

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

**September 21, 2023
6:00 PM**

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 June 27, 2023 MNASR Board Meeting
 - ii. Minutes of the August 17, 2023 Regular Rescheduled Meeting
 - iii.** Treasurer's Report August 2023
 - iv. Bills Payable August 2023
6. Staff Reports
 - i. Interim Executive Director
 - ii. Executive Advisor
7. Unfinished or Continuing Business
 - i. Legislative Update
 - ii. Designation of Depositories and Authorized Signers
 - iii. NRPA Annual Conference October 10-12 in Dallas, TX
8. New Business
 - i. Approval of Professional Services (Design Perspectives) for Dee Park OSLAD Project @ \$3,450.00
 - ii. Approval of Dee Park Front Entrance Door Repair
 - iii. 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.

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 - iii. Treasurer’s Report August 2023 – **(Page 8)**
 - iv. Bills Payable August 2023 – **(Page 9-10)**
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 - ii. Executive Advisor – **(Page 13)**
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**THE MAINE-NILES ASSOCIATION OF SPECIAL RECREATION
BOARD OF DIRECTORS MEETING
6820 W. Dempster St., Morton Grove, IL 60053
June 27, 2023 | 10:00 AM**

Michele Tuft called the June 27, 2023 meeting to order at 10:02 AM.

Board Members in attendance:

Joe Weber, Des Plaines Park District
John Jekot, Golf Maine Park District
Jeff Wait, Morton Grove Park District
Gayle Mountcastle, Park Ridge Park District (arrived 10:04)
Michelle Tuft, Skokie Park District
Karen Hawk, Village of Lincolnwood

Absent: Tom Elenz, Niles Park District

Staff in attendance: Trisha Breitlow, Executive Director; Lisa Barrera, Superintendent; Audra Ebling, Communication and Marketing Manager; Keli Stonitsch, Human Resources Specialist; Vera Kramer, Fundraising and Development Manager; Rob Henschel, Recreation Specialist; Barb Woods, Accounting Manager.

Changes to Agenda: Breitlow reported there are no Executive Session Minutes of the April 25, 2023 meeting to approve because no Executive Session took place on that date. The Acceptance of the 2022 Audit was moved to after approval of the Consent Agenda.

Introduction of Visitors: Barb Woods, Accounting Manager and Rob Henschel, Recreation Specialist introduced themselves to the Board. Courtney Mohr, a partner at Lauterbach & Amen was also introduced.

Consent Agenda:

- Minutes of the April 25, 2023 Board meeting
- Treasurer's Report for the months ending April 30, 2023 and May 31, 2023
- Voucher list of bills in the amount of \$128,734.58

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
Park Ridge: Yes
Skokie: Yes
Lincolnwood: Yes

Courtney Mohr from Lauterbach & Amen presented the 2022 financial audit. Gayle Mountcastle made a motion to accept the 2022 financial audit, seconded by John Jekot. The motion passed in a roll call vote as follows:

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

Superintendent Lisa Barrera reviewed the program report and highlighted the Tee Time Golf program held in Des Plaines, which is now offering two sections of the class and Zumba in Park Ridge, which has expanded to 24 participants. Barrera reported 21 athletes attended the Special Olympics Summer Games at Illinois State University. Summer Camp has 83 participants, up from 63 in 2022. Barrera gave an update on inclusion. Breitlow thanked Barrera for her role in day camp this summer while the Day Camp Manager is on leave and reminded the Board that M-NASR is still hiring and getting applicants. If any of the districts have applicants they can't place, they can be passed to M-NASR.

Communications and Marketing Manager Audra Ebling reported the Annual Report will be mailed out within the next two weeks. She reported on the GiveSmart Donation platform now allowing for two separate pages for Liponi and M-NASR donations. The Board received a copy of the new Liponi Foundation tri-fold brochure.

Fundraising and Development Manager Vera Kramer updated the Board on the Liponi Foundation's mini golf fundraiser and grant applications that have been submitted.

Executive Director Breitlow reported that the Employee Retention Tax Credit Funds had been received. These will not show up on the budget report but are in the balance sheet. M-NASR received about \$61,000 more than anticipated. Breitlow will use approximately up to \$8,000 on furniture for the board room. It is anticipated the rest of the overage will be used to offset 2024 Member District Contributions.

Breitlow reviewed updates to goals of the strategic plan.

Breitlow reported that M-NASR is not exempt from the Illinois Paid Leave for All Workers Act which goes into effect January 1, 2024 and allows employees to earn up to one hour of paid time off for every 40 hours worked.

A motion was made by John Jekot to adjourn to Executive Session at 10:28 am, seconded by Joe Weber.

The Board reconvened into open session at 10:30 am.

Joe Weber made a motion to approve Resolution 2023-1; Determining the Confidentiality of Closed Session Minutes, seconded by Gayle Mountcastle. The motion passed in a roll call vote as follows:

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

Jeff Wait made a motion to approve Resolution 2023-2; Providing for the Destruction of Certain Verbatim Recordings of Closed and Open Session Meetings, seconded by Gayle Mountcastle. The motion passed in a roll call vote as follows:

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

Jeff Wait made a motion to adjourn the June 27, 2023 Board meeting at 10:32 am, seconded by Joe Weber. The motion passed in a voice vote.

