

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

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**August 15, 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. Approval of the Consent Agenda
  - i. Minutes of the July 18, 2024 Regular scheduled Meeting
  - ii. Treasurer's Report July 2024
  - iii. Bills Payable July 2024
6. Staff Reports
  - i. Executive Director
7. Unfinished or Continuing Business
  - i. Legislative Update
8. New Business
  - i. Approval of Employee Vacation Accrual Payout to meet Audit Threshold
  - ii. Approval of FOIA Request of Information.
  - iii. Approval of Organizational Chart.
  - iv. 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.

10. 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.*

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

**1. CALL TO ORDER**

- a. President Jamal Liddell called the meeting to order at 6:01pm.

**2. ROLL CALL**

- a. Roll was called: Present: Jamal Liddell, Jay Shah, Jasmin Zahirovic, Zain Durrani

Absent: Yogesh Patel

**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 Jasmin Zahirovic moved to approve the consent agenda.  
b. Seconded by Commissioner Zain Durrani.  
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.  
b. Dina Weymouth, Business Manager  
i. Update on Audit process.  
c. Anthony Silmon, Supt. of Recreation  
i. Update on Programs and Summer Camp.

**7. UNFINISHED or CONTINUING BUSINESS**

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

**8. NEW BUSINESS**

- a. Approval of Ordinance 24-03: Authorizing the Disposal of Certain Surplus Property.  
i. President Jamal Liddell motioned to approve.  
ii. Seconded by Commissioner Jasmin Zahirovic.  
iii. Roll was called: Ayes: 4 Nays: 0  
b. Approval of Kubota V Series Equipment, not to exceed \$28,000.00(this includes trade-in of current vehicle).  
i. President Jamal Liddell motioned to approve.  
ii. Seconded by Commissioner Zain Durrani.  
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 Jay Shah.
- c. Role Was Called      Aye: 4              Nay: 0
- d. Meeting adjourned at 6:46pm.

**Minutes Approved**

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

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

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

MONTHLY CASH POSITION	July 2024	June 2024	July 2023
	Cash Balance	Prior Month	Prior FY Cash Balance
Beginning Balance	\$949,384.34	\$1,344,759.83	\$1,257,301.71
Cash Receipts	24,593.00	27,520.00	22,321.25
RE Taxes	271,638.27	2,639.62	NA
Replacement Taxes	6,939.43	0.00	10,722.20
Interest	7,443.17	5,923.62	6,010.86
Transfer into Cash Accounts	NA	648,775.00	385,000.00
Transfer Out of Investments	NA	(648,775.00)	(385,000.00)
Disbursements of Bills	(161,630.78)	(70,935.25)	(76,550.87)
Bond Payments	NA	NA	NA
Other Inc/(Dec)	NA	NA	NA
NSF/Fees	(58.00)	(930.00)	(7.35)
<b>Month End Balance</b>	<b>\$1,098,309.43</b>	<b>\$1,308,977.82</b>	<b>\$1,219,797.80</b>
<b>BANK BALANCES BY ACCOUNT</b>			
	Bank Balance	Bank Balance	Prior FY Bank Balance
Savings Account - 1407	\$1,221,633.80	\$949,384.34	\$873,053.85
Checking Account - 7604	162,150.88	243,563.33	290,254.93
Director's Account	1,044.35	1,914.35	1,479.35
Liability Account	1,064.53	1,063.53	1,063.53
NorthShore - OSLAD - 4331	1,527.30	1,527.09	1,525.00
Wintrust Savings - BOND - 2537	\$1,089,915.41	\$1,084,636.15	\$1,107,728.16
Wintrust Checking - 2216	\$252,250.39	\$391,866.79	\$386,880.62
Wintrust Scholarship Fund - 3539 (CLOSED)	NA	NA	\$3,171.85
Wintrust MaxSafe - 3219 (NEW)	\$251,554.10	\$250,335.64	NA
<b>Total Cash Accounts</b>	<b>\$2,981,140.76</b>	<b>\$2,924,291.22</b>	<b>\$2,665,157.29</b>
<b>INVESTMENTS BY ACCOUNT</b>			
	Investment Balance	Investment Balance	Prior FY Invest Balance
Illinois Funds Money Market	\$66,820.33	\$66,516.28	\$63,278.04
IPDLAF+Class	NA	NA	NA
<b>Total Investments</b>	<b>\$66,820.33</b>	<b>\$66,516.28</b>	<b>\$63,278.04</b>
<b>TOTAL CASH AND INVESTMENTS</b>	<b>\$3,047,961.09</b>	<b>\$2,990,807.50</b>	<b>\$2,728,435.33</b>

