

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

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**October 19, 2023**

**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, 2023 Presentation (Lauterbach & Amen, LLP) – **(Page 1-11)**
6. Approval of the Consent Agenda
  - i. Treasurer’s Report                      September, 2023 – **(Page 12)**
  - ii. Bills Payable                              September, 2023 – **(Page 13-14)**
7. Staff Reports
  - i. Executive Director – **(Page 15-16)**
  - ii. Executive Advisor – **(Page 17)**
8. Unfinished or Continuing Business
  - i. Legislative Update – **(Page 18)**
  - ii.
9. New Business
  - i. Audit FYE April 30, 2023 Formally Received Approval
  - ii. Approval of the Amended September 21, 2023 Regular Rescheduled Meeting Minutes – **(Page 19-20)**
  - iii. Energy Providers Renewal (Electric and Gas)
  - iv. 2023 Tax Levy Discussion (Timeline of Events) – **(Page 21)**
  - v. Consideration to Sell General Obligation Bond Discussion
  - vi. IAPD/IPRA Soaring to New Heights Conference (January 25-27, 2024 @ Hyatt Regency Chicago – **(Page 22-23)**)
  - vii. IAPD Delegate Credentials Certificate to the Annual Business Meeting on January 27, 2024@3:30pm – **(Page 24-27)**
  - viii. Approval of Staff/Volunteer Recognition Holiday Party @ White Eagle Banquets not to Exceed \$8,500.00 – **(Page 28)**
  - ix. Approval of Money Pool Not to Exceed \$6,800.00 for Staff Bonuses
  - x. Approval of Money Pool Not to Exceed \$1,700.00 for Volunteer Coaching Gifts
  - xi. Approval of Feldman Outdoor Signage (DeSign Group) Not to Exceed \$70,500.00 – **(Page 29-38)**
  - xii. 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.*

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***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.



October 6, 2023

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

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Golf Maine Park District, (the District), Illinois for the year ended April 30, 2023. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards (and, if applicable, *Government Auditing Standards* and the Uniform Guidance), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated October 6, 2023. Professional standards also require that we communicate to you the following information related to our audit.

### Significant Audit Findings

#### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in the Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended April 30, 2023. We noted no transactions entered into by the District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the governmental activities' financial statements were:

Management's estimate of the depreciation expense on capital assets is based on assumed useful lives of the underlying capital assets and the net pension liability is based on estimated assumptions used by the actuary. We evaluated the key factors and assumptions used to develop the depreciation expense and the net pension liability estimates in determining that it is reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

#### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

#### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Any material misstatements detected as a result of audit procedures were corrected by management.

Golf Maine Park District, Illinois  
October 6, 2023  
Page 2

### Significant Audit Findings - Continued

#### *Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

#### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated October 6, 2023.

#### *Management Consultations with Other Independent Auditors*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

#### *Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

### Other Matters

We applied certain limited procedures to the required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the other supplementary information and supplemental schedule, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with the accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the introductory section, which accompanies the financial statements but is not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, and we do not express an opinion or provide any assurance on it.

Golf Maine Park District, Illinois  
October 6, 2023  
Page 3

Restrictions on Use

This information is intended solely for the use of the Board of Commissioners and management of the District and is not intended to be, and should not be, used by anyone other than these specified parties.

We wish to express our gratitude to the Board of Commissioners and staff (in particular the Finance Department) of the Golf Maine Park District, Illinois for their valuable cooperation throughout the audit engagement.

*Lauterbach & Amen, LLP*

LAUTERBACH & AMEN, LLP

# GOLF MAINE PARK DISTRICT, ILLINOIS

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## MANAGEMENT LETTER



FOR THE FISCAL YEAR ENDED  
APRIL 30, 2023

8800 West Kathy Lane  
Niles, IL 60714  
Phone: 847.297.3000  
[www.gmpd.org](http://www.gmpd.org)



October 6, 2023

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

In planning and performing our audit of the financial statements of the Golf Maine Park District (the District), Illinois, for the year ended April 30, 2023, we considered its internal control structure in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control structure.

We do not intend to imply that our audit failed to disclose commendable aspects of your system and structure. For your consideration, we herein submit our comments and suggestions which are designed to assist in effecting improvements in internal controls and procedures. Those less-significant matters, if any, which arose during the course of the audit, were reviewed with management as the audit field work progressed.

The accompanying comments and recommendations are intended solely for the information and use of the Board, Executive Director and senior management of the Golf Maine Park District, Illinois.

We will review the status of these comments during our next audit engagement. We have already discussed many of these comments and suggestions with various District personnel. We would be pleased to discuss our comments and suggestions in further detail with you at your convenience, to perform any additional study of these matters, or to review the procedures necessary to bring about desirable changes.

We commend the finance department for the well prepared audit package and we appreciate the courtesy and assistance given to us by the entire District staff.

*Lauterbach & Amen, LLP*

LAUTERBACH & AMEN, LLP

## CURRENT RECOMMENDATIONS

### 1. GASB STATEMENT NO. 94 PRIVATE-PUBLIC AND PUBLIC-PUBLIC PARTNERSHIPS AND AVAILABILITY PAYMENT ARRANGEMENTS

#### Comment

In March 2022, the Governmental Accounting Standards Board (GASB) issued Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*, which provides guidance regarding the information needs of financial statement users by improving the comparability of financial statements among governments that enter into public-private and public-public partnerships (PPPs) and availability payment arrangements (APAs) and by enhancing the understandability, reliability, relevance, and consistency of information about PPPs and APAs. A PPP is an arrangement in which a government (the transferor) contracts with an operator to provide public services by conveying control of the right to operate or use a nonfinancial asset, such as infrastructure or other capital asset (the underlying PPP asset), for a period of time in an exchange or exchange-like transaction. Some PPPs meet the definitions Service Concession Arrangements (SCAs) if (a) the operator collects and is compensated by fees from third parties, (b) the transferor (government) determines or has the ability to modify or approve which services the operator is required to provide, to whom the operator is required to provide the services, and the prices or rates that can be charged for the services, and (c) the transferor (government) is entitled to significant residual interest in the service utility of the underlying PPP asset at the end of the arrangement. An APA is an arrangement in which a government compensates an operator for activities that may include designing, constructing, financing, maintaining, or operating an underlying nonfinancial asset for a period of time in an exchange or exchange-like transaction. GASB Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements* is applicable to the District's financial statements for the year ended April 30, 2024.

#### Recommendation

Lauterbach & Amen, LLP will work directly with the District to review the new criteria associated with PPPs and PPA's to determine the appropriate financial reporting for these activities under GASB Statement No. 94.

#### Management Response

Management acknowledges this comment and, if applicable, will work to implement it when required by GASB.

### 2. GASB STATEMENT NO. 96 SUBSCRIPTION-BASED INFORMATION TECHNOLOGY ARRANGEMENTS

#### Comment

In May 2020, the Governmental Accounting Standards Board (GASB) issued Statement No. 96, *Subscription-Based Information Technology Arrangements*, which provides guidance regarding the information needs of financial statement users by improving accounting and financial reporting for Subscription-Based Information Technology Arrangements (SBITAs) by governments. It establishes uniform accounting and financial reporting requirements for SBITAs, improves the comparability of financial statements among governments that have entered into SBITAs, and enhances the understandability, reliability, relevance, and consistency of information about SBITAs. GASB Statement No. 96, *Subscription-Based Information Technology Arrangements* is applicable to the District's financial statements for the year ended April 30, 2024.



**CURRENT RECOMMENDATIONS - Continued****2. GASB STATEMENT NO. 96 SUBSCRIPTION-BASED INFORMATION TECHNOLOGY ARRANGEMENTS - Continued****Recommendation**

Lauterbach & Amen, LLP will work directly with the District to review the new SBITA criteria in conjunction with the District's current arrangements to determine the appropriate financial reporting for these activities under GASB Statement No. 96.

**Management Response**

Management acknowledges this comment and, if applicable, will work to implement it when required by GASB.

**3. GASB STATEMENT NO. 100 ACCOUNTING CHANGES AND ERROR CORRECTIONS****Comment**

In June 2022, the Governmental Accounting Standards Board (GASB) issued Statement No. 100, *Accounting Changes and Error Corrections*, which establishes accounting and financial reporting requirements for (a) accounting changes, and (b) the correction of an error in previously issued financial statements (error correction). Accounting changes are (a) changes in accounting principle, (b) changes in accounting estimates, or (c) changes to or within the financial reporting entity. Error corrections are (a) errors from mathematical mistakes, mistakes in the application of accounting principles, or oversight or misuse of facts that existed at the time the financial statements were issued, or (b) a change from (i) applying an accounting principle that is not generally accepted to transactions or other events that previously were significant to (ii) applying a generally accepted accounting principle to those transactions or other events is an error correction. GASB Statement No. 100 requires that (a) changes in accounting principal and error corrections are reported retroactively, (b) changes in accounting estimates are reported prospectively, and (c) changes to or within the financial reporting entity should be reported by adjusting the current reporting period's beginning net position, fund balance, or fund net position, as applicable, for the effect of the change as if the change occurred as of the beginning of the reporting period. GASB Statement No. 100, *Accounting Changes and Error Corrections* is applicable to the District's financial statements for the year ended April 30, 2025.

**Recommendation**

Lauterbach & Amen, LLP will work directly with the District to review any accounting changes or error corrections to determine the appropriate financial reporting for these activities under GASB Statement No. 100.

**Management Response**

Management acknowledges this comment and, if applicable, will work to implement it when required by GASB.