Michelle Tuft, Board President
Skokie 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 JUNE 30, 2023 AND JULY 31, 2023**

| | JUNE | JULY |
|--|---------------------|---------------------|
| <u>MONTHLY CASH POSITION</u> | | |
| BEGINNING BALANCE | \$ 1,375,359.91 | \$ 1,072,318.06 |
| CASH RECEIPTS | 29,887.74 | 454,358.38 |
| INTEREST | 24.11 | 25.64 |
| TRANSFERS INTO CASH ACCOUNTS | | |
| PAYROLL DISBURSEMENTS | (133,834.61) | (199,444.03) |
| DISBURSEMENTS ON LIST OF BILLS | (159,742.89) | (51,959.20) |
| OTHER INCREASES/(DECREASES) * | (39,376.20) | (42,708.42) |
| ENDING BALANCE | \$ 1,072,318.06 | \$ 1,232,590.43 |
| <u>BANK BALANCES BY ACCOUNT</u> | | |
| GENERAL ACCOUNT | \$ 1,065,702.85 | \$ 1,225,949.58 |
| PAYROLL ACCOUNT | (535.77) | \$ (535.77) |
| IMPREST ACCOUNT | 1,467.08 | \$ 1,467.08 |
| NOW ACCOUNT | - | - |
| TOTAL CASH ACCOUNTS | \$ 1,066,634.16 | \$ 1,226,880.89 |
| ILLINOIS FUNDS MONEY MARKET ACCOUNT | \$ 5,683.90 | \$ 5,709.54 |
| TOTAL INVESTMENT ACCOUNTS | \$ 5,683.90 | \$ 5,709.54 |
| TOTAL CASH AND INVESTMENTS | \$ 1,072,318.06 | \$ 1,232,590.43 |
| <u>DETAILED INVESTMENT INFORMATION</u> | | |
| <u>ILLINOIS FUNDS MONEY MARKET ACCOUNT AND THE</u> | | |
| <u>FIFTH THIRD BUSINESS NOW ACCOUNT</u> | | |
| MONTHLY INTEREST INCOME | \$ 24.11 | \$ 25.64 |
| YEAR-TO-DATE INTEREST INCOME | \$ 132.27 | \$ 157.91 |

* "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 JUNE 30, 2023 AND JULY 31, 2023

(Unaudited)

| | <u>JUNE</u> | <u>JULY</u> |
|--|----------------------------|----------------------------|
| ASSETS | | |
| Cash at bank | 1,066,634.16 | 1,226,880.89 |
| Petty cash | 287.25 | 287.25 |
| Investments | 5,683.90 | 5,709.54 |
| Accounts receivable | 57,394.75 | 74,290.54 |
| Prepaid Expenses | 21,850.24 | 22,591.87 |
| Total Assets | <u>\$ 1,151,850.30</u> | <u>\$ 1,329,760.09</u> |
| LIABILITIES AND EQUITY | | |
| Liabilities | | |
| Payables, accruals and deferred revenues | 54,242.86 | 54,950.80 |
| Total liabilities | <u>54,242.86</u> | <u>54,950.80</u> |
| Fund Balance | | |
| Beginning of the year | 1,343,310.48 | 1,343,310.48 |
| Current year activity | (245,703.04) | (68,501.19) |
| Total fund balance | <u>1,097,607.44</u> | <u>1,274,809.29</u> |
| Total liabilities and equity | <u>\$ 1,151,850.30</u> | <u>\$ 1,329,760.09</u> |

**MINUTES OF THE REGULAR RESCHEDULED MEETING
BOARD OF COMMISSIONERS OF THE GOLF MAINE PARK DISTRICT
MAINE TOWNSHIP, COOK COUNTY, ILLINOIS
HELD ON AUGUST 17, 2023**

1. CALL TO ORDER

- a. President Jamal Liddell called the meeting to order at 6:06pm
- b. The consent of members present was to allow Commissioner Jay Shah to participate remotely via phone.

2. ROLL CALL

- a. Roll was called: Present: Jamal Liddell, Jay Shah (remote), Zain Durrani,
Yogesh Patel
Absent: Jasmin Zahirovic
Staff: Kevin Hubka, Interim Executive Director
John Jekot, Executive Advisor
Anthony Silmon, Recreation Supervisor

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. President Jamal Liddell 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. Detail report submitted in Board pack and was presented for discussion
- b. John Jekot, Executive Advisor
 - i. Verbal update presented to highlight detailed report submitted in Board pack

7. UNFINISHED or CONTINUING BUSINESS

- a. Legislative
 - i. Update was submitted in Board pack
- b. OSLAD Grant Application Update
 - i. Update was submitted in Board pack and was reviewed with the Board
- c. Dee Park Inclusive Play Area Development Project Update (OSLAD Grant)
 - i. Scope of project to include upgrading playground equipment, install rubber safety surface, new shelter, grading & excavation of needed areas on playfield, landscape planting, and general construction (light replacement, drinking fountains, storm drainage).

