

**GOLF MAINE PARK DISTRICT  
VIRTUAL REGULAR RESCHEDULED BOARD MEETING**

**Call in Number +1 312 626 6799**

**Meeting ID: 862 3898 1890**

**Passcode: 465705**

**To call into meeting, please dial the call-in number above. When prompted, please enter the meeting ID**

**-AGENDA-**

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**December 21, 2020**

**7:00 PM**

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**1. Call to Order**

Remote Attendance - As outlined per guidelines set to public bodies on the open meeting act during the COVID-19 pandemic emergency, this meeting is being presented as a "virtual meeting" using ZOOM as the host. This is within compliance of Senate Bill 2135 to allow public bodies, such as village boards, park boards and school boards, to hold meetings via audio or video conference during times when the Governor has issued a public health related disaster proclamation. President Shah has determined that an in-person meeting or a meeting conducted under the Open Meetings Act would not be practical or prudent because of a disaster.

**2. Roll Call**

**3. Visitors/Visitor Comment**

**4. Changes or Additions to the Agenda**

**5. Approval of the Consent Agenda**

- i. Minutes of the November 19, 2020 Virtual Public Hearing
- ii. Minutes of the November 19, 2020 Virtual Regular Board Meeting
- iii. Minutes of the November 10, 2020 MNASR Board Meeting
- iv. Minutes of the November 10, 2020 MNASR Special Board Meeting
- v. Treasurers Report September 2020
- vi. Treasurers Report October 2020
- vii. Treasurers Report November 2020
- viii. Bills Payable December 2020
- ix. Resolution 20-05 A Resolution Authorizing the Park District Board President to Execute an Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds With Cook County, Illinois
- x. Approval of Change Order #2 (Barton Electric, Inc.) Deletion of Spoil Removal and Site Restoration @ \$4,248.00
- xi. Approval of Change Order #1 (Ken Nelson Construction) Total Additions @ \$44,885.20 Total Deletions @ \$78,490.00 Total Change Order @ (\$33,604.80)
- xii. Approval of Pay Application #6 (Barton Electric, Inc.) For Dee Park Improvements - Sports Lighting @ \$10,629.00
- xiii. Approval of Pay Application #3 (Ken Nelson Construction) For Dee Park OSLAD Project @ \$207,130.98
- xvi. Approval of Professional Services (Design Perspectives) for Dee Park OSLAD Project @ \$940.25
- xv. Approval of Contractual Services (James Majewski) for Time and Material Work @ \$581.55

**6. New Business**

- i. Approval of Appointed Commissioner
- ii.

**7. 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.

**8. Adjournment**

\*Indicates information attached

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

**MINUTES OF THE VIRTUAL PUBLIC MEETING  
BOARD OF COMMISSIONERS OF THE GOLF MAINE PARK DISTRICT  
MAINE TOWNSHIP, COOK COUNTY, ILLINOIS  
HELD ON NOVEMBER 19, 2020**

**1. CALL TO ORDER**

- a. President Shah called the meeting to order at 7:02pm.

Remote Attendance - As outlined per guidelines set to public bodies on the open meeting act during the COVID-19 pandemic emergency, this meeting is being presented as a "virtual meeting" using ZOOM as the host. This is within compliance of Senate Bill 2135 to allow public bodies, such as village boards, park boards and school boards, to hold meetings via audio or video conference during times when the Governor has issued a public health related disaster proclamation. President Jinal Shah has determined that an in-person meeting or a meeting conducted under the Open Meetings Act would not be practical or prudent because of a disaster.

**2. ROLL CALL**

- a. Roll was called:           Present: Jinal Shah, Jay Shah, Jasmin Zahirovic  
   Absent: Nicole Nembhard
- b. Staff Present:           Mark Resnick, Executive Director. John Jekot, Director of  
   Special Projects & Administration

**3. PROPOSED 2020 TAX LEVY**

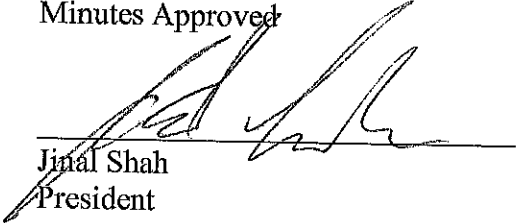
- a. John Jekot stated that at last month meeting, the Board approved a call for public hearing to approve property tax increase, which is what this meeting is. John also stated this meeting gives the public an opportunity to ask questions or express concerns regarding the increase. A public meeting notice was placed in the Journal newspaper as well as being posted in our facilities.

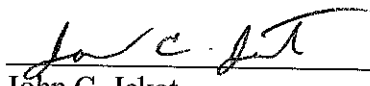
**4. ADJOURNMENT**

- a. President Jinal Shah moved to adjourn the meeting.  
b. Seconded by Commissioner Zahirovic  
c. Roll was called:           Ayes: 3           Nay: 0  
d. Meeting adjourned at 7:04pm

12-21-2020

Minutes Approved

  
Jinal Shah  
President

  
John C. Jekot  
Secretary

**MINUTES OF THE VIRTUAL REGULAR MEETING  
BOARD OF COMMISSIONERS OF THE GOLF MAINE PARK DISTRICT  
MAINE TOWNSHIP, COOK COUNTY, ILLINOIS  
HELD ON NOVEMBER 19, 2020**

**1. CALL TO ORDER**

- a. President Jinal Shah called the meeting to order at 7:05pm

**2. APPROVAL OF REMOTE PARTICIPATION**

- a. As outlined per guidelines set to public bodies on the open meeting act during the COVID-19 pandemic emergency, this meeting is being presented as a "virtual Meeting" using ZOOM as the host.

**3. ROLL CALL**

- a. Roll was called:           Present: Jinal Shah, Jay Shah, Jasmin Zahirovic  
  Absent: Nicole Nembhard
- b. Staff Present: Mark Resnick, Executive Director. John Jekot, Director of Special Projects & Administration.