INVOICE REGISTER FOR GOLF MAINE PARK DISTRICT  
 CHECK RUN DATES 07/01/2024 - 07/31/2024

Vendor ID	Vendor Name	Invoice #	Description	Inv. Date	Amount	Check Number	Check Date
00166	COM ED	Jun 18, 2024	ELECTRICITY @ DP	6/18/2024	970.33	4665	7/2/2024
00370	GROOT, INC.	12747435T092	WASTE PICKUP SERVICES @ FELDMAN	7/1/2024	248.88	4670	7/2/2024
00370	GROOT, INC.	12747436T092	WASTE PICKUP SERVICES @ DP	7/1/2024	533.93	4671	7/2/2024
00632	APEX3 SYSTEMS	2723	REPAIR @ DP CAMERA'S	7/1/2024	1,320.00	4660	7/2/2024
00608	FOX VALLEY FIRE AND SAFETY	IN00896820	REPAIR @ FELDMAN	7/1/2024	501.50	4668	7/2/2024
00534	COMCAST	JUN 26, 2024-7511	HIGH SPEED INTERNET @ FELDMAN	6/26/2024	202.90	4667	7/2/2024
00516	AQUA ILLINOIS, INC.	JUN 26, 2024-3782	WATER-SPRINKLER @ FELDMAN	6/26/2024	363.86	4661	7/2/2024
00516	AQUA ILLINOIS, INC.	JUN 26, 2024-3781	WATER @ FP	7/26/2024	340.76	4662	7/2/2024
00516	AQUA ILLINOIS, INC.	JUN 26, 2024-3737	WATER @ DP	6/26/2024	714.80	4663	7/2/2024
00171	FSS TECHNOLOGIES	I-28568	DP-FIRE DEPT MONITORING/RADIO SERVICE	6/16/2024	138.00	4669	7/2/2024
00031	ANDREW MCCANN LAWN SPRINKLER	IN000240443	OPENING SPRINKLERS & REPAIR	6/21/2024	840.66	4659	7/2/2024
00616	IFSI	240539	TEST & INSPECT WET FIRE SPRINKLER SYSTEM	6/19/2024	360.00	4672	7/2/2024
00083	CAPITAL ONE TRADE CREDIT	1666323667	WATER SPRAY PARK SUPPLIES	6/19/2024	126.81	4664	7/2/2024
00604	AMAZON CAPITAL SERVICES	1HG4-PFX1-KW9V	REC SUPPLIES	6/24/2024	17.79	4658	7/2/2024
00128	RUDIG TROPHIES	90088	YOUTH BASKETBALL LEAGUE	6/24/2024	100.85	4673	7/2/2024
00156	COM ED	Jun 14, 2024	ELECTRICITY @ FP	6/14/2024	2,291.79	4666	7/2/2024
	FIFTH THIRD MASTERCARD	Jul 9, 2024	KEVIN, ANTHONY, SAMIR TRANSACTIONS	7/9/2024	1,720.34	ONLINE PYMT	7/2/2024
00604	AMAZON CAPITAL SERVICES	1TCH-JNWWW-MVTH	OFFICE SUPPLIES,CAPITAL IMPROVEMENT ITEMS	6/27/2024	509.01	4674	7/8/2024
00604	AMAZON CAPITAL SERVICES	1T6R-KCMR-VGV7	FOLDING BARRICADES	7/29/2024	569.90	4675	7/8/2024
00604	AMAZON CAPITAL SERVICES	1MDN-LQJC-4PLC	OFFICE SUPPLIES	8/25/2024	80.87	4676	7/8/2024
00604	AMAZON CAPITAL SERVICES	1L7M-R6JK-46K6	SUMMER CAMP SUPPLIES	7/4/2024	259.07	4677	7/8/2024
00566	COSTPERCOPY CONSULTANTS, INC.	AR57242	JUN 2-SEPT 1,2024-IT/TECH MAINTENANCE AGREEMENT	6/30/2024	605.00	4678	7/8/2024
00566	COSTPERCOPY CONSULTANTS, INC.	AR57241	JUN 15-JUL14, 2024-MONTHLY PHONE SERVICE	6/30/2024	220.40	4679	7/8/2024
