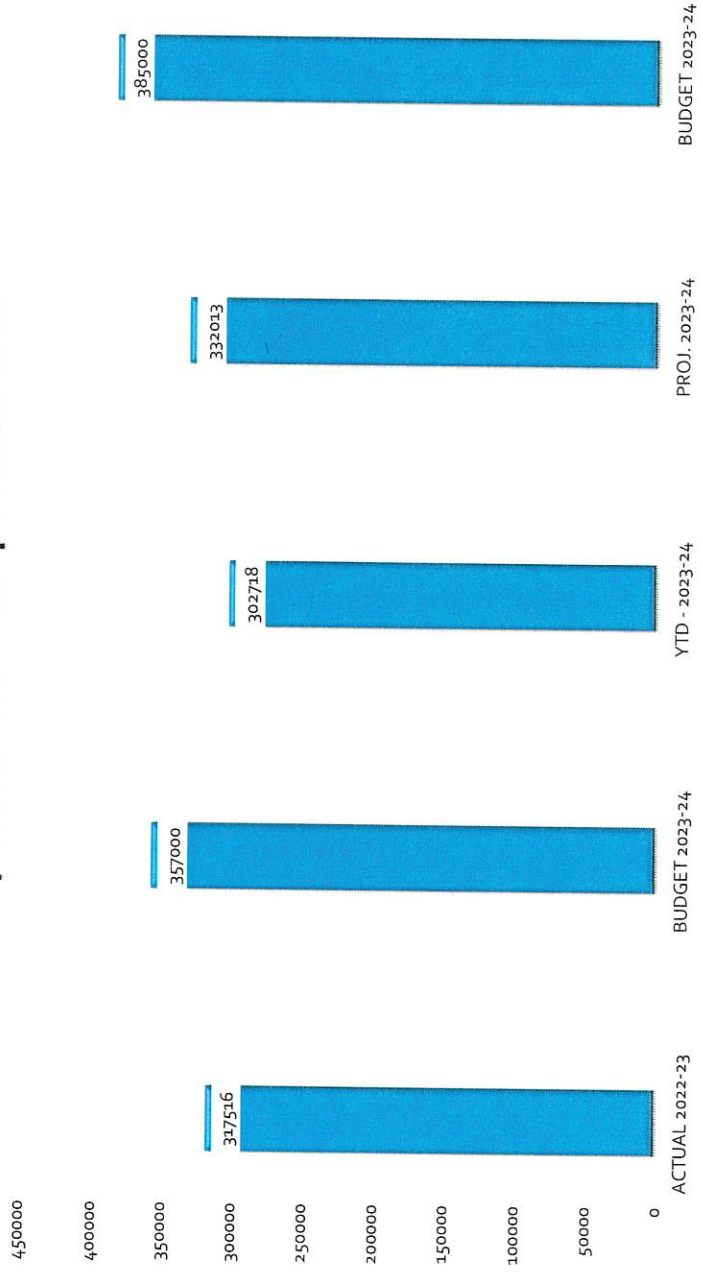
EXPENDITURES	Amount
WORKERS COMPENSATION FUND	\$9,000
CORPORATE FUND	\$385,000
AUDIT FUND	\$15,000
RECREATION FUND	\$1,040,875
ILLINOIS MUNICIPAL RETIREMENT FUND	\$62,500
LIABILITY INSURANCE FUND	\$30,000
SOCIAL SECURITY FUND	\$65,000
UNEMPLOYMENT COMP. INSURANCE FUND	\$60,000
CAPITAL IMPROVEMENT FUND	\$1,052,425
HANDICAPPED RECREATION FUND	\$45,600
POLICE FUND	\$20,000
BOND & INTEREST FUND	\$543,410
PAVING & LIGHTING FUND	\$1,000
	\$3,320,810



BUDGET (5)

YEAR	\$ AMOUNT
ACTUAL 2022-23	317516
BUDGET 2023-24	357000
YTD - 2023-24	302718
PROJ. 2023-24	332013
BUDGET 2023-24	385000

Expenditures - Corporate Fund



% Increase Over '24 Budget - 7.84%

\$ Increase Over '24 Budget - \$28,000

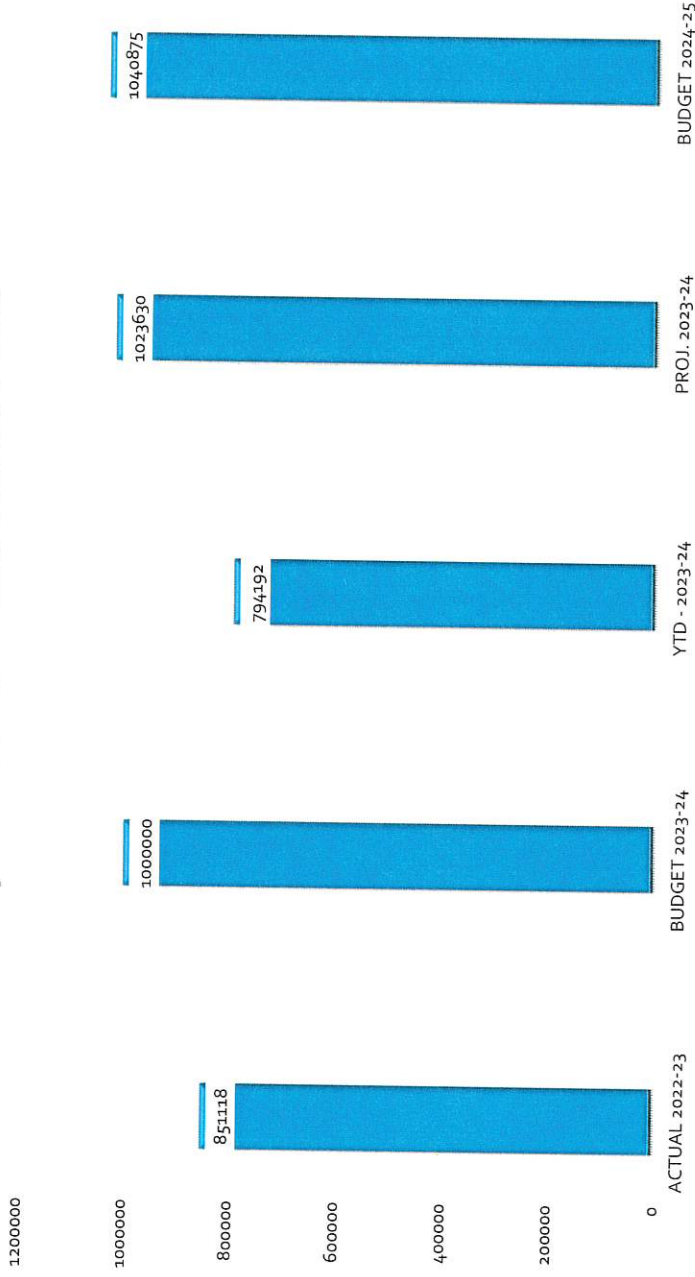
COMMENTS

Increase in Health Cost for Additional Employees
 Increase in Attorney Cost For Manual Reviews

BUDGET (6)

YEAR	\$ AMOUNT
ACTUAL 2022-23	851118
BUDGET 2023-24	1000000
YTD - 2023-24	794192
PROJ. 2023-24	1023630
BUDGET 2024-25	1040875

Expenditures - Recreation Fund



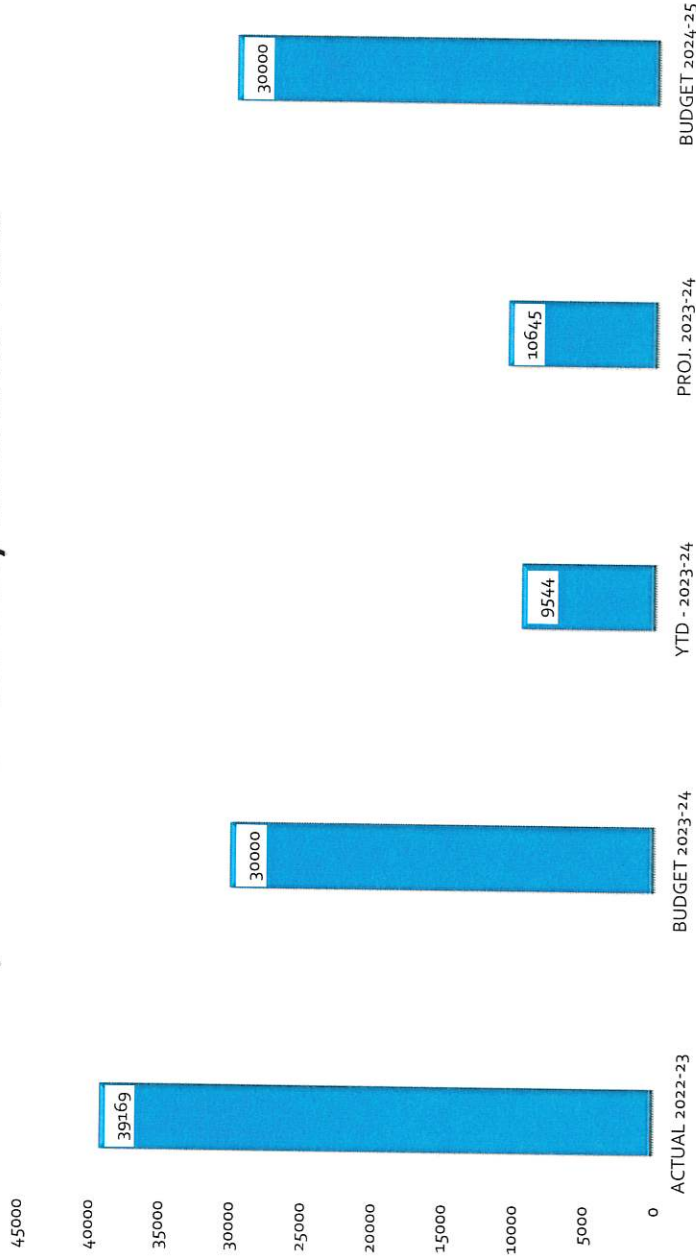
% Increase Over '24 Budget - 4.08%
 \$ Increase Over '24 Budget - \$40,875

COMMENTS

BUDGET (7)

YEAR	\$ AMOUNT
ACTUAL 2022-23	39169
BUDGET 2023-24	30000
YTD - 2023-24	9544
PROJ. 2023-24	10645
BUDGET 2024-25	30000

Expenditures - Liability Insurance Fund



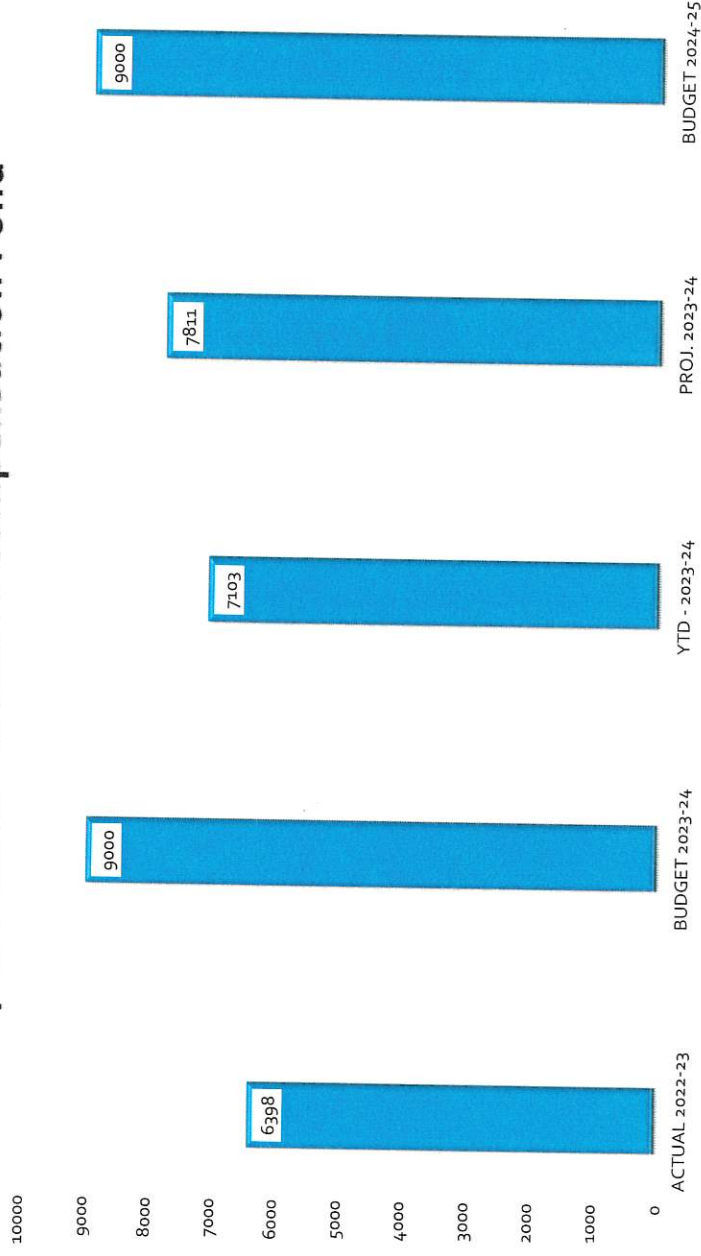
% Increase Over '24 Budget - 0
 \$ Increase Over '24 Budget - 0