8. NEW BUSINESS

- a. Approval of Professional Services (Design Perspectives) for Dee Park OSLAD Project @ \$6,335.15
 - i. President Jamall Liddell moved to approve
 - ii. Seconded by Commissioner Zain Durrani
 - iii. Roll was called: Ayes: 4 Nays: 0

- b. Review of Approved Final Revised 2023 Board Meeting Schedule
 - i. Consent of the Board was no changes
- c. Board Member Comments
 - i. None
- d. Item #4

9. CLOSED SESSION

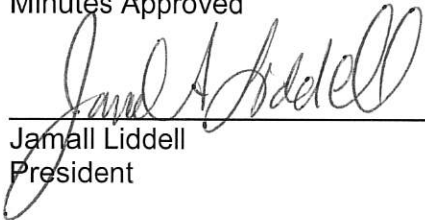
- a. President Jamal Liddell motioned that the Board go into closed Executive **Session to consider information regarding appointment, employment, compensation, discipline, performance, or dismissal of an officer, an employee or employees pursuant to Sections 2(c)(1) and 2(c)(2) of the Open Meetings Act. at 6:40pm.**
- b. Seconded by: Commissioner Zain Durrani.
- c. Roll was called: Ayes: 4 Nays: 0
- d. Out of Executive Session at 6:58pm.

10. ADJOURNMENT

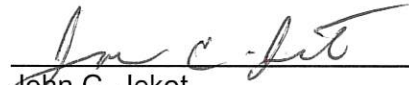
- a. President Jamal Liddell moved to adjourn the meeting.
- b. Seconded by Commissioner Jay Shah
- c. Roll was called: Ayes: 4 Nays: 0
- d. Meeting adjourned at 7:00pm

9/21/2023

Minutes Approved



Jamall Liddell
President



John C. Jekot
Secretary

GOLF MAINE PARK DISTRICT
FISCAL YEAR 2023-24
SUMMARY OF REVENUES, EXPENDITURES & CASH BALANCES
August 31, 2023

| MONTHLY CASH POSITION | July 2023 | | August 2022 |
|-----------------------------------|-----------------------|-----------------------|-----------------------|
| | Cash | Prior | Prior FY |
| | Balance | Month | Cash Balance |
| Beginning Balance | \$873,053.85 | \$1,257,301.71 | \$1,117,511.33 |
| Cash Receipts | 23,115.85 | 22,321.25 | 17,769.50 |
| RE Taxes | 15,824.78 | NA | 65.18 |
| Replacement Taxes | 1,728.70 | 10,722.20 | 1,218.79 |
| Interest | 5,986.68 | 6,010.86 | 3,205.26 |
| Transfer into Cash Accounts | NA | 385,000.00 | 0.00 |
| Transfer Out of Investments | NA | (385,000.00) | 0.00 |
| Disbursements of Bills | 48,861.28 | (76,550.87) | (60,337.21) |
| Bond Payments | NA | NA | 0.00 |
| Other Inc/(Dec) | NA | NA | 0.00 |
| NSF/Fees | (43.00) | (7.35) | (43.00) |
| Month End Balance | \$968,528.14 | \$1,219,797.80 | \$1,079,389.85 |
| | | | |
| | | | |
| BANK BALANCES BY ACCOUNT | Bank | Bank | Prior FY |
| | Balance | Balance | Bank Balance |
| Savings Account - 1407 | \$889,410.07 | \$873,053.85 | \$1,118,114.43 |
| Checking Account - 7604 | 278,306.89 | 290,254.93 | 74,517.19 |
| NorthShore - OSLAD - 4331 | 1,525.19 | 1,525.00 | 1,522.91 |
| Director's Account | 1,279.35 | 1,479.35 | 1,619.70 |
| Liability Account | 1,063.53 | 1,063.53 | 1,062.53 |
| Wintrust Savings - BOND - 2537 | \$1,112,860.04 | \$1,107,728.16 | \$1,289,432.77 |
| Wintrust Checking - 2216 | \$280,855.44 | \$386,880.62 | \$130,751.84 |
| Wintrust Scholarship Fund - 3539 | CLOSED | 3,171.85 | |
| Total Cash Accounts | \$2,565,300.51 | \$2,665,157.29 | \$2,617,021.37 |
| | | | |
| | | | |
| INVESTMENTS BY ACCOUNT | Investment | Investment | Prior FY |
| | Balance | Balance | Invest Balance |
| Illinois Funds Money Market | \$63,571.21 | \$63,278.04 | \$60,858.77 |
| IPDLAF+Class | NA | NA | NA |
| Total Investments | \$63,571.21 | \$63,278.04 | \$60,858.77 |
| | | | |
| | | | |
| TOTAL CASH AND INVESTMENTS | \$2,628,871.72 | \$2,728,435.33 | \$2,677,880.14 |