00566	COSTPERCOPY CONSULTANTS, INC.	AR57296	JUN 30-JUL 29, 2024-ONLINE MONTHL. BACKUP FEES	6/30/2024	90.00	4680	7/8/2024
00566	COSTPERCOPY CONSULTANTS, INC.	AR57240	COLOR OVERAGE FEE - DP	6/30/2024	80.15	4681	7/8/2024
00636	GEORGE'S LANDSCAPING, INC.	8762	DEE PARK SPLASH PAD REPAIRS	7/1/2024	9,377.75	4682	7/8/2024
00592	LAUTERBACH & AMEN, LLP	93076	ACCOUNTING & ADVISORY SRV-JUNE 2024	7/1/2024	931.00	4683	7/8/2024
00098	NICOR GAS	Jun 26, 2024	GAS AT FELDMAN	6/26/2024	408.57	4684	7/8/2024
00116	PDRMA	0624125H	MONTHLY CONTRIBUTIONS-JUNE 2024	6/30/2024	8,102.75	4686	7/8/2024
00116	PDRMA	824125	PROP,LIAB,WRK COMP,EMPLY PRAC,POL LIAB,CYBER	6/30/2024	2,036.43	4687	7/8/2024
00690	PATRIOT PAVEMENT MAINTENANCE	2846	ASPHALT PATHING/PATCHING PER ADVANCED AGREEMENT	6/27/2024	37,000.00	4685	7/8/2024
00638	TRUGREEN PROCESSING CENTER	195787646	WEED CONTROL @ DP	7/1/2024	101.83	4692	7/15/2024
00638	TRUGREEN PROCESSING CENTER	195794118	WEED CONTROL @ FP	7/1/2024	68.60	4693	7/15/2024
00638	TRUGREEN PROCESSING CENTER	195826190	LAWN SERVICE @ DP	7/2/2024	1,952.14	4694	7/15/2024
00638	TRUGREEN PROCESSING CENTER	195836126	LAWN SERVICE @ FP	7/2/2024	219.30	4695	7/15/2024
00690	PATRIOT PAVEMENT MAINTENANCE	2853	SEALCOAT, CRACKFULL & RESTRIPE @ DP	7/8/2024	15,654.00	4690	7/15/2024
00690	PATRIOT PAVEMENT MAINTENANCE	2854	SEALCOAT, CRACK FULL & RESTRIPE @ FP	7/8/2024	8,800.00	4691	7/15/2024
00069	KONE	1158756678	REPAIR	7/12/2024	570.30	4689	7/15/2024
00052	HOME DEPOT	Jun 28, 2024	MAINTENANCE PURCHASES	7/28/2024	636.02	4688	7/15/2024
00436	BAILA-TONE FITNESS, LLC	Jul 14, 2024	SESSION 3 MAY 23-JUN 20, 2024	7/14/2024	376.50	4701	7/22/2024
00436	BAILA-TONE FITNESS, LLC	JUL 14, 2024 S.C.	SUMMER CAMP JUL 8 & JUL 15, 2024	7/14/2024	140.00	4702	7/22/2024
00604	AMAZON CAPITAL SERVICES	1JXL-3H11-G4MM	NATIONAL NIGHT OUT SPECIAL EVENT	7/12/2024	209.75	4697	7/22/2024
00604	AMAZON CAPITAL SERVICES	1DTV-XP7D-MCLK	OFFICE SUPPLIES	7/8/2024	278.73	4698	7/22/2024
00604	AMAZON CAPITAL SERVICES	1YVM-73WJ-4D6H	MAINTENANCE SUPPLIES	7/10/2024	13.99	4699	7/22/2024
00662	ARTISTICALLY A&A	000054	SUMMER FEST BANNERS	7/22/2024	45.00	4700	7/22/2024
00671	CITI CARDS	Jul 10, 2024	DINA, KEVIN & ANTHONY PURCHASES	7/10/2024	5,764.61	4704	7/22/2024
00534	COMCAST	JUL 17, 2024-4541	HIGH SPEED INTERNET-DP	7/17/2024	212.90	4705	7/22/2024