**CURRENT RECOMMENDATIONS - Continued**

4. **GASB STATEMENT NO. 101 COMPENSATED ABSENCES**

Comment

In June 2022, the Governmental Accounting Standards Board (GASB) issued Statement No. 101, *Compensated Absences*, which establishes standards of accounting and financial reporting for (a) compensated absences, and (b) associated salary-related payments, including certain defined contribution pensions and defined contribution other post-employment benefits (OPEB). The statement requires that a liability should be recognized for any type of leave that has not been used at year-end if (a) The leave is attributable to services already rendered, (b) the leave accumulates, and (c) the leave is more likely than not to be used for time off or otherwise paid in cash or settled through noncash means. Examples of leave that should be reviewed, and potentially measured under GASB Statement No. 101 are vacation leave, paid time off leave, holiday leave, and sick leave. Examples of leave that are excluded from GASB Statement No. 101 are parental leave, military leave, and jury duty leave. GASB Statement No. 101, *Compensated Absences* is applicable to the District's financial statements for the year ended April 30, 2025.

Recommendation

Lauterbach & Amen, LLP will work directly with the District to review the new compensated absences and associated salary-related payments, including certain defined contribution pensions and defined contribution other post-employment benefits criteria to determine the appropriate financial reporting for these activities under GASB Statement No. 101.

Management Response

Management acknowledges this comment and, if applicable, will work to implement it when required by GASB.

5. **FUND NOT IN COMPLIANCE WITH FUND BALANCE POLICY**

Comment

During our current year-end audit procedures, we noted the following fund with fund balance that was not in compliance with the Board approved fund balance policy:

	Per 2023 Budget	Unrestricted Fund Balance per AFR	Amount Not In Compliance
<b>Unemployment Fund</b>	\$		
Operating Expenditures	59,000		
X's 3 months per policy	25%		
	<u>14,750</u>	(15,710)	30,460

Recommendation

We recommend the District investigate the fund balances and adopt future budgets to address these items not in compliance.

Management Response

Management acknowledges this comment and will work to correct it in the current year.

**CURRENT RECOMMENDATIONS - Continued**6. **DEFICIT FUND BALANCE****Comment**

During our current year-end audit procedures, we noted the following fund with deficit fund balance:

<u>Fund</u>	<u>Deficit</u>
Unemployment Compensation	\$ 15,710

**Recommendation**

We recommend the District investigate the causes of the deficit and adopt appropriate future funding measures.

**Management Response**

Management acknowledges this comment and will work to correct it in the coming year.

**PRIOR RECOMMENDATIONS****1. GASB STATEMENT NO. 87 LEASES****Comment**

In June 2017, the Governmental Accounting Standards Board (GASB) issued Statement No. 87, *Leases*, which provides guidance regarding the information needs of financial statement users by improving accounting and financial reporting for leases by governments. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. In accordance with GASB Statement No. 95, *Postponement of the Effective Dates of Certain Authoritative Guidance*, which was issued as temporary relieve to governments and other stakeholders in light of the COVID-19 pandemic, GASB Statement No. 87, *Leases* is applicable to the District's financial statements for the year ended April 30, 2023.

**Recommendation**

Lauterbach & Amen, LLP will work directly with the District to review the new lease criteria in conjunction with the Library's current leases to determine the appropriate financial reporting for these activities under GASB Statement No. 87.

**Status**

As the District has no material leases, there was no impact on the financial statements in the current year, therefore this comment is considered implemented. The District and Lauterbach & Amen will continue to monitor leases in the future to determine if additional reporting is required.

**2. COMMINGLED CASH****Comment**

Previously and during our current year-end audit procedures, we noted that the District's commingled cash allocations between various funds resulted in significant positive and negative cash balances.

There are many advantages to cash commingling, such as increasing the funds available for investment opportunities. However, the allocation process should represent accurately each fund's percentage ownership of the cash balance.

**Recommendation**

We recommended that the District review the process for allocation of the commingled cash balances and adjust the balances as appropriate.

**Status**

This comment has not been implemented and will be repeated in the future.

**Management Response**

Management acknowledges this comment and will work to correct in the coming year.

**PRIOR RECOMMENDATIONS - Continued**

**3. CAPITAL ASSET POLICY**

Comment

Previously, we noted the District does not have a formal capital asset policy to provide guidance on the financial aspects and stewardship of capital assets. With respect to the financial aspects, guidance should be provided on the minimum dollar amount and minimum useful life for an item to be capitalized as a capital asset. Stewardship issues include the physical custody of capital assets.

Recommendation

We recommended that the District adopt a capital asset policy, which addresses both financial, and stewardship issues. As part of developing the capital asset policy, a review of the current capitalization amount and estimated useful life should be performed for both financial reporting and stewardship. The capital asset policy should also establish standard depreciation methods and useful lives to be applied to specific categories of assets. With respect to stewardship, the policy should address location of assets, tagging, physical access and security and frequency of periodic inventories. Once the policy has been established, we recommended the District undertake a complete inventory and valuation of capital assets to create detail capital asset records that are in compliance with the new policy. Additionally, as part of this process we recommended land be inventoried and valued at its estimated fair value on the date donated.

Status

This comment has been implemented and will not be repeated in the future.

**4. FUNDS OVER BUDGET**

Comment

Previously and during our current year-end audit procedures, we noted that the following funds had an excess of actual expenditures over budget for the fiscal year:

Fund	4/30/23	4/30/22
Debt Service	314,013	657
Unemployment Compensation	—	6,532
Audit	359	—

Recommendation

We recommended the District investigate the causes of the funds over budget and adopt appropriate future funding measures.

Status

This comment has not been implemented and will be repeated in the future.

Management Response

Management acknowledges this comment and will work to correct it in the coming year.

**GOLF MAINE PARK DISTRICT**  
**FISCAL YEAR 2023-24**  
**SUMMARY OF REVENUES, EXPENDITURES & CASH BALANCES**  
**September 30, 2023**

MONTHLY CASH POSITION	August 2023		September 2022
	Cash	Prior	Prior FY
	Balance	Month	Cash Balance
Beginning Balance	\$889,410.07	\$873,053.85	\$1,118,114.43
Cash Receipts	13,630.00	23,115.85	17,211.00
RE Taxes	NA	15,824.78	0.00
Replacement Taxes	NA	1,728.70	0.00
Interest	5,707.90	5,986.68	3,396.79
Transfer into Cash Accounts	NA	NA	0.00
Transfer Out of Investments	NA	NA	0.00
Disbursements of Bills	33,765.62	48,861.28	(23,322.54)
Bond Payments	NA	NA	0.00
Other Inc/(Dec)	NA	NA	0.00
NSF/Fees	(15.00)	(43.00)	0.00
<b>Month End Balance</b>	<b>\$942,498.59</b>	<b>\$968,528.14</b>	<b>\$1,115,399.68</b>
BANK BALANCES BY ACCOUNT	Bank	Bank	Prior FY
	Balance	Balance	Bank Balance
Savings Account - 1407	\$889,956.46	\$889,410.07	\$1,118,719.09
Checking Account - 7604	284,659.07	278,306.89	66,882.32
NorthShore - OSLAD - 4331	1,525.38	1,525.19	1,523.10
Director's Account	1,079.35	1,279.35	1,414.70
Liability Account	1,063.53	1,063.53	1,062.53
Wintrust Savings - BOND - 2537	\$1,117,733.36	\$1,112,860.04	\$1,292,098.86
Wintrust Checking - 2216	\$219,448.70	\$280,855.44	\$46,553.86
Wintrust Scholarship Fund - 3539	CLOSED	CLOSED	NA
<b>Total Cash Accounts</b>	<b>\$2,515,465.85</b>	<b>\$2,565,300.51</b>	<b>\$2,528,254.46</b>
INVESTMENTS BY ACCOUNT	Investment	Investment	Prior FY
	Balance	Balance	Invest Balance
Illinois Funds Money Market	\$63,859.21	\$63,571.21	\$60,984.62
IPDLAF+Class	NA	NA	NA
<b>Total Investments</b>	<b>\$63,859.21</b>	<b>\$63,571.21</b>	<b>\$60,984.62</b>
<b>TOTAL CASH AND INVESTMENTS</b>	<b>\$2,579,325.06</b>	<b>\$2,628,871.72</b>	<b>\$2,589,239.08</b>

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INVOICE REGISTER FOR GOLF MAINE PARK DISTRICT EXP CHECK RUN DATES 09/01/2023 - 09/30/2023  
 BOTH JOURNALIZED AND UNJOURNALIZED BOTH OPEN AND PAID