**4. VISITORS / VISITOR COMMENTS**

- a. There were no visitors present

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

- a. None

**6. APPROVAL OF THE CONSENT AGENDA**

- a. President Jinal Shah moved to approve the consent agenda.
- b. Seconded by Commissioner Zahirovic
- c. Roll was called:                   Ayes: 3           Nays: 0

**7. UNFINISHED or CONTINUING BUSINESS**

- a. Audit FYE April 30, 2020 Formally Received Approval
  - i. Last month, a presentation was given by Monika Adamski, from Lauterbach & Amen, LLP presented our annual audit report
  - ii. President Jinal Shah moved to formally receive this report
  - iii. Seconded by Commissioner Zahirovic
  - iv. Roll was called:           Ayes: 3           Nays: 0
- b. Approval of Ordinance 20-03 Tax Levy for 2020, Resolution 20-03 Instructions to Cook County Reducing Tax Levy, and Resolution 20-04 Truth in Taxation.
  - i. President Jinal Shah moved to approve
  - ii. Seconded by Commissioner Zahirovic
  - iii. Roll was called:           Ayes: 3           Nays: 0

## 8. NEW BUSINESS

- a. Approval of Professional Services (Design Perspectives) for Dee Park OSLAD Project  
@ \$1,875.00
  - i. President Jinal Shah moved to approve
  - ii. Seconded by Commissioner Jay Shah
  - iii. Roll was called: Ayes: 3 Nays: 0
- b. Approval of 2021 Regular Board Meeting Schedule
  - i. President Jinal Shah moved to approve
  - ii. Seconded by Commissioner Zahirovic
  - iii. Roll was called: Ayes: 3 Nays: 0

## 9. CLOSED SESSION

- a. None


## 10. ADJOURNMENT

- a. President Jinal Shah moved to adjourn the meeting.
- b. Seconded by Commissioner Jay Shah
- c. Roll was called: Ayes: 3 Nays: 0
- d. Meeting adjourned at 7:19pm

12-21-2020

Minutes Approved

  
Jinal Shah  
President

  
John C. Jekot  
Secretary

THE MAINE NILES ASSOCIATION OF SPECIAL RECREATION  
BOARD OF DIRECTORS MEETING

November 10, 2020

Tom Elenz called the November 10, 2020 meeting to order at 2:01 PM. The meeting was held in person in the Community Room of the Morton Grove Park District, with the zoom platform due to COVID-19. Breitlow was physically present at the meeting. It was verified all attendees could be heard and hear, upon their entry to the meeting. The following board members were in attendance:

Don Miletic, Des Plaines Park District (via zoom), arrived at 2:12 PM  
John Jekot, Golf Maine Park District  
Melissa Rimdzius, Village of Lincolnwood (via zoom), arrived at 2:02 PM  
Jeff Wait, Morton Grove Park District  
Tom Elenz, Niles Park District  
Gayle Mountcastle, Park Ridge Park District  
Michelle Tuft, Skokie Park District

Staff in attendance: Tom Byczek, Audra Ebling, Jennifer Gebeck, Sonia Varughese, Peggy Wilson

A motion to approve the consent agenda was made by John Jekot and seconded by Michelle Tuft. This passed in a roll call vote as follows:

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

The consent agenda consisted of: Minutes of the August 25, 2020 Board Meeting; Minutes of the September 9, 2020 Special Board Meeting, Minutes of the September 9, 2020 Executive Session; Treasurers Report for the months ending August 31, 2020, September 30, 2020, and October 31, 2020; Voucher list of bills presented for the November 10, 2020 Board Meeting in the amount of \$154,041.73.

Staff reports were reviewed. Superintendent Gebeck reviewed the survey that had been conducted with participants and families about returning to in person programming. She also reviewed an example of a social story used in programming. Communications and Marketing Manager Ebling reviewed the streamlined process for the brochure, utilizing input from the recreation staff and Rectrac. She also indicated M-NASR is now producing brochures much quicker, due to shorter 6-week seasons being offered as a result of COVID. Development Officer Wilson highlighted that the annual fundraising raffle had sold out early. Wilson also reported on updates to the scholarship process that had been developed. There were no questions on the budget report.

Breitlow reviewed updates to her work plan including that a few items will be rolling into 2021. Breitlow discussed she will be holding a goals workshop for the rest of the staff.

President Elenz read and presented a proclamation in celebration of Superintendent Gebeck's 25<sup>th</sup> anniversary with the agency.

The board discussed the rotation of officer positions in the upcoming years.

The board reviewed the proposed 2021 board meeting dates and agreed the next meeting would be held via zoom due to COVID-19.

A motion was made by Michelle Tuft at 2:21 PM and seconded by Jeff Wait to convene into executive session in accordance with the Open Meetings Act, sections 120/2 (c)21.

This passed in a voice vote as follows:

Des Plaines: Yes

Golf Maine: Yes

Morton Grove: Yes

Lincolnwood: Yes

Niles: Yes

Park Ridge: Yes

Skokie: Yes

A motion was made at 2:24 PM by John Jekot and seconded by Jeff Wait to reconvene to the regular board of directors meeting. This passed in a voice vote as follows:

Des Plaines: Yes

Golf Maine: Yes

Morton Grove: Yes

Lincolnwood: Yes

Niles: Yes

Park Ridge: Yes

Skokie: Yes

A motion was made by Michelle Tuft and seconded by Jeff Wait to approve Resolution 2020-1, Determining the Confidentiality of Closed Session Minutes. This passed in a voice vote as follows:

Des Plaines: Yes

Golf Maine: Yes

Lincolnwood: Yes

Morton Grove: Yes

Niles: Yes

Park Ridge: Yes

Skokie: Yes

A motion was made by John Jekot and seconded by Michelle Tuft to approve Resolution 2020-2, Providing for the Destruction of Certain Verbatim Recordings of Closed Session Minutes. This passed in a voice vote as follows:

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

A motion was made at 2:28 PM by Michelle Tuft and seconded by John Jekot to adjourn the November 10, 2020 board meeting. This passed in a voice vote as follows:

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

\_\_\_\_\_  
Secretary, Trisha Breitlow

\_\_\_\_\_  
Date

\_\_\_\_\_  
President, Tom Elenz, Niles Park District

\_\_\_\_\_  
Date

**MAINE-NILES ASSOCIATION OF SPECIAL RECREATION  
COMPARATIVE MONTH TREASURER'S REPORT  
FOR THE MONTHS OF OCTOBER 31, 2020 AND NOVEMBER 30, 2020**