00533	EXPERT CHEMICAL & SUPPLY, INC.	961754	MAINTENACNE SUPPLIES	7/16/2024	1,722.42	4706	7/22/2024
00449	FAST SIGNS	29-80729	BANNERS & OUTDOOR FLOOR GRAPHICS	7/18/2024	631.11	4707	7/22/2024
00592	LAUTERBACH & AMEN, LLP	93364	FROF SRV-AUDIT FISCAL YEAR END APR 30, 2024	7/18/2024	6,700.00	4708	7/22/2024
00592	LAUTERBACH & AMEN, LLP	91404.2	WORKPORCE HUB SETUP 2 OF 6	7/22/2024	584.00	4709	7/22/2024
00060	MAINE NILES ASSN OF SPEC. REC.	GM-JULA24	INCLUSION SERVICE JUN 17 & JUN 30, 2024 SUMMER CAMP	7/5/2024	658.00	4710	7/22/2024
00203	TEAM SPORT PRO LTD.	5-5573	YTH & ADULT BASKETBALL LEAGUE JERSEYS	5/31/2024	2,460.00	4711	7/22/2024
00409	TRESSLER, LLP	490510	PROF SERVICES JUNE 2024	7/17/2024	220.00	4712	7/22/2024
00436	BAILA-TONE FITNESS, LLC	JUL 22, 2024-S.C.	ZUMBA SUMMER CAMP JUL 22, 2024	7/22/2024	70.00	4703	7/22/2024
00604	AMAZON CAPITAL SERVICES	1QWH-39XK-9MM9	COMMISSIONER TABLETS	7/16/2024	984.90	4713	7/29/2024
00604	AMAZON CAPITAL SERVICES	1GNP-QLFT-W6WK	OFFICE SUPPLIES	7/17/2024	33.98	4714	7/29/2024
00604	AMAZON CAPITAL SERVICES	161H-3XY1-MRWR	ERASE/MAGNETIC WHITEBOARD	7/17/2024	276.50	4715	7/29/2024
00604	AMAZON CAPITAL SERVICES	1LDG-QNL7-WFY3	MARKETING & OFFICE SUPPLIES	7/21/2024	244.53	4716	7/29/2024
00604	AMAZON CAPITAL SERVICES	1M7P-GPMT-PDN3	SUMMER FEST SUPPLIES	7/17/2024	249.98	4717	7/29/2024
00634	CMFP	634726	QTR INV RADIO MONITOR/MAIN JUL 1, 2024-SEPT 30, 2024	7/13/2024	210.00	4718	7/29/2024
00534	COMCAST	JUL 26, 2024-7511	HIGH SPEED INTERNET @ FELDMAN	7/26/2024	202.90	4720	7/29/2024
00166	COM ED	JUL 12, 2024 - DP	ELECTRICITY @ DP	7/12/2024	3,405.33	4719	7/29/2024
00566	COSTPERCOPY CONSULTANTS, INC.	AR57410	SERVER REPLACEMENT	7/16/2024	2,870.41	4721	7/29/2024
00449	FAST SIGNS	29-80466	2 BANNERS	5/15/2024	446.68	4722	7/29/2024
00449	FAST SIGNS	29-80761	1 BANNER	7/18/2024	144.12	4723	7/29/2024
00171	FSS TECHNOLOGIES	I-30579	DP-FIRE DEPT MONITORING/RADIO SERVICE	7/16/2024	386.89	4724	7/29/2024
00616	IFSI	240687	5 YR INSPECTION/TEST W/REPLACE WATER PRESSURE GAUGE	7/17/2024	1,156.00	4725	7/29/2024
00086	NICOR GAS	Jul 12, 2024	GAS AT DP	7/12/2024	161.88	4726	7/29/2024
00690	PATRIOT PAVEMENT MAINTENANCE	2846	PATCHING/CATCH BASIN-FELDMAN PARKING LOT	6/27/2024	25,460.00	4727	7/29/2024
00689	CORRECT DIGITAL DISPLAY INC.	13335B	NEVCO B-BALL SCOREBOARD & SHOT CLOCKS 50%	7/30/2024	6,276.00	4728	7/30/2024