COMMENTS

BUDGET (8)

YEAR	\$ AMOUNT
ACTUAL 2022-23	6398
BUDGET 2023-24	9000
YTD - 2023-24	7103
PROJ. 2023-24	7811
BUDGET 2024-25	9000

Expenditures - Workers Compensation Fund



% Increase Over '24 Budget - 0

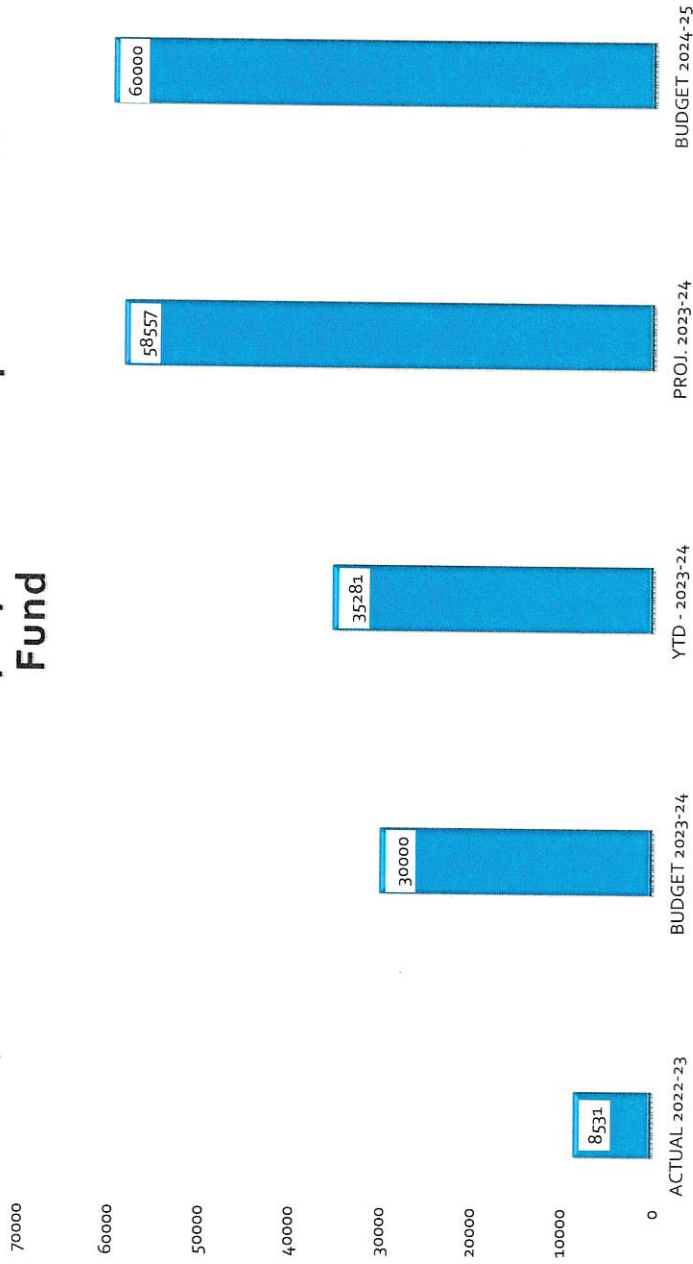
\$ Increase Over '24 Budget - 0

COMMENTS

BUDGET (9)

YEAR	\$ AMOUNT
ACTUAL 2022-23	8531
BUDGET 2023-24	30000
YTD - 2023-24	35281
PROJ. 2023-24	58557
BUDGET 2024-25	60000

Expenditures - Unemployment Comp. Insurance Fund



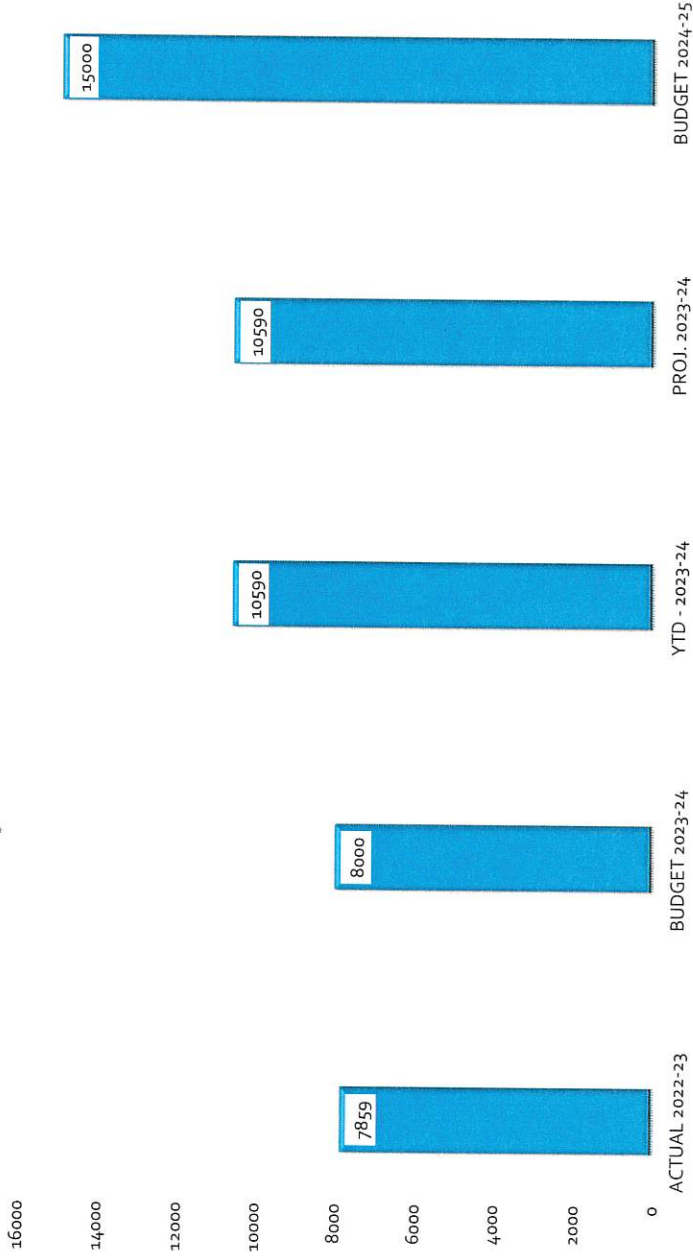
% Increase Over '24 Budget - 100%
 \$ Increase Over '24 Budget - \$30,000

COMMENT
 Covid Related Possibility

BUDGET (10)

YEAR	\$ AMOUNT
ACTUAL 2022-23	7859
BUDGET 2023-24	8000
YTD - 2023-24	10590
PROJ. 2023-24	10590
BUDGET 2024-25	15000

Expenditures - Audit Fund



% Increase Over '24 Budget - 87.5%

\$ Increase Over '24 Budget - \$7,000

COMMENTS

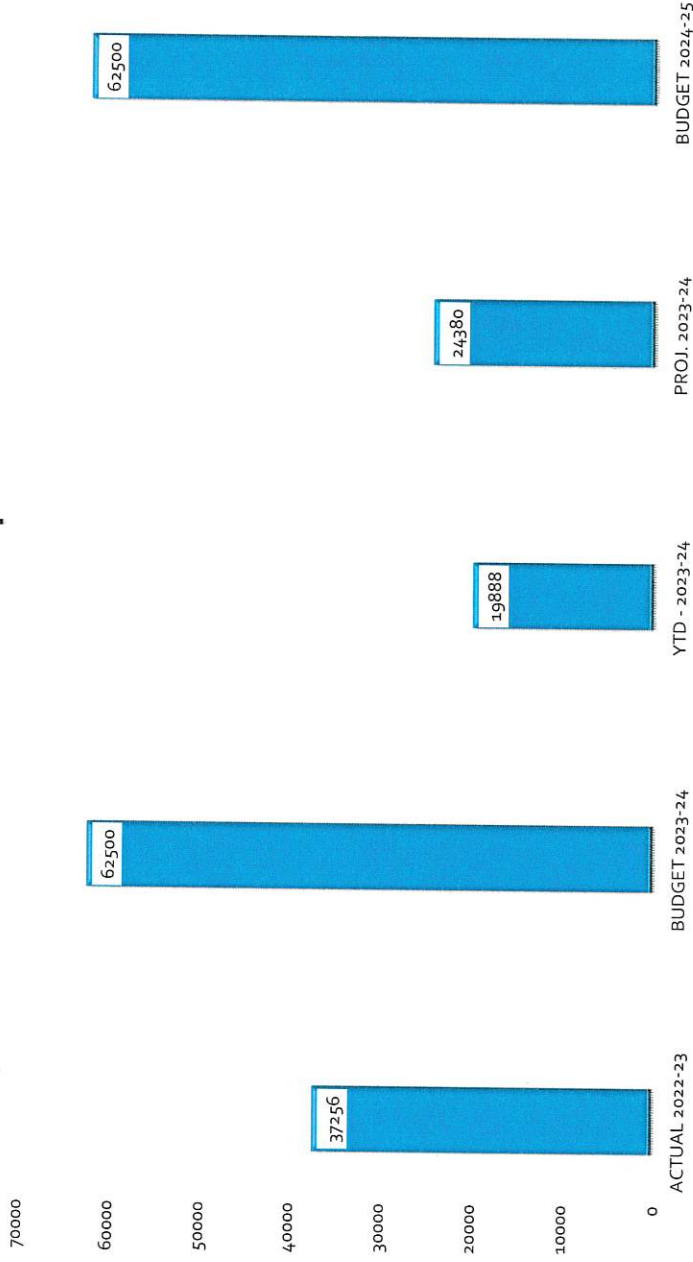
Annual Audit Increase

Now Providing Capital Assets and Capital Asset Software Maintenance

BUDGET (11)

YEAR	\$ AMOUNT
ACTUAL 2022-23	37256
BUDGET 2023-24	62500
YTD - 2023-24	19888
PROJ. 2023-24	24380
BUDGET 2024-25	62500

Expenditures - Illinois Municipal Retirement Fund



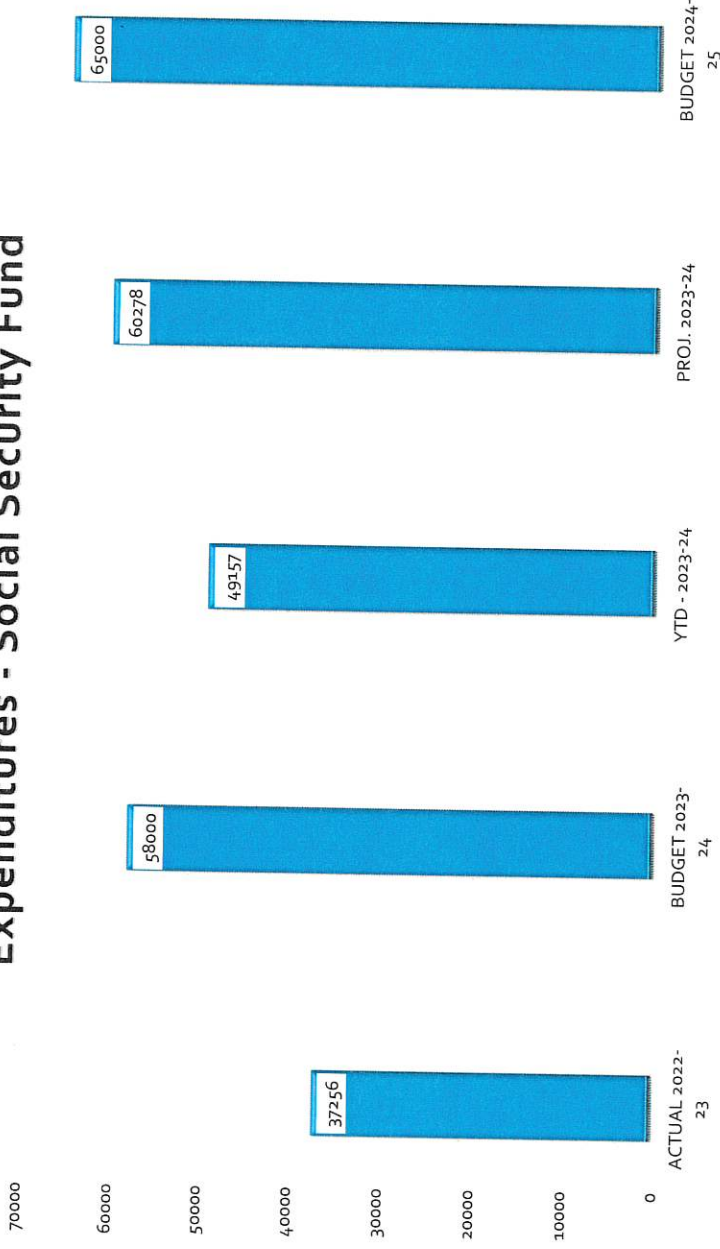
% Increase Over '24 Budget - 0
 \$ Increase Over '24 Budget - 0

COMMENTS

BUDGET (12)