INVOICE REGISTER FOR GOLF MAINE PARK DISTRICT
 EXP CHECK RUN DATES 08/01/2023 - 08/31/2023

| Vendor ID | Vendor Name | Invoice # | Description | Due Date | Amount | Check Number | Check Date |
|-----------|-------------------------------------|----------------|--|-----------|---------|--------------|------------|
| 00657 | TOWER HILL STABLES | August 4, 2023 | SPECIAL EVENT AUG 5, 2023-FINAL PYMT | 8/5/2023 | 437.50 | 4061 | 8/4/2023 |
| 00096 | NICOR GAS | July 18, 2023 | GAS AT DP | 9/5/2023 | 180.41 | 4077 | 8/7/2023 |
| 00096 | NICOR GAS | July 28, 2023 | GAS AT FP | 8/12/2023 | 241.33 | 4078 | 8/7/2023 |
| 00640 | MBD MARTIAL ARTS, INC. | 13302098 | SPRING SESSION #4 6/5/23-7/17/2023 | 7/31/2023 | 540.00 | 4075 | 8/7/2023 |
| 00662 | ARTISTICALLY A&A | 000024 | HOOPS DISTRICT JERSEYS | 8/1/2023 | 582.00 | 4062 | 8/7/2023 |
| 00662 | ARTISTICALLY A&A | 000023 | TITANS SUMMER CAMP BAGS | 8/1/2023 | 182.00 | 4063 | 8/7/2023 |
| 00662 | ARTISTICALLY A&A | 000022 | SUMMER FEST BANNER | 8/1/2023 | 45.00 | 4064 | 8/7/2023 |
| 00662 | ARTISTICALLY A&A | 000021 | MARIO MOVIE BANNER | 8/1/2023 | 15.00 | 4065 | 8/7/2023 |
| 00370 | GROOT, INC. | 11093495T092 | WASTE PICKUP SERVICES @DP | 8/5/2023 | 494.77 | 4072 | 8/7/2023 |
| 00370 | GROOT, INC. | 11093494T092 | WASTE PICKUP SERVICES @ FP | 8/5/2023 | 242.02 | 4073 | 8/7/2023 |
| 00592 | LAUTERBACH & AMEN, LLP | 81161 | PROF SRV JULY 2023 | 8/15/2023 | 545.00 | 4074 | 8/7/2023 |
| 00351 | AT&T | July 28, 2023 | INTERNET & PHONE/ACCOUNT #129239846 | 8/26/2023 | 226.43 | 4066 | 8/7/2023 |
| 00652 | AT&T | July 28, 2023 | INTERNET 100 - ACCT #320123859 | 8/26/2023 | 100.69 | 4067 | 8/7/2023 |
| 00677 | NATIONAL BUSINESS FURNITURE LLC | ZK2166882-TDQ | FURNITURE FOR FELDMAN PARK | 8/27/2023 | 3499.38 | 4076 | 8/7/2023 |
| 00534 | COMCAST | July 26, 2023 | HIGH SPEED INTERNET | 8/23/2023 | 199.90 | 4068 | 8/7/2023 |
| 00566 | COSTPERCOPY CONSULTANTS, INC, | AR51007 | FELDMAN COPIER COLOR COPY COVERAGE | 8/10/2023 | 414.00 | 4069 | 8/7/2023 |
| 00566 | COSTPERCOPY CONSULTANTS, INC, | AR50841 | 7/15-8/14 LEASE FOR PHONE SRV | 8/20/2023 | 68.00 | 4070 | 8/7/2023 |
| 00566 | COSTPERCOPY CONSULTANTS, INC, | AR50842 | 7/15-8/14 MONTHLY PHONE SRV | 8/20/2023 | 211.40 | 4071 | 8/7/2023 |
| 00647 | NORTH SHORE RHYTHMIC GYMNASTICS CTR | August 7, 2023 | SESSION #4 JUN 15-JUL 27, 2023 | 8/7/2023 | 655.20 | 4079 | 8/7/2023 |
| 00604 | AMAZON CAPITAL SERVICES | 19DJ-QLJQ-HC6T | SUMMER CAMP SUPPLIES | 8/25/2023 | 32.33 | 4080 | 8/14/2023 |
| 00604 | AMAZON CAPITAL SERVICES | 1DGX-CHP9-K467 | SPECIAL EVENT-SUMMER FEST | 8/25/2023 | 423.27 | 4081 | 8/14/2023 |
| 00116 | PDRMA | 0723125H | MEMBER MONTHLY CONTRIBUTION | 8/30/2023 | 6229.83 | 4092 | 8/14/2023 |
| 00116 | PDRMA | 723125 | PROP,LIAB,WRK COMP,EMPL PRAC,POLL LIAB | 8/30/2023 | 1495.92 | 4093 | 8/14/2023 |
| 00490 | DESIGN PERSPECTIVES | 23-2068X-2 | OSLAD 2023 SITE PLAN,GRANT DOC PREP | 9/1/2023 | 6335.15 | 4089 | 8/14/2023 |
| 00661 | APLUS SYSTEM LLC | 4053 | AUGUST 2023 CLEANING | 8/31/2023 | 3490.00 | 4086 | 8/14/2023 |
| 00604 | AMAZON CAPITAL SERVICES | 1NIJ-666W-G3R9 | SUMMER FEST | 8/30/2023 | 27.99 | 4082 | 8/14/2023 |
| 00604 | AMAZON CAPITAL SERVICES | 1FXH-6C64-KLVC | REC SUPPLIES | 8/31/2023 | 12.95 | 4083 | 8/14/2023 |
| 00578 | ULINE | 166453068 | CANOPY'S | 8/28/2023 | 2488.39 | 4094 | 8/14/2023 |
| 00533 | EXPERT CHEMICAL & SUPPLY, INC. | 958133 | MAINTENANCE SUPPLIES | 8/30/2023 | 1117.80 | 4090 | 8/14/2023 |
| 00515 | ANDERSON PEST SOLUTIONS | 49829525 | PEST CONTROL @ FP | 9/5/2023 | 95.70 | 4084 | 8/14/2023 |
| 00515 | ANDERSON PEST SOLUTIONS | 49847314 | PEST CONTROL @ DP | 9/5/2023 | 60.90 | 4085 | 8/14/2023 |
| 00566 | COSTPERCOPY CONSULTANTS, INC, | AR51199 | MONTHLY ONLINE BACKUP-7/30-8/29 | 8/30/2023 | 60.00 | 4088 | 8/14/2023 |
| 00052 | HOME DEPOT | July 30, 2023 | SUPPLIES, REPAIRS | 8/25/2023 | 260.09 | 4091 | 8/14/2023 |