Vendor ID	Vendor Name	Invoice #	Description	Due Date	Amount	Check Number	Check Date
00096	NICOR GAS	Aug 14, 2023	GAS AT DP	9/29/2023	179.90	4131	9/4/2023
00604	AMAZON CAPITAL SERVICES	1N4P-P3JL-G3QH	MARKETING	9/23/2023	433.93	4117	9/4/2023
00604	AMAZON CAPITAL SERVICES	1KLN-HGKG-1CX1	YOUTH SOCCER LEAGUE SUPPLIES	9/21/2023	55.56	4118	9/4/2023
00604	AMAZON CAPITAL SERVICES	1GWF-D3CY-LVJL	YOUTH SOCCER LEAGUE	9/24/2023	306.20	4119	9/4/2023
00604	AMAZON CAPITAL SERVICES	1NR1-P7X4-GDWK	OFFICE SUPPLIES-DINA PRINTER	9/28/2023	97.50	4120	9/4/2023
00516	AQUA ILLINOIS, INC.	AUG 28, 2023-3737	DEE PARK METER READING	9/22/2023	906.05	4122	9/4/2023
00516	AQUA ILLINOIS, INC.	AUG 28, 2023-3781	FELDMAN METER READING	9/22/2023	305.53	4123	9/4/2023
00516	AQUA ILLINOIS, INC.	AUG 28, 2023-3782	FELDMAN METER READING	9/2/2023	1,222.65	4124	9/4/2023
00370	GROOT, INC.	11203081T092	WASTE PICKUP SERVICES @FP	9/5/2023	242.02	4128	9/4/2023
00370	GROOT, INC.	11203082T092	WASTE PICKUP SERVICES @DP	9/5/2023	533.93	4129	9/4/2023
00604	AMAZON CAPITAL SERVICES	11NK-43VF-1MP1	REC SUPPLIES	8/8/2023	123.65	4121	9/4/2023
00203	TEAM SPORT PRO LTD.	5-5465	YOUTH LEAGUE SOCCER UNIFORMS	9/4/2023	685.00	4132	9/4/2023
00069	KONE	871141349	MAINT PERIOD 9/1-11/30 FOR DP & FP	9/11/2023	468.39	4130	9/4/2023
00351	AT&T	Aug 28, 2023	INTERNET & PHONE/ACCOUNT #129239846	9/26/2023	226.43	4125	9/4/2023
00566	COSTPERCOPY CONSULTANTS, INC.	AR51551	FELDMAN COLOR COVERAGE CHARGE	9/8/2023	693.04	4127	9/4/2023
00534	COMCAST	Aug 26, 2023	HIGH SPEED INTERNET	9/23/2023	199.90	4126	9/4/2023
00678	JNT GLASS SERVICES LLC	20230830	REPAIR FRONT DOOR GLASS @ FP	9/14/2023	625.00	4133	9/5/2023
	FIFTH THIRD MASTERCARD	SEPT 9, 2023	PARK MC-JOHN, KEVIN, SAMIR	9/9/2023	1,982.60	ONLINE PYMT	9/6/2023
00116	PDRMA	823125	PROP,LIAB,WRK COMP,EMPL PRAC,POLL LIAB	9/30/2023	1,496.92	4140	9/11/2023
00116	PDRMA	0823125H	MEMBER COMTHLY CONTRIBUTION	9/30/2023	6,229.83	4141	9/11/2023
00604	AMAZON CAPITAL SERVICES	1K31-C7L6-1FGH	MAINT SUPPLIES, LEAGUE SOCCER	9/30/2023	99.63	4134	9/11/2023
00662	ARTISTICALLY A&A	25	SOCCER LEAGUE JERSEYS	9/6/2023	705.00	4135	9/11/2023
00538	CALUMET PAINT & WALLPAPER	C0161757	MAINTENANCE SUPPLIES	9/30/2023	190.00	4136	9/11/2023
00052	HOME DEPOT	Aug 30, 2023	MAINTENANCE SUP/BUILDING IMPROV	9/25/2023	337.98	4138	9/11/2023
00592	LAUTERBACH & AMEN, LLP	82177	AUG 2023 PROFESSIONAL SERVICES	9/30/2023	545.00	4139	9/11/2023
00126	QUILL CORPORATION	34182899	OFFICE SUPPLIES	9/21/2023	152.88	4142	9/11/2023
00566	COSTPERCOPY CONSULTANTS, INC.	AR51727	ONLINE MTHLY BACKUP 8/30-9/29	9/30/2023	60.00	4137	9/11/2023
00678	JNT GLASS SERVICES LLC	20230912	FELDMAN WINDOW W/BB HOLE	9/29/2023	210.00	4143	9/13/2023
00661	APLUS SYSTEM LLC	4130	SEPT 2023 CLEANING	9/30/2023	3,490.00	4148	9/18/2023
00490	DESIGN PERSPECTIVES	23-2068X-3	OSLAND 2023 PROJECT STARTUP,DOC PREP	10/3/2023	3,450.00	4153	9/18/2023
00604	AMAZON CAPITAL SERVICES	1YXQ-FVGR-PDPH	OFFICE SUPPLIES	10/7/2023	70.91	4144	9/18/2023
00604	AMAZON CAPITAL SERVICES	17JG-4TQQ-JVQ9	REC & MAINT SUPPLIES	10/3/2023	100.05	4145	9/18/2023
00515	ANDERSON PEST SOLUTIONS	51221576	PEST CONTROL @DP	10/3/2023	60.90	4146	9/18/2023
00515	ANDERSON PEST SOLUTIONS	51204899	PEST CONTROL @ FP	10/23/2023	95.70	4147	9/18/2023
00156	COM ED	Sep 6, 2023	ELECTRICITY @ DP	10/26/2023	2,193.11	4151	9/18/2023

PAID 3

00156	COM ED	Sep 8, 2023	ELECTRICITY @ FP	9/30/2023	4152	9/18/2023
00409	TRESSLER, LLP	472342	PROF SRV THROUGH AUG 31, 2023	9/29/2023	4155	9/18/2023
00339	AT & T	847297393809-2023	DP PHONE	9/1/2023	4149	9/18/2023
00257	PRF GRAPHICS	1652-REISSUED	AP ENVELOPES	10/8/2023	4154	9/18/2023
00671	CITI CARDS	Sep 12, 2023	MARKETING,SUPPLIES	9/14/2023	4150	9/18/2023

SEPT TOTAL \$33,765.62



## BOARD REPORT – OCTOBER 2023

(By: Kevin Hubka, Executive Director)

### \*UPCOMING EVENTS

- \*OCTOBER 21 – SMITTY’S HOWLING HORN – PART 3 @ DEE PARK – 4PM-9PM
- \*TOY DRIVE/FOOD DRIVE (TO START IN NOVEMBER – DATE IS TBD)
- \*DECEMBER 9 – BREAKFAST WITH SANTA @ 10AM-11AM @ FELDMAN
- \*DECEMBER 9 – UNITY FOR OUR COMMUNITY @ 12PM-2PM @ FELDMAN
- \*DISTRICT 63/207 HOLIDAY CONCERT @ FELDMAN – DATE IS TBD

### \*PROJECT REPORT

<u>PROJECT</u>	<u>STATUS</u>	<u>COMENTS</u>
FELDMAN MAIN LOBBY SEATING	COMPLETED	N/A
FELDMAN GYM WHITEBOARDS	COMPLETED	COACHES ARE USING BOARDS DURING GAMES.
FELDMAN GYM/BUILDING DÉCOR	IN PROGRESS	N/A
AUTOMATIC RIM/LIGHT SWITCHES	CANCELLED	MOTORS NEED TO BE REPLACED ON ALL BACKSTOPS FOR AUTOMATIC CONNECTION TO WORK. NEW ELECTRICAL WIRING NEEDS TO BE COMPLETED AS WELL. \$20K-\$30K ESTIMATED COST. CAN BE REVISITED WHEN MOTORS START TO BURN OUT.
FELDMAN GYM LOBBY/OFFICE MAKEOVER	IN PROGRESS	IN PROCESS OF MAKING LAYOUT.
WASHER/DRYER	NOT STARTED	TARGET DATE – FEBRUARY 2024
BADMINTON SLEEVE REPAIR	NOT STARTED	VENDOR TO GIVE OPTIONS ON REPAIR.
DEE PARK WEST GAZEBO DEMO	NOT STARTED	VENDOR SCHEDULE BOOKED. WAITING FOR UPDATE.
AIR COMFORT – FELDMAN A/C REPAIR	COMPLETED	N/A
OUTDOOR SIGNAGE @ FELDMAN/DEE	NEW	NEEDS BOARD APPROVAL. DESIGNS/ESTIMATE TO BE SHOWN @ BOARD MEETING
FELDMAN/DEE PARKING LOTS RESURFACING	NEW	IN PROCESS OF GETTING QUOTES FROM VENDORS
DEE PARK DOOR REPAIR	COMPLETED	N/A

### \*RECREATION REPORT

(Year over Year Comparison)

<b>Revenue Report</b>	<b>SEPTEMBER (2022)</b>	<b>SEPTEMBER (2023)</b>	<b>(+/-)</b>
PROGRAMS	\$16,386.00	\$14,320.00	-\$2,066.00
RENTALS	\$31,172.00	\$37,591.00	+\$6,419.00
<b>Total</b>	<b>\$47,558.00</b>	<b>\$51,911.00</b>	<b>+4,353.00</b>

Total: Up 9.1% total revenue in same span over last year.

**\*RECREATION REPORT CONTINUED**

\*CURRENTLY WORKING WITH DISTRICT 207 TO START BASKETBALL FEEDER PROGRAM @ MAINE EAST.

- WILL BE ON DISTRICT 207 BOARD AGENDA IN NOVEMBER FOR APPROVAL OF USE OF FACILITIES.

\*GMPD SOCCER TEAMS @ DES PLAINES PARK DISTRICT HAS HAD A SUCCESSFUL START.

-SEASON WILL END ON NOVEMBER 4, WEATHER PERMITTING.

**\*HR/BUSSINESS REPORT**

\*CURRENTLY WORKING ON NEW EMPLOYEE ON-BOARDING PROCESS.

\*AUDIT IS COMPLETE AND WILL BE PRESENTED @ MEETING.

**\*MAINTENANCE REPORT**

\*WAITING ON REPORT FROM VORTEX. (SPRAY PARK REPAIRS)

\*SUPPLIES HAS BEEN ORDER FOR WINTER SEASON, TO BE DELIVERED IN NOVEMBER.

