

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

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**September 19, 2024  
6:00 PM**

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1. Call to Order
2. Roll Call
3. Visitors/Visitor Comment
4. Changes or Additions to the Agenda
5. Audit FYE April 30, 2024 Presentation (Lauterbach & Amen, LLP)
6. Approval of the Consent Agenda
  - i. Minutes of the June 25, 2024 MNASR Board Meeting
  - ii. Minutes of the August 15, 2024 Regular scheduled Meeting
  - iii. Treasurer's Report August 2024
  - iv. Bills Payable August 2024
7. Staff Reports
  - i. Executive Director
8. Unfinished or Continuing Business
  - i. Legislative Update
9. New Business
  - i. Audit FYE April 30, 2024 Formally Received Approval
  - ii. Approval of Hartman Electrical Company, Inc. Services not to exceed \$4,000.00
  - iii. Board Member Comments
10. 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.

11. Adjournment

\*Indicates information attached

***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 Dempster St. Morton Grove, IL  
June 25, 2024 | 10:00 AM

Board President Jeff Wait called the June 25, 2024 meeting to order at 10:00 AM.

**Board Members in attendance:**

Joe Weber, Des Plaines Park District  
Jeff Wait, Morton Grove Park District  
Tom Elenz, Niles Park District  
John Shea, Park Ridge Park District  
Michelle Tuft, Skokie Park District

**Absent:**

Kevin Hubka, Golf Maine Park District  
Karen Hawk, Village of Lincolnwood

**Staff in attendance:** Trisha Breitlow, Executive Director; Lisa Barrera, Superintendent of Recreation; Keli Stonitsch, HR Manager; Kelly Brunning, Sr. Operations Manager; Audra Ebling, Communications and Marketing Manager

**Changes to Agenda:** Breitlow moved New Business A, acceptance of the 2023 audit to after approval of the consent agenda. Breitlow added New Business D, discussion of corporate counsel.

**Introduction of Visitors:** Hannah Cullerton from Lauterbach & Amen

**Consent Agenda:**

- Minutes of the April 23, 2024 Board Meeting
- Minutes of the April 23, 2024 Closed Session
- Treasurer's Report for the months ending April 30, 2024 and May 31, 2024
- Voucher list of bills in the amount of \$73,624.22

Michelle Tuft made a motion to approve the Consent Agenda, seconded by Joe Weber. The motion passed unanimously in a voice vote.

Hannah Cullerton from Lauterbach & Amen reviewed the 2023 financial audit. A motion to accept the audit was made by Michelle Tuft, seconded by Tom Elenz. This passed unanimously in a voice vote.

Barrera reviewed the program report, highlighting summer events and programs including participation and Special Olympics Summer Games.

Ebling reviewed the communications and marketing report, highlighting the fall brochure which is almost ready for the printer, and the annual report which is completed and ready to be sent to the printer.

Breitlow reported the Fundraising and Development Manager position is still open, with a candidate with a second interview scheduled. She highlighted grants received and upcoming Liponi Foundation events.

The board reviewed the budget report for April and May.

Breitlow highlighted agency goals, a PDRMA report and a new ADA transition plan that is in process. Breitlow informed the board that updated/new policies and procedures were completed and would be sent to the board for review and discussion at the August meeting. Breitlow thanked Morton Grove Park District for hanging the new pictures in the office. Breitlow also recognized Keli Stonitsch and staff for their hard work recruiting summer staff.

A motion was made by John Shea, seconded by Joe Weber to approve Resolution 2024-4, Disposal of Property. This passed unanimously in a voice vote.

The board discussed the upcoming changes with the upcoming FLSA threshold for exempt employees effective January 1. Breitlow presented a strategy for budgeting for the change which will be reflected in the 2025 budget.

A motion was made by Michelle Tuft at 10:30 am to adjourn into Closed Session for items related to 5ILCS 120/2 (c) (21), review of Closed Session Minutes, and seconded by John Shea. This passed unanimously in a voice vote.

Open session reconvened at 10:31am.

A motion was made by Joe Weber, seconded by John Shea to approve Resolution 2024-2, Determining the Confidentiality of Closed Session Minutes. This passed unanimously in a voice vote.

A motion was made by Joe Weber, seconded by John Shea to approve Resolution 2024-3, Providing for the Destruction of Certain Verbatim Recordings of Closed and Open Session Meetings. This passed unanimously in a voice vote.

A motion was made by Michelle Tuft at 10:32 to adjourn the Board meeting of the Maine-Niles Association of Special Recreation, seconded by Tom Elenz. The motion passed unanimously in a voice vote.

\_\_\_\_\_  
Jeffrey Wait, Board President  
Morton Grove Park District

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

**MINUTES OF THE REGULAR MEETING  
BOARD OF COMMISSIONERS OF THE GOLF MAINE PARK DISTRICT  
MAINE TOWNSHIP, COOK COUNTY, ILLINOIS  
HELD ON AUGUST 15, 2024**

**1. CALL TO ORDER**

- a. President Jamal Liddell called the meeting to order at 6:07pm.

**2. ROLL CALL**

- a. Roll was called: Present: Jamal Liddell, Jay Shah, Yogesh Patel, Zain Durrani

Absent: Jasmin Zahirovic

**3. VISITORS / VISITOR COMMENTS**

- a. There were no visitors.

**4. CHANGES/ADDITIONS TO THE AGENDA**

- a. None.

**5. APPROVAL OF THE CONSENT AGENDA**

- a. Commissioner Zain Durrani moved to approve the consent agenda.  
b. Seconded by Commissioner Jamal Liddell.  
c. Roll was called: Ayes: 4 Nays: 0

**6. STAFF REPORTS**

- a. Kevin Hubka, Executive Director  
i. Detailed report was submitted in the board packet.

**7. UNFINISHED or CONTINUING BUSINESS**

- a. Legislative  
i. Detailed report was submitted in the board packet.