YEAR	\$ AMOUNT
ACTUAL 2022-23	37256
BUDGET 2023-24	58000
YTD - 2023-24	49157
PROJ. 2023-24	60278
BUDGET 2024-25	65000

Expenditures - Social Security Fund



% Increase Over '24 Budget - 12.06

\$ Increase Over '24 Budget - \$7,000

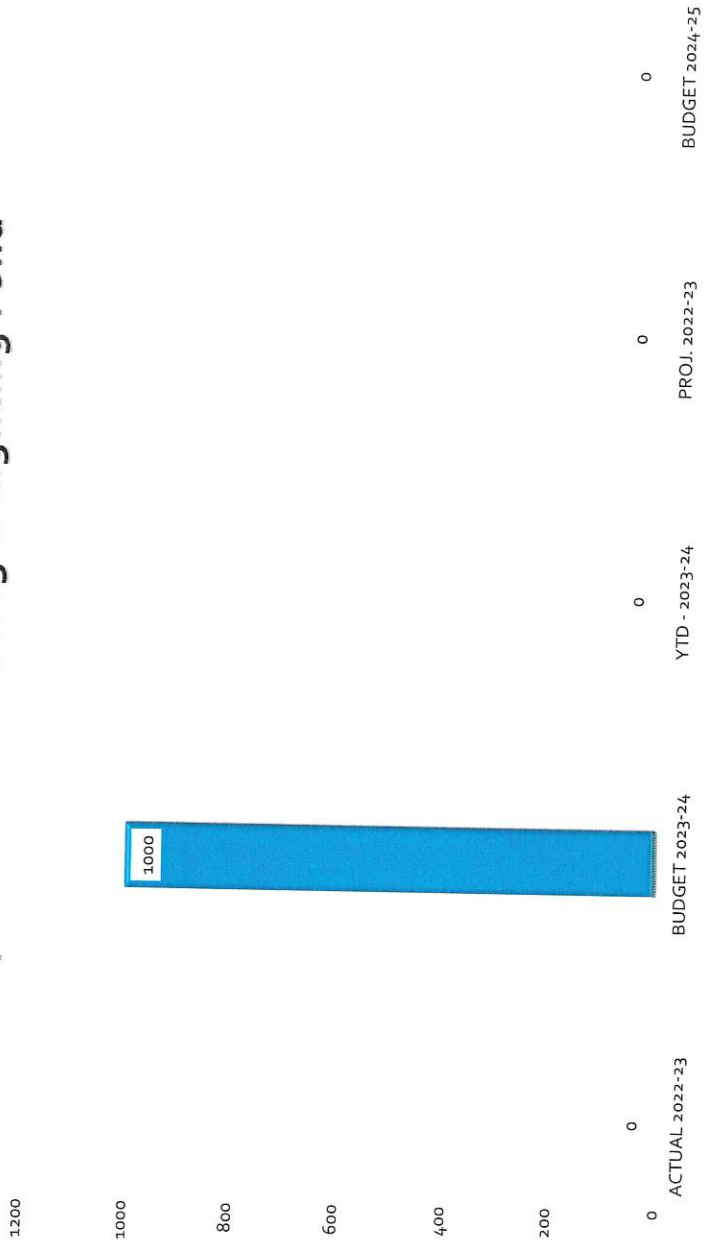
COMMENT

Increase In Cost For Additional Employees

BUDGET (13)

YEAR	\$ AMOUNT
ACTUAL 2022-23	0
BUDGET 2023-24	1000
YTD - 2023-24	0
PROJ. 2022-23	0
BUDGET 2024-25	0

Expenditures - Paving & Lighting Fund



% Increase Over '24 Budget - 0

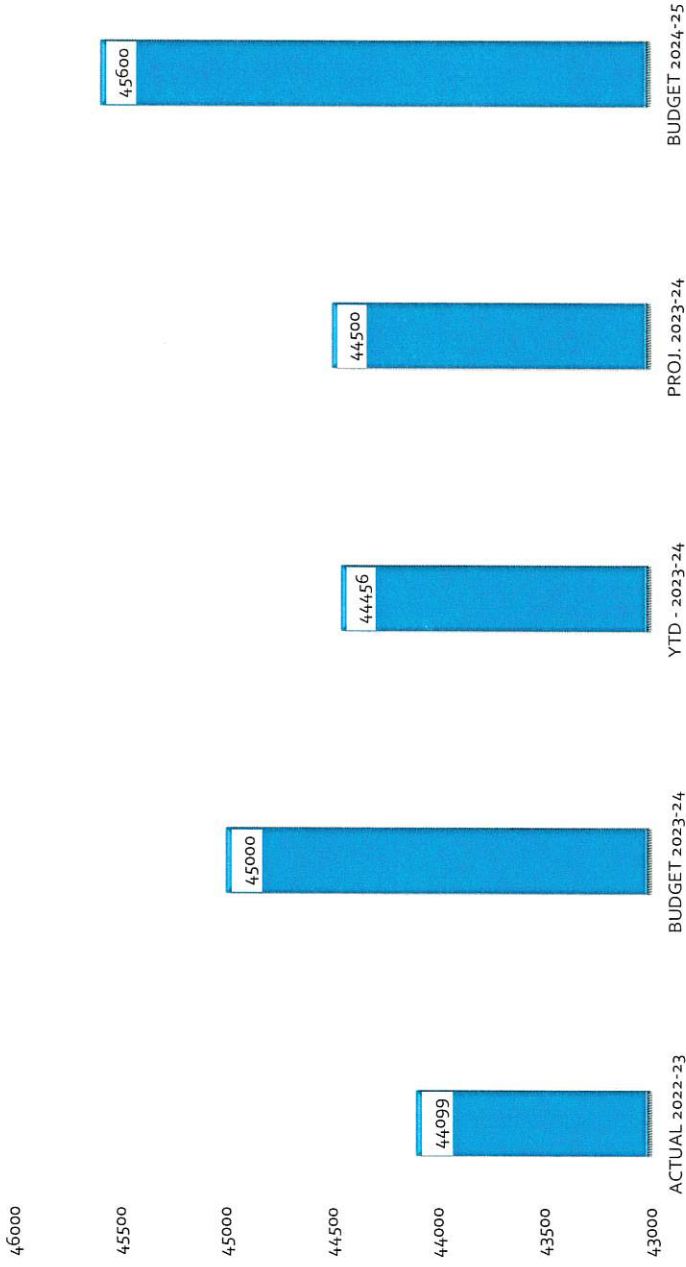
\$ Increase Over '24 Budget - 0

COMMENTS

BUDGET (14)

YEAR	\$ AMOUNT
ACTUAL 2022-23	44,099
BUDGET 2023-24	45,000
YTD - 2023-24	44,456
PROJ. 2023-24	44,500
BUDGET 2024-25	45,600

Expenditures - Handicapped Recreation Fund



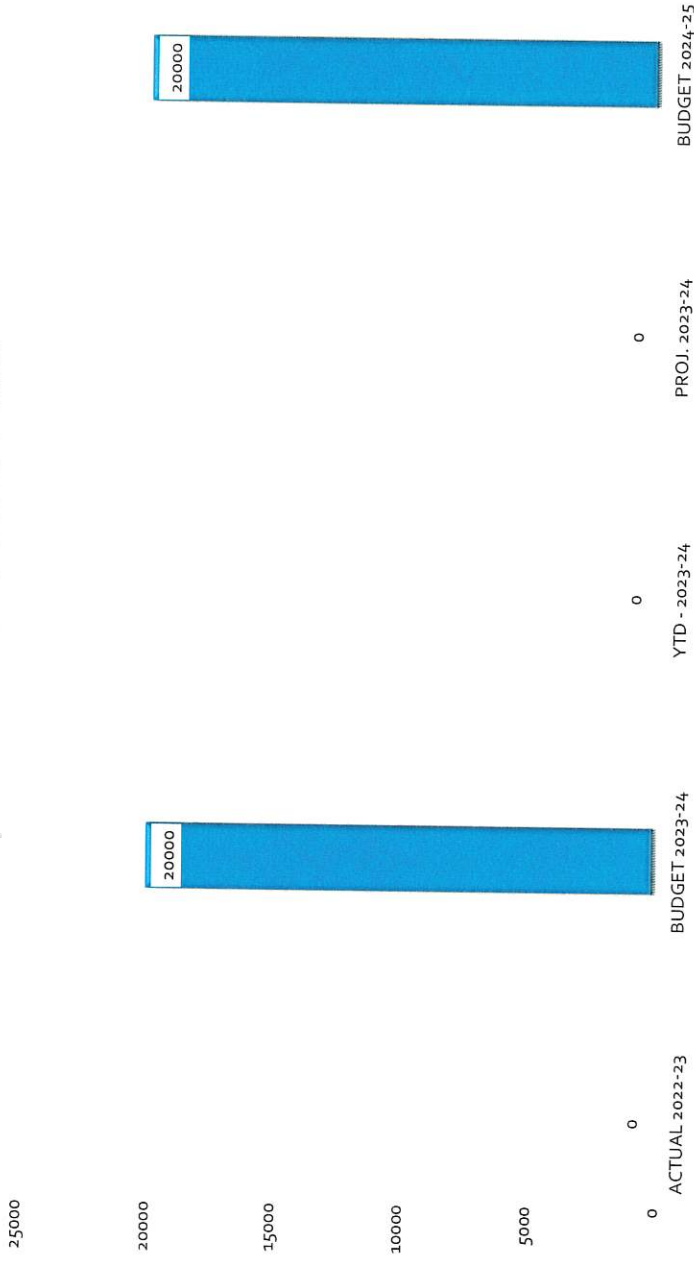
% Increase Over '24 Budget -1.33%
 \$ Increase Over '24 Budget -\$600

COMMENTS

BUDGET (15)

YEAR	\$ AMOUNT
ACTUAL 2022-23	0
BUDGET 2023-24	20000
YTD - 2023-24	0
PROJ. 2023-24	0
BUDGET 2024-25	20000

Expenditures - Police Fund



% Increase Over '24 Budget - 0

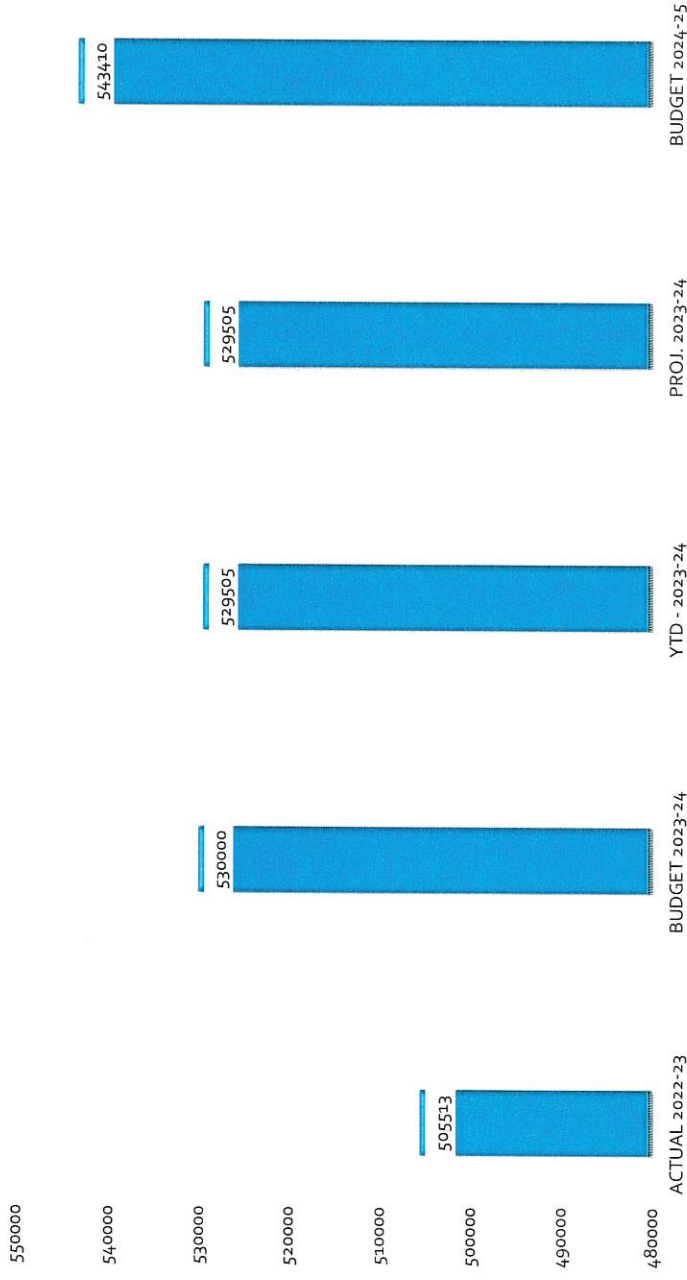
\$ Increase Over '24 Budget - 0

COMMENTS

BUDGET (16)

YEAR	\$ AMOUNT
ACTUAL 2022-23	505513
BUDGET 2023-24	530000
YTD - 2023-24	529505
PROJ. 2023-24	529505
BUDGET 2024-25	543410