\*WINTERIZING TO BEGIN IN NOVEMBER

\*FALL CLEAN-UP HAS STARTED

**\*STAFF & VOLUNTEER RECOGINITION HOLIDAY PARTY**

\*DATE: NOVEMBER 18 (SATURDAY)

\*VENUE – WHITE EAGLE IN NILES (120 GUESTS)

\*ESTIMATE TO BE GIVEN @ BOARD MEETING (BOARD APPROVAL)

\*STAFF BONUSES (NOT TO EXCEED \$6800.00 FOR ENTIRE STAFF) (BOARD APPROVAL)

\*VOLUNTEER COACHING GIFT (NOT TO EXCEED \$1700.00) (BOARD APPROVAL)

**\*NRPA CONFERENCE (DALLAS)**

\*OCTOBER 10-12

\*EXECUTIVE DIRECTOR, SUPT. OF MAINTENANCE, SUPT. OF RECREATION, BOARD MEMBER (YOGESH) ATTENDED.

**\*IAPD/IPRA CONFERENCE (CHICAGO)**

\*JANUARY 25-27

\*GMPD STAFF TO ATTEND, COMMISSIONERS?

**\*STAFFING REPORT**

\*RECREATION SUPERVISOR POSITION POSTED ON IPRA/INDEED WEBSITE.

-INTERVIEWS TO BEGIN WEEK OF 10/30

\*FACILITY MANAGER POSITION TO BE POSTED IN LATE NOVEMBER.

# *“In The Know”*

*The Weekly Communication of Golf Maine Park District*

**Date: October 19, 2023**

## **U.S. Federal Government’s System for Award Management (SAM.gov) Renewal**

Much time spent in providing the necessary data required to renew. Renewal is done on an annual basis and it’s required to stay “Active” in order to receive any Government grants. Next renewal deadline is on October 11, 2024.

## **Energy Providers Renewal**

Our new rate for electric will begin November, 2023 and new rates for gas will begin in December, 2023. Our current supplier for electric is Constellation Energy at a price (S/kWh) of \$0.06047. Our current supplier for gas is Constellation Energy at a price per therm of \$0.3627.

The new rates are locked in for 24-months. Our new supplier for electric will be Direct Energy at a price (S/kWh) of \$0.07048. Our supplier for Gas will remain with Constellation at a price per therm of \$0.5039.

## **Consideration to Sell General Obligation Bond Discussion**

As you all know we applied for a \$500,000.00 OSLAD Grant and if awarded we would be required to match the Grant with our own \$500,000.00. With that said it has been my recommended practice to the Board to keep the total amount of OSLAD project dollars “Liquid” just in case there are delays in receiving our grant money from the State of Illinois. I have been told that we will know by the end of this year if we will be awarded our OSLAD Grant. Currently we have around \$1,053,425.00 in savings for capital projects. There is going to be expected expenses at our SplashPad that will be need to be done in order to get it open next Spring and there maybe major expenses needed in order to get it open in the Spring of 2025. At this time those expenses our unknown as we are waiting for a report to come back to us regarding the SplashPad operation condition.

To ensure we have the necessary funds available to keep up on our capital improvements, I would like to start the process in researching the possibility of issuing General Obligation Bonds. The time table is tight as we would need a presentation from our Bond broker regarding best option in November. December we would need to approve the Bond Issue. Month of January the Bond Issue will be announced and out to bid. We may need a special meeting in late January/early February to approve the Bond Issue as there are dead-lines when the cook county clerks office needs to know the dollar amount so that our levy can be adjusted.

## Legislative Update



The Latest Legislative Issues Affecting Parks, Recreation and Conservation

**#36-2023 -- October 6, 2023**

**TO: IAPD Members**

**FROM: Peter Murphy, Esq., CAE, IOM, IAPD President and CEO  
Jason Anselment, IAPD General Counsel  
Mitchell Remmert, Director of Advocacy & Strategic Initiatives**

**RE: \$2.1 Million in Bike Path Grants Announced**

---

We are very excited to share that the Governor and the IDNR just announced \$2.1 million in awards for local bike path projects.

The full list of winners is available [here](#).

Congratulations to all IAPD members!

---

**Dedicated to helping our members thrive through  
Advocacy, Education & Research**

**MINUTES OF THE REGULAR MEETING  
BOARD OF COMMISSIONERS OF THE GOLF MAINE PARK DISTRICT  
MAINE TOWNSHIP, COOK COUNTY, ILLINOIS  
HELD ON SEPTEMBER 21, 2023**

**1. CALL TO ORDER**

- a. President Jamal Liddell called the meeting to order at 6:07pm
- b. The consent of members present was to allow Commissioner Jasmin Zahirovic to participate remotely via phone.

**2. ROLL CALL**

- a. Roll was called:            Present: Jamal Liddell, Jay Shah, Zain Durrani, Yogesh Patel, Jasmin Zahirovic (remote)  
   Absent: None  
   Staff: Kevin Hubka, Interim Executive Director  
   John Jekot, Executive Advisor  
   Anthony Silmon, Recreation Supervisor

**3. VISITORS / VISITOR COMMENTS**

- a. Jiten Patel 9105 W Emerson St
- b. Michelle Gandhi 9105 W Emerson St
- c. Our guest introduced themselves and stated they would like to get more involved in the Park District as a volunteer

**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: 5                            Nays: 0

**6. STAFF REPORTS**

- a. Kevin Hubka, Interim Executive Director
  - i. Detail report submitted in Board pack and was presented for discussion
  - ii. Questions answered
- b. John Jekot, Executive Advisor
  - i. Verbal update presented to highlight detailed report submitted in Board Pack
  - ii. Questions answered

**7. UNFINISHED or CONTINUING BUSINESS**

- a. Legislative
  - i. Update was submitted in Board pack
- b. Designation of Depositories and Authorized Signers
  - i. Kevin Hubka to coordinate a date and time that we can all meet at Fifth Third bank as a group to sign the necessary documents
- c. NRPA Annual Conference October 10-12 in Dallas, TX
  - i. Those attending will be Kevin Hubka, Anthony White, Samir Kurtovic, Yogesh Patel
  - ii. John Jekot is undecided

**8. NEW BUSINESS**

- a. Approval of Professional Services (Design Perspectives) for Dee Park OSLAD Project @ \$3,450.00
  - i. President Jamal Liddell moved to approve
  - ii. Seconded by Commissioner Jay Shah
  - iii. Roll was called: Ayes: 5 Nays: 0
- b. Approval of Dee Park Entrance Door Repair
  - i. Kevin Hubka explained the situation with the door and stated the repairs would cost \$3,796.00
  - ii. President Jamal Liddell moved to approve
  - iii. Seconded by Commissioner Zain Durrani
  - iv. Roll was called: Ayes: 5 Nays: 0
- c. Board Comments
  - i. Commissioner Jasmin Zahirovic asked about the Dee Park tree trimming
  - ii. Kevin Hubka advised that the trimming has been scheduled to be completed

**9. CLOSED SESSION**

- a. Commissioner \_\_\_\_\_ 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 \_\_\_\_\_
- b. Seconded by: Commissioner \_\_\_\_\_
- c. Roll was called: Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_
- d. Out of Executive Session at \_\_\_\_\_

**10. ACTION AS A RESULT OF CLOSED SESSION**

- a. Approval of \_\_\_\_\_
  - i. Commissioner \_\_\_\_\_ moved \_\_\_\_\_
  - ii. Seconded by Commissioner \_\_\_\_\_
  - iii. Row was called: Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**11. ADJOURNMENT**

- a. Commissioner \_\_\_\_\_ moved to adjourn the meeting.
- b. Seconded by Commissioner \_\_\_\_\_
- c. Voice Vote: Aye: \_\_\_\_\_ Nay: \_\_\_\_\_
- d. Meeting adjourned at \_\_\_\_\_ pm

\_\_\_\_\_  
Minutes Approved

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

\_\_\_\_\_  
John C. Jekot  
Secretary

**MINUTES OF THE REGULAR MEETING  
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  - ii. Kevin Hubka advised that the trimming has been scheduled to be completed

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- b. Seconded by: Commissioner Jay Shah
- c. Roll was called: Ayes: 5 Nays: 0
- d. Out of Executive Session at 7:10pm

**10. ACTION AS A RESULT OF CLOSED SESSION**

- a. None

**11. ADJOURNMENT**

- a. President Jamal Liddell moved to adjourn the meeting.
- b. Seconded by Commissioner Jay Shah
- c. Roll was called: Ayes: 5 Nays: 0
- d. Meeting adjourned at 7:11pm

10/19/2023  
Minutes Approved

Jamal A. Liddell  
Jamal Liddell  
President

John C. Jekot  
John C. Jekot  
Secretary



## TIMELINE OF EVENTS

### TO MEET REQUIREMENTS FOR THE PASSING OF THE 2023 TAX LEVY

#### Thursday, November 16, 2023 Regular Board Meeting

Truth in Taxation Public Hearing

#### Wednesday, November 29, 2023 Public Notice Sent

Send notice to appear in Journal and Topics on Wednesday, December 6<sup>th</sup> announcing public hearing to be held December 14, 2023 on the 2022 Tax Levy.

\*\*\*\*\*Notice shall appear not more than 14 days nor less than 7 days prior to date of public hearing\*\*\*\*\*

*No sooner than December 1 and not later than December 8*

#### Thursday, December 14, 2023 Public Hearing & Regular Board Meeting

- The board will hold a public hearing on the 2023 Tax Levy.
- Following this public hearing, staff will request the approval of the 2023 Tax Levy during the Regular Board Meeting

#### Tuesday, December 26 Last Day to Submit Levy

Deadline for filing 2023 Tax Levy with Cook County is the **LAST TUESDAY** in December.