**8. NEW BUSINESS**

- a. Approval of Employee Vacation Accrual Payout to meet Audit Threshold..  
i. President Jamal Liddell motioned to approve.  
ii. Seconded by Commissioner Zain Durrani.  
iii. Roll was called: Ayes: 4 Nays: 0  
b. Approval of FOIA Request of Information.  
i. President Jamal Liddell motioned to approve.  
ii. Seconded by Commissioner Jay Shah.  
iii. Roll was called: Ayes: 4 Nays: 0  
c. Approval of GMPD Organization Chart.  
i. President Zain Durrani motioned to approve.  
ii. Seconded by Commissioner Jay Shah.  
iii. Roll was called: Ayes: 4 Nays: 0

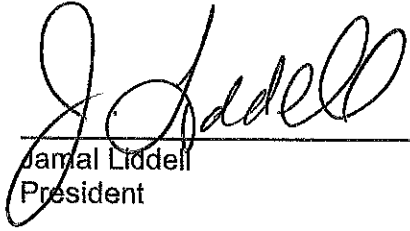
**9. CLOSED SESSION**

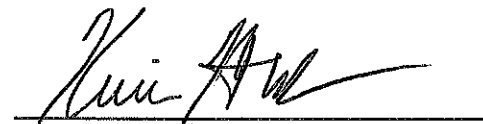
- a. None.

**10. ADJOURNMENT**

- a. President Jamal Liddell moved to adjourn the meeting.
- b. Seconded by Commissioner Yogesh Patel.
- c. Role Was Called      Aye: 4      Nay: 0
- d. Meeting adjourned at 6:22pm.

**Minutes Approved**

  
\_\_\_\_\_  
Jamal Liddell  
President

  
\_\_\_\_\_  
Kevin Hubka  
Secretary

**GOLF MAINE PARK DISTRICT  
FISCAL YEAR 2024-25  
SUMMARY OF REVENUES, EXPENDITURES & CASH BALANCES  
August , 2024**

	August 2024	July 2024	August 2023
<b>MONTHLY CASH POSITION</b>	<b>Cash</b>	<b>Prior</b>	<b>Prior FY</b>
	<b>Balance</b>	<b>Month</b>	<b>Cash Balance</b>
Beginning Balance	\$1,221,633.80	\$949,384.34	\$873,053.85
Cash Receipts	22,315.00	24,593.00	23,115.85
RE Taxes	378,927.82	271,638.27	15,824.78
Replacement Taxes	1,294.34	6,939.43	1,728.70
Interest	7,591.05	7,443.17	5,986.68
Transfer into Cash Accounts	NA	NA	NA
Transfer Out of Investments	NA	NA	NA
Disbursements of Bills	(93,431.18)	(161,630.78)	(48,861.28)
Bond Payments	NA	NA	NA
Other Inc/(Dec)	NA	NA	NA
NSF/Fees	(7.35)	(58.00)	(43.00)
<b>Month End Balance</b>	<b>\$1,538,323.48</b>	<b>\$1,098,309.43</b>	<b>\$870,805.58</b>
<b>BANK BALANCES BY ACCOUNT</b>	<b>Bank</b>	<b>Bank</b>	<b>Prior FY</b>
	<b>Balance</b>	<b>Balance</b>	<b>Bank Balance</b>
Savings Account - 1407	\$1,601,923.20	\$1,221,633.80	\$889,410.07
Checking Account - 7604	75,305.99	162,150.88	278,306.89
Director's Account	1,294.35	1,044.35	1,525.19
Liability Account	1,064.53	1,064.53	1,279.35
NorthShore - OSLAD - 4331	1,527.48	1,527.30	1,063.53
Wintrust Savings - BOND - 2537	\$1,094,728.84	\$1,089,915.41	\$1,112,860.04
Wintrust Checking - 2216	\$159,549.81	\$252,250.39	\$280,855.44
Wintrust Scholarship Fund - 3539 (CLOSED)	NA	NA	CLOSED
Wintrust MaxSafe - 3219 (NEW)	\$252,657.68	\$251,554.10	NA
<b>Total Cash Accounts</b>	<b>\$3,188,051.88</b>	<b>\$2,981,140.76</b>	<b>\$2,565,300.51</b>
<b>INVESTMENTS BY ACCOUNT</b>	<b>Investment</b>	<b>Investment</b>	<b>Prior FY</b>
	<b>Balance</b>	<b>Balance</b>	<b>Invest Balance</b>
Illinois Funds Money Market	\$67,125.26	\$66,820.33	\$63,571.21
IPDLAF+Class	NA	NA	NA
<b>Total Investments</b>	<b>\$67,125.26</b>	<b>\$66,820.33</b>	<b>\$63,571.21</b>
<b>TOTAL CASH AND INVESTMENTS</b>	<b>\$3,255,177.14</b>	<b>\$3,047,961.09</b>	<b>\$2,628,871.72</b>