	<u>OCTOBER</u>	<u>NOVEMBER</u>
<b><u>MONTHLY CASH POSITION</u></b>		
BEGINNING BALANCE	\$ 818,292.61	\$ 693,643.95
CASH RECEIPTS	15,781.82	184,995.18
INTEREST	45.50	43.99
TRANSFERS INTO CASH ACCOUNTS		
TRANSFERS OUT OF INVESTMENTS	(101,974.52)	(77,637.35)
DISBURSEMENTS ON LIST OF BILLS	(27,551.07)	(32,798.35)
OTHER INCREASES/(DECREASES) *	(10,950.39)	9,314.69
<b>ENDING BALANCE</b>	<b>\$ 693,643.95</b>	<b>\$ 777,562.11</b>
<b><u>BANK BALANCES BY ACCOUNT</u></b>		
GENERAL ACCOUNT	\$ 304,147.54	\$ 378,688.95
PAYROLL ACCOUNT	27,607.41	36,940.17
IMPREST ACCOUNT	1,466.08	1,466.08
NOW ACCOUNT	354,965.01	355,008.62
<b>TOTAL CASH ACCOUNTS</b>	<b>\$ 688,186.04</b>	<b>\$ 772,103.82</b>
<b>ILLINOIS FUNDS MONEY MARKET ACCOUNT</b>	<b>\$ 5,457.91</b>	<b>\$ 5,458.29</b>
<b>TOTAL INVESTMENT ACCOUNTS</b>	<b>\$ 5,457.91</b>	<b>\$ 5,458.29</b>
<b>TOTAL CASH AND INVESTMENTS</b>	<b>\$ 693,643.95</b>	<b>\$ 777,562.11</b>

**DETAILED INVESTMENT INFORMATION**  
**ILLINOIS FUNDS MONEY MARKET ACCOUNT AND THE  
FIFTH THIRD BUSINESS NOW ACCOUNT**

MONTHLY INTEREST INCOME	\$ 45.50	\$ 43.99
YEAR-TO-DATE INTEREST INCOME	\$ 1,674.49	\$ 1,718.48

\* "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 OCTOBER 31, 2020 AND NOVEMBER 30, 2020**

(Unaudited)

	OCTOBER	NOVEMBER
<b>ASSETS</b>		
Cash at bank	333,221.03	417,095.20
Cash - NOW Account	354,965.01	355,008.62
Petty cash	186.94	186.94
Investments	5,457.91	5,458.29
Accounts receivable	5,159.93	2,506.62
Prepaid expenses	15,130.51	16,618.36
<b>Total assets</b>	<b>\$ 714,121.33</b>	<b>\$ 796,874.03</b>
<b>LIABILITIES AND EQUITY</b>		
<b>Liabilities</b>		
Payables, accruals and deferred revenues	\$ 22,852.08	\$ 23,225.68
<b>Total liabilities</b>	<b>22,852.08</b>	<b>23,225.68</b>
<b>Fund Balance</b>		
Beginning of the year	\$ 665,272.50	\$ 665,272.50
Current year activity	25,996.75	108,375.85
<b>Total fund balance</b>	<b>691,269.25</b>	<b>773,648.35</b>
<b>Total liabilities and equity</b>	<b>\$ 714,121.33</b>	<b>\$ 796,874.03</b>

**THE MAINE NILES ASSOCIATION OF SPECIAL RECREATION  
BOARD OF DIRECTORS SPECIAL MEETING- BUDGET WORKSHOP**

**November 10, 2020**

Tom Elenz called the November 10, 2020 budget workshop meeting to order at 2:28 PM. The meeting was held in person, with the zoom platform due to COVID-19. Breitlow was present at the M-NASR office. It was verified all attendees could be heard and hear, upon their entry to the meeting. The following board members were in attendance:

Don Miletic, Des Plaines Park District (via zoom)

John Jekot, Golf Maine Park District

Melissa Rimdzius, Village of Lincolnwood (via zoom)

Jeff Wait, Morton Grove Park District

Tom Elenz, Niles Park District

Gayle Mountcastle, Park Ridge Park District

Michelle Tuft, Skokie Park District

Breitlow reviewed the proposed 2021 budget and items related including:

**Organizational Chart-** Breitlow presented an organizational chart showing which positions were currently unfilled, and plan to consolidate the registrar, front desk assistant, and special projects assistant positions. She presented a timeline of hiring for the consolidated position no sooner than April 1, and planning on maximum 12 months total for the two open recreation specialist positions. The hiring timeline is dependent on continuing to monitor the effects of COVID-19.

**Salary Ranges-** The salary ranges for 2021 were proposed, an increase of 2% to the 2020 ranges. There were questions on how to move staff along a scale if typical 3% raises barely keep staff above a 2% scale increase. Breitlow indicated entry level staff are typically hired at least 4% above the bottom, most staff currently are not near the bottom of their range, and that her goal is to eventually have the ranges reviewed professionally and be able to present strategies to address where staff should fall within their range.

**Merit Increases-** Breitlow indicated the proposed 2021 budget allows for 2% raises for current full time staff (not those hired in 2021), and excluding herself, effective at six months, rather than the typical date of January 1. Breitlow will bring this to the board for approval before allowing raises. The board indicated 2% might be low and could possibly consider a higher amount depending on the agency's financial position in June.

**Health Insurance-** Breitlow presented multiple insurance plans, and strategies for employee contribution as the current plan premium is increasing by more than 11%. The plan will also change from a February 1 to January 1 start date. Breitlow was asked to check if M-NASR is priced as a large or small agency. Breitlow recommended continuing with the current BCBS PPO and HMO plans with the current employee contribution rates of employees at 5%, employees plus one at 15% and families at 17%, as well as now charging the same contribution for dental coverage.

**2020 Fund Balance Surplus-** Due to a large surplus in the 2020 budget related to COVID-19, the board requested consideration of a return of some of the member district contributions. It was determined the fourth quarter total contribution would be reduced by \$275,000 total and divided by each park district based on their percentage of the total 2020 contribution. Fourth quarter contribution invoices will be sent to the park districts later in the week. This will result in the budget showing a loss of approximately \$26,000. However, the fund balance will still be over the required amount for both 2020 and 2021.

**2021 Member District Contributions and Fund Balance Policy-** The board discussed the current fund balance policy and potential changes. Breitlow was directed to bring an updated policy to the Board for approval. The new policy will require an operating fund balance of 25% of the total expenses minus inclusion reimbursement. For 2021, the 2020 budgeted numbers will be used to calculate the required fund balance minimum. The new policy will not require a general reserve fund. Based on this discussion, the board recommend the option number three presented for member district contributions for 2021, totaling \$1,359,806.75.

**2021 Proposed Budget-** Breitlow presented the 2021 proposed budget, highlighting major changes and reductions. The budget will be voted on at the December 15 board meeting.