*Can be sooner, but NOT later than this date*

# 2024

## PRELIMINARY PROGRAM

January 25-27, 2024 | Hyatt Regency Chicago  
151 E. Wacker Drive, Chicago, Illinois



[ILparksconference.com](http://ILparksconference.com)

# SCHEDULE - AT - A - GLANCE

## THURSDAY, JANUARY 25

8:00 am – 5:00 pm	Conference Registration Open
10:00 am – 12:00 pm	Conference Workshops (0.2 CEUs)
10:30 am – 11:30 am	Conference Sessions (0.1 CEUs)
11:00 am – 5:00 pm	Grand Opening of the Exhibit Hall
12:30 pm – 2:30 pm	Conference Workshops (0.2 CEUs)
3:00 pm – 4:00 pm	Conference Sessions (0.1 CEUs)
4:00 pm – 5:00 pm	Exhibit Hall Dedicated Hours
5:15 pm – 7:15 pm	IPRA Section Meetings
6:00 pm – 7:00 pm	Professional Connection
9:00 pm – 11:30 pm	Welcome Social with Hello Weekend

## FRIDAY, JANUARY 26

7:00 am – 5:00 pm	Conference Registration Open
8:30 am – 9:30 am	Conference Sessions (0.1 CEUs)
8:30 am – 4:00 pm	Agency Showcase
9:00 am – 12:00 pm	Exhibit Hall Open
10:00 am – 11:00 am	Conference Sessions (0.1 CEUs)
11:00 am – 12:00 pm	Exhibit Hall Dedicated Hours
12:15 pm – 12:45 pm	Conference Speed Sessions
12:15 pm – 2:15 pm	All-Conference Awards Luncheon*
1:00 pm – 2:00 pm	Conference Sessions (0.1 CEUs)
1:00 pm – 3:30 pm	Exhibit Hall Open
2:15 pm – 3:30 pm	Dessert in the Exhibit Hall*
3:45 pm – 4:45 pm	Conference Sessions (0.1 CEUs)
5:00 pm – 6:30 pm	Commissioners' Reception**
5:00 pm – 6:30 pm	IPRA Annual Business Meeting
9:30 pm – 11:00 pm	Leadership Reception**

## SATURDAY, JANUARY 27

7:45 am – 12:00 pm	Conference Registration Open
9:00 am – 10:00 am	Keynote General Session with Charles Clark (0.1 CEUs)
10:30 am – 11:30 am	Conference Sessions (0.1 CEUs)
12:30 pm – 1:30 pm	Conference Sessions (0.1 CEUs)
2:00 pm – 3:00 pm	Conference Sessions (0.1 CEUs)
3:30 pm – 5:00 pm	IAPD Annual Business Meeting
7:00 pm – 10:00 pm	Closing Social*

\* Ticketed Event  
 \*\* By Invitation

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\* Ticketed Event

Event photography provided by JHyde Photography.



TO: ALL MEMBER DISTRICTS

FROM: Peter M. Murphy, President/CEO

DATE: October 5, 2023

RE: **CREDENTIALS CERTIFICATE**

The IAPD/IPRA Soaring to New Heights Conference will be held on January 25-27, 2024.

Article V, Section 3 and 4 of the Constitutional By-Laws of the Illinois Association of Park Districts provides as follows:

"Section 3. Each member district shall be entitled to be represented at all Association meetings and conferences by a delegate or delegates. Delegates of the Association meetings or conference may include members of the governing boards of member districts, the Secretary, Attorney, Treasurer, Director or any paid employee of the member district. Each delegate shall present proper credentials consisting of a certificate by the Secretary of the member district said delegate or delegates represent, with seal of office affixed, showing that the governing board at a special or regular meeting authorized said delegate or delegates to represent said member district. On all questions each member district represented shall have one vote which shall be the majority expression of the delegation from that member district."

"Section 4. No member district shall be entitled to vote by proxy and only delegates of a member district shall cast a ballot for that member district."

Accordingly, we enclose herewith a certificate, which, when properly certified by the Secretary of your agency after its governing board authorizes such delegate and alternates at a regular or special meeting, shall be mailed to the Association's office, 211 East Monroe Street, Springfield, IL 62701.

This certificate will entitle the delegate or, in their absence, an alternate listed thereon to vote on matters presented during the Association's Annual Business meeting to be held on Saturday, January 27, 2024 at 3:30 p.m.

Your agency must be in good standing, the Credentials Certificate must be signed by the Board President and Secretary with your agency seal affixed.

**NOTE:** If your agency does not have a seal, then write the word "SEAL" and circle it where indicated on the certificate.

Your careful and prompt attention to this important matter is requested.

**CREDENTIALS CERTIFICATE**

This is to certify that at a meeting of the Governing Board of the

GOLF MAINE PARK DISTRICT held at  
(Name of Agency)  
8800 KATHY LN, NIKES, 60714 on 10/19/23 at 6pm  
(Location) (Month/Day/Year) (Time)

the following individuals were designated to serve as delegate(s) to the Annual Business Meeting of the ILLINOIS ASSOCIATION OF PARK DISTRICTS to be held on **Saturday, January 27, 2024 at 3:30 p.m.:**

	<u>Name</u>	<u>Title</u>	<u>Email</u>
Delegate:	_____		
1st Alternate:	_____		
2nd Alternate:	_____		
3rd Alternate:	_____		

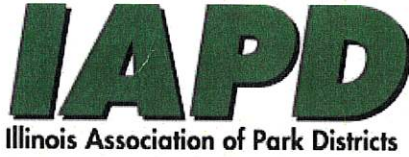
This is to certify that the foregoing is a statement of action taken at the board meeting cited above.

Affix Seal: \_\_\_\_\_

Signed: \_\_\_\_\_  
(President of Board)

Attest: \_\_\_\_\_  
(Board Secretary)

Return this form to: Illinois Association of Park Districts  
211 East Monroe Street  
Springfield, IL 62701-1186  
Email: [iapd@ilparks.org](mailto:iapd@ilparks.org)



TO: ALL MEMBER DISTRICTS  
 FROM: Peter M. Murphy, President/CEO  
 DATE: October 5, 2023  
 RE: **RESOLUTIONS**

To ensure our membership a voice in the Association, Article X, of the Constitutional By-Laws provides as follows:

"Section 1. Resolutions for presentation at the Annual Meeting of the Association may be proposed by any member district, the Honors and Resolutions Committee and by the Board of Trustees.

(a) Resolutions must be submitted to the President/CEO no later than sixty (60) days prior (November 28, 2023) to the Annual Business Meeting of the Association. All resolutions submitted shall be mailed to the membership not less than forty-five (45) days prior (December 13, 2023) to the Annual Business Meeting.

(b) The Honors and Resolutions Committee shall have the prerogative to determine which resolutions submitted by member districts shall be presented at the Annual Business Meeting of the Association; however, all resolutions received must be submitted to the membership. Any governing board of a member district shall have the right to appeal the Committee's decision to the delegates at the Annual Business Meeting of the Association.

(c) Notice of appeal by a member district for the resolution must be served by mail on the members of the Honors and Resolutions Committee so as to be received not less than forty-eight (48) hours in advance of the start of the Annual Conference. A majority of the official delegates present and voting at the Annual Business Meeting of the Association during the Annual Conference is required for consideration of appeals. Approval by a two-thirds (2/3rds) majority vote of the official delegates present and voting is required at the Annual Business Meeting of the Association for the introduction of additional resolutions. A member district seeking authority at the Annual Business Meeting of the Association to present an additional resolution must provide duplicated copies in number sufficient for all delegates present."

**NOTE: All resolutions must be received in the Association's office no later than November 28, 2023.**



TO: ALL MEMBER DISTRICTS  
FROM: Peter M. Murphy, President/CEO  
DATE: October 5, 2023  
RE: **RECOMMENDATIONS**

In order to comply with the provisions of the IAPD Constitutional By-Laws, recommended changes and/or amendments to the Constitutional By-Laws must be on file in the Association's office on or before November 28, 2023 to be considered by the committee.

This schedule has been adopted by the committee in order to provide adequate time for the office to publish and distribute the committee report to all member districts forty-five (45) days (December 13, 2023) in advance of the Annual Business Meeting. For your information, we list the following section of the Association's Constitutional By-Laws:

### **ARTICLE XIII -- AMENDMENTS TO CONSTITUTIONAL BY-LAWS**

**"Section 1.** These Constitutional By-Laws may be amended at the Annual Meeting of the association by a majority vote of the official delegates of the member districts present and voting subject to the compliance with the following procedure:

(a) Any member district, or the Board of Trustees, desiring to suggest an amendment to the Constitutional By-Laws, shall submit the proposed amendment to the President/CEO in writing not less than sixty (60) days prior to the Annual Business Meeting of the Association.

(b) The President/CEO shall thereupon cause a copy of the proposed amendment to be mailed to each member district of the Association not less than forty-five (45) days prior to the Annual Meeting of the Association."