INVOICE REGISTER FOR GOLF MAINE PARK DISTRICT  
 CHECK RUN DATES 08/01/2024 - 08/31/2024

Invoice #	Vendor Name	Invoice #	Description	Inv. Date	Amount	Check Number	Check Date
00604	AMAZON CAPITAL SERVICES	1WYJ-MFC7-DTCN	SPECIAL EVENTS & SUMMER CAMP	07/23/2024	570.69	4729	08/06/2024
00604	AMAZON CAPITAL SERVICES	1XGN-YW6D-JHJ4	MARKETING SUPPLIES	07/28/2024	30.80	4730	08/06/2024
00516	AQUA ILLINOIS, INC.	JUL 30, 2024-3782	FELDMAN METER READING-SPRINKLER	07/30/2024	133.01	4731	08/06/2024
00516	AQUA ILLINOIS, INC.	JUL 30, 2024-3781	FELDMAN METER READING	07/30/2024	346.18	4732	08/06/2024
00516	AQUA ILLINOIS, INC.	JUL 30, 2024-3737	DP METER READING	07/30/2024	880.32	4733	08/06/2024
00436	BAILA-TONE FITNESS, LLC	AUG 1, 2024-S.C.	SUMMER CAMP JUL 29, 2024	08/01/2024	70.00	4734	08/06/2024
00156	COM ED	Jul 15, 2024	ELECTRICITY @ FP	07/15/2024	2,705.39	4735	08/06/2024
00566	COSTPERCOPY CONSULTANTS, INC.	AR57543	TONER FOR COPIER	07/30/2024	18.95	4736	08/06/2024
00566	COSTPERCOPY CONSULTANTS, INC.	AR57825	ONLINE MONTHLY BACKUP 7/30/24 - 8/29/24	07/31/2024	90.00	4737	08/06/2024
00566	COSTPERCOPY CONSULTANTS, INC.	AR57737	MONTHLY PHONE SERVICE 7/15/24-8/14/24	07/31/2024	220.40	4738	08/06/2024
00566	COSTPERCOPY CONSULTANTS, INC.	AR57735	FP COPIER COLOR OVERAGE FEE	07/31/2024	608.59	4739	08/06/2024
00566	COSTPERCOPY CONSULTANTS, INC.	AR57736	DP COPIER COLOR OVERAGE FEE	07/31/2024	35.50	4740	08/06/2024
00370	GROOT, INC.	12986759T092	WASTE PICKUP SERVICES @ FP	08/01/2024	246.86	4741	08/06/2024
00370	GROOT, INC.	12986760T092	WASTE PICKUP SERVICES @ DP	08/01/2024	592.10	4742	08/06/2024
00555	ILLINOIS STATE POLICE	20240600680	BACKGROUND CK-AKHUNDOV, HALAT, FERRARO	08/30/2024	30.00	4743	08/06/2024
00592	LAUTERBACH & AMEN, LLP	94315	PROF SRV JUL 2024-ACCOUNTING & ADVISORY	08/01/2024	931.00	4744	08/06/2024
00640	MBD MARTIAL ARTS, INC.	21564262	SESSION #5 JUN 17 - JUL 22, 2024	08/18/2024	450.00	4746	08/06/2024
00080	MAINE NILES ASSN OF SPEC. REC.	GM MDC 3	3RD QTR 2024 MEMBER DIST CONTRIBUTION	07/01/2024	11,381.06	4745	08/06/2024
00694	JG'S REPTILE ROAD SHOW	1983	AUG 9TH 7:3-PM-8:20PM	05/30/2024	425.00	4747	08/06/2024
	FIFTH THIRD MASTERCARD	Aug 9, 2024	KEVIN, ANTHONY, SAMIR TRANSACTIONS	08/09/2024	5,304.92	ONLINE PYMT	08/07/2024
00604	AMAZON CAPITAL SERVICES	1RPM-DNRT-7DCN	REC SUPPLIES	07/30/2024	54.62	4748	08/12/2024
00604	AMAZON CAPITAL SERVICES	1NKF-WMJ4-6GFF	SUMMER CAMP SUPPLIES	07/31/2024	159.96	4749	08/12/2024
00604	AMAZON CAPITAL SERVICES	1T31-MMNX-7MDN	REC SUPPLIES	07/25/2024	49.99	4750	08/12/2024
00604	AMAZON CAPITAL SERVICES	1H73-XQMX-3KDF	REC SUPPLIES	07/24/2024	51.99	4751	08/12/2024
00604	AMAZON CAPITAL SERVICES	1LCM-DYDY-G6JK	MAINTENANCE SUPPLIES	08/10/2024	54.34	4752	08/12/2024
00604	AMAZON CAPITAL SERVICES	1N3D-M9P7-7CGQ	MAINTENANCE SUPPLIES	08/09/2024	99.02	4753	08/12/2024
00668	EQUIPMENT DEPOT ILLINOIS	1300144598	ANNUAL INSPECTION 30' AERIAL WK PLATFORM	07/25/2024	759.70	4754	08/12/2024
00557	GRAINGER	9187499075	SPLASH PAD REPAIR	07/19/2024	298.14	4755	08/12/2024
00052	HOME DEPOT	Jul 30, 2024	MAINTENANCE SUPPLIES	07/30/2024	298.47	4756	08/12/2024
00593	IL OFFICE OF THE STATE FIRE MARSHAL	9698211	FP BOILER/WATER HEATER ANNUAL INSPECTION	08/07/2024	200.00	4757	08/12/2024
00080	MAINE NILES ASSN OF SPEC. REC.	GM-AUGA24	INCLUSION SRV JUL 15-JUL 28 SUMMER CAMP	08/02/2024	20.98	4758	08/12/2024
	NICOR GAS	Jul 26, 2024	GAS AT FELDMAN	07/26/2024	163.98	4759	08/12/2024
00116	PDRMA	0724125H	MONTHLY CONTRIBUTIONS-JUL 2024	07/31/2024	6,986.15	4760	08/12/2024
00116	PDRMA	724125	PROPLIAB,WRK COMP,EMPLY PRAC,POL LIAB, CYBER	07/31/2024	2,035.43	4761	08/12/2024
00534	COMCAST	Aug 17, 2024	HIGH SPEED INTERNET @ DP	08/17/2024	212.90	4764	08/19/2024
00662	ARTISTICALLY A&A	000055	SUMMER FEST T-SHIRTS	08/15/2024	508.75	4762	08/19/2024
00695	U.S. TENNIS COURT CONSTRUCTION COMP	2495	DP REPAIR & ACRYLIC RESURFACING OUTDOOR COURTS	08/14/2024	42,598.08	4766	08/19/2024
00436	BAILA-TONE FITNESS, LLC	Aug 14, 2024	ZUMBA SUMMER CAMP 8/9 & 8/12	08/14/2024	140.00	4763	08/19/2024
00566	COSTPERCOPY CONSULTANTS, INC.	AR57919	COPIERS TONER	08/13/2024	18.95	4765	08/19/2024
00257	PRF GRAPHICS	2218	LASER CHECKS	08/22/2024	299.68	4771	08/26/2024
00409	TRESSLER, LLP	492914	PROF SRV THROUGH JULY 31, 2024	08/22/2024	286.00	4772	08/26/2024
00691	WINDY CITY ACES VOLLEYBALL CLUB LLC	Aug 22, 2024	WINDY CITY SKILLS CAMP 7/18/2024 - 8/20/2024	08/22/2024	3,621.75	4773	08/26/2024
00531	MONARCH BURGLAR ALARM CO.	SEPT 1 - DEC 1, 2024	DP GARAGE ALARMNET MONITORING & SERVICE	08/26/2024	147.00	4769	08/26/2024
00156	COM ED	Aug 14, 2024	ELECTRICITY @ FELDMAN	08/14/2024	2,697.82	4768	08/26/2024
00671	CITI CARDS	Aug 12, 2024	DINA, KEVIN & ANTHONY PURCHASES	08/12/2024	5,836.71	4767	08/26/2024
00255	NU TOYS LEISURE PRODUCTS, INC	GOLF MAINE1	VOLLEYBALL NETS W/TOP CABLE/BOTTOM ROPE TIES	08/01/2024	760.00	4770	08/26/2024