Expenditures - Bond & Interest Fund



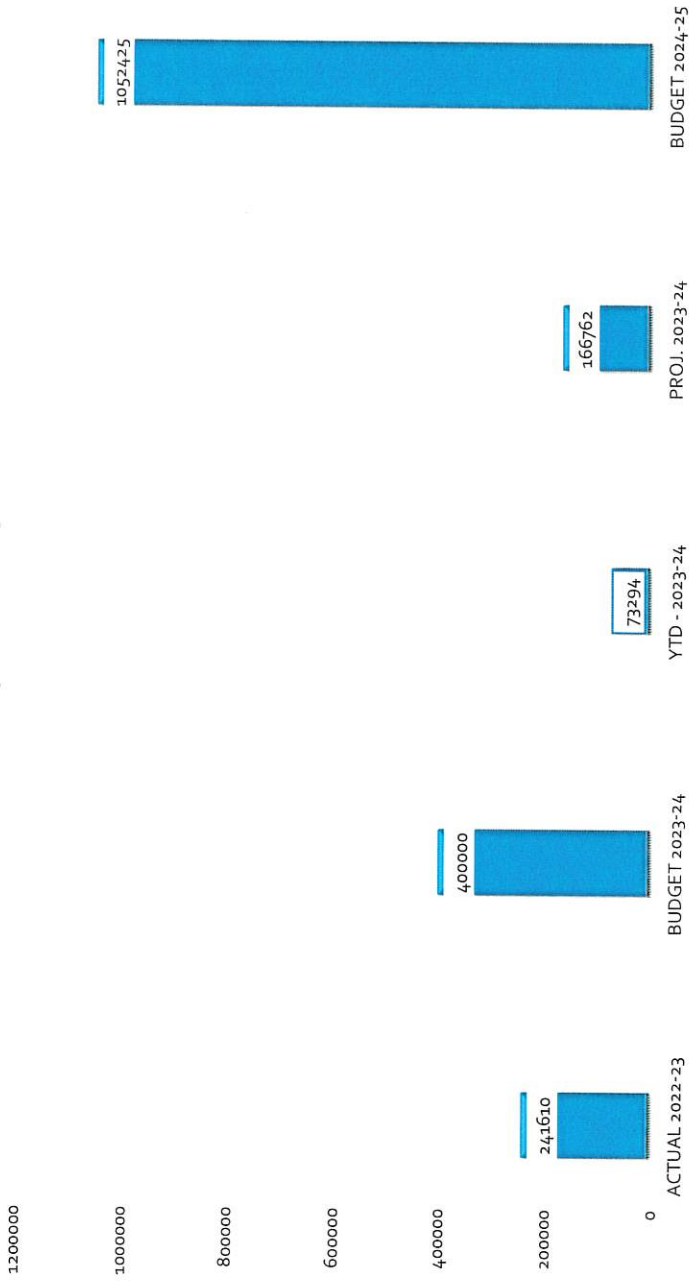
% Increase Over '24 Budget - 2.53%
 \$ Increase Over '24 Budget - \$13,410

Comments

BUDGET (17)

YEAR	\$ AMOUNT
ACTUAL 2022-23	241610
BUDGET 2023-24	400000
YTD - 2023-24	73294
PROJ. 2023-24	166762
BUDGET 2024-25	1052425

Expenditures - Capital Improvement Fund



% Increase Over '24 Budget - 163%
 \$ Increase Over '24 Budget - \$652,425

COMMENTS
 Anticipated Start of OSRAD Project
 Spend Down In Bond Projects



February 5, 2024

Mr. John Jekot
Executive Advisor
Golf Maine Park District
Golf Maine Park District
8800 West Kathy Lane
Niles, IL 60714

RE: Professional Design Services for Dee Park Playground OSLAD Implementation
(Proposal Number: 24-717B)

Dear John,

Creativity. It is what we do. Design Perspectives is celebrating its twenty-second year in business and keeps looking towards the future. It was a pleasure to have talked with you and certainly look forward to the opportunity to working with you on this OSLAD improvement project. I started my business with local park agencies like yours in mind.

It is our understanding that the Park District would like to significantly re-develop the existing playground. The improvements would include:

- Inclusive Destination Community Playground
- Large Park Shelter
- Native Plantings
- Passive Sitting Areas
- Poured in Place Rubber Safety Surface
- Security Lighting
- Site Furnishings

A construction budget of approximately \$900,000 has been presented for the scope of work. A portion of the costs will be covered by the OSLAD grant.

BASE SCOPE OF SERVICES REQUESTED:

Design Perspectives, Inc. has broken the following items above into a series of steps that have been selected by you to include as professional services in our base fee.

A. Construction Documents & Specifications

Using the site plan from the OSLAD grant application, we will prepare a set of construction document plans that build upon themselves using AutoCad R2024. The documents will be presented and reviewed once by District staff. A sign-off will be needed to move into the bidding phase. Final cost estimates will be prepared, reviewed, and approved.

One round of revisions will be made based on input from Park District staff and/or the Park Board. A final set of construction plans will be prepared to illustrate the design intent for park construction. We anticipate approximately thirty sheets in the drawing set.

Specific Tasks Include:

1. Secure a topographic survey of the playground project area.
2. Finalize the graphic and written documentation that will be used to permit, bid and construct the park projects.
3. Prepare "Front End Documents" for project manual.
4. Prepare Division 2 Technical Specifications as it relates to our scope of work.
5. Prepare final cost estimate for construction work.
6. Prepare quantities of work for Bid Form.
7. Meet with the project team up to 2 times to review and coordinate construction documents.

Total number of meetings for this step: Up to 2

B. Local Permitting

The Park District will serve as the primary contact during the permitting process and be responsible for the coordination of the required local permit submittals. We will assist the Park District in securing the local permits necessary to construct the park project by making three sets of permit revisions and attend one meeting to answer questions and assist in coordinating the permit submittals. The Park District will be responsible for all permit fees associated with permit submittals to approving agencies. It is anticipated that Cook County plan approvals will be required to build the park project. We have included fees for an MWRD permit as well.

Total number of meetings for this step: Up to 1

C. Bidding Assistance (General Contractor)

Design Perspectives will prepare the needed bid documents during the bidding process. We will be available to attend a pre-bid meeting and issue written addenda as needed during the bidding timeframe.

Specific Tasks Include:

1. Attend a pre-bid meeting for interested bidders if required.

2. Answer incidental contractor questions regarding the documents.
3. Issue written addenda for distribution to all bidders regarding clarifications or substantial changes of the bidding documents as approved by you.
4. Attend bid opening.
5. Review bids as requested and prepare bid tabulations.

Total number of meetings for this step: Up to 2

D. Construction Observation (General Contractor)

Design Perspectives will conduct on-site visits during construction. We will attend regularly held project meetings, coordinate requested paperwork and provide general on-site observations of the construction activities.

Specific Tasks Include:

1. Attend and coordinate a pre-construction meeting with the Park District and the general contractor.
2. On-site construction observation will be conducted by the staff of Design Perspectives as construction progress dictates, usually one time per week.
3. Conduct an occasional unannounced informal spot observation of contractor's work.
4. Review owner requested change orders.
5. Review contractor's application for payment. Park District will have final authority for approvals of all payments to the general contractor.
6. Review contractor's project submittals.
7. Review the site for substantial completion, prepare punch list and provide recommendation for final completion.
8. SWPPP Inspections & Reporting by Contractor.
9. Visit the project site at final completion to verify that all OSLAD grant elements have been properly completed and all items have been repaired to the Park District's satisfaction. The Park District will have the final authority for approval as to final completion of the project by the general contractor.

Total number of meetings for this step: Up to 12

E. OSLAD Project Closeout

1. Timely assistance with Park District responses to project issues, submittals, requests for information, change orders, and other unanticipated issues that affect Grant reimbursement.
2. Attend walk thru with District staff and IDNR grant administrator to verify project completion if requested.
3. Assist Park District with grant closeout documents (Does not include GATA requirements)

The proposal includes select consultants and associated costs have been included in our base fee.

STAFF ASSIGNMENTS:

The staff assigned to work on this project have the unique qualifications to complete this project in a quick and efficient manner. Tod J. Stanton, will serve as principal, project manager and landscape architect/designer for this project.

Possible sub-consultants could include:

- Topographic Survey (TBD)
- Civil engineering (MeritCorp Group, RTM Engineering Consultants or others)

FEES:

The scope below has been broken down with a lump sum fee approach for each task. The total to complete items A-E with sub-consultant direct costs and expenses is \$92,000.00.

Our proposal includes the cost for all sub-consultants. Reimbursable expenses will be billed at cost and are included in the lump sum fee. A preliminary budget of \$500.00 should be set to cover the necessary expenses. Any work outside of the services listed in this proposal will be handled on an hourly basis with a budget allowance approved by the Client prior to commencing the work.

Base Task/Phase	Cost
A. Construction Documents	\$49,500.00
B. Local Permitting	\$10,000.00
C. Bidding Assistance	\$2,000.00
D. Construction Observation	\$7,000.00
E. OSLAD Project Closeout	\$3,000.00
Sub-total:	\$71,500.00
Sub-consultant Fees	\$20,000.00
Expenses	\$500.00
Total Contract:	\$92,000.00

2024-2025 HOURLY BILLING RATES:

Principal/Landscape Architect: \$155.00 per hour

Sub-Consultants hourly billing rates will be provided upon Owner's request.

PROJECT SCHEDULE:

We will complete this project according to the following schedule:

Task/Phase	Month
A. Construction Documents & Specifications	April-June 2024
B. Local Permitting	June-August 2024
C. Bidding Assistance	August 2024
D. Construction Observation	Fall 2024-Spring 2025
E. OSLAD Project Closeout & Grant Documentation	On-going

If you have any questions, please contact me at 630-606-0776 or e-mail: tod@design-perspectives.net. In closing, I look forward to working with you on this very exciting project.

Sincerely,



Tod J. Stanton, ASLA
President
Design Perspectives, Inc.

If the above scope of work and terms are acceptable, please sign both copies below and return the one marked copy. An executed copy of this proposal will serve as our binding agreement between both parties. This proposal expires for the scope of work outlined after April 1, 2024.

Authorized Signature
Golf Maine Park District

Date



2/5/24

Mr. Tod J. Stanton, President
Design Perspectives, Inc.

Date

CONTRACT TERMS & CONDITIONS:

- A. Standard of Care – The standard level of care for professional services performed by Consultant under this Agreement will be the skill and care used by members of Consultant's profession practicing under similar circumstances at the same time and locality.
- B. Limitation of Liability – In recognition of the relative risks of the project to both the Client and the Consultant, the risks have been allocated such that the Client agrees, to the fullest extent permitted by law, to limit the liability of the Consultant to the Client for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees and costs and expert witness fees and costs, so that the total aggregate liability of the Consultant to the Client shall not exceed \$250,000 for any and all services rendered in this agreement. It is intended that this limitation apply to any and all liability or course of action however alleged or arising, unless otherwise prohibited by law.
- C. Dispute Resolution – Client and Consultant agree that they shall first submit any and all unsettled claims, counter claims, disputes, and other matters in question arising out of or related to this Agreement to mediation in accordance with industry rules of American Arbitration Association, effective as of the date of this agreement.
- D. Termination of Contract – Client may terminate this Agreement with seven days prior written notice to Consultant for convenience or cause. Consultant may terminate this Agreement with seven days prior written notice to Client. Upon written termination, all project related material will be turned over to the Client upon request and payment has been made up for all work up to request of termination. Failure of Client to make payments when due shall be cause for suspension of services and ultimately termination.
- E. Opinions of Cost – When included in Consultant's scope of services, estimates of probable construction cost are prepared by Consultant to represent judgment as a professional generally familiar with the industry. Consultant makes no claim to control these associated costs and may vary from Consultant's estimate.
- F. Force Majeure – Neither party shall be deemed in default of this Agreement to the extent that any delay or failure in the performance of its obligations results from any cause beyond its reasonable control and without negligence.
- G. Ownership of Documents – Use of the documents by Client without permission shall be at the Client's sole risk.

Repair and Construction

- TENNIS
- BASKETBALL
- PICKLEBALL



PROPOSAL

DATE	QUOTE #
3/1/2024	2024.107

CUSTOMER

Golf Maine Park District
 9229 W. Emerson Street
 Des Plaines, IL 60016
 Contact: John Jekot
 Phone: 847-651-7624
 Fax: 0
 E-Mail: john@gmpd.org

PROJECT

Dee Park (2 Tennis 2 Basketball)
 Repair and acrylic Resurfacing

USTCC TIPS CO-OP CONTACT # 23010401

Item	Description	Price	QTY	UM	Amount	
	Power washing with rotary washing unit	\$ 0.15	23696	SF	\$ 3,554.40	
	Provide water for power washing	\$ 1,046.00	1	each	\$ 1,046.00	
	Drill out and patch asphalt contaminant	\$ 2.00	200	each	\$ 400.00	
	Mechanically rout, clean, and fill cracks (<.75")	\$ 5.75	40	Lft	\$ 230.00	
	Manual flood test to check for proper draining & puddles	\$ 300.00	1	each	\$ 300.00	
	Leveling compound per 25sf	\$ 225.00	12	each	\$ 2,700.00	
	1st Coat sand fortified acrylic resurfacer	\$ 0.18	23696	SF	\$ 4,265.28	
	2nd coat of sand fortified acrylic resurfacer	\$ 0.18	23696	SF	\$ 4,265.28	
	2 coats of textured acylic color (1 color)	\$ 0.47	23696	SF	\$ 11,137.12	
	Additional color	\$ 2,400.00	1	each	\$ 2,400.00	
	Tennis court (Layout, mask, primer, textured line paint)	\$ 700.00	2	each	\$ 1,400.00	
	Pickleball court (Layout, mask, primer, textured line paint)	\$ 450.00	2	each	\$ 900.00	
	Basketball court (Layout, mask, primer, textured line paint)	\$ 1,600.00	2	each	\$ 3,200.00	
	Install Armor Crack Repair System on Fully prepared crack	\$ 25.00	40	Lft	\$ 1,000.00	
TERMS: Progressive billing					TOTAL Quoted	\$ 36,798.08
Due upon receipt of invoice					TOTAL ACCEPTED	\$

Please list accepted items before returning

Example: 17, A 1 & A 2

NO GURANTEE ON RETURING CRACKS. CRACKS WILL RETURN FOLLOWING A SIGNIFICANT DROP IN TEMPERATURE UNLESS ARMOR CRACK REPAIR IS ACCEPTED.