A motion was made at 3:30 PM by Tom Elenz and seconded by Gayle Mountcastle to adjourn the August 25, 2020 board meeting. This passed in a roll call vote as follows:

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

\_\_\_\_\_  
Secretary, Trisha Breitlow

\_\_\_\_\_  
Date

\_\_\_\_\_  
President, Tom Elenz, Niles Park District

\_\_\_\_\_  
Date

Check Date	Bank	Check #	Vendor Code	Vendor Name	Invoice Total	Credit Total	Total Amount	# Invoices
12/21/2020	NOW	25970	00626	AEROTECH INC IT & MARKETING	365.00	0.00	365.00	1
12/21/2020	NOW	25971	00522	AIR COMFORT CORPORATION HVAC REPAIRS/FELDMAN	319.25	0.00	319.25	2
12/21/2020	NOW	25972	00604	AMAZON CAPITAL SERVICES MAINTENANCE/OFFICE SUPPLY	1,166.94	0.00	1,166.94	6
12/21/2020	NOW	25973	00030	ANDERSON LOCK LOCK REPAIRS/DEE	358.40	0.00	358.40	1
12/21/2020	NOW	25974	00515	ANDERSON PEST SOLUTIONS PEST CONTROL/FELDMAN	149.10	0.00	149.10	2
12/21/2020	NOW	25975	00516	AQUA ILLINOIS, INC. WATER SERVICE	502.26	0.00	502.26	3
12/21/2020	NOW	25976	00339	AT & T - PHONE/INTERNET/WEB HOSTING	372.01	0.00	372.01	2
12/21/2020	NOW	25977	00351	AT & T INTERNET DEE PARK/INTERNET	224.51	0.00	224.51	1
12/21/2020	NOW	25978	00452	AT&T MOBILITY CELL PHONE SERVICE	76.97	0.00	76.97	1
12/21/2020	NOW	25979	00156	COM ED ELECTRIC SERVICE	2,473.59	0.00	2,473.59	2
12/21/2020	NOW	25980	00534	COMCAST HIGH SPEED INTERNET SERVICE	148.35	0.00	148.35	1
12/21/2020	NOW	25981	00174	FREDRIKSEN FIRE EQUIPMENT CO. FIRE EXTINGUISHER	244.55	0.00	244.55	2
12/21/2020	NOW	25982	00370	GROOT RECYCLING AND WASTE WASTE PICK UP SERVICE	457.40	0.00	457.40	2
12/21/2020	NOW	25983	00631	JAMES MAJEWSKI WINTERIZING & REPAIRS/DEE	581.55	0.00	581.55	1
12/21/2020	NOW	25984	00069	KONE INC. ELEVATOR MAINTENANCE	579.96	0.00	579.96	1
12/21/2020	NOW	25985	00080	MAINE NILES ASSN OF SPEC. REC. MEMBER CONTRIBUTION	2,646.82	0.00	2,646.82	1
12/21/2020	NOW	25986	00096	NICOR GAS GAS SERVICE	1,003.14	0.00	1,003.14	2
12/21/2020	NOW	25987	00116	PDMA HEALTH/RISK MANAGEMENT SERVICE	7,906.85	0.00	7,906.85	2
12/21/2020	NOW	25988	00517	QUEST MAINTENANCE, LTD. CLEANING/DEE PARK	698.00	0.00	698.00	1
12/21/2020	NOW	25989	00126	QUILL CORPORATION OFFICE SUPPLIES	164.86	0.00	164.86	2
12/21/2020	NOW	25990	00623	SOS TECHNOLOGIES PPE SUPPLIES	159.50	0.00	159.50	1
12/21/2020	NOW	25991	00409	TRESSLER, LLP LEGAL SERVICES	1,760.00	0.00	1,760.00	2
12/21/2020	NOW	25992	00484	VORTEX REPAIR PARTS/SPLASH PAD	108.56	0.00	108.56	1

Num Checks: 23 Num Stubs: 0 Num Invoices: 40 Total Amount: 22,467.57

**GOLF MAINE PARK DISTRICT**

**RESOLUTION 20-05**

**A RESOLUTION AUTHORIZING THE PARK DISTRICT BOARD PRESIDENT TO EXECUTE  
AN INTERGOVERNMENTAL AND SUBRECIPIENT AGREEMENT FOR CORONAVIRUS  
RELIEF FUNDS WITH COOK COUNTY, ILLINOIS**

**WHEREAS**, the Golf Maine Park District Cook County, Illinois desire to enter into an Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds) "Agreement"), (Exhibit A); and

**WHEREAS**, it would be in the best interests of the Golf Maine Park District and its citizens to enter into the attached Agreement (Exhibit A).

**NOW, THEREFORE BE IT RESOLVED** by the Board of Commissioners of the Golf Maine Park District as follows:

**SECTION 1:** That the Golf Maine Park district Board President, or his or her designee, be and is hereby authorized and directed to execute the attached Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds (Exhibit A) by and between the Golf Maine Park District and Cook County, Illinois, and to take such further steps to comply with the terms and conditions set forth therein.

**SECTION 2:** That this Resolution shall be in full force and effect after passage and approval as required by law.

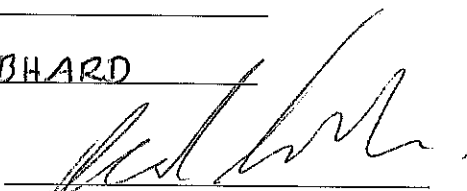
Adopted this 21<sup>st</sup> day of December, 2020 pursuant to a roll call vote as follows:

3 Ayes: JINAL SHAH, JAY SHAH, JASMIN ZAHIROVIC

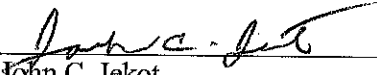
0 Nays: NONE

0 Abstained: NONE

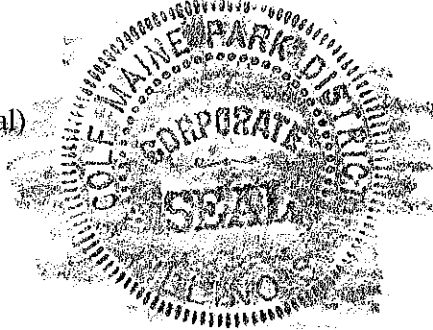
1 Absent & Not Voting: NICOLE NEMBARD

  
Jinal Shah  
President, Board of Commissioners  
Golf Maine Park District

ATTESTED this 21<sup>st</sup> day of December, 2020

  
John C. Jekot  
Secretary, Board of Park Commissioners  
Golf Maine Park District