**TOTAL \$93,431.18**



# “IN THE KNOW”

## BOARD REPORT – SEPTEMBER 2024

(By: Kevin Hubka, Executive Director)

### AUDIT UPDATE:

COMPLETED! AUDIT PRESENTATION SCHEDULE FOR SEPTEMBER 19 BOARD MEETING @ 6PM.

### OSLAD UPDATE:

PLAYGROUND EQUIPMENT WILL BE ORDERED IN SEPTEMBER/OCTOBER. THE BIDDING PROCESS WILL START IN DECEMBER. THE PLAYGROUND PROJECT WILL START IN SPRING 2025.

### DEE PARK FIELD UPDATE:

I MET WITH GEORGE'S LANDSCAPING & MIDWEST FIELD SOLUTIONS ABOUT THE SCOPE OF WORK, AND THEY WILL PROVIDE ME WITH A QUOTE. I HAVE ALSO COMMUNICATED WITH TOD WHO IS OUT LANDSCAPE ARCHITECT. AT THIS PRESENT MOMENT THERE IS NO TIME TABLE FOR THIS PROJECT.

### RECREATION UPDATE:

ALL SUMMER PROGRAMMING HAS COME TO A CLOSE, AS WE ARE NOW RAMPING UP FOR OUR FALL SEASON FULL OF NEW/RETURNING PROGRAMS. OUR NEW PARTNERSHIP WITH “WINDY CITY ACES” HAS BEGUN. THIS IS A VOLLEYBALL ORGANIZATION THAT WILL HOST VOLLEYBALL CLINICS FOR THE PARK, AS WELL AS CREATE TEAMS FOR AAU PLAY.

### SUMMER CAMP INFO:

YEAR	PARTICIPANTS	+/-	REVENUE	+/-
2023	255	-	\$32,074.00	-
2024	477	222	\$49,810.00	\$17,736.00

### SPECIAL EVENTS UPDATE:

OUR SECOND MOVIE NIGHT, ALONG WITH OUR SUMMER FEST PROGRAM WAS HELD ON FRIDAY, AUGUST 9, AND WAS A HUGE SUCCESS AS WE WELCOMED OVER 400+ PARTICIPANTS IN THE CROWD. HERE IS A LIST OF THE UPCOMING EVENTS:

\*9/13/24 - MOVIE NIGHT #4

\*10/4/24 - FALL FEST @ DEE PARK

\*10/19/24 - SMITTY'S HAUNTED ESCAPE



## **MAINTENANCE UPDATE:**

OUR MAINTENANCE TEAM IS KEEPING BOTH OF OUR FACILITIES CLEAN, AND ARE CONSTANTLY WORKING ON VARIOUS REPAIRS AROUND THE FACILITIES. THE SPRAY PARK HAS BEEN MAINTAINED THOROUGHLY BY OUR STAFF AND HASN'T HAD ANY ISSUES THUS FAR. THEY CONTINUE TO WORK ON LANDSCAPING AROUND BOTH PARKS. WE HAVE RECEIVED MANY COMPLIMENTS FROM THE RESIDENTS THAT USE OUR PARK TO WALK THE GROUNDS, AND THEY HAVE BEEN VERY HAPPY ABOUT THE UPKEEP OF DEE PARK.

## **PROJECT/CAPITAL ITEM LIST REPORT**

<b><u>PROJECT</u></b>	<b><u>STATUS</u></b>	<b><u>COMMENTS</u></b>
FELDMAN GYM DÉCOR/PAINTING	NOT STARTED	FALL/WINTER 2024
WASHER/DRYER	ORDERED	DELIVERY SCHEDULED LATE SEPTEMBER
SIGNAGE @ FELDMAN	IN PROGRESS	VARIANCE MEETING NEEDED TO APPROVE @ VILLAGE OF NILES WILL TAKE PLACE IN LATE SEPTEMBER.
SIGNAGE @ DEE	IN PROGRESS	THERE IS AN ISSUE WITH THE SIZE OF THE VIDEO SCREEN, AND WE MAY NEED TO FILE A VARIANCE WITH COOK COUNTY. MORE INFO TO COME.
KUBOTA	ORDERED	DELIVERY SCHEDULED - LATE SEPTEMBER

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## LEGISLATIVE UPDATE

**IAPD**  
Illinois Association of Park Districts



THE LATEST LEGISLATIVE ISSUES AFFECTING PARKS, RECREATION AND CONSERVATION

**#24-2024 -- August 19, 2024**

**TO: IAPD Members**

**FROM: Peter Murphy, Esq., CAE, IOM, IAPD President and CEO**

**Jason Anselment, IAPD General Counsel**

**Mitchell Remmert, Director of Advocacy and Strategic Initiatives**

**RE: Governor Acts on Legislation of Interest to IAPD Member Agencies**

As we previously reported, the General Assembly passed dozens of bills that may be of interest to you, your board, and your agency. The Governor has now completed action on all legislation approved by the General Assembly during the Spring Session. In addition to the two IAPD Platform bills we covered on July 8 and August 12, the Governor recently signed several other bills that impact your agency.