**NOTE: November 28, 2023 is the deadline for all changes and/or amendments to be received in the Association's office.**

**Event Proposal**

White Eagle Banquets & Catering  
 6839 N. Milwaukee Ave.  
 Niles IL 60714



Client/Organization Hubka, Kevin	Event Date 11/18/2023 (Sat)	Booking Tel (847) 297-3000	Booking Email kevin@gmpd.org	Proposal # P01835
Address		Booking Contact Kevin Hubka	Site Contact	Guests 120 (Act)
Party Name Golf Maine Park District Holiday Par	Start 05:00 pm	End 10:30 pm	Sales Rep Alli Garcia	

Comments

Five and half hour events  
 Soup  
 Salad  
 Poultry of choice  
 Starch  
 Vegetable  
 3 Hour Premium Bar  
 Unlimited Wine during dinner  
 Coffee  
 Tea

Food/Service Items

Food/Service Items	Price	Qty	Total
Individual Dinner	69.95	120	8,394.00
Three Hour Premium Bar		1	

Payments Made

Food	8,394.00	Subtotal	8,394.00
		Total	8,394.00

1. This Proposal is NOT a contract. Any services or products offered in this document are provided to the potential guest as informational only.
2. The services and prices proposed in this document are not final and can be changed at any time by a WE Banquets L.L.C representative or the customer.
3. All services and products offered, or payments made will only become obligatory once a contract is signed between WE Banquets L.L.C and the customer.





2135 S. Frontage Rd. Des Plaines, IL 60018

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

PAGE 29  
**PROPOSAL**

230419-03

Date: 10/17/2023

Expires:

Drawing Numbers:

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

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

**Contact:** Kevin Hubka 847.297.3000 x110 kevin@gmpd.org

*★ SOUTH ENTRANCE*

Attached is our contract/proposal for the above project.

**Project Description:**

**Item Total:**

We are pleased to quote the following:

Fabricate and install one (1) 5' x 2'-6" double face post and panel sign.

- Size: 5' x 3'-6"
- Posts: 3" square tube
- Faces: .090 aluminum
- Paint: White, Blue
- Graphics: 3m digitally printed vinyl
- Foundation: 12" diameter 0 48" deep augered holes with concrete.

**TOTAL INSTALL COST:**

\$4,446.45

**Deposit Rate: 50%**  
**Deposit: \$2,223.23**

**Subtotal: \$4,446.45**

**Total: \$4,446.45**

**EXTERIOR SIGNAGE:**

**The following is required to begin this project:**

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

**Permits and Procurement:**

Will be an additional charge to the Total Installed Contract Cost:  
Permits and any cost associated by city/village for permit approval: \$ AT COST  
Electrical permits are an additional \$100.00 per permit  
Procurement: \$ 300.00 (per application)  
Sign permit zoning fee (City of Chicago only) \$ 200.00 (per application)  
Public Way Use Procurement fee: \$300.00 (per application)

**Salesperson: Ken Bucyk**

Buyer \_\_\_\_\_ Seller \_\_\_\_\_



2135 S. Frontage Rd. Des Plaines, IL 60018

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

PAGE 30

# PROPOSAL

230419-03

Date: 10/17/2023

Expires:

Drawing Numbers:

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

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

**Contact:** Kevin Hubka 847.297.3000 x110 kevin@gmpd.org

CDOT Procurement fee: \$100.00 (per application)  
Chicago Aldermanic Meeting + approval: \$400.00/per meeting, 4 hours allowed. \$100/hour for any additional hours.  
Chicago City Council Approvals: \$300.00/er 3 sigs. \$100/hour for any additional si gns.  
Suburbs appearance commission meetings: \$400/per meeting, additional meetings to be \$250/per meeting.  
Trip to village for picking up and dropping off permit application, copies, and/or payments: \$100/per trip.  
Expediated/overnight shipping: \$ AT COST  
Additional UPS shipments: One (1) included in procurement costs, additional will be at cost.  
Meeting inspector onsite/providing a lift for inspection: T&M  
Reasonable additional expenses: To be discussed between DGSC and client, T&M

### Permit Information Needed:

If permits are needed, the following items are needed:

- a) Plat of survey.
  - Property management/landlord information.
  - c) Tenant/lessee information
  - d) Approved drawings.
  - e) Landlord consent document.
  - f) Account and site number or BIS from (City of Chicago PWU permits only).
  - g) COI per requirements to be furnished to client (City of Chicago PWU permits only)
  - h) City of Chicago Business license number.
  - i) The client must be in compliance with Village prior to permits being filed - including having signed leased and active or filed business license.
- Note: Permits cannot be filed until all required information and documents have been furnished. If there are important deadlines, openings, etc, that we need to meet, all information needs to be furnished in a timely manner to accommodate. permit approval timelines vary from village to village.

### SIGNAGE CONTRACT CLARIFICATIONS & EXCLUSIONS:

The locations of all signs must be provided by others prior to installation being scheduled.  
Authorized personnel must be available to verify sign locations.  
All digging sites to be flagged for J.U.L.I.E. by others.  
Private Utility Markings By Others  
DGSC must have full and complete access to all sign sites at all times during installation.  
For illuminated signs, adequate power must be at sign sites within 5'-0" of display and fully accessible.  
One set of submittal drawings is included; sample signs are not included unless otherwise specified.  
Custom colors or sign samples may carry an additional charge if other than standard.  
Reverse channel letters cannot be mounted on a reflective or gloss surface.  
Vector artwork in Adobe Illustrator CS2 or earlier, AutoCAD 2000 or earlier, or Corel Draw 12 or earlier in PC Format to be furnished by client.  
If permits are needed, permits and processing will be an additional cost. If any permits require variance/committee meetings, contractor's license, bonds etc., an additional cost will apply.

**Salesperson: Ken Bucyk**

Buyer \_\_\_\_\_ Seller \_\_\_\_\_



2135 S. Frontage Rd. Des Plaines, IL 60018

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

PAGE 31

# PROPOSAL

230419-03

Date: 10/17/2023

Expires:

Drawing Numbers:

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

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

**Contact:** Kevin Hubka 847.297.3000 x110 kevin@gmpd.org

DGSC holds no liability on time frame of federal, city, state or local permit approvals  
If needed structural engineers stamp and calculation will be an additional cost.  
Project not bid as phase work. Phase work will carry an additional cost.  
All work to be done during regular business hours - 8:00am - 4:30pm - Monday-Friday.  
Change in scope will carry an additional cost.  
If project is tax exempt - Tax exempt certificate needed.  
Retention has not been allowed for in this project.  
Proposal is good for 30 days unless otherwise specified.  
LED warranty varies by Manufacturer  
DGSC must received a signed and dated proposal to proceed with project.  
DGSC must receive signed and dated drawings to proceed with fabrication.

**Signage Installation:**

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

**Cancellation/Refund Policy:**

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

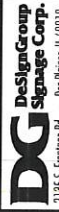
**Signage Contract Payment Terms:**

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

**Salesperson: Ken Bucyk**

Buyer's Acceptance \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Seller's Acceptance \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_



21355 Fenwick Rd. - Deer Plains, IL 60018  
 847-390-0350 - Fax 847-390-9231  
 kevin@designgroupsignage.com

**JOB # 230419**

**JOB NAME**  
 Golf Maine  
 Park District  
 Illinois, IL

**Location**  
 8800 W. Kelly Lane  
 Mpls, IL 60714  
 847.297.3000 x110  
 kevin@signd.com

- Sign Specifications**
- Interior  Exterior
  - Single Face  Double Face
  - Non-Illuminated  Illuminated - 120v / 20 Amps

- Colors**
- Process Cyan Blue
  - PMS 369 Green
  - Black
  - Opague white vinyl
  - Polycarbonate white
- NOTE: VERIFY COLORS HIGHLIGHTED IN RED

- Approved
  - Approved As Noted
  - Revise & Resubmit
- Date / /  
 By / /
- Drawn By: KP Checked By: JG

**DESCRIPTION**

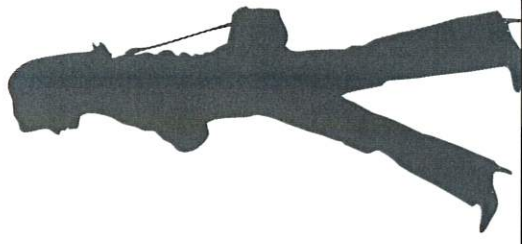
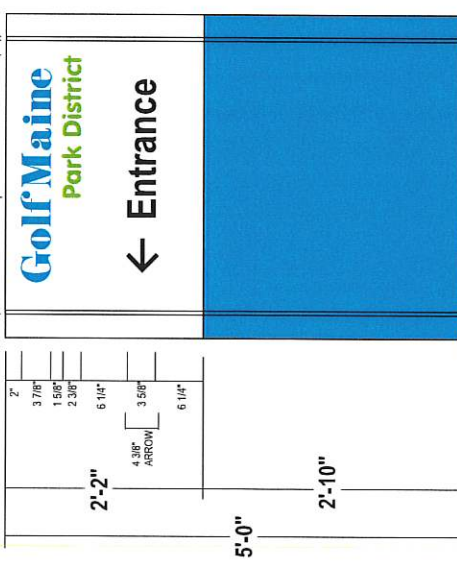
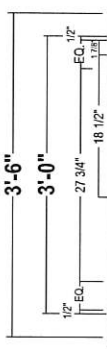
**Fabricate & Install**  
 Qty: One (1) -D/F Non-Illum. Directional

**FRAME:** 3" square tube frame (see color specs.)  
**POLES:** 3" x 3" square alum. posts - painted White & Blue (see specs.)  
**GRAPHICS:** Surface applied vinyls to match colors shown  
**FONT:** Arial Narrow upper & lower case