(Seal)



**INTERGOVERNMENTAL AND SUBRECIPIENT AGREEMENT  
FOR  
CORONAVIRUS RELIEF FUNDS**



**Between**

**COUNTY OF COOK, ILLINOIS**

**And**

**GOLF MAINE PARK DISTRICT**

**Entered into this 15TH day of OCTOBER, 2020**

## SUBAWARD INFORMATION

The following information is provided pursuant to 2 C.F.R. 200.331(a)(1):

- Subrecipient's name (must match the name associated with its unique entity identifier):  
GOLF MAINE PARK DISTRICT
- Subrecipient's unique entity identifier (DUNS): 06-026-0017
- Subaward Period of Performance Start and End Date: July 1, 2020, through December 30, 2020.
- Total Amount of Federal Funds allocated to the Subrecipient: \$5,000.00
- Federal Award Program Description:  
Cook County has received Coronavirus Relief Funds pursuant to the CARES Act, a portion of which it has chosen to allocate in the spirit of intergovernmental cooperation to suburban municipalities in Cook County. Suburban municipalities which for the purposes of this agreement include municipalities, townships and fire protection districts in suburban Cook County may apply for County awarded Coronavirus Relief Funds pursuant to the following procedures and consistent with eligibility guidance. Requests will be reviewed by the Cook County Bureau of Finance Program Management Office (PMO) of the COVID-19 Financial Response Plan. Available funds will be distributed to suburban municipalities consistent with their respective allocations and based on the type of expenditure, the volume of requests, and the balance of funds available.
- Name of Federal Awarding Agency: U.S. Department of the Treasury
- Name of pass-through entity: Cook County, IL
- Contact Information for pass-through entity: Ammar M. Rizki, Chief Financial Officer, Cook County Bureau of Finance, 118 N. Clark Street, Suite 1127. Chicago, Illinois 60602. Email Info: [SuburbanCovidFundingRequest@cookcountyil.gov](mailto:SuburbanCovidFundingRequest@cookcountyil.gov)
- Award is for Research & Development (R&D): NO

**THIS AGREEMENT** entered this 15TH day of OCTOBER, 2020, by and between the County of Cook, Illinois, a body politic and corporate of the State of Illinois, through the Office of the Chief Financial Officer and Bureau of Finance (herein called "Cook County"), and GOLF MAINE PARK DISTRICT (herein called "Subrecipient"). Cook County and Subrecipient shall sometimes be referred to herein individually as the "Party" and collectively as the "Parties."

**WHEREAS**, on March 13, 2020, the President of the United States issued a Proclamation on Declaring a National Public Health Emergency as a result of the COVID-19 outbreak; and

**WHEREAS**, on March 27, 2020, the President of the United States signed into law the Coronavirus Aid, Relief, and Economic Security Act (the "CARES Act"); and

**WHEREAS**, the CARES Act established the Coronavirus Relief Fund ("CRF"), which provides aid to certain eligible local governments to address necessary expenditures due to the COVID-19 Public Health Emergency; and

**WHEREAS**, Cook County qualified as an eligible local government and received CRF funding from the U.S Department of Treasury; and

**WHEREAS**, federal guidance issued by the U.S. Department of Treasury indicates that a unit of local government may transfer a portion of its CRF funding to a smaller unit of local government provided that such transfer qualifies as a "necessary expenditure" to the Public Health Emergency and meets the criteria of Section 601 (d) of the Social Security Act as added by Section 5001 of the CARES Act; and

**WHEREAS**, Article VII, Section 10 of the 1970 Illinois Constitution and the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.) and other applicable law permit and encourage units of local government to cooperate with and support each other in the exercise of their authority and the performance of their responsibilities; and

**WHEREAS**, the Illinois Intergovernmental Cooperation Act authorizes units of local government to combine, transfer or jointly exercise any power, privilege, function, or authority which either of them may exercise, and to enter into agreements for the performance of governmental services, activities, or undertakings, and

**WHEREAS**, Cook County acknowledges that there are local municipalities within Cook County that were not eligible to receive a portion of CRF and Cook County, through the spirit of intergovernmental cooperation, desires to provide a portion of its CRF funding to aid such local municipalities in addressing the impacts of the COVID-19 Public Health Emergency; and

**WHEREAS**, Section 601(d) of the Social Security Act, as added by section 5001 of the CARES Act requires that units of local government use the funds received to cover only those costs that (1) are necessary expenditures incurred due to the public health emergency with respect to the COVID-19; (2) were not accounted for in the budget most recently approved as of March 27, 2020, (the date of enactment of the CARES Act) for the state or local government; and (3) were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020; and

**WHEREAS**, in order to provide funds for Subrecipient to pay necessary expenditures it has or will incur due to the COVID-19 public health emergency, the Parties have agreed that Cook County, in its sole and absolute discretion, may reimburse Subrecipient for eligible expenses as provided herein.

**NOW, THEREFORE**, the Parties mutually agree as follows:

## **I. AGREEMENT TERM**

- A. This Agreement shall become effective on the date of execution, and end on December 30, 2020 (the "Initial Term").
- B. This Agreement may be extended beyond the Initial Term only upon the written approval of both Parties; provided, however, that all terms and conditions of this Agreement shall remain in full force and effect unless this Agreement is specifically amended.
- C. Cook County, in its sole and absolute discretion, may terminate this Agreement at any time.

## **II. ACTIVITIES & ELIGIBLE EXPENSES**

### **A. Activities**

Subrecipient shall be responsible for administering all COVID-19 response activities in a manner satisfactory to Cook County and consistent with any standards required as a condition of providing these funds. Allowable activities must be directly tied to response and recovery efforts related to COVID-19 and must be allowable pursuant to the CRF requirements.

### **B. Eligible Expenses**

Cook County, in its sole and absolute discretion, may reimburse and/or provide funding to Subrecipient for "Eligible Expenses" as described on Attachment A of this Agreement. Notwithstanding anything herein to the contrary, "Eligible Expenses" shall not include lost revenue. Failure of Subrecipient to comply with the provisions of this Agreement, including non-compliance with 2 C.F.R. 200, may result in expenses being disallowed, withholding of federal funds, and/or termination of this Agreement.