Beginning January 1, 2025, SB 536 / Public Act 103-0880 (Ellman, L. / Costa Howard, T.) amends the Public Funds Investment Act to give local

governments additional investment authority by increasing the maximum maturity length in highly rated corporate obligations to 10 years from the date of purchase (currently these investments are limited to 3 years). **This law builds upon previous IAPD Platform bills that were signed into law and expanded investment authority for public bodies.** IAPD Platform Bill Public Act 100-0752 (Zalewski, M. / Jones, E., III) increased the maturity length in corporate obligations from 270 days to 3 years, and Public Act 102-0285 (DeWitte, D. / Evans, M., Jr.) permitted a public body to invest up to 2/3 of its assets in these obligations as opposed to the previously allowed 1/3.

The new law also allows local governments to invest public funds in other instruments not specifically listed in the Act if that investment is authorized by both another law and the public agency's investment policy and the local government authorizes the investment by ordinance or resolution. **IAPD supported the legislation.**

SB 3597 / Public Act 103-1023 (Ventura, R. / Gabel, R.) allows all units of local government to borrow money from the Illinois Finance Authority to build, purchase, or lease new clean energy infrastructure projects. As introduced, this authority would have been granted only to townships, counties, and school districts **but was expanded at IAPD's request to include park districts, forest preserve districts, and conservation districts.** This law is effective immediately.

Also effective immediately, SB 3567 / Public Act 103-1018 (Harriss, E. / Elik, A.) alters a provision in the Truth in Taxation Law that already required a taxing district with a website maintained by its full-time staff to post notice of a Truth in Taxation hearing on its website in addition to the "black box" newspaper publication. Originally, the legislation would have required taxing districts to post these website notices "*conspicuously*" on their homepage or on a page accessible through a direct link from the homepage and to leave the notice conspicuously posted for not less than 30 consecutive days. IAPD opposed that version out of concern that a taxing district could have its notice challenged by parties with differing interpretations of what "conspicuous" means. **As a direct result of our advocacy, the new law removes all references to "conspicuous"** and simply requires that the notice be posted on or near the top of the taxing district's homepage or on a page accessible through a direct link from the homepage. The notice will need to remain on the webpage for a period of not less than 30 consecutive days, but these requirements still only apply to a taxing district that has a website maintained by its full-time staff.

## **New Grant Programs**

A couple recently approved laws establish new grant programs such as HB 255 / Public Act 103-0788 (Mussman, M. / Villa, K.), which creates the Youth and Young Adult Conservation and Education Pilot Program to permit IDNR to provide grants to local governments and non-profit entities for conservation education and employment opportunities for youth and young adults, develop and implement conservation education or job training programs, and offer internship opportunities with IDNR.

Although the new program will be subject to appropriation each year, this year's State budget includes a \$2.5 million appropriation for this program.

Initially, this legislation would have eliminated the Youth Recreation Corps grant program that has benefited IAPD member agencies in the past. **Because of IAPD's advocacy**, the final version that was signed into law not only left the Youth Recreation Corps grant program intact, it expanded eligibility for this new program to include local governments including IAPD member agencies. This law is effective January 1, 2025.

SB 2781 / Public Act 103-0923 (Ventura, R. / Huynh, H.) establishes the Healthy Forests, Wetlands, and Prairies Grant Program through IDNR with the goal of restoring degraded forest lands and native prairies. Under the program, eligible grant recipients, including park districts, municipalities, conservation districts, and forest preserve districts, may use grant funding for: (1) local projects restoring or expanding forests, wetlands, prairies, or other natural landscapes demonstrated to absorb carbon dioxide from the atmosphere; (2) education and marketing regarding local projects or steps community members may take to promote the growth of native vegetation that removes carbon dioxide from the atmosphere; and (3) any other purpose approved by IDNR that advances the State goal that there be no overall net loss of the State's existing forest, prairie, or wetland acres or their functional value due to State-supported activities. This year's State budget includes a \$1 million appropriation for this new program. **IAPD supported the legislation**, which is effective January 1, 2025.

IDNR has not announced a schedule for these new programs but you may access their latest grant schedule and other grant information on the [IAPD Grants webpage](#).

## **Employment / Labor Laws**

As has been the case in recent years, there are several new laws that place mandates on public agencies in their capacity as employers or expand

protections for employees. For example, effective January 1, 2025, HB 3763 / Public Act 103-0727 (Guzzardi, W. / Villivalam, R.) amends the Personnel Record Review Act to clarify that every employee has a legal right to inspect or receive copies of specific personnel documents such as:

- 1) employment-related contracts or agreements that the employer maintains are legally binding on the employee,
- 2) employee handbooks that the employer made available to the employee or that the employee acknowledged receiving, and
- 3) written employer policies or procedures that the employer contends the employee was subject to and that concern qualifications for employment, promotion, transfer, compensation, benefits, discharge, or other disciplinary action.

Current law only guarantees an employee the right to inspect personnel documents used in determining the employee's qualifications for employment, promotion, transfer, compensation, discharge, or other disciplinary action.

The new law also adds specific requirements related to these requests. For instance, the employee must request these documents from any person responsible for maintaining the employer's personnel records, including the human resource department, payroll department, employee's supervisor or department manager, or individual designated in the employer's written policy.