**EXISTING CONDITION**



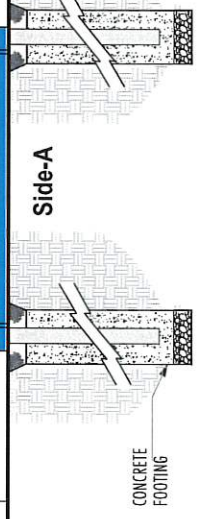
**PROPOSED**



Side View

Side View

Side-B



17.5 SQ. FT.

SCALE: 3/4"=1'-0"

**2** D/F NON-ILLUM. DIRECTIONAL GROUND SIGN

QTY:1

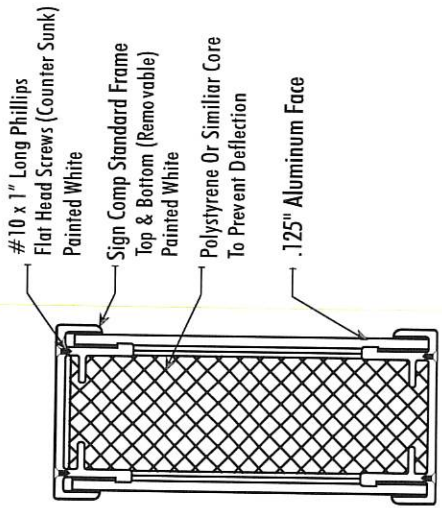
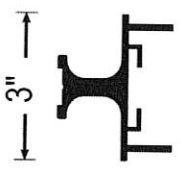
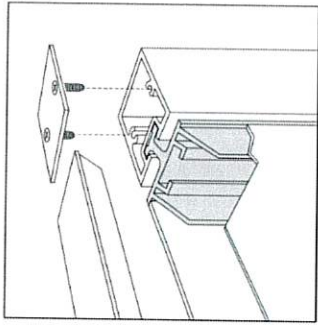


PAGE 03 of 04

THESE PLANS ARE THE EXCLUSIVE PROPERTY OF DESIGNGROUP SIGNAGE CORP AND ARE THE RESULT OF THE ORIGINAL WORK OF ITS EMPLOYEES. THEY ARE SUBMITTED TO YOUR COMPANY FOR THE SOLE PURPOSE OF YOUR CONSIDERATION OF WHETHER TO PURCHASE THESE PLANS OR TO PURCHASE FROM DESIGNGROUP SIGNAGE CORP A SIGN MANUFACTURED ACCORDING TO THESE PLANS. DISTRIBUTION OR EXHIBITION OF THESE PLANS TO ANY OTHER PARTY WITHOUT THE WRITTEN CONSENT OF DESIGNGROUP SIGNAGE CORP IS STRICTLY FORBIDDEN. IN THE EVENT THAT SUCH EXHIBITION OCCURS, DESIGNGROUP SIGNAGE CORP EXPECTS TO BE REIMBURSED \$500.00 IN COMPENSATION FOR THE HONOR EFFORT INVOLVED IN CREATING THESE PLANS.

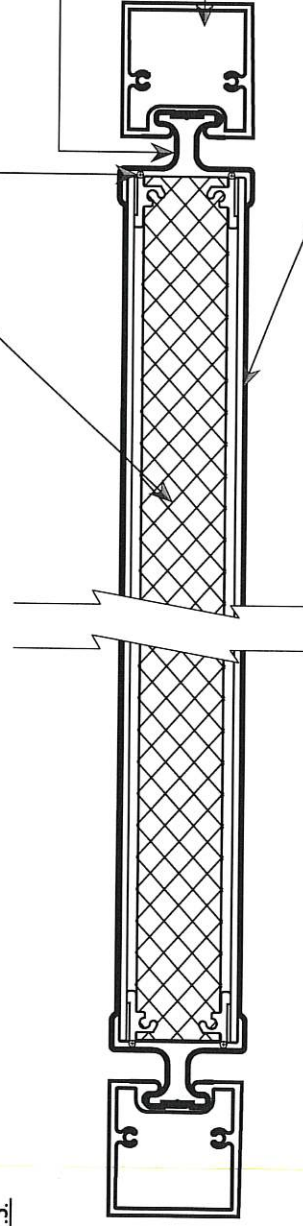
Item	Date	Notes
RP	1/24/22	INITIAL SALES DRAWING

Additional Notes



**SECTION VIEW**  
SCALE - N.T.S.

- Polystyrene Or Similar Core To Prevent Deflection
- #10 x 1" Long Phillips Flat Head Screws (Counter Sunk) Painted To Match White
- Sign Comp Standard Frame Sides (Removable)
- Sign Comp Standard Posts Painted White
- .125" Aluminum Face



**PLAN VIEW**  
SCALE - N.T.S.

2

**DESCRIPTION**

**Fabricate & Install**  
Qty: One (1) - D/F Non-Illum. Directional

FRAME: 3" square tube frame (see color specs.)  
 POLES: 3" x 3" square alum. posts - painted White & Blue (see specs.)  
 GRAPHICS: Surface applied vinyls to match colors shown  
 FONT: Arial Narrow upper & lower case



THESE PLANS ARE THE EXCLUSIVE PROPERTY OF DESIGNGROUP SIGNAGE CORP AND ARE THE RESULT OF THE ORIGINAL WORK OF ITS EMPLOYEES. THEY ARE SUBMITTED TO YOUR COMPANY FOR THE SOLE PURPOSE OF YOUR CONSIDERATION OF WHETHER TO PURCHASE THESE PLANS OR TO PURCHASE FROM DESIGNGROUP SIGNAGE CORP A SIGN MANUFACTURED ACCORDING TO THESE PLANS. DISTRIBUTION OR EXHIBITION OF THESE PLANS TO CONSTRUCT A SIGN SIMILAR TO THE ONE HEREIN IS STRICTLY FORBIDDEN IN THE EVENT THAT SUCH EXHIBITION OCCURS. DESIGNGROUP SIGNAGE CORP AGREES TO BE REIMBURSED \$500.00 IN COMPENSATION FOR TIME AND EFFORT INCURRED IN CREATING THESE PLANS.

Name	Date	Notes
MP	1/22/22	INITIAL SALES DRAWING

Additional Notes



2135 S. Frontage Rd. Des Plaines, IL 60018

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

PAGE 34  
**PROPOSAL**

230419-01

Date: 10/17/2023

Expires:

Drawing Numbers:

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

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

**Contact:** Kevin Hubka 847.297.3000 x110 kevin@gmpd.org

*★ EAST ENTRANCE*

Attached is our contract/proposal for the above project.

**Project Description:**

**Item Total:**

We are pleased to quote the following:

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

- Size: 5' x 10' x 24" deep with 2' x 10' skirt.
- Material: Polycarb face with opaque White vinyl for non-copy areas and digitally printed vinyl graphics for copy.
- .090 aluminum for cabinets skinned over steel angle frame.
- Illumination: Hanley White LED's and power supplies.
- EMC - Watchfire - 6mm 3' x 7'.
- Foundation: Two (2) steel tubes direct bury into concrete foundation.

**TOTAL INSTALL COST:**

\$65,956.40

**Deposit Rate: 50%**  
**Deposit: \$32,978.20**

**Subtotal: \$65,956.40**

**Total: \$65,956.40**

**EXTERIOR SIGNAGE:**

**The following is required to begin this project:**

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

**Permits and Procurement:**

Will be an additional charge to the Total Installed Contract Cost:  
Permits and any cost associated by city/village for permit approval: \$ AT COST  
Electrical permits are an additional \$100.00 per permit  
Procurement: \$ 300.00 (per application)  
Sign permit zoning fee (City of Chicago only) \$ 200.00 (per application)

**Salesperson: Ken Bucyk**

Buyer \_\_\_\_\_ Seller \_\_\_\_\_



2135 S. Frontage Rd. Des Plaines, IL 60018

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

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**PROPOSAL**

230419-01

Date:

10/17/2023

Expires:

Drawing Numbers:

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

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

**Contact:** Kevin Hubka 847.297.3000 x110 kevin@gmpd.org

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

**Permit Information Needed:**

If permits are needed, the following items are needed:

- a) Plat of survey.
  - b) Property management/landlord information.
  - c) Tenant/lessee information
  - d) Approved drawings.
  - e) Landlord consent document.
  - f) Account and site number or BIS from (City of Chicago PWU permits only).
  - g) COI per requirements to be furnished to client (City of Chicago PWU permits only)
  - h) City of Chicago Business license number.
  - i) The client must be in compliance with Village prior to permits being filed - including having signed leased and active or filed business license.
- Note: Permits cannot be filed until all required information and documents have been furnished. If there are important deadlines, openings, etc, that we need to meet,  
all information needs to be furnished in a timely manner to accommodate. permit approval timelines vary from village to village.