All work is covered by a one year warranty. All work is to be completed in a workman like manner in accordance with standard practices. Any alteration or deviation from the above outlined description involving extra cost will be executed upon written order and will become an extra charge over and above this estimate. Our employees are completely covered by workmen's compensation insurance. Certified payroll is available upon request.

****ACCEPTANCE OF PROPOSAL****

If the quotation is acceptable, please either submit a written purchase order, subcontract agreement, or sign and date this form. The signing of this form is an acknowledgement that the above scope of work, pricing, and conditions are satisfactory and are hereby accepted. And that U.S. Tennis Court Construction Co. is authorized to complete the work as specified. Quote valid for 60 days.

Prepared by: _____ Upon Acceptance Sign, _____ Date: _____

Michael Laniosz _____ Print Name & Title _____

- TENNIS
- BASKETBALL
- PICKLEBALL



THE ARMOR CRACK REPAIR SYSTEM *the Original... and still the Best!*

Description:

The Armor Crack Repair System is an additional treatment applied over filled and prepared cracks. The system functions as a localized slip sheet. Meaning, the product is intentionally not bonded to the surface in the vicinity of the crack. This allows the pavement beneath it to move, or crack, without the crack telegraphing through the flexible fabrics and color coat system. 2 Year warranty, 5+ year life expectancy.

Disclaimer:

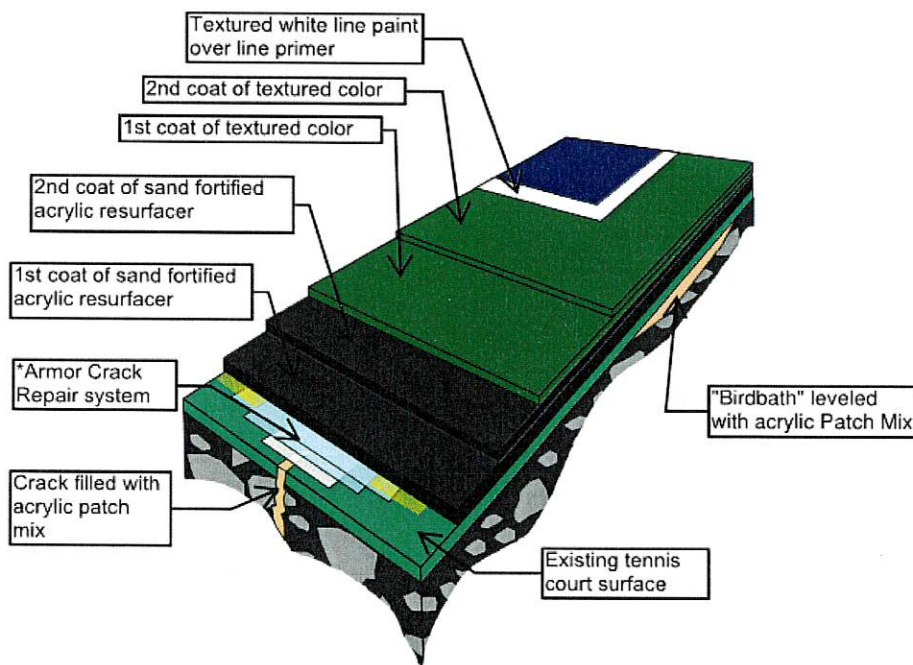
The warranty only applies to cracks repaired with The Armor Crack Repair System. New cracks may form outside the repaired area and will not be covered by the warranty. With extreme movement over time, the flexible layers will stretch beyond the elasticity of the color coat system. This will result in micro-fracturing of the color coat system over the most flexible portion of the repair, this is not considered a failure. This micro-fracturing is merely aesthetic and is a result of the Armor Crack Repair System properly functioning. In the Midwest region during the season change from winter to spring, it is not uncommon for cool moisture to get trapped beneath the system and cause a temporary swelling. This may occur sporadically for 2-3 weeks until temperatures regulate.

Opinion:

The Armor Crack Repair System is a cost effective way to eliminate annual crack maintenance on courts that do not have an excessive quantity of cracks, or have limited access for construction equipment. Excessive cracking is over 400 linear feet per tennis court. U.S. Tennis Court Construction has used several types of crack repair systems and considers The Armor Crack Repair System to be the best in it's category. If you do not feel The Armor Crack Repair System is the best choice for your court please consider the following options:

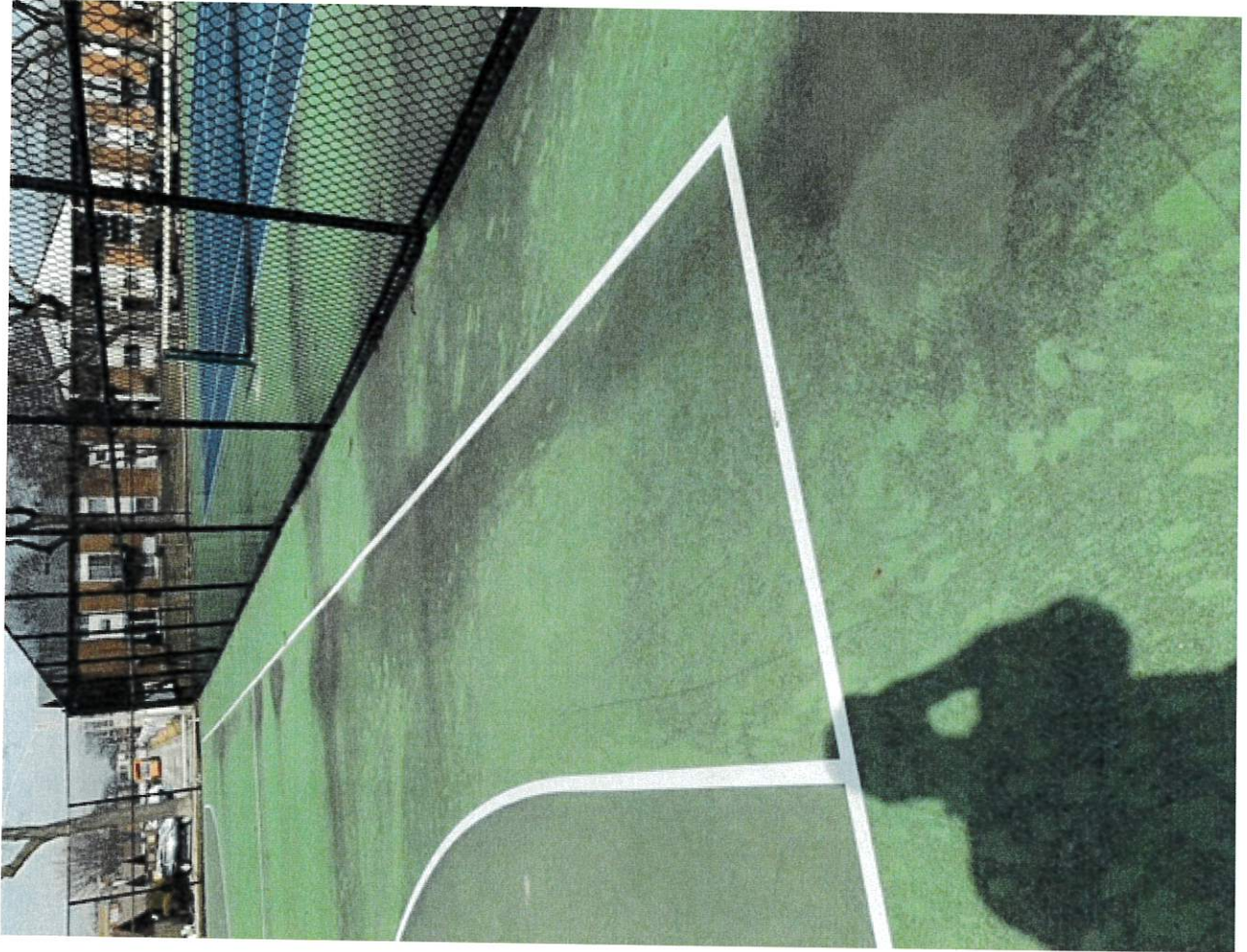
1. Annual crack filling: \$2-\$4 per linear foot. No warranty, unsightly discoloration of repair, required annually.
2. Surface overlay methods, mats or asphalt with reflective crack control: \$30,000 per tennis court, access required.
3. Reconstruction: \$30,000 - \$60,000 per tennis court depending on scope of work, machine access required.

Color coat resurfacing with
Armor Crack Repair system
Cross section:









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444 W. LAKE STREET, 33rd FLOOR
CHICAGO, IL 60606
P: (312) 267 5193 E: neil.pritz@psc.com
Piper Sandler & Co.
Since 1895. Member SIPC and NYSE.

March 8, 2024

John Jekot
Executive Advisor
Golf Maine Park District
8800 W Kathy Lane
Niles, IL 60714

Re: Placement Agent Engagement Letter
General Obligation Limited Tax Park Bonds, Series 2024 (the "Securities")

Dear John,

This letter confirms the agreement (the "Agreement") between Piper Sandler & Co. ("Piper Sandler" or "we" or "us") and Golf Maine Park District (the "Issuer" or "you") as follows:

1. **Engagement.** The Issuer engages Piper Sandler to act as its exclusive representative to assist you on a best efforts basis in placing the proposed private transaction (the "Transaction") of the above-referenced Securities. You acknowledge and agree that Piper Sandler's engagement hereunder is not an agreement by Piper Sandler or any of its affiliates to underwrite, place or purchase the Securities or otherwise provide any financing to you. We may decline to participate in the Transaction if we reasonably determine that the Transaction has become impractical or undesirable. We accept this engagement upon the terms and conditions set forth in this agreement.

As currently contemplated, the Transaction will be a placement of the Securities with gross proceeds of approximately \$1,250,000. You may in your discretion postpone, modify, abandon or terminate the Transaction prior to closing. Sale and delivery of the Securities by the Issuer and purchase by the purchasers will occur on the day of closing ("Closing Date").

During the term of our engagement, we will as directed by you and as appropriate to the Transaction, provide the following services:

- (a) consult with you in planning and implementing the Transaction;
- (b) assist you in reviewing any transaction materials (the "Transaction Materials") we mutually agree are beneficial or necessary to the consummation of the Transaction;
- (c) assist you in preparing for due diligence conducted by potential investors;
- (d) identify potential investors and use our reasonable commercial efforts to assist in arranging sales of the Securities to investors;
- (e) consult with you in structuring the investment; and
- (f) assist you in negotiating definitive documentation.

2. **Fees and Expenses.** For our services, you agree to pay us a selling commission of no more than \$10,000 payable by wire transfer of immediately available funds at closing. For avoidance of doubt, the fee shall not be payable in the event a closing of the Transaction does not occur.

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3. **Representations, Warranties and Agreements of the Issuer.**

You represent and warrant to, and agree with us, that:

- (a) the Securities will be sold by you in compliance with the requirements for exemptions from registration or qualification of, and otherwise in accordance with, all federal and state Securities laws and regulations;
- (b) all financial projections that have or will be made available to Piper Sandler by you or any of your representatives in connection with the Transaction (the "Projections") have been and will be prepared in good faith and will be based upon assumptions believed by you to be reasonable (it being understood that projections by their nature are inherently uncertain and no assurances are being given that the results reflected in the Projections will be achieved);
- (c) you will make available to us and each purchaser such documents and other information which we and each purchaser reasonably deem (the "Transaction Materials") appropriate and will provide access to your officers, directors, employees, accountants, counsel and other representatives and will provide each purchaser and us opportunities to ask questions and receive answers from these persons; it being understood that we and each purchaser will rely solely upon such information supplied by you and your representatives without assuming any responsibility for independent investigation or verification thereof;
- (d) you agree to be responsible for the accuracy and completeness of any Transaction Materials to the extent of federal securities laws applicable to the Transaction. You agree to notify us promptly of any material adverse changes, or development that may lead to any material adverse change, in your business, properties, operations, financial condition or prospects and concerning any statement contained in any Transaction Material, or in any other information provided to us, which is not accurate or which is incomplete or misleading in any material respect;
- (e) On the Closing Date, you will deliver or cause to be delivered to the Placement Agent:
 - (1.) The Opinion of Bond Counsel to the Issuer, dated the Closing Date relating to:
 - (i) the validity of the Securities;
 - (ii) exemption from registration and qualification under federal and state securities law; and
 - (iii) the tax-exempt status of the Securities, together with a reliance letter from such counsel, dated the Closing Date and addressed to us and in a form acceptable to us.