The law also now requires the request to be in writing and to identify the personnel records the employee is requesting, whether the employee is requesting to inspect, copy, or receive copies of the records, whether the records be provided in hardcopy or in a reasonable electronic format, and whether the inspection, copying, or receipt of copies will be performed by the employee's representative. If the records being requested include medical information or medical records, the request must include the employee's signed waiver to release the medical information and medical records to that employee's specific representative. Finally, the law clarifies that if an employer does not maintain records in one or more of the categories requested, the employer may respond in writing notifying the employee that it does not maintain the records but must still permit inspection, copying, and receipt of records the employer does maintain.

HB 5561 / Public Act 103-0867 (Evans, M., Jr. / Castro, C.) is an initiative of the Illinois Attorney General's Office designed to strengthen employee protections under the Illinois Whistleblower Act. Specifically, the law broadens

the scope of the Act to protect an employee who discloses or threatens to disclose information about an employer's activity, policy, or practice when the employee has a good faith belief that such activity, policy, or practice violates a State or federal law, rule, or regulation or poses a substantial and specific danger to public health or safety. The law also expands the definition of retaliation by employers to include blacklisting an employee from future employment opportunities and immigration-based retaliation. Finally, the law now provides express statutory authority for the Attorney General's office to bring suit against employers who retaliate or threaten retaliation against employees. This law is effective January 1, 2025.

SB 3208 / Public Act 103-0953 (Villa, K. / Avelar, D.) requires employers to provide employees with a pay stub for each pay period and to maintain copies of those pay stubs for a period of not less than 3 years.

If a current employee later requests a copy of those pay stubs, the employer must provide them within 21 calendar days. However, employers may require the employee to submit that request in writing, and employers are not required to grant such a request more than twice in a 12-month period.

If a former employee later requests a copy of their pay stubs, the employer must also provide the former employee with either physical or electronic copies, in the format chosen by the former employee, within 21 calendar days. However, an employer is only required to grant the former employee's request for up to one year after the date of separation and is only required to do so twice.

Finally, if an employer only furnishes its employees with electronic pay stubs and former employees are unable to access those electronic pay stubs for at least a full year after separation, then the employer must offer to provide the outgoing employee with a record of all their pay stubs from the year preceding the date of separation. An employer must keep a written record of the offer and the employee's response. This law is effective January 1, 2025.

SB 3646 / Public Act 103-0721 (Peters, R. / Hernandez, B.) is an Illinois Department of Labor (IDOL) initiative that updates and reorganizes the Child Labor Law. Notable changes include a requirement for a minor's work permit to include school schedule information determined relevant by the school issuing officer, a requirement for an updated work permit to be issued if any information changes, such as a change in a minor's address, a new prohibition against retaliation, and a requirement for employers to report to the minor's

school if the minor is injured or killed at work. The new law also conforms the weekly work hour limitation for minors with existing federal law.

When this proposal was initially filed, it omitted a long-standing exemption that allows 14- and 15-year-olds to work an additional two hours (until 9:00 p.m.) during the school year, and an additional hour (until 10:00 p.m.) during the summer when working for park districts, not-for profit youth clubs, and municipal parks and recreation departments subject to other limitations. The legislation also removed IDOL's discretion as it relates to circumstances when it may revoke the employment certificate for 12- and 13-year-olds that officiate youth sports activities and, instead, would have mandated revocation even in extraordinary circumstances like where a supervising parent has an emergency with another child. Additionally, the proposal would have quadrupled the civil penalties IDOL is authorized to impose for violations under the Act in all circumstances.

**As a result of IAPD's advocacy, the new law preserves the exemption for 14- and 15-year-olds and IDOL's discretion in revoking work certificates. It also addresses IAPD's concerns over the enhanced penalties by creating a tiered penalty structure depending on the severity of the violation.** The changes discussed above are effective January 1, 2025.

SB 3649 / Public Act 103-0722 (Peters, R. / Evans, M., Jr.) creates the Worker Freedom of Speech Act and prohibits employers from discharging, disciplining, or otherwise penalizing an employee for declining to attend or participate in an employer-sponsored meeting or to receive or listen to communication from the employer if either the meeting or communication is designed to communicate the employer's position on religious or political matters.

Employers are required to post and keep posted a notice of employees' rights under the law in a location where employee notices are customarily placed. The law allows an aggrieved employee to bring a private right of action to enforce any provision of the Act.

The new law does prohibit employers from communicating any information that is necessary for the employees to perform their required job duties or from requiring its employees to attend any training intended to foster a civil and collaborative workplace or reduce or prevent workplace harassment or discrimination. This law is effective January 1, 2025.

Several more changes to the Illinois Human Rights Act were also signed into law.

- HB 2161 / Public Act 103-0797 (Guzzardi, W. / Toro, N.) makes it a civil rights violation for any employer to make specific employment decisions on the basis of an employee's "family responsibilities," which the law defines as "an employee's actual or perceived provision of personal care to a family member." The new law does not obligate an employer to make accommodations or modifications to reasonable workplace rules or policies for an employee based on their family responsibilities such as modifications or accommodations related to leave, scheduling, productivity, attendance, absenteeism, timeliness, work performance, etc. However, the employer cannot, for example, refuse to hire, refuse to promote, or fire an employee simply because the employee has family responsibilities if the employee is otherwise complying with the employer's policies. This law is effective January 1, 2025.
- HB 4867 / Public Act 103-0785 (Moeller, A. / Fine, L.) prohibits discrimination based on "reproductive health decisions," which are defined as "a person's decisions regarding the person's use of: contraception; fertility or sterilization care; assisted reproductive technologies; miscarriage management care; healthcare related to the continuation or termination of pregnancy; or prenatal, intranatal, or postnatal care." This law is effective January 1, 2025.
- HB 3773 / Public Act 103-0804 (Andrade, J., Jr. / Cervantes, J.) makes it a civil rights violation for an employer to use artificial intelligence (AI) to make certain employment decisions when the use of AI has the effect of subjecting the employee to discrimination on the basis of a protected class under the Act. This includes the use of ZIP codes as a proxy for any protected class. It is a separate violation for the employer to fail to provide the employee with notice of the employer's AI use. This law is effective January 1, **2026**.
- Starting January 1, 2025, SB 3310 / Public Act 103-0973 (Simmons, M. / Tarver, C., II) extends the deadline for filing a charge for an alleged violation of the Human Rights Act from 300 calendar days to 2 years.