## **III. NOTICES**

Notices to Cook County as required by this Agreement shall be delivered in writing, via email and addressed to Cook County as set forth below. Notices to Subrecipient as required by this Agreement shall be in writing, via email and addressed to Subrecipient as set forth below. All such notices shall also be deemed duly given if personally delivered, or if deposited in the United States mail, registered or certified return receipt requested.

Ammar M. Rizki

Chief Financial Officer

Cook County Bureau of Finance

118 N. Clark Street, Suite 1127

Chicago, IL 60602

[SuburbanCovidFundingRequest@cookcountyil.gov](mailto:SuburbanCovidFundingRequest@cookcountyil.gov)

Name of Subrecipient: Golf Maine Park District

Address: 8800 W. Kathy Lane, Niles IL 60714

Email: [John@GMPD.org](mailto:John@GMPD.org)

## **IV. TERMS & CONDITIONS**

The following requirements are applicable to all activities undertaken with CRF funds.

#### A. Compliance with State and Local Requirements

Subrecipient acknowledges that this Agreement requires compliance with the regulations of the State of Illinois and with all applicable state and local orders, laws, regulations, rules, policies, and certifications governing any activities undertaken during the performance of this Agreement.

#### B. Compliance with Federal Requirements

Subrecipient acknowledges that Eligible Expenses funded or reimbursed by Cook County to Subrecipient are not considered to be grants but are "other financial assistance" under 2 C.F.R. 200.40. This Agreement requires compliance with certain provisions of Title 2 C.F.R. 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Subrecipient agrees to comply with all applicable federal laws, regulations, and policies governing the funds provided under this Agreement. Subrecipient further agrees to utilize available funds under this Agreement to supplement rather than supplant funds otherwise available.

During the performance of this Agreement, the Subrecipient shall comply with all applicable federal laws and regulations, including, but not limited to, the following:

- Fund payments are considered to be federal financial assistance subject to the Single Audit Act (31 U.S.C. 7501-7507).
- Subrecipients are subject to a single audit or program specific audit pursuant to 2 C.F.R. 200.501(a) when Subrecipient spends \$750,000 or more in federal awards during their fiscal year.
- Fund payments are subject to 2 C.F.R. 200.303 regarding internal controls.
- Fund payments are subject to 2 C.F.R. 200.330 through 200.332 regarding subrecipient monitoring and management.
- Fund payments are subject to Subpart F regarding audit requirements.

Subcontracts, if any, shall contain a provision making them subject to all of the provisions stipulated in this Agreement, including but not limited to 2 C.F.R. 200.303, 2 C.F.R. 200.330-332, 2 C.F.R. 200.501(a), and 2 C.F.R. Part 200 Subpart F.

With respect to any conflict between such federal requirements and the terms of this Agreement and/or the provisions of state law and except as otherwise required under federal law or regulation, the more stringent requirement shall control.

#### C. Hold Harmless

Subrecipient shall hold harmless, release, and defend Cook County from any and all claims, actions, suits, charges and judgments whatsoever that arise out of the Subrecipient's performance or nonperformance of the services or subject matter called for in this Agreement.

#### D. Indemnification

Subrecipient shall indemnify Cook County, its officers, agents, employees, and the federal awarding agency, from any claim, liability, loss, injury or damage arising out of, or in connection with, performance of this Agreement by Subrecipient and/or its agents, employees or sub-contractors, excepting only loss, injury or damage determined to be solely caused by the gross negligence or willful misconduct of personnel employed by Cook County. It is the intent of the Parties to this Agreement to provide the broadest possible indemnification for Cook County. Subrecipient shall reimburse Cook County for all costs, attorneys' fees,

expenses and liabilities incurred with respect to any litigation in which Subrecipient is obligated to indemnify, defend and hold harmless Cook County under this Agreement.

**E. Misrepresentations & Noncompliance**

Subrecipient hereby asserts, certifies and reaffirms that all representations and other information contained in Subrecipient's application, request for funding, or request for reimbursement are true, correct and complete, to the best of Subrecipient's knowledge, as of the date of this Agreement. Subrecipient acknowledges that all such representations and information have been relied on by Cook County to provide the funding under this Agreement.

Subrecipient shall promptly notify Cook County, in writing, of the occurrence of any event or any material change in circumstances which would make any Subrecipient representation or information untrue or incorrect or otherwise impair Subrecipient's ability to fulfill Subrecipient's obligations under this Agreement.

**F. Workers' Compensation**

Subrecipient shall provide Workers' Compensation Insurance coverage for all of its employee involved in the performance of this Agreement.

**G. Insurance**

Subrecipient shall carry sufficient insurance coverage to protect any funds provided to Subrecipient under this Agreement from loss due to theft, fraud and/or undue physical damage. Subrecipients that are self-insured shall maintain excess coverage over and above its self-insured retention limits.

**H. Amendments**

This Agreement may be amended at any time only by a written instrument signed by both Parties. Such amendments shall not invalidate this Agreement, nor relieve or release either Party from its obligations under this Agreement. Cook County may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by both Parties.

**I. Suspension or Termination**

Cook County may suspend or terminate this Agreement if Subrecipient materially fails to comply with any terms of this Agreement, which include (but are not limited to), the following:

1. Failure to comply with any of the rules, regulations or provisions referred to herein, or such statutes, regulations, executive orders, and Federal awarding agency guidelines, policies or directives as may become applicable at any time;
2. Failure, for any reason, of Subrecipient to fulfill in a timely and proper manner its obligations under this Agreement;
3. Ineffective or improper use of funds provided under this Agreement; or
4. Submission by the Subrecipient to Cook County reports that are incorrect or incomplete in any material respect.

**J. Program Fraud & False or Fraudulent Statements or Related Acts**

Subrecipient and any subcontractors must comply with 31 U.S.C. Chapter 38, Administrative Remedies for False Claims and Statements, which shall apply to the activities and actions of Subrecipient and any

subcontractors pertaining to any matter resulting from a contract.