**SIGNAGE CONTRACT CLARIFICATIONS & EXCLUSIONS:**

- The locations of all signs must be provided by others prior to installation being scheduled.
- Authorized personnel must be available to verify sign locations.
- All digging sites to be flagged for J.U.L.I.E. by others.
- Private Utility Markings By Others
- DGSC must have full and complete access to all sign sites at all times during installation.
- For illuminated signs, adequate power must be at sign sites within 5'-0" of display and fully accessible.
- One set of submittal drawings is included; sample signs are not included unless otherwise specified.
- Custom colors or sign samples may carry an additional charge if other than standard.
- Reverse channel letters cannot be mounted on a reflective or gloss surface.
- Vector artwork in Adobe Illustrator CS2 or earlier, AutoCAD 2000 or earlier, or Corel Draw 12 or earlier in PC Format to be furnished by client.
- If permits are needed, permits and processing will be an additional cost. If any permits require variance/committee meetings, contractor's license,

**Salesperson: Ken Bucyk**

Buyer \_\_\_\_\_ Seller \_\_\_\_\_



2135 S. Frontage Rd. Des Plaines, IL 60018

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

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# PROPOSAL

230419-01

Date:

10/17/2023

Expires:

Drawing Numbers:

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

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

**Contact:** Kevin Hubka 847.297.3000 x110 kevin@gmpd.org

- bonds etc., an additional cost will apply.
- DGSC holds no liability on time frame of federal, city, state or local permit approvals
- If needed structural engineers stamp and calculation will be an additional cost.
- Project not bid as phase work. Phase work will carry an additional cost.
- All work to be done during regular business hours - 8:00am - 4:30pm - Monday-Friday.
- Change in scope will carry an additional cost.
- If project is tax exempt - Tax exempt certificate needed.
- Retention has not been allowed for in this project.
- Proposal is good for 30 days unless otherwise specified.
- LED warranty varies by Manufacturer
- DGSC must received a signed and dated proposal to proceed with project.
- DGSC must receive signed and dated drawings to proceed with fabrication.

**Signage Installation:**

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

**Cancellation/Refund Policy:**

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

**Signage Contract Payment Terms:**

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

**Salesperson: Ken Bucyk**

Buyer's Acceptance \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Seller's Acceptance \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_



EXAMPLE OF EXISTING MONUMENT



Top View



Side-A

Side View

Side-B

D.F. ILLUMINATED MONUMENT

SCALE: 3/8"=1'-0"

SIMULATED NIGHT VIEW



2135 S. Frontage Rd. - Des Plaines, IL 60018  
 847-390-0350 - Fax 847-390-9231  
 kevin@designgroupinc.com

**JOB # 230419**  
**JOB NAME** Golf Maine Park District  
**Location** attn: Kevin Hubba  
 8800 W. Kelly Lane  
 NHes, IL 60714  
 847.397.3000 x110  
 kevin@gmjd.org

- Sign Specifications**
- Interior
  - Exterior
  - Single face
  - Double Face
  - Non-Illuminated
  - Illuminated - 120v / 20 Amps

- Colors**
- Process Cyan Blue
  - PMS 369 Green
  - Opaque white vinyl
  - Polycarbonate white
- NOTE: VERIFY COLORS HIGHLIGHTED IN RED**

- Approved
  - Approved As Noted
  - Revise & Resubmit
- Date: / /  
 By: / /

Drawn By: KP Checked By: JG

**DESCRIPTION**

**Fabricate & Install**  
**Qty: One (1) -D/F Illuminated Monument**

**CABINET:** 24" deep aluminum extruded cabinet, skinned in .080" alum.  
**FACES:** 3/16" polycarbonate faces  
**GRAPHICS:** Copy, Surface applied translucent vinyl (see color spec);  
 illuminated at night.  
**ILLUM.:** Internally illuminated with White LED as required by manufacturer; Power supplies to be housed within cabinet.

Name	Date	Notes
KP	XX/XX/XX	INITIAL SHEET DRAWING

THESE PLANS ARE THE EXCLUSIVE PROPERTY OF RESURGENCE SIGNAGE CORP AND ARE THE RESULT OF THE ORIGINAL WORK OF ITS EMPLOYEES. THEY ARE SUBMITTED TO YOUR COMPANY FOR THE SOLE PURPOSE OF YOUR CONSIDERATION OF WHETHER TO PURCHASE THESE PLANS OR TO PURCHASE FROM RESURGENCE CORP A SIGN MANUFACTURED ACCORDING TO THESE PLANS. NO DISTRIBUTION OR EXHIBITION OF THESE PLANS TO CONSTRUCT A SIGN SIMILAR TO THE HEREIN'S SUBJECT IS PROHIBITED IN THE EVENT THAT SUCH EXHIBITION OCCURS. RESURGENCE SIGNAGE CORP EXPECTS TO BE REIMBURSED \$500.00 IN COMPENSATION FOR THE HARD EFFORT ENTAINED IN CREATING THESE PLANS.



PAGE 01 of 04

**DG Design Group**  
**Signage Corp.**  
 2135 S. Frontage Rd. - Deer Plains, IL 60018  
 847-390-0350 - Fax 847-390-9731  
 kevin@dgcorp.com

**JOB # 230419**

**JOB NAME**  
 Golf Maine  
 Park District  
 Niles, IL

**Location**  
 8800 W. Kaitiy Lane  
 Niles, IL 60714  
 847.297.2000 x110  
 kevin@dgcorp.com

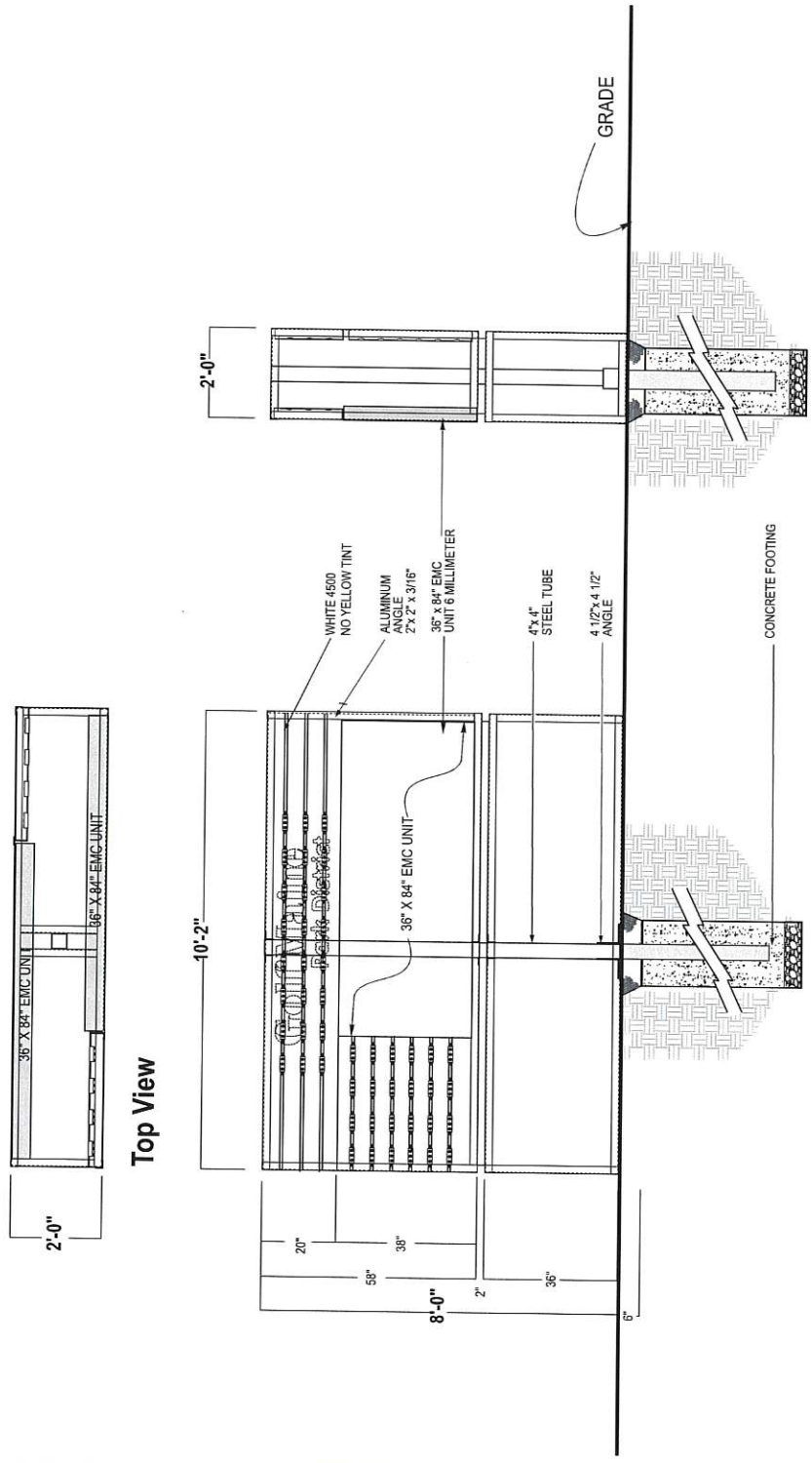
**Sign Specifications**  
 Interior  Exterior  
 Single Face  Double Face  
 Non-Illuminated  Illuminated - 120v / 20 Amps

**Colors**  
 Process Cyan Blue  
 PMS 369 Green  
 Opaque white vinyl  
 Polycarbonate white  
**NOTE: VERY COLORS HIGHLIGHTED IN RED**

Approved  
 Approved As Noted  
 Revise & Resubmit  
 Date: / /  
 By: / /  
 Drawn By: KP Checked By: JG

**DESCRIPTION**

**Fabricate & Install**  
 Qty: One (1) - D/F Illuminated Monument  
**CABINET:** 24" deep aluminum extruded cabinet, skinned in .080" alum.  
**FACES:** 3/16" polycarbonate faces  
**GRAPHICS:** Copr. Surface applied translucent vinyl (see color specs); to illuminate at night  
**ILLUM.:** Internally illuminated with White LED as required by manufacturer; Power supplies to be housed within cabinet.



Front View

Side View

1 D.F. ILLUMINATED MONUMENT

SCALE: 3/8"=1'-0"



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Name	Date	Notes
KP	XX/XX/XX	INITIAL SALES DRAWING

Additional Notes