## **Property Tax Code**

The Governor also recently approved several measures amending the Property Tax Code, effective immediately.

For example, HB 612 / Public Act 103-0596 (Kifowit, S. / Morrison, J.) expands the Disabled Veteran Homestead Exemption to provide a 100% property tax exemption for veterans of World War II regardless of their level of disability and



provides that these veterans do not need to reapply for the exemption on an annual basis. Additionally, the new law now limits the existing exemption for veterans with service-connected disabilities of 70% or more, or a surviving spouse of a veteran whose death was service-connected, to the first \$250,000 of EAV. Under the old law, the entire value was exempt.

HB 2232 / Public Act 103-0655 (Rita, B. / Castro, C.) extends the maximum period of time for a property tax refund to be submitted to 20 years after a decision by the Property Tax Appeal Board but limits the aggregate total of the refund to \$5 million per year for claims filed more than 7 years after the right to refund arose. Note that Public Act 102-0519 from 2021, allows a taxing district subject to PTELL to mitigate the impact of this change by increasing its levy by a prior year's adjustment whenever an assessment is decreased due to the issuance of a certificate of error, a court order, or a final administrative decision of the Property Tax Appeal Board that results in a refund from the taxing district.

SB 317 / Public Act 103-0873 (Murphy, L. / Manley, N.) provides that a lessee of property owned by any local government is considered delinquent if the lessee is liable for the payment of property taxes and those taxes remain unpaid 60 days after the final installment due date. The law allows the State's Attorney of the county where the property is located to bring an action against the lessee in the circuit court in order to recoup the delinquent taxes, interest, penalties, and legal costs. Previously, this law only applied to counties with a population of more than 800,000 but less than 1,000,000. This new law extends this authority to all counties.

## **Childcare and DCFS Regulations**

Childcare and the regulation of childcare facilities were also a focal point this session as demonstrated by the number of measures on these topics that were recently enacted.

For example, SB 1 / Public Act 103-0594 (Lightford, K. / Canty, M.) is an initiative of the Governor's Office aimed at streamlining early childhood and childcare programs that are currently housed at the Illinois State Board of Education, Illinois Department of Human Services, and Illinois Department of Children and Family Services. The law creates a new Department of Early Childhood on July 1, 2024 and moves early childhood programs and services from legacy agencies to the new Department on July 1, 2026. The law does not propose any policy or implementation changes to existing programs or services other than to move them to the new agency in 2026. However, there

will likely be changes during the next two years, and IAPD will be closely monitoring these changes and will keep members updated. This law is effective immediately.

Beginning January 1, 2025, HB 4059 / Public Act 103-0805 (Haas, J. / Rezin, S.) requires DCFS or any State agency that assumes responsibility for daycare licensing to host licensing orientation programs to help educate potential daycare centers about the daycare licensing process and offer to host orientation programs at least twice annually in each legislative district in the State.

HB 4350 / Public Act 103-0813 (Davis, J. / Rezin, S.) requires DCFS to develop a notice aimed toward children under the age of 18 that provides information on what constitutes physical and sexual abuse and how to report such abuse. The law also requires certain businesses and establishments to post the notice in all restrooms open to the public or in another conspicuous location in clear view of the public. Originally, the list of businesses and establishments required to post this notice included "entertainment facilities or sporting facilities providing services or opportunities to those under the age of 18." **As a result of IAPD's advocacy** during the Spring Session, this legislation was substantially narrowed to apply only to "entertainment facilities and sporting facilities that are indoor structures with a legal occupancy of at least 5,000 persons." The original version was much broader and would have applied to all facilities, athletic fields, and outdoor areas operated by park districts. This law is effective January 1, 2025.

Effective immediately, HB 4491 / Public Act 103-0821 (Faver Dias, L. / Johnson, A.) grants greater staffing flexibility at early childcare facilities by allowing a qualified early childhood teacher with a minimum of 2,880 hours of experience at the current facility to be present for the first and last hour of the workday and at the open and close of an early childcare facility. Previously, state administrative rules required the director of the facility to be present during this timeframe. This new law will sunset on June 30, 2029, unless extended by the General Assembly.

SB 3207 / Public Act 103-0952 (Tracy, J. / Frese, R.) allows a daycare center to operate for a full 24 hours and provide care for an individual child for up to 12 hours if the parent or guardian of the child is employed in a position that requires regularly scheduled shifts and a 10-hour period elapses between daycare visits. The law requires DCFS to adopt administrative rules necessary to implement the new Act. This law is effective January 1, 2025.

## Other Bills of Interest

Beginning January 1, 2025, SB 2959 / Public Act 103-0933 (Bennett, T. / Kifowit, S.) requires aquariums and museums that are operated under the Park District Aquarium and Museum Act to give free admission to Gold Star Family members who show a driver license or identification card containing the Gold Star emblem, like the one on the Gold Star license plate. Gold Star Family members are Illinois residents who are surviving widows/widowers, parents, or siblings of U.S. Armed Forces members who lost their life while serving during peacetime or war. According to the Illinois Department of Veterans Affairs, there are currently 333 Gold Star Families in Illinois.