| | | | | | | | |
|-------|-------------------------------|---------------------|---------------------------------------|-----------|---------|-------------|-----------|
| 00671 | CITI CARDS | August 10, 2023 | MARKETING,SUPPLIES ETC | 9/8/2023 | 3554.35 | 4087 | 8/14/2023 |
| 00604 | AMAZON CAPITAL SERVICES | 14CF-M7DL-6XXL | REC SUPPLIES | 9/1/2023 | 193.28 | 4095 | 8/21/2023 |
| 00604 | AMAZON CAPITAL SERVICES | 1KNJ-JN66-F9LV | POSTER FRAMES-PARK IMPROVEMENTS | 9/9/2023 | 473.67 | 4096 | 8/21/2023 |
| 00566 | COSTPERCOPY CONSULTANTS, INC, | AR51344 | AUG 15- SEPT 14, 2023-LEASE FOR PHONE | 9/14/2023 | 68.00 | 4100 | 8/21/2023 |
| 00566 | COSTPERCOPY CONSULTANTS, INC, | AR51345 | AUG 15-SEPT 14, 2023 MTHLY PHONE SV | 9/14/2023 | 211.40 | 4101 | 8/21/2023 |
| 00409 | TRESSLER, LLP | 471346 | PROF SRV THROUGH JUL 31, 2023 | 8/31/2023 | 814.00 | 4104 | 8/21/2023 |
| 00257 | PRF GRAPHICS | 1652 | WINDOW ENVELOPES | 9/1/2023 | 207.61 | 4103 | 8/21/2023 |
| 00436 | BAILA-TONE FITNESS, LLC | JUN 15-AUG 17, 2023 | SESSION #4 JUN 15-AUG 17, 2023 | 8/21/2023 | 567.75 | 4098 | 8/21/2023 |
| 00531 | MONARCH BURGLAR ALARM CO. | SEPT 1-DEC 1, 2023 | ALARMINET GSM MONITORING & SRV | 9/1/2023 | 147.00 | 4102 | 8/21/2023 |
| 00638 | TRUGREEN PROCESSING CENTER | 181344845 | LAWN SRV @ DP | 8/25/2023 | 905.25 | 4105 | 8/21/2023 |
| 00638 | TRUGREEN PROCESSING CENTER | 181343473 | LAWN SRV @ DP | 8/25/2023 | 412.69 | 4106 | 8/21/2023 |
| 00638 | TRUGREEN PROCESSING CENTER | 181343416 | LAWN SRV @ DP | 8/25/2023 | 559.12 | 4107 | 8/21/2023 |
| 00638 | TRUGREEN PROCESSING CENTER | 181344924 | LAWN SRV @ FP | 8/25/2023 | 210.87 | 4108 | 8/21/2023 |
| 00638 | TRUGREEN PROCESSING CENTER | 181006113 | ORNAMENTAL BED WEED CONTROL @ DP | 8/20/2023 | 97.92 | 4109 | 8/21/2023 |
| 00638 | TRUGREEN PROCESSING CENTER | 181006493 | ORNAMENTAL BED WEED CONTROL @ FP | 8/20/2023 | 65.97 | 4110 | 8/21/2023 |
| 00339 | AT & T | 847297393808 | DP PHONE | 8/29/2023 | 49.37 | 4097 | 8/21/2023 |
| 00083 | CAPITAL ONE TRADE CREDIT | 1650509873 | MAINTENANCE SUPPLIES-SPLASH PAD | 9/13/2023 | 64.87 | 4099 | 8/21/2023 |
| 00156 | COM ED | AUG 7, 2023-5006 | ELECTRICITY @ DP | 9/22/2023 | 1989.10 | 4113 | 8/28/2023 |
| 00156 | COM ED | August 9, 2023 | ELECTRICITY @ FP | 9/25/2023 | 2681.55 | 4114 | 8/28/2023 |
| 00604 | AMAZON CAPITAL SERVICES | 16D3-9KVL-FHY3 | BLANK WHITE VINYL BANNERS | 9/14/2023 | 112.50 | 4111 | 8/28/2023 |
| 00555 | ILLINOIS STATE POLICE | 20230700680 | KRISH PATEL,TRISTAN WALTON | 9/15/2023 | 20.00 | 4115 | 8/28/2023 |
| 00339 | AT & T | 847795966308-2023 | DP PHONE | 9/15/2023 | 117.72 | 4112 | 8/28/2023 |
| 00640 | MBD MARTIAL ARTS, INC. | 14188931 | SUMMER SESSION #5 JUL 24-AUG 28, 2023 | 8/28/2023 | 540.00 | 4116 | 8/28/2023 |
| | FIFTH THIRD MASTERCARD | 9-Aug-23 | PARK DISTRICT MASTERCARD PURCHASES | 8/9/2023 | 3786.94 | ONLINE PYMT | 8/7/2023 |
| | | | | 48,861.28 | | | |

BOARD REPORT – SEPTEMBER 2023

(By: Kevin Hubka, Interim Executive Director)

*UPCOMING EVENTS

*OCTOBER 7 – FALL FEST @ DEE PARK – 10AM-12PM

*OCTOBER 21 – SMITTY'S HOWLING HORN – PART3 @ DEE PARK – 4PM-8PM

*MAINTENANCE REPORT

*VORTEX (SPRAY PARK) REPRESENTATIVES WERE ON SITE (9/13) TO DO INSPECTION AND THEY WILL PROVIDE US WITH OPTIONS TO REPAIR ISSUES WITH SPRAY PARK IN THE UPCOMING WEEKS.