TOTAL 161,630.78



# “IN THE KNOW”

## BOARD REPORT – AUGUST 2024

(By: Kevin Hubka, Executive Director)

### **AUDIT UPDATE:**

AUDIT IS NOW NEAR COMPLETION. THE AUDITORS WILL PRESENT THEIR REPORT AT THE SEPTEMBER BOARD MEETING. I HAVE ALREADY BEGUN WORKING ON TWO OF THE COMMENTS THAT WILL BE IN THIS REPORT.

### **OSLAD UPDATE:**

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

2) I MET WITH GEORGE FROM GEORGE'S LANDSCAPING ABOUT THE SCOPE OF WORK, AND HE WILL PROVIDE ME WITH A QUOTE. I HAVE ALSO COMMUNICATED WITH TOD WHO IS OUT LANDSCAPE ARCHITECT. WE ARE HOPEFUL THE PROJECT WILL START IN OCTOBER.

### **RECREATION UPDATE:**

SUMMER CAMP IS ENTERING ITS FINAL WEEKS, AS WELL AS OUR YOUTH BASKETBALL SUMMER LEAGUE, BOTH WHICH HAVE BEEN A GREAT SUCCESS THIS SUMMER. WE HAVE WELCOMED WINDY CITY ACES VOLLEYBALL TO OUR PROGRAM LIST THIS SUMMER AND WILL WE OFFER MORE VOLLEYBALL PROGRAMS SCHEDULED IN THE FALL SEASON. OUR FALL BROCHURE WILL BE COMING OUT THE WEEK OF 8/5/24. IN ADDITION TO OUR STAPLE PROGRAMS, WE WILL BE OFFERING MORE PROGRAMS SUCH AS CHESS, BREAK DANCING, AND YOGA TO OUR FALL LINE-UP.

### **SPECIAL EVENTS UPDATE:**

OUR FIRST MOVIE NIGHT WAS HELD ON FRIDAY, JULY 27, AND WAS A HUGE SUCCESS AS WE WELCOMED OVER 150+ PARTICIPANTS IN THE CROWD. HERE IS A LIST OF THE UPCOMING EVENTS:

\*8/6/24 - NATIONAL NIGHT OUT

\*8/9/24 - SUMMER FEST @ DEE PARK

\*8/23/24 - MOVIE NIGHT #2

### **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.

## PDRMA UPDATE:

WE HAVE ACHIEVED OUR SECOND OF THREE INCENTIVE AWARDS FOR THE 2024 RISK MANAGEMENT REVIEW. THIS AWARD IS \$500.00. SPECIAL THANK YOU TO LYNNEA BROBERG FOR HER HARD WORK ON THIS.

## PROJECT/CAPITAL ITEM LIST REPORT

<u>PROJECT</u>	<u>STATUS</u>	<u>COMMENTS</u>
FELDMAN GYM DÉCOR/PAINTING	IN PROGRESS	FALL/WINTER 2024
WASHER/DRYER	ORDERED	DELIVERY SCHEDULED
SIGNAGE @ FELDMAN	IN PROGRESS	PERMITS FILED, VARIANCE MEETING NEEDED TO APPROVE @ VILLAGE OF NILES
SIGNAGE @ DEE	IN PROGRESS	NEED PLAT OF SURVEY, SCHEDULED TO BE DONE WEEK OF JULY 22
TENNIS/BASKETBALL COURT RESURFACING	COMPLETED	COMPLETED
SCOREBOARD	COMPLETED	COMPLETED
KUBOTA	APPROVED	ORDERED

## 1ST QUARTER REVENUE REPORT (MAY-JULY)

	2023	2024	(+/-)	%
PROGRAM	\$60,192.25	\$84,750.75	\$24,558.50	+41%
RENTALS	\$87,007.50	\$87,506.50	\$499.00	0%
<b>TOTALS</b>	<b>\$147,199.75</b>	<b>\$172,257.25</b>	<b>\$25,057.50</b>	<b>+17%</b>

July 31, 2024

Kevin Hubka  
Golf Maine Park District  
8800 Kathy Lane  
Niles, IL 60714

Re: 2024 Risk Management Review Kickoff Process Incentive

Dear Kevin:

On behalf of PDRMA, I would like to congratulate you on your agency successfully meeting the second incentive metric deadline of the 2024 Risk Management Review (RMR).