4. **Other Matters Relating to Our Engagement.** You acknowledge that you have retained us solely to provide the services to you as set forth in this agreement. As placement agent, Piper Sandler may provide advice concerning the structure, timing, terms, and other similar matters concerning the Transaction. You acknowledge and agree that: (i) the primary role of Piper Sandler as a placement agent, is to place securities to investors in an arms-length commercial transaction and that Piper Sandler has financial and other interests that differ from your interests (ii) Piper Sandler is not acting as a municipal advisor, financial advisor or fiduciary to you or any other person or entity and has not assumed any advisory or fiduciary responsibility to you with respect to the transaction contemplated herein and the discussions, undertakings and proceedings leading thereto (irrespective of whether Piper Sandler has provided other services or is currently providing

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other services to you on other matters) (iii) the only obligations Piper Sandler has to you with respect to the transaction contemplated hereby expressly are set forth in this agreement and (iv) you have consulted your own legal, accounting, tax, financial and other advisors, as applicable, to the extent deemed appropriate in connection with the transaction contemplated herein.

5. **Disclosure.** Attached to this letter are regulatory disclosures required by the Securities and Exchange Commission and the Municipal Securities Rulemaking Board to be made by us at this time because of this engagement. We may be required to send you additional disclosures regarding the material financial characteristics and risks of such transaction or describing those conflicts. At that time, we also will seek your acknowledgement of receipt of any such additional disclosures. It is our understanding that you have the authority to bind the Issuer by contract with us, and that you are not a party to any conflict of interest relating to the Securities. If our understanding is incorrect, please notify the undersigned immediately.
6. **Termination.** You or we may terminate our engagement under this agreement, with or without cause, upon ten days' written notice to the other party. The fee, expense reimbursement, your representations, warranties and agreements and miscellaneous provisions of this agreement will survive any termination of our engagement under this agreement.
7. **Section Headings.** Section headings contained herein are for convenience of reference only and are not part of this agreement.
8. **Amendment.** This agreement may be amended only by a written instrument executed by each of the Parties. The terms of this agreement may be waived only by a written instrument executed by the party waiving compliance.
9. **Entire Agreement.** This agreement embodies the entire agreement and understanding between you and us and supersedes all prior agreements and understandings relating to the subject matter of this agreement.
10. **No Assignment.** This agreement has been made by the Issuer and Piper Sandler, and no other person shall acquire or have any right under or by virtue of this agreement.
11. **Governing Law.** This agreement, and all claims or causes of action (whether in contract or tort) that may be based upon, arise out of or relate to this agreement or the negotiation, execution or performance of this agreement, will be governed by and construed in accordance with the laws of New York. You and we hereby waive all right to trial by jury in any action, proceeding, or counterclaim (whether based upon contract, tort or otherwise) in connection with any dispute arising out of this agreement or any matters contemplated by this agreement.
12. **Consent to Jurisdiction; Service of Process.** The parties each hereby (a) submits to the jurisdiction of any state or federal court sitting in the County of New York, State of New York for the resolution of any claim or dispute with respect to or arising out of or relating to this agreement or the relationship between the parties (b) agrees that all claims with respect to such actions or proceedings may be heard and determined in such court, (c) waives the defense of an inconvenient forum, (d) agrees not to commence any action or proceeding relating to this agreement other than in a state or federal court sitting in the County of New York, State of New York and (e) agrees that a final judgment in any such action or proceeding shall be conclusive and may be enforced in other jurisdictions by suit on the judgment or in any other manner provided by law. Each party hereto irrevocably consents to service of process in the manner provided for notices in Section 16. Nothing in this agreement will affect the right of any party to this agreement to serve process in any other manner permitted by law.

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- 13. **Effectiveness.** This agreement shall become effective upon its execution by duly authorized officials of all parties hereto and shall be valid and enforceable from and after the time of such execution.
- 14. **Severability.** In the event any provision of this agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof. You and us will endeavor in good faith negotiations to replace the invalid or unenforceable provisions with valid provisions the economic effect of which comes as close as possible to that of the invalid or unenforceable provisions.
- 15. **Counterparts.** This agreement may be executed in several counterparts (including counterparts exchanged by email in PDF format), each of which shall be an original and all of which shall constitute but one and the same instrument.
- 16. **Notices.** Any notice required or permitted to be given under this agreement shall be given in writing and shall be effective from the date sent by registered or certified mail, by hand, facsimile or overnight courier to the addresses set forth on the first page of this agreement with a copy sent to the General Counsel of such Party.
- 17. THE PARTIES HEREBY IRREVOCABLY WAIVE ALL RIGHT TO A TRIAL BY JURY IN ANY ACTION, PROCEEDING OR COUNTERCLAIM ARISING OUT OF OR RELATING TO THIS AGREEMENT.

Please confirm that the foregoing correctly and completely sets forth our understanding by signing and returning to us the enclosed duplicate of this engagement agreement.

Sincerely,



Neil Pritz
Managing Director
Piper Sandler & Co.

Acknowledgement and Approval of Engagement
and Receipt of Appendix A Disclosures

John Jekot, Executive Advisor
Golf Maine Park District

Date: _____

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Appendix A – G-17 Disclosure

Thank you for engaging Piper Sandler & Co. to serve as your placement agent. We are writing to provide you with certain disclosures relating to the captioned bond issue (Bonds), as required by Municipal Securities Rulemaking Board (MSRB) Rule G-17 as set forth in MSRB Notice 2019-20 (Nov. 8, 2019).¹

Piper Sandler intends to serve as a placement agent respecting the Bonds and not as a financial advisor or municipal advisor to you. As part of our services as a placement agent, we may provide advice concerning the structure, timing, terms, and other similar matters concerning the issuance of the Bonds.

Standard Disclosures

- Disclosures Concerning the Placement Agent Role:
 - MSRB Rule G-17 requires us to deal fairly at all times with both municipal issuers and investors.
 - Our primary role in this transaction is to facilitate the sale and purchase of municipal securities between you and one or more investors for which we will receive compensation.
 - Unlike a municipal advisor, a placement agent does not have a fiduciary duty to the Issuer under the federal securities laws and is, therefore, not required by federal law to act in the best interests of the Issuer without regard to its own financial or other interests.
 - The placement agents have a duty to purchase the Bonds from the Issuer at a fair and reasonable price but must balance that duty with their duty to sell the Bonds to investors at prices that are fair and reasonable.
 - In the event an official statement is prepared, the placement agent will review the official statement for the Bonds in accordance with, and a part of, their respective responsibilities to investors under the federal securities laws, as applied to the facts and circumstances of this transaction.²

- Disclosures Concerning the Placement Agent's Compensation:
 - The placement agent will be compensated by a fee that was negotiated and entered into in connection with the issuance of the Bonds. Payment or receipt of the placement agent fee will be contingent on the closing of the transaction and the amount of the fee may be based, in whole or in part, on a percentage of the principal amount of the Bonds. While this form of compensation is customary in the municipal securities market, it presents a conflict of interest since the placement agent may have an incentive to recommend to the Issuer a transaction that is unnecessary or to recommend that the size of the transaction be larger than is necessary.

If you or any other Issuer officials have any questions or concerns about these disclosures, please make those questions or concerns known immediately to the undersigned. In addition, you should consult with the Issuer's own financial and/or municipal, legal, accounting, tax and other advisors, as applicable, to the extent you deem appropriate.

Please note that nothing in this letter should be viewed as a commitment by the placement agent to purchase or sell all the Bonds and any such commitment will only exist upon the execution of any bond purchase agreement or similar agreement and then only in accordance with the terms and conditions thereof.

¹ Revised Interpretive Notice Concerning the Application of MSRB Rule G-17 to Underwriters of Municipal Securities (effective Mar. 31, 2021).

² Under federal securities law, an issuer of securities has the primary responsibility for disclosure to investors. The review of the official statement by the underwriters is solely for purposes of satisfying the underwriters' obligations under the federal securities laws and such review should not be construed by an issuer as a guarantee of the accuracy or completeness of the information in the official statement.

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You have been identified by the Issuer as a primary contact for the Issuer's receipt of these disclosures, and that you are not a party to any disclosed conflict of interest relating to the subject transaction. If our understanding is incorrect, please notify the undersigned immediately. We are required to seek your acknowledgement that you have received this letter. Accordingly, please send me an email to that effect, or sign and return the enclosed copy of this letter to me at the address set forth above. Otherwise, an email read receipt from you or automatic response confirming that our email was opened by you will serve as an acknowledgment that you received these disclosures.

Depending on the structure of the transaction that the Issuer decides to pursue, or if additional actual or potential material conflicts are identified, we may be required to send you additional disclosures regarding the material financial characteristics and risks of such transaction and/or describing those conflicts. At that time, we also will seek your acknowledgement of receipt of any such additional disclosures.

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Appendix B – Fixed Rate Bonds

The following is a general description of the financial characteristics and security structures of fixed rate municipal bonds ("Fixed Rate Bonds"), as well as a general description of certain financial risks that are known to us and reasonably foreseeable at this time and that you should consider before deciding whether to issue Fixed Rate Bonds. If you have any questions or concerns about these disclosures, please make those questions or concerns known immediately to us. In addition, you should consult with your financial and/or municipal, legal, accounting, tax, and other advisors, as applicable, to the extent you deem appropriate.

Financial Characteristics

Maturity and Interest. Fixed Rate Bonds are interest-bearing debt securities issued by state and local governments, political subdivisions and agencies and authorities, whether for their benefit or as a conduit issuer for a nongovernmental entity. Maturity dates for Fixed Rate Bonds are fixed at the time of issuance and may include serial maturities (specified principal amounts are payable on the same date in each year until final maturity) or one or more term maturities (specified principal amounts are payable on each term maturity date) or a combination of serial and term maturities. The final maturity date typically will range between 10 and 30 years from the date of issuance. Interest on the Fixed Rate Bonds typically is paid semiannually at a stated fixed rate or rates for each maturity date.

Redemption. Fixed Rate Bonds may be subject to optional redemption, which allows you, at your option, to redeem some or all the bonds on a date prior to scheduled maturity, such as in connection with the issuance of refunding bonds to take advantage of lower interest rates. Fixed Rate Bonds will be subject to optional redemption only after the passage of a specified period, often approximately ten years from the date of issuance, and upon payment of the redemption price set forth in the bonds, which may include a redemption premium. You will be required to send out a notice of optional redemption to the holders of the bonds, usually not less than 30 days prior to the redemption date. Fixed Rate Bonds with term maturity dates also may be subject to mandatory sinking fund redemption, which requires you to redeem specified principal amounts of the bonds annually in advance of the term maturity date. The mandatory sinking fund redemption price is 100% of the principal amount of the bonds to be redeemed.

Security

Payment of principal of and interest on a municipal security, including Fixed Rate Bonds, may be backed by various types of pledges and forms of security, some of which are described below.

General Obligation Bonds. "General obligation (GO) bonds" are debt securities to which your full faith and credit is pledged to pay principal and interest. If you have taxing power, generally you will pledge to use your ad valorem (property) taxing power to pay principal and interest. The debt service on "unlimited tax" GO bonds are paid from ad valorem taxes which are not subject to state constitutional property tax millage limits, whereas "limited tax" GO Bonds are subject to such limits.

General obligation bonds constitute a debt and, depending on applicable state law, may require that you obtain approval by voters prior to issuance. In the event of default in required payments of interest or principal, the holders of general obligation bonds generally will have certain rights under state law to compel you to impose a tax levy.

Revenue Bonds. "Revenue bonds" are debt securities that are payable only from a specific source or sources of revenues. Revenue bonds are not a pledge of your full faith and credit, and you (or,

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if you are a conduit issuer, the obligor, as described in the following paragraph) are obligated to pay principal and interest on your revenue bonds only from the revenue source(s) specifically pledged to the bonds. Revenue bonds do not permit the bondholders to compel you to impose a tax levy for payment of debt service. Pledged revenues may be derived from operation of the financed project or system, grants or excise or other specified taxes. Generally, subject to state law or local charter requirements, you are not required to obtain voter approval prior to issuance of revenue bonds. If the specified source(s) of revenue become inadequate, a default in payment of principal or interest may occur. Various types of pledges of revenue may be used to secure interest and principal payments on revenue bonds. The nature of these pledges may differ widely based on state law, the type of issuer, the type of revenue stream and other factors.

Some revenue bonds (conduit revenue bonds) may be issued by a governmental issuer acting as a conduit for the benefit of a private sector entity or a 501(c)(3) organization (the obligor). Conduit revenue bonds commonly are issued for not-for-profit hospitals, educational institutions, single and multi-family housing, airports, industrial or economic development projects, and student loan programs, among other obligors. Principal and interest on conduit revenue bonds normally are paid exclusively from revenues pledged by the obligor. Unless otherwise specified under the terms of the bonds, you are not required to make payments of principal or interest if the obligor defaults.

The description above regarding "Security" is only a summary of certain possible security provisions for the bonds and is not intended as legal advice. You should consult with your bond counsel for further information regarding the security for the bonds.