*AUDIT REPORT

*SCHEDULED TO BE AT OCTOBER 19 BOARD MEETING TO GO OVER REPORT.

*BUSSINESS REPORT

*OPEN ENROLLMENT FOR 2024 HEALTHCARE BEGINS IN OCTOBER.

*CURRENTLY WORKING ON GETTING ALL VENDORS ON ACH PAYMENTS.

*FACILITY REPORT

*FELDMAN MAIN LOBBY FURNITURE, DÉCOR, AND PAINTING ARE COMPLETED.

*FELDMAN DOWNSTAIRS LOBBY PAINTING COMPLETED. DÉCOR AND OFFICE MAKEOVER TO FOLLOW.

*PDRMA REPORT

*2023 RISK MANAGEMENT REVIEW – SECOND INCENTIVE ACHIEVED. (SEE ATTACHED LETTER)

*RECREATION REPORT

*FALL PROGRAMS HAVE ALL STARTED.

*PROGRAM BOOKS DISTRIBUTED TO ALL SEVEN GLEN OAKS APARTMENT BUILDINGS.

*WE ARE CURRENTLY LOOKING AT WHAT OTHER APARTMENT BUILDING WE CAN GET INTO.

***RECREATION REPORT CONTINUED: (Year over Year Comparison)**

| Revenue Report | AUGUST (2022) | AUGUST (2023) | (+/-) |
|----------------|--------------------|--------------------|-------------------|
| PROGRAMS | \$15,533.29 | \$17,698.90 | +\$2,165.61 |
| RENTALS | \$30,264.50 | \$30,823.50 | +\$559.00 |
| Total | \$45,797.79 | \$48,522.40 | \$2,724.61 |

Total: Up 5.9% total revenue in same span over last year.



A Partner You Can Depend On

August 28, 2023

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

Re: 2023 Risk Management Review SMART Goal 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 2023 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 2023 RMR. Your agency earned this incentive by:

- Successfully defining and creating an agency SMART Goal using the planning worksheet.
- Completing the SMART Countermeasure Form on the iLE platform.

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

- Completes the applicable SMART Goal action steps and the Slip, Trip and Fall Self-assessments for all major facilities by Nov. 15, 2023. In addition, you must complete all other agreed upon activities (i.e., private, or regional training classes and/or vendor approved activities such as OSHA programming or ergonomic and back safety classes) by Dec. 1, 2023.

We will distribute the check by Dec. 31, 2023.

These deadlines not only establish objective metrics but provide consistency in awarding incentives. Adhering to them helps us identify and schedule additional risk management and training programs for members. It also helps us gather data to evaluate and establish correlations between member RMR performance and loss data; we will use that information to establish a long-term member incentive program.

“In The Know”

The Weekly Communication of Golf Maine Park District

Date: September 21, 2023

OSLAD GRANT APPLICATION

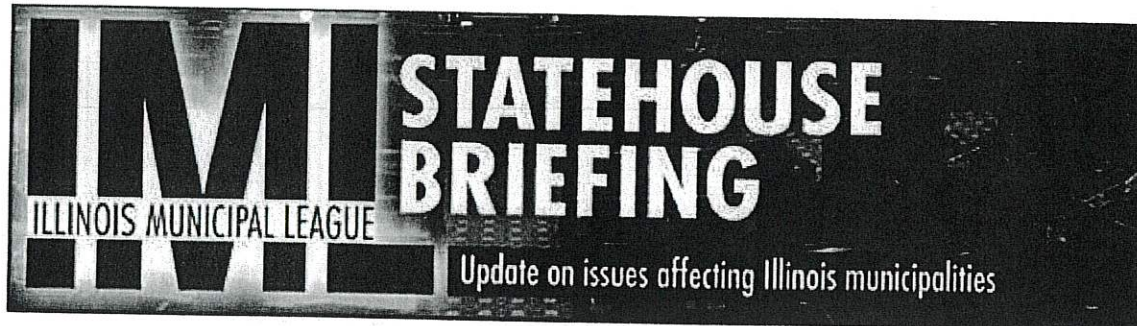
Much time spent in completing the grant application process. Grant application was submitted on August 30th and acknowledgment has been emailed that our application has been received. There has been no announcement as of yet to when grant winners will be announced.

ANNUAL AUDIT

Reviewed the draft management letter and had no concerns with what was written. The recommendations were understood as well as the financial analysis of the government funds.

TAX LEVY 2023

Preliminary work began reviewing fund balances as to if any of the levy calculations need to be adjusted. Levy must be filed on or before the 4th Tuesday of December which falls on December 26th this year.



September 11, 2023

This week's *Statehouse Briefing* includes registration for the 110th Illinois Municipal League (IML) Annual Conference, an amendatory veto from Governor JB Pritzker about property tax legislation impacting Cook County, a House Personnel and Pensions Committee subject matter hearing concerning Tier 2 pension benefits, a grant opportunity for lead service line inventories from the Illinois Environmental Protection Agency, a Lead Service Line Replacement Advisory Board report, the International Tourism Grant Program from the Illinois Department of Commerce and Economic Opportunity, the Land and Water Conservation Fund grant program from the Illinois Department of Natural Resources, the Illinois Department of Transportation's (IDOT) 38th Annual Fall Planning Conference and information about the Technology Transfer Program newsletter from IDOT.