SB 2876 / Public Act 103-0927 (Villa, K. / Tarver, C., II) requires the owner or operator of an event facility with a maximum legal capacity of least 3,500 persons to offer the recycling of items that are generated at a public meeting or public event held at the facility and the transfer of these recyclable materials to a recycling center for processing. If the facility is located in a county with a composting facility, then the owner or operator of the event facility must also offer the composting of organic items that are generated at a public meeting or public event held at the facility. A violation of the Act is considered a business offense and is punishable by a fine of not less than \$750 and not more than \$1,500 for the first offense, and not less than \$1,500 and not more than \$2,500 for each subsequent offense. You may recall that last year, **IAPD advocated for an amendment to a similar proposal, HB 1370 (Tarver, C., II / Villa, K.)** to limit these requirements to facilities that are structures and not other "locations" such as open spaces like public parks. Although HB 1370 did not pass both chambers prior to the General Assembly's adjournment last year, the new law **incorporates IAPD's suggested language** by omitting references to "locations." This law is effective January 1, 2025.

Under current law, mosquito abatement districts may abate mosquitoes, flies, and insects. SB 2938 / Public Act 103-0932 (Fine, L. / Gong-Gershowitz, J.), expands that authority to ticks and rats, and permits mosquito abatement districts to conduct routine surveillance of "vectors" and detect and report on the presence of vector-borne diseases of public health significance. For those unfamiliar with the term, "vectors" are arthropods, rodents, including rats and mice, birds, or other animals capable of carrying disease-producing organisms to a human or animal host but does not include animals that transmit disease to humans only when used as human food. If a mosquito abatement district accesses land owned by a forest preserve or a conservation district for surveillance, the law requires the mosquito abatement district to notify the forest preserve district or conservation district prior to or within 48 or accessing the land. The law also allows mosquito abatement districts to annex territory if

it operates predominantly within a municipality or two or more municipalities that would become coterminous with them upon the annexation. This law is effective January 1, 2025.

Also beginning January 1, 2025, SB 3342 / Public Act 103-0976 (McClure, S. / Faver Dias, L.) creates the Pesticide Application on Rights-of Way Notification Act and places substantial new notification requirements on units of local government when applying pesticides to a public right of way. **As a result of IAPD's advocacy efforts, park districts, forest preserve districts, and conservation districts are exempt from the bill's requirements.**

HB 5511 / Public Act 103-0865 (Hoffman, J. / Castro, C.) is a comprehensive Act that makes numerous changes to State procurement laws. One provision amends the Illinois Governmental Joint Purchasing Act to allow governmental units to purchase a supply or service that is available on contracts from multiple contractors if the governmental unit determines that the selected contract best meets the governmental unit's needs. These changes are effective January 1, 2025.

### **Task Forces**

HB 5488 / Public Act 103-0863 (Hirschauer, M. / Villa, K.) creates the Legacy Tree Program Task Force charged with making recommendations for the creation of a statewide legacy tree recognition program to promote the identification, awareness, commemoration, and preservation of significant trees within the State. **The task force includes a representative of IAPD**, is required to meet on a quarterly basis for four years and must submit a report with final recommendations to the General Assembly no later than June 30, 2028. **IAPD supported the legislation.**

SB 692 / Public Act 103-0882 (Morrison, J. / Morgan, B.) creates the Task Force on Interjurisdictional Zoning Impacts to study State and local zoning laws and policies relating to large industrial developments, annexation laws and policies, the potential impacts of large industrial developments on neighboring units of local governments, trends in industrial zoning across urban, suburban, and rural regions of Illinois, and outcomes in recent zoning proceedings for large industrial developments. **The task force includes a representative of IAPD.**

SB 3455 / Public Act 103-1002 (Martwick, R. / Canty, M.) requires the Illinois Department of Revenue to conduct a study of the property tax system in Illinois, examine whether the existing property tax levy, assessment, appeal, and collection process is reasonable and fair, and issue recommendations to

improve that process. The Department's preliminary report is required to be completed by May 31, 2025, with a final report due to the General Assembly and Governor by July 1, 2025.

The laws discussed above are only a small sample of the hundreds of measures that IAPD tracked during the Spring Session. For a complete list of the status of all of the bills we tracked during the Spring Session, please visit IAPD's Bill Tracker on the IAPD website, and, as always, please let us know if you have questions concerning any of the bills referenced above or any other specific legislation.

The General Assembly is not scheduled to return to the Capitol until the Fall Veto Session from November 12-14, and from November 19-21. The House Veto Session calendar is available by [clicking this link](#), and the Senate Veto Session calendar is available by [clicking this link](#).

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August 15, 2024

Mr. Samir Kurtovic  
Golf Maine Park District  
8800 W. Kathy Ln  
Niles, IL 60714

RE: Boiler and Water Heater Shut Off (Quote# B24500)

Dear Mr. Kurtovic

We are pleased to submit the quotation as follows:

- Provide shut off switches per Fire Department requirements for the Boiler and Water Heater.
- Provide labor and material to install (2) new shut off switches for the Water Heater.
  - Provide and install 1/2" EMT conduit, surface mounted with #12 THHN wire, Flexible whip to equipment, (2) junction boxes and (2) 20A toggle switches.
  - Circuit breaker to be existing and reused.
  - Shut Offs to be run as a 3-way configuration.
- Provide labor and material to install (1) new shut off switch for the Boiler and reuse (1) existing shut off switch.
  - Provide and install 1/2" EMT conduit, surface mounted with #12 THHN wire, Flexible whip to equipment, (1) junction box and (1) 20A toggle switch.
  - Circuit breaker to be existing and reused.
  - Shut offs to be run as a 3-way configuration.

Notes:

- Permits and Fees not included.
- Taxes not included.
- All work to be performed on straight time.
- No CMU wall repair provided.

Our price for the above referenced scope of work is: **FOUR THOUSAND DOLLARS**.....  
.....**\$4,000.00**

We thank you for the opportunity to quote this project. Please contact me at your earliest convenience with any questions that you may have.

Sincerely,

*Seth Holmen*

Seth Holmen, AIA  
Project Manager/Estimator

**Hartmann Electric Company, Inc.**

750 Lee St, Elk Grove Village, IL 60007