Financial Risk Considerations

Certain risks may arise in connection with your issuance of Fixed Rate Bonds, including some or all the following (generally, the obligor, rather than the issuer, will bear these risks for conduit revenue bonds):

Issuer Default Risk. You may be in default if the funds pledged to secure your bonds are not enough to pay debt service on the bonds when due. The consequences of a default may be serious for you and, depending on applicable state law and the terms of the authorizing documents, the holders of the bonds, the trustee and any credit support provider may be able to exercise a range of available remedies against you. For example, if the bonds are secured by a general obligation pledge, you may be ordered by a court to raise taxes. Other budgetary adjustments also may be necessary to enable you to provide sufficient funds to pay debt service on the bonds. If the bonds are revenue bonds, you may be required to take steps to increase the available revenues that are pledged as security for the bonds. A default may negatively impact your credit ratings and may effectively limit your ability to publicly offer bonds or other securities at market interest rate levels. Further, if you are unable to provide sufficient funds to remedy the default, subject to applicable state law and the terms of the authorizing documents, you may find it necessary to consider available alternatives under state law, including (for some issuers) state-mandated receivership or bankruptcy. A default also may occur if you are unable to comply with covenants or other provisions agreed to in connection with the issuance of the bonds.

This description is only a summary of issues relating to defaults and is not intended as legal advice. You should consult with your bond counsel for further information regarding defaults and remedies.

Bonds payable from the general fund, particularly bonds without a defined revenue stream identified to pay debt service, reduce your flexibility to balance the general fund. Because a fixed debt service payment is required to be paid regardless of how your general fund is impacted by revenue losses or by increased expenses, you have less flexibility in the options available to you in assuring a balanced budget for your general fund.

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General Fund Obligations that are Project Based. Some general fund obligations are issued for projects which are expected to generate revenues that will pay for some or all of the debt service on the bonds. In the event the project does not generate the anticipated levels of revenues available for debt service, or, in the extreme case, does not create any revenue available for debt service, you may need to make payments from other available general fund revenues. This may force you to reduce other expenditures or to make difficult decisions about how to pay your debt service obligation while meeting other expenditure needs.

General Fund Obligations that are Subject to Annual Appropriation. Some general fund obligations require that debt service is subject to annual appropriation by your governing body. If your governing body decides not to appropriate payments for debt service, your credit ratings may be negatively impacted and you may be forced to pay a higher interest rate on future debt issuance or may be unable to access the market for future debt issuance.

For all bonds, a default may negatively impact your credit ratings and may effectively limit your ability to publicly offer bonds or other securities at market interest rate levels. Further, if you are unable to provide sufficient funds to remedy the default, subject to applicable state law and the terms of the authorizing documents, it may be necessary for you to consider available alternatives under state law, including (for some issuers) state-mandated receivership or bankruptcy. A default also may occur if you are unable to comply with covenants or other provisions agreed to in connection with the issuance of the bonds.

Redemption Risk. Your ability to redeem the bonds prior to maturity may be limited, depending on the terms of any optional redemption provisions. If interest rates decline, you may be unable to take advantage of the lower interest rates to reduce debt service.

Refinancing Risk. If your financing plan contemplates refinancing some or all the bonds at maturity (for example, if you have term maturities or if you choose a shorter final maturity than might otherwise be permitted under the applicable federal tax rules), market conditions or changes in law may limit or prevent you from refinancing those bonds when required.

Reinvestment Risk. You may have proceeds from the issuance of the bonds available to invest prior to the time that you are able to spend those proceeds for the authorized purpose. Depending on market conditions, you may not be able to invest those proceeds at or near the rate of interest that you are paying on the bonds, which is referred to as "negative arbitrage".

Tax Compliance Risk. The issuance of tax-exempt bonds is subject to several requirements under the United States Internal Revenue Code, as enforced by the Internal Revenue Service (IRS). You must take certain steps and make certain representations prior to the issuance of tax-exempt bonds. You also must covenant to take certain additional actions after issuance of tax-exempt bonds. A breach of your representations or your failure to comply with certain tax-related covenants may cause the interest on bonds to become taxable retroactively to the date of issuance of the bonds, which may result in an increase in the interest rate that you pay on the bonds or the mandatory redemption of the bonds. The IRS also may audit you or your bonds, in some cases on a random basis and in other cases targeted to specific types of bond issues or tax concerns. If tax-exempt bonds are declared taxable, or if you are subject to audit, the market price of your bonds may be adversely affected. Further, your ability to issue other tax-exempt bonds also may be limited.

This description of tax compliance risks is not intended as legal advice and you should consult with your bond counsel regarding tax implications of issuing the bonds.



February 08, 2024

Members of the Board of Commissioners
Golf Maine Park District
Niles, Illinois

We are pleased to confirm our understanding of the services we are to provide the Golf Maine Park District, Illinois for the fiscal years ended April 30, 2024, April 30, 2025, and April 30, 2026.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities and each major fund, including the disclosures, which collectively comprise the basic financial statements of the District as of and for the fiscal years ended April 30, 2024, April 30, 2025, and April 30, 2026. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited: management's discussion and analysis, the budgetary comparison schedules and GASB-required pension reporting.

We have also been engaged to report on supplementary information other than RSI that accompanies the District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements: combining fund statements, individual fund statements, budgetary comparison schedules and other information as supplemental schedules.

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report: introductory information.

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the District or to acts by management or employees acting on behalf of the District.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, if applicable, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

Our audit of the financial statements does not relieve you of your responsibilities.

Audit Procedures – Internal Control

Our audit will include obtaining an understanding of the District and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

We have identified the following significant risks of material misstatement as part of our audit planning: management override of controls, improper revenue recognition, and general or local economic challenges. Planning for this engagement has not concluded and is subject to change.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also assist in preparing the financial statements and required audit adjustments, if any, for the District in conformity with accounting principles generally accepted in the United States of America based on information provided by you.

We will perform these services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statement preparation services, and required audit adjustments, if any, and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America with the oversight of those charged with governance.

Responsibilities of Management for the Financial Statements - Continued

Management is responsible for making drafts of financial statements, all financial records and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the District involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States of America (GAAP). You agree to include our report on, the supplementary information in any document that contains, and indicates that we have reported on the supplementary information. You also agree to make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Engagement Administration, Fees, and Other

Our fees for the fiscal years ended April 30, 2024, April 30, 2025, and April 30, 2026 audits will be:

Services Provided	Fiscal Year Ended 04/30/2024	Fiscal Year Ended 04/30/2025	Fiscal Year Ended 04/30/2026
• AFR (Audit Report)	\$8,700 Annual	\$9,100 Annual	\$9,500 Annual
Annual Total Costs of Services	\$8,700	\$9,100	\$9,500

In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and may not be resumed until your account is paid in full. Please be advised that we will charge interest on late invoices over 30 days.

Lauterbach & Amen’s client portal is used solely as a method of exchanging information and is not intended to store the District’s information. At the end of the engagement, we will provide the District with a copy (in an agreed-upon format) of deliverables and data related to the engagement from the portal. For multi-year engagements, this exchange will occur annually.

Upon completion of the engagement, data and other content will either be removed from the portal or become unavailable to Lauterbach & Amen, LLP within twelve months. For multi-year engagements, completion of the engagement occurs when the deliverables are completed for that year.

The District agrees that during the term of this agreement and for a period of twelve months thereafter, the District shall not solicit, or arrange an employment contract with personnel of Lauterbach & Amen, LLP. Violation of this provision shall, in addition to other relief, require the District to compensate Lauterbach & Amen, LLP with one hundred percent of the solicited person’s annual compensation.

Reporting

We will issue a written report upon completion of our audit of the District’s financial statements. Our report will be addressed to the Board of Commissioners of the District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions or add an emphasis-of-matter or other-matter paragraph to our auditor’s report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

Reporting - Continued

We appreciate the opportunity to be of service to the Golf Maine Park District, Illinois and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign below and return it to us.

Cordially,

Lauterbach & Amen, LLP

LAUTERBACH & AMEN, LLP

RESPONSE:

This letter correctly sets forth the understanding of the Golf Maine Park District, Illinois.

By: _____

Title: _____



February 8, 2024

Members of the Board of Commissioners
Golf Maine Park District
Niles, Illinois

We are pleased to confirm our understanding of the services we are to provide for Golf Maine Park District, Illinois.

It is our understanding that Lauterbach & Amen, LLP will provide level 2 capital asset software and capital asset maintenance services to the District. Such assistance will be arranged between the District and Lauterbach & Amen, LLP and will be billed at \$2,125 each year, for completion and maintenance for the years ended April 30, 2024, April 30, 2025, and April 30, 2026. If for any reason this arrangement becomes unacceptable, it can be terminated by either party with 30 days written notice.

These services cannot be relied upon to detect errors, irregularities, or illegal acts that may exist. However, we will inform you of any such matters that may come to our attention.

In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and may not be resumed until your account is paid in full. Please be advised that we will charge interest on late invoices over 30 days.

The District agrees that during the term of this agreement and for a period of twelve months thereafter, the District shall not solicit, or arrange an employment contract with personnel of Lauterbach & Amen, LLP. Violation of this provision shall, in addition to other relief, require the District to compensate Lauterbach & Amen, LLP with one hundred percent of the solicited person's annual compensation.

Please indicate your acceptance of the above understanding by signing below. If your needs change, the nature of our services can be adjusted accordingly.

Cordially,

Lauterbach & Amen, LLP

LAUTERBACH & AMEN, LLP

RESPONSE:

This letter correctly sets forth the understanding of the Golf Maine Park District, Illinois.

By: _____

Title: _____



2135 S. Frontage Rd. Des Plaines, IL 60018

P: 847-390-0350 - F: 847-390-9231

PROPOSAL

240149-06

Date: 03/18/2024

Expires:

Drawing Numbers:

Project: 07157 - Golf Maine Park District
8800 W. Kathy Lane
Niles, IL 60714

Client: Golf Maine Park District - Niles
8800 W. Kathy Lane
Niles, IL 60714

Contact: Kevin Hubka 847.297.3000 x110 kevin@gmpd.org

Attached is our contract/proposal for the above project.

Project Description:

RE: 9229 W. Emerson
Des Plaines, IL

Item Total:

\$28,900.00

Fabricate and install one (1) monument sign with Watchfire EMC.

- Size: 5' x 10' x 24" deep with 2' x 10' skirt.
- Material: Polycarb face with opaque White vinyl for non-copy areas and digitally printed vinyl graphics for copy.
- .090 aluminum for cabinets skinned over steel angle frame.
- Illumination: Hanley White LED's and power supplies.
- EMC - Watchfire - 10mm 3' x 7' double face.
- Foundation: Two (2) steel tubes direct bury into concrete foundation.

EMC - Watchfire - 10mm 3' x 7' double face

\$29,020.34

Pixel Pitch	W10mm LED RGB
Pixel Matrix	90 x 210
Ventilation style	front ventilation
Cabinet size	41" high x 7'-3" long x 5" dia.
Viewing area	36" high x 7' long
Cabinet style	double face (slim)
Character size	11 lines/42.0 characters at a 3" type
Approximate weight	585.00 lbs.
Warranty	Standard 5 year Watchfire warranty applies
Mfg. Lead time approval, if applicable	3-5 weeks (based on signed quote, receipt of deposit and artwork)

Salesperson: Ken Bucyk

Buyer _____ Seller _____



2135 S. Frontage Rd. Des Plaines, IL 60018

P: 847-390-0350 - F: 847-390-9231

PROPOSAL

240149-06

Date: 03/18/2024

Expires:

Drawing Numbers:

Project: 07157 - Golf Maine Park District
8800 W. Kathy Lane
Niles, IL 60714

Client: Golf Maine Park District - Niles
8800 W. Kathy Lane
Niles, IL 60714

Contact: Kevin Hubka 847.297.3000 x110 kevin@gmpd.org

\$28,900.00

RE: 8800 W. Kathy Lane
Niles, IL

Fabricate and install one (1) monument sign with Watchfire EMC.

Size: 5' x 10' x 24" deep with 2' x 10' skirt.

Material: Polycarb face with opaque White vinyl for non-copy areas and digitally printed vinyl graphics for copy.

.090 aluminum for cabinets skinned over steel angle frame.

Illumination: Hanley White LED's and power supplies.

Foundation: Two (2) steel tubes direct bury into concrete foundation. \$28,900.00

Salesperson: Ken Bucyk

Buyer _____ Seller _____



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Pixel Pitch: W10mm LED RGB
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 Cabinet size: 41" high x 7'-3" long x 5" dia.
 Viewing area: 36" high x 7' long
 Cabinet Style: double face (slim)
 Character size: 11 lines/42.0 characters at a 3" type
 Approximate weight: 585.00 lbs.
 Warranty: Standard 5 year Watchfire warranty applies
 Mfg. Lead time: 3-5 weeks (based on signed quote, receipt of deposit and artwork approval, if applicable).

IF BOTH SIGNS ARE ORDERED AT SAME TIME - DEDUCT THE FOLLOWING: \$-5,792.03

Co-Op Names

Equalis

Buyboard

Sourcewell

Costars

Deposit Rate: 50%
 Deposit: \$55,024.33

Subtotal: \$110,048.65

Total: \$110,048.65

EXTERIOR SIGNAGE:

The following is required to begin this project:

50% Deposit of the project + Procurement. Our Accounting Department will issue a Deposit invoice for this amount upon receipt of signed contract / proposal.