**K. Debarment / Suspension and Voluntary Exclusion**

1. Non-Federal entities and contractors are subject to the debarment and suspension regulations implementing Executive Order 12549, Debarment and Suspension (1986) and Executive Order 12689, Debarment and Suspension (1989) at 2 C.F.R. Part 180 and the Department of Homeland Security's regulations at 2 C.F.R. Part 3000 (Nonprocurement Debarment and Suspension).
  2. These regulations restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs and activities. A contract award must not be made to parties listed in the Systems of Award Management ("SAM") Exclusions. SAM Exclusions is the list maintained by the General Services Administration that contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. SAM exclusions can be accessed at [www.sam.gov](http://www.sam.gov).
- L. Governing Law and Venue.** This Agreement shall be interpreted under, and governed by, the laws of the State of Illinois, without regard to conflicts of laws principles. Any claim, suit, action, or proceeding brought in connection with this Agreement shall be in the Circuit Court of Cook County and each party hereby irrevocably consents to the personal and subject matter jurisdiction of such court and waives any claim that such court does not constitute a convenient and appropriate venue for such claims, suits, actions, or proceedings.

**V. ADMINISTRATIVE REQUIREMENTS**

**A. Financial Management**

Subrecipient agrees to comply with and agrees to adhere to appropriate accounting principles and procedures, utilize adequate internal controls, and maintain necessary source documentation for all Eligible Expenses.

**B. Duplication of Benefits; Subrogation**

Subrecipient shall not carry out any of the activities under this Agreement in a manner that results in a prohibited duplication of benefits as defined by Section 312 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5155) and in accordance with Section 1210 of the Disaster Recovery Reform Act of 2018 (division D of Public Law 115-254; 132 Stat. 3442), which amended section 312 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5155).

If Subrecipient receives duplicate benefits from another source, Subrecipient must refund the benefits provided by Cook County to Cook County.

Subrecipient must execute and deliver a Duplication of Benefits and Subrogation Agreement ("Duplication of Benefits Certification"), in the form attached hereto as Attachment B. Subrecipient shall comply with all terms and conditions of the Duplication of Benefits Certification, including, without limitation, Subrecipient's obligation to promptly notify Cook County of any disaster assistance received from any other source.

**C. Documentation & Recordkeeping**

As required by 2 C.F.R. 200.331(a)(5), Cook County, or any duly authorized representative of Cook County, shall have the right of access to any records, documents, financial statements, papers, or other records of Subrecipient that are pertinent to this Agreement, in order to comply with any audits pertaining to funds

allocated to Subrecipient under this Agreement. The right of access also includes timely and reasonable access to Subrecipient's personnel for the purpose of interview and discussion related to such documents. The right of access is not limited to the required retention period, as set forth in paragraph D below, but lasts as long as the records are retained.

#### D. Record Retention

Subrecipient shall retain sufficient records, which may include, but are not limited to financial records, supporting documents, statistical records, and all other Subrecipient records pertinent to the Agreement to show its compliance with the terms of this Agreement, as well as the compliance of all subcontractors or consultants paid from funds under this Agreement, for a period of three (3) years from the date of submission of the final expenditure report.

#### E. Internal Controls

Subrecipient must comply with 2 C.F.R. 200.303 and establish and maintain effective internal control over the funds allocated under this Agreement and provide reasonable assurance that the Subrecipient is managing the award in compliance with Federal statutes, regulations, and the terms and conditions of the award. These internal controls should be in compliance with guidance in "Standards for Internal Control in the Federal Government" issued by the Comptroller General of the United States or the "Internal Control Integrated Framework" issued by the Committee of Sponsoring Organizations of the Treadway Commission.

#### F. Personally Identifiable Information

Subrecipient must comply with 2 C.F.R. 200.303(e) and take reasonable measures to safeguard protected personally identifiable information, as defined in 2 C.F.R. 200.82, and other information designated as sensitive or the Subrecipient considers sensitive consistent with applicable Federal, state, local, and tribal laws regarding privacy and obligations of confidentiality.

#### G. Monitoring & Compliance

Cook County shall evaluate the Subrecipient's risk of noncompliance and monitor the activities of Subrecipient as necessary to ensure that the CRF funds are used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of this Agreement. Monitoring of Subrecipient shall include reviewing invoices for eligible expenses, reviewing payroll logs, applicable contracts and other documentation that may be requested by the County to substantiate eligible expenses. Failure to submit proper documentation verifying eligible expenses may result in termination of this agreement and recoupment of awarded funds from the Subrecipient.

Cook County shall verify that Subrecipient is audited as required by 2 C.F.R. Part 200 Subpart F—Audit Requirements. Cook County may take enforcement action against noncompliant Subrecipient as described in 2 C.F.R. 200.338 Remedies for noncompliance of this part and in program regulations

#### H. Close-Outs

Subrecipient shall close-out its use of funds under this Agreement by complying with the closeout procedures set forth in 2 C.F.R. 200.343 and the procedures described below. Subrecipient's obligation to Cook County will not terminate until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to:

Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that Subrecipient has control over funding provided under this Agreement.

## I. Audits & Inspections

All Subrecipient records with respect to any matters covered by this Agreement shall be made available to Cook County, the Federal awarding agency, and the Comptroller General of the United States or any of their authorized representatives, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be resolved by Subrecipient within 30 days after notice of such deficiencies by the Subrecipient. Failure of Subrecipient to comply with the audit requirements will constitute a violation of this Agreement and may result in the withholding of future payments.

If Subrecipient expends \$750,000 or more in total federal assistance (all programs) in a single year, must have an audit conducted of Coronavirus Relief Funds in accordance with 2 C.F.R. Part 200, Subpart F—Audit Requirements. Subrecipient shall submit a copy of that audit to Cook County.

Subrecipients who do not meet the Single Audit threshold are required to have a program-specific Coronavirus Relief Funds audit conducted in accordance with § 200.507 - Program-Specific Audits and may be required to submit such copy of that audit to Cook County.

Issues arising out of noncompliance identified in a Single or Program-Specific Coronavirus Relief Funds audit are to receive priority status of remediation or possible return of all funds to Cook County.

## J. Payment & Reporting Procedures

### 1. Payment Procedures

Cook County will pay to the Subrecipient funds available under this Agreement based upon information submitted by the Subrecipient and consistent with the allocations and disbursement policies established by Cook County. With the exception of certain advances, payments will be made for eligible expenses actually incurred by the Subrecipient.

Subrecipients should maintain a financial file with copies of back-up documentation for all paid eligible expenditures made by the Subrecipient during the eligible period. Documentation of expenditures will be reviewed and verified upon receipt by Cook County.