Enclosed is a \$500 financial incentive check – the second of up to three your agency can earn this year – that is part of the overall \$1,500 short-term financial incentive for the 2024 RMR. Your agency earned this incentive by:

- For members who have completed their 2023 SMART Goal prior to April 1, 2024, define and create your next SMART Goals by July 1, 2024. Those members will receive their second \$500 financial incentive check by the end of July. For members with 2023 completion dates after April 1, 2024, you must complete your SMART Goal by the defined completion date and define and create your next SMART Goal within 90 days of completing the 2023 SMART Goal. Those members will receive their second \$500 financial incentive check by the end of December. You should work with your Risk Management Consultant to choose an appropriate goal, and goals should be based on the results of the 2023 RMR Target Form and/or the 2024 Kickoff Meeting/Discussion.

Your agency can receive the additional remaining \$500 metric, if it fulfills the following requirements:

- Complete the applicable SMART Goal action steps, assigned target form and all other agreed upon activities (i.e., policy development, onsite visits, private or regional training classes and/or vendor approved activities such as OSHA programming or ergonomic and back safety classes) by Dec. 1, 2024.

We will distribute the final check by Dec. 31, 2024.



## LEGISLATIVE UPDATE

**IAPD**

Illinois Association of Park Districts



THE LATEST LEGISLATIVE ISSUES AFFECTING PARKS, RECREATION AND CONSERVATION

#21-2024 -- August 6, 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: \$140 Million in ITEP Funding Available

The Illinois Department of Transportation (IDOT) is now accepting applications for the next round of [Illinois Transportation Enhancement Program \(ITEP\)](#) grants for walking, biking, and trail projects.

**\$140 million is available for this next cycle.**

The deadline to apply is 5:00 p.m. on **September 30, 2024.**

All applications must be submitted through the [ITEP application portal](#). Instructions for setting up an ITEP application account are available by [clicking this link](#).

The maximum award per project is capped at **\$3 million**. More information about ITEP is available through the updated program guidelines by [clicking this link](#).

As an additional resource, IDOT is hosting a series of technical assistance webinars, with the next webinar scheduled for **Wednesday, August 21, from 11:30 a.m. - 1:00 p.m.** [You may register for that webinar here.](#)

Eligible project categories include:

- Pedestrian / bicycle trails and sidewalks
- Conversion of abandoned railroad corridors to trails
- Streetscapes
- Historical preservation and rehabilitation or historical transportation facilities
- Vegetation management in transportation rights-of-way
- Stormwater management, control and water pollution prevention, or abatement related to highway construction or due to highway runoff
- Reduced vehicle-caused wildlife mortality or restore and maintain connectivity among terrestrial or aquatic habitats

A list of previously awarded projects is available by [clicking this link](#).

Additional questions about ITEP may be directed to IDOT at:

[DOT.ITEP@Illinois.gov](mailto:DOT.ITEP@Illinois.gov)



# GOLF MAINE PARK DISTRICT

8800 W. KATHY LANE, NILES IL, 60714

TELEPHONE: 847-297-3000 FAX: 847-297-6179

WEBSITE: [www.gmpd.org](http://www.gmpd.org)

**F.O.I.A**

## **FREEDOM OF INFORMATION ACT REQUEST FOR INFORMATION**

ADOPTED: AUGUST 2024

**PURPOSE:** The Golf Maine Park District was approved by voter referendum in February, 1967. As a Park District, the Golf Maine Park District's purpose is to maintain land and facilities for park and recreation purposes, and to organize and supervise planned recreation programs. The Park District's mission is to work with the community to preserve and enhance recreational and open space resources.

Created as a separate unit of government, the Golf Maine Park District is a municipal corporation and local taxing authority for its stated purpose. It is authorized by legislation to levy and collect taxes, and to establish local policy, ordinances, and resolutions to enact and complete its purpose. It serves approximately 20,000 people in Niles, unincorporated Des Plaines, and Park Ridge in Cook County. The Golf Maine Park District's annual budget for the fiscal year beginning May 1, 2024, and ending April 30, 2025 is \$3,329,810.00. The Park District employs approximately 8 full-time employees and 42 part-time employees.

The Golf Maine Park District Board of Commissioners governs the agency's affairs. There are five (5) members on the Board, and they are elected for two-year, four-year, and six-year terms of office, without compensation, pursuant to the provisions of the Park District Code found in 70 ILCS 1205/2-12; 70 ILCS 1205/12a. The Board of Commissioners approves policies and plans for the operation of the Park District. The Golf Maine Park District Board of Commissioners meet regularly on the 3rd Thursday of each month at 6:00 PM, at the Administrative Office located at 8800 w. Kathy Lane, Niles, Illinois 60714. A copy of the 2024 Board Meeting schedule is included.