There is Still Time to Register for the 110th IML Annual Conference

Registration is ongoing for the 110th IML Annual Conference, to be held September 21-23, 2023. This year, we are celebrating the 50th anniversary of the IML Annual Conference being held at the Hilton Chicago. The IML Annual Conference is the premier educational and networking opportunity for municipal officials and staff.

We are excited to announce national political strategist Donna Brazile as the keynote speaker for this year's conference during the Opening General Session on Friday, September 22, at 9:00 a.m.

Online registration will close on Monday, September 18, at 4:00 p.m. On-site registration will be available in person at the Hilton Chicago during the conference. More information about the IML Annual Conference is available on our website at conference.iml.org.

House Personnel and Pensions Committee Subject Matter Hearing

On Wednesday, September 27, the House Personnel and Pensions Committee will hold a subject matter hearing at 10:00 a.m. CT in Chicago to discuss [HB 4098 \(Rep. Kifowit, D-Oswego\)](#) and [HB 4099 \(Rep. Kifowit, D-Oswego\)](#), which contain various provisions to alter benefits for both state and municipally-funded retirement systems. HB 4099 makes changes to downstate public safety pensions that would roll back progress that has already been made toward pension reform by reinstating Tier 1 benefits for the Tier 2 participants of these pension systems. IML Executive Director Brad Cole is scheduled to testify in person.

IML previously submitted written testimony ([available via this link](#)) to the House Personnel and Pensions Committee, for a subject matter hearing that was held on September 6, in opposition to HB 4099.

IML encourages municipal officials to contact the House Committee members ([available via this link](#)) and your local legislators and ask them to oppose HB 4099, which would increase benefits for Tier 2 employees. Live audio and video of the hearing will be broadcast on the Illinois General Assembly website ([available via this link](#)).

IML has a fact sheet ([available via this link](#)) with information about pension reamortization. More information about pension reform can be found at iml.org/pensions.

Governor Issues Amendatory Veto on Property Tax Omnibus Legislation

On August 11, Governor JB Pritzker issued an amendatory veto of HB 2507 and issued a veto message ([available via this link](#)). The Governor's amendatory veto strikes language regarding nursing homes and specialized mental health facilities and their level of assessment for property tax purposes.

The legislation ([available via this link; see page 148](#)) requires that, beginning with tax year 2023, real property in Cook County (only) that is used to provide services as nursing homes or specialized mental health facilities shall not be assessed at a higher level of assessment than residential property in the same county as the subject facilities.

IML opposed this specific provision in the lengthy bill, while we support many other aspects of the bill. On July 17 and August 10, IML Executive Director Brad Cole sent correspondence ([available via this link](#)) to mayors in Cook County about this legislation. IML will advocate to sustain the Governor's amendatory veto, to enact the portions of the bill we support and remove the portion we oppose. Both chambers of the General Assembly have scheduled their Fall Veto Session from October 24 through October 26 and November 7 through November 9. **IML encourages municipal officials within Cook County to contact your local legislators and ask them to sustain the Governor's amendatory veto of HB 2507.**

IEPA Funding Opportunity for Lead Service Line Inventories

The Illinois Environmental Protection Agency (IEPA) has released a Notice of Funding Opportunity ([available via this link](#)) to assist communities in meeting the inventory requirements in the Lead Service Line Replacement and Notification Act. The program offers grants between \$20,000 and \$50,000 to fund the creation of a complete lead service line inventory.

Under the Act, owners and operators of community water supplies (CWS) are required to deliver a water service line material inventory no later than April 15, 2024. The inventory must report the

composition of all service lines within the CWS's distribution system. IML has a fact sheet ([available via this link](#)) regarding the Act.

The deadline to apply is Tuesday, October 10, at 1:00 p.m. CT. All applicants must pre-qualify through the Grant Accountability and Transparency Act Grantee Portal ([available via this link](#)). More information about the program can be found on IEPA's website ([available via this link](#)).

In conjunction with the 110th IML Annual Conference, a session titled "The Future of Lead Service Lines" will be held on Thursday, September 21, 2023, at 1:45 p.m.

International Tourism Grant Program

The Illinois Department of Commerce and Economic Opportunity (DCEO) has issued a Notice of Funding Opportunity ([available via this link](#)) for the International Tourism Grant Program. The program will provide grants to certified convention and visitors bureaus outside the City of Chicago to assist with international marketing efforts in markets identified by the Illinois Office of Tourism for State Fiscal Year (SFY) 2024 marketing plan. Those markets include Australia, Austria, Canada, France, Germany, India, Ireland, Italy, Mexico, New Zealand, Switzerland and the United Kingdom. The deadline to apply is Friday, October 6, at 5:00 p.m. CT.

More information about the Illinois Office of Tourism, which is administering the program, can be found on DCEO's website ([available via this link](#)).

Land and Water Conservation Fund Grant Program

The Illinois Department of Natural Resources (IDNR) has issued a Notice of Funding Opportunity ([available via this link](#)) for the Land and Water Conservation Fund grant program. The program provides up to 50% funding assistance to eligible local units of government to acquire land for public outdoor recreation areas. A total of \$7.5 million is available statewide.