Salesperson: Ken Bucyk

Buyer _____ Seller _____



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Permits and Procurement:

- Will be an additional charge to the Total Installed Contract Cost:
- Permits and any cost associated by city/village for permit approval: \$ AT COST
- Electrical permits are an additional \$100.00 per permit
- Procurement: \$ 300.00 (per application)
- Sign permit zoning fee (City of Chicago only) \$ 200.00 (per application)
- Public Way Use Procurement fee: \$300.00 (per application)
- CDOT Procurement fee: \$100.00 (per application)
- Chicago Aldermanic Meeting + approval: \$400.00/per meeting, 4 hours allowed. \$100/hour for any additional hours.
- Chicago City Council Approvals: \$300.00/er 3 sigs. \$100/hour for any additional si gns.
- Suburbs appearance commission meetings: \$400/per meeting, additional meetings to be \$250/per meeting.
- Trip to village for picking up and dropping off permit application, copies, and/or payments: \$100/per trip.
- Expediated/overnight shipping: \$ AT COST
- Additional UPS shipments: One (1) included in procurement costs, additional will be at cost.
- Meeting Inspector onsite/providing a lift for inspection: T&M
- Reasonable additional expenses: To be discussed between DGSC and client, T&M

Permit Information Needed:

If permits are needed, the following items are needed:

- a) Plat of survey.
- b) Property management/landlord information.
- c) Tenant/lessee information
- d) Approved drawings.
- e) Landlord consent document.
- f) Account and site number or B/S from (City of Chicago PWU permits only).
- g) COI per requirements to be furnished to client (City of Chicago PWU permits only)
- h) City of Chicago Business license number.
- i) The client must be in compliance with Village prior to permits being filed - including having signed leased and active or filed business license.

Note: Permits cannot be filed until all required information and documents have been furnished. If there are important deadlines, openings, etc, that we need to meet,

all information needs to be furnished in a timely manner to accommodate. permit approval timelines vary from village to village.

SIGNAGE CONTRACT CLARIFICATIONS & EXCLUSIONS:

The locations of all signs must be provided by others prior to installation being scheduled.

Authorized personnel must be available to verify sign locations.

All digging sites to be flagged for J.U.L.I.E. by others.

Private Utility Markings By Others

DGSC must have full and complete access to all sign sites at all times during installation.

Salesperson: Ken Bucyk

Buyer _____ Seller _____



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For illuminated signs, adequate power must be at sign sites within 5'-0" of display and fully accessible.
 One set of submittal drawings is included; sample signs are not included unless otherwise specified.
 Custom colors or sign samples may carry an additional charge if other than standard.
 Reverse channel letters cannot be mounted on a reflective or gloss surface.
 Vector artwork in Adobe Illustrator CS2 or earlier, AutoCAD 2000 or earlier, or Corel Draw 12 or earlier in PC Format to be furnished by client.
 If permits are needed, permits and processing will be an additional cost. If any permits require variance/committee meetings, contractor's license, bonds etc., an additional cost will apply.
 DGSC holds no liability on time frame of federal, city, state or local permit approvals.
 If needed structural engineers stamp and calculation will be an additional cost.
 Project not bid as phase work. Phase work will carry an additional cost.
 All work to be done during regular business hours - 8:00am - 4:30pm - Monday-Friday.
 Change in scope will carry an additional cost.
 If project is tax exempt - Tax exempt certificate needed.
 Retention has not been allowed for in this project.
 Proposal is good for 30 days unless otherwise specified.
 LED warranty varies by Manufacturer.
 DGSC must receive a signed and dated proposal to proceed with project.
 DGSC must receive signed and dated drawings to proceed with fabrication.

Signage Installation:

Installation will be approximately 4-6 weeks from the receipt of deposit, acceptance of contract and receipt of all shop drawing approvals; unless permits are required then 4-6 weeks from the receipt of all approvals.

Cancellation/Refund Policy:

The cancellation fee is \$50.00 plus any credit card fees (if applicable). If a project is cancelled after production has started (including drawing/graphics department), cost of labor and materials will be billed back. If cancellation happens when we arrive on site, the cancellation fee will also include the entire mobilization cost.

Signage Contract Payment Terms:

A 50% deposit + Procurement (if applicable) will be required to begin the project; balance due upon completion of delivery/installation. Payment is due in full; no retention is to be held. Terms are subject to approval. Upon credit approval, terms will be net 10 days from delivery/installation. Project subject to progress payments based on progress of project. Any past due balances/accounts will be subject to all finance charges, collection fees, attorney fees, court fees, lien fees associated with collecting of past due amounts. A 1.5% per month finance charge will be added to all past due invoices. This is an annual rate of 18%. All contracts cancelled after contract acceptance and/or approved drawings; you will be billed clerical time and any materials. We accept all major credit cards. A processing fee will apply to all credit card payments. Any warranty work necessary will not commence until full payment has been received.

Salesperson: Ken Bucyk

Buyer's Acceptance _____ Title _____ Date _____

Seller's Acceptance _____ Title _____ Date _____

STATEMENTS OF ECONOMIC INTERESTS



The Illinois Governmental Ethics Act ([5 ILCS 420/](#)) provides that certain elected municipal office holders, candidates, officials and employees are required to file a Statement of Economic Interests.¹

By February 1 of each year, each municipality is required to notify the local county clerk of individuals that are required to file a Statement of Economic Interests. The county clerk is then required to provide the appropriate form and instructions on how to file it. The Statement of Economic Interests must be filed by May 1 of each year.

MUNICIPAL OFFICIALS REQUIRED TO FILE A STATEMENT OF ECONOMIC INTERESTS

1. All elected officials and candidates for elected office.
2. All appointed members of a governing board, zoning board, zoning board of appeals or planning commission, and appointed members of other boards or commissions who have authority to authorize the expenditure of funds, but not members of boards or commissions who function only in an advisory capacity.
3. All government employees who are compensated for services (not as independent contractors) who:
 - are, or function as, the head of a department, division, bureau, authority or other administrative unit, or who exercise similar authority;
 - have direct supervisory authority over or direct responsibility for the formulation, negotiation, issuance or execution of contracts in an amount of \$1,000 or greater;
 - have authority to approve licenses and permits, but not including employees who function in a clerical capacity;
 - adjudicate, arbitrate or decide any judicial or administrative proceeding, or review the adjudication, arbitration or decision of any judicial or administrative proceeding;
 - have authority to issue or adopt rules and regulations; or,
 - have supervisory responsibility for 20 or more employees.
4. Members of the board of any pension fund established under the Illinois Pension Code, if not required to file under any other provision of Section 4A-101.5 of the Act.

REQUIRED DISCLOSURES

[Public Act \(P.A.\) 102-0664](#), effective January 1, 2022, amended provisions of the Act and expanded the disclosure of financial interests required to be included in the Statement of Economic Interests. **The Act does not require the disclosure of specific dollar amounts or values of the financial interests reported.**

¹ [5 ILCS 420/4A-101.5](#)



MUNICIPAL OFFICIALS, WHO ARE REQUIRED TO FILE, MUST DISCLOSE THE FOLLOWING INFORMATION

- Assets valued in excess of \$10,000, held individually, jointly with a spouse or jointly with a minor child or children;
- Assets in a trust, based on the total value of the assets, regardless of whether distributions have been made;
- Sources of income in excess of \$7,500 annually for the filer and spouse;
- The sale or transfer of assets resulting in capital gains in excess of \$7,500 and the date of the transaction;
- Creditors of a debt in excess of \$10,000 owed by the filer, jointly with a spouse or jointly with a minor child or children;
- Name of the unit of government for which the filer or spouse was an employee, contractor or office holder (not including the position for which the Statement is being filed);
- Names of lobbyists who have an economic relationship with, or are a family member of, the filer;
- The source and type of gifts, individually or in the aggregate, in excess of \$500 in the preceding year; and,
- Names of spouse and immediate family members employed by a public utility and the name of the public utility.²

The Act does not require the disclosure of specific dollar amounts or values of the financial interests reported.

ASSETS INCLUDE:

- Stocks;
- Bonds;
- Sector mutual funds;
- Exchange traded funds;
- Commodity futures;
- Investment real estate;
- Beneficial interests in trusts; and,
- Business and partnership interests.

ASSETS DO NOT INCLUDE:

- Personal residences;
- Personal vehicles;
- Savings or checking accounts;
- Bonds, notes or securities issued by federal, state or local governments;
- Medicare benefits;
- Inheritances or bequests;
- Diversified funds;
- Annuities;
- Pensions;
- Retirement accounts;
- College savings plans;
- Qualified tax-advantaged savings programs for disability-related expenses; and,
- Tangible personal property.

² See P.A. 102-0813 effective May 13, 2022.



DEBTS INCLUDE:

- Any money or monetary obligation owed at any time during the preceding calendar year to an individual, company or other organization, other than a loan that is from a financial institution, government agency or business entity that is granted on terms made available to the general public; or,
- Any debt not specifically exempted (see “Debts Do Not Include”).

DEBTS DO NOT INCLUDE:

- Debts to or from financial institutions or government entities, such as mortgages, student loans, credit card debts or loans secured by automobiles, household furniture or appliances, as long as those loans were made on terms available to the general public and do not exceed the purchase price of the items securing them;
- Debts to or from a political committee registered with the Illinois State Board of Elections or political committees, principal campaign committees or authorized committees registered with the Federal Election Commission; or,
- A loan from a member of the filer’s family not known by the filer to be registered to lobby under the Illinois Lobbyist Registration Act.

HOW DO I GET MY STATEMENT OF ECONOMIC INTERESTS FORM AND WHERE DO I FILE THE FORM?

Each local county clerk will provide the form and may require the form to be filed electronically or to be filed in written form. An example of a [Statement of Economic Interests form is available via this link](#). A county clerk may require a slightly different form. Provisions requiring certification of review by an ethics officer apply to State of Illinois officials, and do not apply to municipal officials unless a local ordinance requires that review.

Candidates for municipal office are required to include a receipt for filing a Statement of Economic Interests in their candidate submissions in order to appear on an election ballot.

DEFINITIONS IN THE ACT

In addition to the definitions of assets and debts detailed in this fact sheet, specific definitions for terms apply to the Statement of Economic Interests, and include the following:

CREDITOR: means an individual, organization or other business entity to whom money or its equivalent is owed, no matter whether that obligation is secured or unsecured, except that if a filer makes a loan to members of his or her family, then that filer does not, by making such a loan, become a creditor of that individual.

DIVERSIFIED FUNDS: means investment products, such as mutual funds, exchange traded funds or unit investment trusts, that invest in a wide variety of securities across multiple sectors or asset classes. These do not include sector funds.

DEFINITIONS IN THE ACT (continued)

ECONOMIC RELATIONSHIP: means any joint- or shared-ownership interests in businesses and creditor-debtor relationships with third parties, other than commercial lending institutions, where: (a) the filer is entitled to receive (i) more than 7.5% of the total distributable income, or, (ii) an amount in excess of the salary of the Governor (SFY 2022: \$184,800); or, (b) the filer together with his or her spouse or minor children is entitled to receive (i) more than 15%, in aggregate, of the total distributable income, or, (ii) an amount in excess of two times the salary of the Governor (SFY 2022: \$369,600).

FAMILY: means a filer's spouse, children, step-children, parents, step-parents, siblings, step-siblings, half-siblings, sons-in-law, daughters-in-law, grandparents and grandchildren, as well as the parents and grandparents of the filer's spouse, and any person living with the filer.

FILER: means a person required to file a Statement of Economic Interests pursuant to this Act.

INCOME: means pension income and any income from whatever source derived, required to be reported on the filer's federal income tax return, including, but not limited to: compensation received for services rendered or to be rendered (as required to be reported on any Internal Revenue Service forms, including, but not limited to, forms W-2, 1099, or K-1); earnings or capital gains from the sale of assets; profit; interest or dividend income from all assets; revenue from leases and rentals, royalties, prizes, awards or barter; forgiveness of debt; and, earnings derived from annuities or trusts other than testamentary trusts. This does not include compensation earned for service in the position that necessitates the filing of the Statement of Economic Interests, or investment or interest returns on items excluded as an asset or income from the sale of a personal residence or personal vehicle.

INVESTMENT REAL ESTATE: means any real property, other than a filer's personal residence, purchased to produce a profit, whether from income or resale. Investment real estate must be reported on the Statement but only by listing the city and state where the real estate is located.

LOBBYING and LOBBYIST: mean engaging in activities that require registration under the Illinois Lobbyist Registration Act or an individual who is required to be registered to engage in lobbying activities pursuant to the Illinois Lobbyist Registration Act.

PERSONAL RESIDENCE: means a filer's primary home residence and any real property held by the filer and used by the filer for residential purposes and not for commercial or income generating purposes.

SECTOR FUNDS: means investments in mutual funds or exchange traded funds invested in a particular industry or business.

SPOUSE: means a party to a marriage, a party to a civil union or a registered domestic partner.

A complete list of definitions is [available via this link \(5 ILCS 420/Art.1\)](#).

Municipal officials and candidates for municipal office should thoroughly review the Statement of Economic Interests, including applicable terms, definitions and disclosure requirements, in advance of each May 1 filing deadline to ensure compliance with the Act.

The Office of the Illinois Secretary of State published guidance on the Statement of Economic Interests ([available via this link](#)).

The Illinois Municipal League has produced a video on the Statement of Economic Interests ([available via this link](#)).