**MISSION STATEMENT:** 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.

**FREEDOM OF INFORMATION REQUESTS:** Freedom of Information requests are accepted by personal delivery, mail, email or oral request to the Golf Maine Park District Administrative Office, 8800 w. Kathy Lane, Niles, Illinois 60714, attention: Freedom of Information Officer.

The Freedom of Information Officer will make a response to the requesting party within five working days of receipt, unless an extended time period is required. Requests will be responded to, in writing, by the Freedom of Information Officer and available for pick up at the Administrative Office or sent via email, if requested. Certifying records are free of charge. There is a \$.15 charge for each copy over 50 pages.



**PUBLIC RECORDS:** This is a list of commonly requested documents; it is not to be construed as exhaustive or limiting. Accident Reports, Audit Reports, Approved Board Minutes, Bids for Equipment or Services, Canceled Checks, Bank Statements, Deposit Slips, Cash Receipts Control, Comprehensive Master Plan, District Goals and Objectives, Employee Manuals, Intergovernmental Agreements, Meeting Notes of Advisory Committees, Ordinances, Plats of Survey for Parks Program Brochures, Safety Manuals, Application for Use of Park District Facilities/Equipment, Annual Treasurer’s Report, Committee and Board Meeting Minutes, Board Reports, Cash Records, Check Stubs and Copies of Con-tracts for Construction Projects, District Mission and Vision Statement, General Ledger and Journals, Insurance Policies, Monthly Financial Statements, Paid Bills and Invoices Policies, Resolutions, Vendor Files, and Time Sheets.

## **PARK BOARD OF COMMISSIONERS**

<b>JAMAL LIDDELL</b>	<b>2025</b>	<b>JAMAL@GMPD.ORG</b>
<b>JAY SHAH</b>	<b>2029</b>	<b>JAY@GMPD.ORG</b>
<b>JASMIN ZAHIROVIC</b>	<b>2027</b>	<b>JASMIN@GMPD.ORG</b>
<b>ZAIN DURRANI</b>	<b>2027</b>	<b>ZAIN@GMPD.ORG</b>
<b>YOGESH PATEL</b>	<b>2029</b>	<b>YOGESH@GMPD.ORG</b>

<b>BOARD SECRETARY:</b>	<b>KEVIN HUBKA</b>
<b>ASSISTANT TREASURER:</b>	<b>ZAIN DURRANI</b>
<b>FOIA OFFICER:</b>	<b>KEVIN HUBKA</b>
<b>OPEN MEETINGS ACT OFFICER:</b>	<b>KEVIN HUBKA</b>
<b>LEGAL COUNSEL:</b>	<b>TRESSLER LLP</b>