All SFY 2024 program applications must be completed and submitted through the AmpliFund Grant Management System ([available via this link](#)). The deadline to apply is Saturday, September 30, at 5:00 p.m. CT. More information about the program can be found on IDNR's website ([available via this link](#)).

IDOT to Host 38th Annual Fall Planning Conference

The Illinois Department of Transportation (IDOT) will be hosting its 38th Annual Fall Planning Conference from October 2-4, 2023, in Springfield. The three-day event is an opportunity to network with program administrators, transportation engineers and planning professionals. The conference will include breakout session presentations and panels on the following topics: transit, rail, freight, aviation, marine and active transportation throughout Illinois.

More information about the conference, including registration and hotel accommodations, is [available via this link](#).

Technology Transfer Program Newsletter

The Technology Transfer Program is a nationwide effort financed by the Federal Highway Administration and state departments of transportation that provides free training and technical assistance in the areas of safety, construction, maintenance, workforce development and infrastructure management. Individuals may subscribe ([available via this link](#)) to receive a newsletter with information from the Technology Transfer Program. More information can be found on IDOT's website ([available via this link](#)).

Contact Us

As always, IML staff will continue to monitor any prospective legislative developments and aggressively advocate on behalf of our membership. Should you have any questions, please contact our Legislative Department at (217) 525-1220 or IMLLegislation@iml.org. Thank you.

If you do not wish to receive information from the Illinois Municipal League via email, please reply to this email, include the words "Please remove from list" along with your name, municipality and email address included in the message. If you have updates to your contact information, please submit them similarly. Thank you.

Illinois Municipal League
500 East Capitol Avenue
Springfield, IL 62701
IMLLegislation@iml.org
217-525-1220



1167 Hobson Mill Dr
Naperville, IL 60540

Invoice

| Date | Invoice # |
|-----------|------------|
| 8/28/2023 | 23-2068X-3 |

| |
|---|
| Bill To |
| Golf Maine Park District John Jekot 8800 West Kathy Lane Niles, IL 60714 |

| Terms | Project |
|--------|------------------|
| Net 30 | 2023 OSLAD Grant |

| Item | Fee for Task | Prior Amount | Prior % | Current % | Rate | Amount |
|---------------------------------|--------------|--------------|---------|-----------|----------|----------|
| Project Start Up | 500.00 | 50.00 | 10.00% | 90.00% | 500.00 | 450.00 |
| OSLAD Grant Document Preparatio | 6,000.00 | 3,000.00 | 50.00% | 50.00% | 6,000.00 | 3,000.00 |

Please make check payable to Design Perspectives, Inc. and remit to: 1167 Hobson Mill Dr, Naperville, IL 60540.

Project accounts over 30 days past due will be placed on inactive status

| | |
|--------------------|------------|
| Total | \$3,450.00 |
| Balance Due | \$3,450.00 |

Proposal



| | |
|--|---|
| Date: 5/23/2023 | Bid No: KK9421 |
| Bill To: Golf Maine Park District 9229 Emmerson Des Plaines, IL 60018 | Job Site: Golf Maine Park District 9229 Emmerson Des Plaines, IL 60018 |
| Attention: Samir Kupovic | Contact: Samir Kupovic |
| Phone: (847) 858-5225 | Phone: (847) 858-5225 |
| Email: samir@gmpd.org | Email: samir@gmpd.org |

Customer please confirm Billing, Shipping and Contact information

Door Systems ASSA ABLOY respectfully submits the following solution for your review and approval:
We will provide labor and/or materials to perform the following:

At the inner Main Entrance sliding automatic door

- Replace the motor and controller with a retrofit from Motion Access \$3,796.00
- Replace the defective multi function keywitch
- Program, Run, Test and Adjust for safe and proper function
- Remove and properly dispose of debris

Please allow up to 8 hours of uninterrupted access during business hours to complete the above work
Work is quoted based on Ready Access and may be subject to additional trip charges when access is not met.

*** 90 day labor warranty for service and repairs ***

TAX EXEMPT

| | |
|--|-------------------|
| <i>Total Investment Required to Implement the Proposed Solution</i> | \$3,796.00 |
|--|-------------------|

Exceptions/Exclusions: PLEASE READ THE EXCEPTIONS/EXCLUSIONS BELOW BEFORE SIGNING

1. Door Systems ASSA ABLOY shall be allowed uninterrupted and exclusive access to the appropriate openings and work areas
2. All work is to be performed during normal business hours unless otherwise stated above
3. Any additional work and/or recommendations identified before, during or after the execution of the above scope will be quoted separately
4. Pricing and acceptance are based upon the Terms and Conditions which are attached.

Billing Terms: 50% billed upon acceptance, balance billed when completed

Kenneth A Kloes
Sr. Sales Consultant
Door Systems ASSA ABLOY
Mobile (630) 675-0552
Fax (630) 548-9322
Email ken.kloes@doorsystems.com

This proposal expires on: June 6, 2023

Accepted By:

Signature

Full Legal Name of Client Representative (printed)

Title

Date

Submitted By:

Kenneth A Kloes

Signature
Kenneth A Kloes

Door Systems Representative (printed)
Sr. Sales Consultant

Title
5/23/2023

Date

Door Systems ASSA ABLOY
2019 Corporate Lane, Suite 159
Naperville, IL 60563

Phone: (630) 250-0101
Fax: (630) 548-9322

Find Us On The Web At:
www.DoorSystems.com