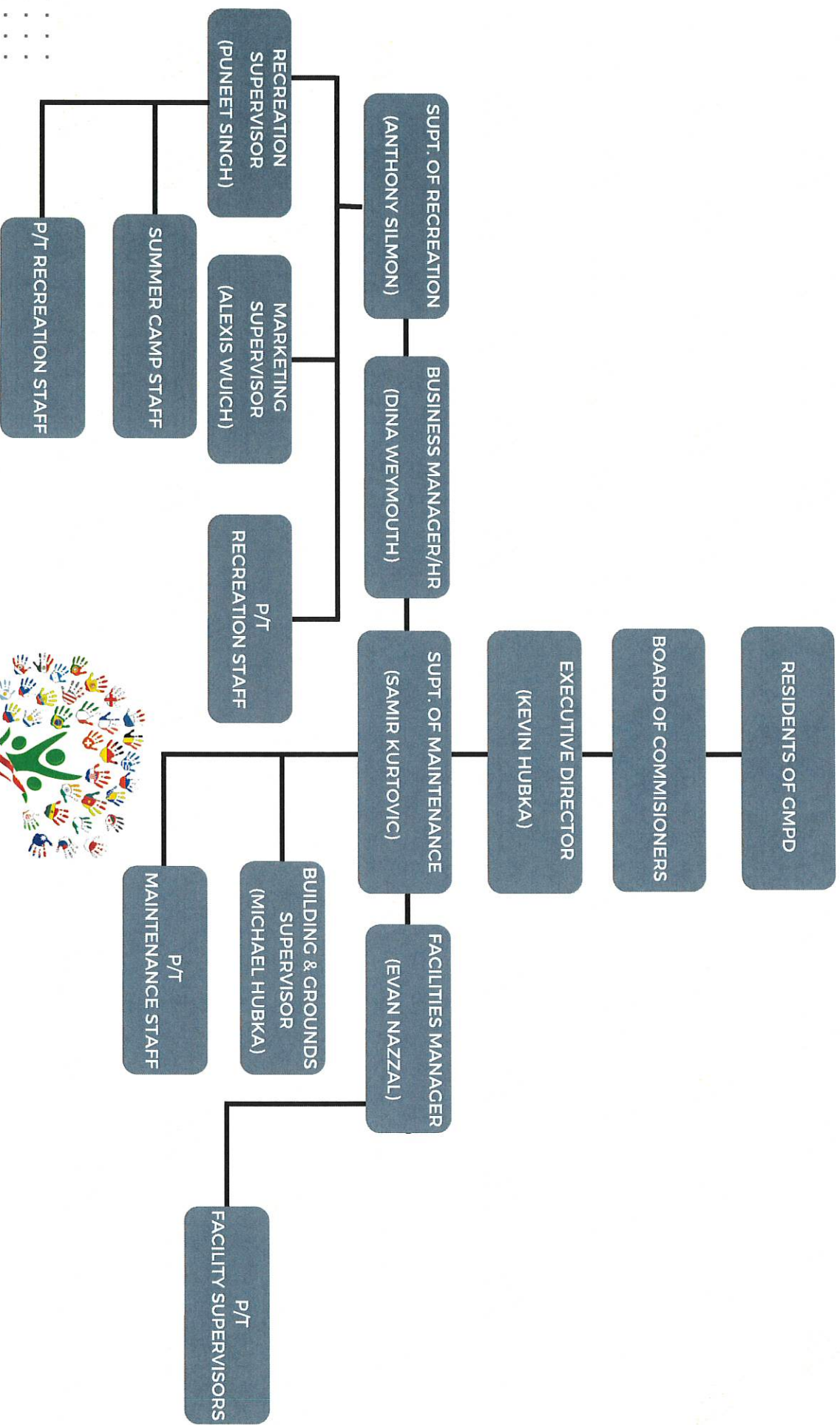
REGULAR SCHEDULED BOARD MEETING - 2024
JANUARY 18 @ 6PM
FEBRUARY 15 @ 6PM
MARCH 21 @ 6PM
APRIL 18 @ 6PM
MAY 16 @ 6PM
JUNE 20 @ 6PM
JULY 18 @ 6PM
AUGUST 15 @ 6PM
SEPTEMBER 19 @ 6PM
OCTOBER 17 @ 6PM
NOVEMBER 21 @ 6PM
DECEMBER 12 @ 6PM

NAME	TYPE	FACILITIES
FELDMAN PARK	COMMUNITY CENTER	GYM, MULTI-PURPOSE ROOM, WALKING TRACK, ADMIN OFFICE
DEE PARK	COMMUNITY CENTER	GYM, MULTI-PURPOSE ROOMS
DEE PARK	OUTDOOR	PLAYGROUND, WALKING PATH, FIELDS, TENNIS COURT, BASKETBALL COURT, SAND VOLLEYBALL COURT, CRICKET PITCH, BASEBALL/SOFTBALL DIAMOND, WATER SPRAY PARK, PICNIC SHELTER, GAZEBO AREA

I certify that I have signed the original document  
 And certify this to be a copy of the original document.

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# Golf Maine Park District Organization Chart



NAME	DATE	VACATION	FULLTIME YRS	WEEKS ACCRUED	THRESHOLD (HOURS)	PAYOUT
KH	2024-04-30	486	10 (2014)	10 (2014)	400	\$3,603.40
SK	2024-04-30	175	3	3 (2021)	120	\$1,672.55
AS	2024-04-30	300	3	3 (2021)	120	\$4,932.00
DW	2024-04-30	514	10 (2014)	10 (2014)	400	\$3,277.50
AW	2024-04-30	117	2	2 (2022)	80	\$658.23

**\$14,143.68**