- a. Requests for reimbursement or funding must be submitted via email to [SuburbanCovidFundingRequest@cookcountyil.gov](mailto:SuburbanCovidFundingRequest@cookcountyil.gov). Incomplete applications may result in a delay in a decision regarding of funding requests.
- b. Upon receipt of the Applications, the County will confirm receipt of application by email.
- c. The received application will be reviewed and Subrecipient will receive a Notification Letter by email indicating denial and/or approval of the funding request within approximately 10 days.
- d. Notification letters approving requested funds will contain detailed instructions regarding delivery of approved funds to Subrecipient. Receipt of approved funds will be contingent on a fully executed Intergovernmental and Subrecipient Agreement. All CRF funds not expended by Subrecipient must be returned to Cook County by December 30, 2020, in compliance with the Close-Out Procedures contained in this Agreement.

2. Reporting Procedures. Subrecipient will be required to periodically report the status of projects approved for advance funding and will be required to tender to the County records addressing how the

funding was used for eligible expenses. Such reporting may include documentation of invoices, submission of payroll logs, proof of contracts, etc... to substantiate eligible expenses. Subrecipient must indicate to the County by September 30, 2020 its intent (or not) to fully expend its allocated funds by December 30, 2020. In the case the subrecipient reports to Cook County that it anticipates spending less than its entire allocation, the County will reduce the subrecipient's total allocation by the anticipated unused amount. Failure to submit proper documentation verifying eligible expenses may result in termination of this agreement and recoupment of awarded funds from the Subrecipient.

## **VI. Personnel & Participation Conditions**

### **1. Hatch Act**

Subrecipient must comply with provisions of the Hatch Act of 1939 (Chapter 15 of Title V of the U.S.C.) limiting the political activities of public employees, as it relates to the programs funded.

### **2. Conflict of Interest**

The Subrecipient shall maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

## **VII. ATTACHMENTS**

All attachments to this Agreement are incorporated as if set out fully. In the event of any inconsistencies or conflict between the language of this Agreement and the attachments, the language of the attachments shall control, but only to the extent of the conflict or inconsistency.

This Agreement contains the following attachments:

- Attachment A – Eligible Expenses
- Attachment B – Duplication of Benefits Certification

## **VII. SEVERABILITY**

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

## **VIII. WAIVER**

Cook County's failure to act with respect to a breach by the Subrecipient does not waive its right to act with respect to subsequent or similar breaches. The failure of Cook County to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

## **IX. CERTIFICATION**

The subrecipient hereby certifies that they have the authority and approval from the governing body to execute this Agreement and request reimbursement from Cook County from the allocation of the Coronavirus Relief Fund provided to Cook County for eligible expenditures. The subrecipient further certifies the funds received for reimbursement from the Coronavirus Relief Funds were or will be used only to cover those costs that:

- a. Are *necessary expenditures* incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
- b. Were not accounted for in the budget most recently approved as of March 27, 2020; and
- c. Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

Subrecipient understands any award of funds pursuant to this agreement must adhere to official federal guidance issued or to be issued on what constitutes a necessary expenditure and that the subrecipient has reviewed the guidance established by U.S. Department of the Treasury and certify costs meet the required guidance. Any funds expended by the subrecipient or its subcontractor(s) in any manner that does not adhere to official federal guidance shall be returned to Cook County.

Subrecipient agrees that they will retain documentation of all uses of the funds, including but not limited to invoices and/or sales receipts in a manner consistent with §200.333 *Retention requirements for records* of 2 CFR Part 200 *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Subrecipient understands any funds provided pursuant to this agreement cannot be used as a revenue replacement for lower than expected tax or other revenue collections and cannot be used for expenditures for which the subrecipient has received any other emergency COVID-19 supplemental funding (whether state, federal or private in nature) for that same expense.

## **X. ENTIRE AGREEMENT**

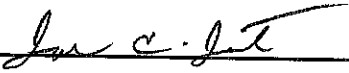
This Agreement constitutes the entire agreement between the Parties for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the Parties relating to Cook County's allocation of CRF funding to Subrecipient. This Agreement is subject to availability of Federal assistance under the Coronavirus Relief Funds as authorized under the CARES Act. Cook County has no legal requirement to provide funding to any Subrecipient.

## **VI. SIGNATURE AUTHORITY**

The following specific officers/officials, or their authorized designees, are required to sign this Agreement on behalf of the of Subrecipient. Note: If this Agreement is signed by a designee, a duly authenticated delegation of authority evidencing the signer's authority to execute the Agreement for and on behalf of the Subrecipient must be attached to the Agreement for review by Cook County.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Agreement on the dates hereafter set forth below.

**Golf Maine Park District**

Signed:   
Its Duly Authorized Agent

Printed Name: John C. Jekot

Title: Director of Special Projects & Administration

Date: October 15, 2020

**COOK COUNTY, ILLINOIS**

Signed: \_\_\_\_\_  
Its Duly Authorized Agent

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Approved as to form:**

Signed: \_\_\_\_\_

Office of the Cook County State's Attorney

**Golf Maine Park District**

8800 West Kathy Lane

Niles, IL 60174

**CHANGE ORDER FORM**

Change order #2: 2018 Dee Park Improvements - Sports Lighting

Original contract date: 04/19/2018

Contractor: Barton Electric, Inc.

Initiation date: 12/9/2020

Summary of changes to the contract:**1. DELETION: Spoil removal and site restoration**

Original contract sum	\$525,070.00
Previous change orders	\$1,500.00
Current contract sum	\$526,570.00

## Additions:

1. ADDITION: None	\$0.00
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<b>TOTAL ADDITIONS</b>	<b>\$0.00</b>
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## Deletions:

2. DELETION: Spoil removal and site restoration	(\$4,248.00)
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<b>TOTAL DELETIONS</b>	<b>(\$4,248.00)</b>
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<b>Total Change Order</b>	<b>(\$4,248.00)</b>
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<b>The new contract sum</b>	<b>\$522,322.00</b>
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## Owner:

Golf Maine Park District

8800 West Kathy Lane

Niles, IL 60174

## Contractor:

Barton Electric, Inc.

247 US Route 160

Trenton, IL 62293

By: \_\_\_\_\_ Date: \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_

**Golf Maine Park District**

8800 W. Kathy Lane

Niles, IL 60714

**CHANGE ORDER FORM**

Change order #1: 2020 Dee Park OSLAD Improvements

Original contract date: 6/24/2020

Contractor: Ken Nelson Construction, Inc.

Initiation date: 12/8/2020

Summary of changes to the contract:

1. ADDITION: Remove old path and put new path (12 ton additional asphalt) in North and East of shelter and re-aligned path around light pole, included asphalt haul off.
2. ADDITION: Staking, pulling, augering and placing old lighting poles.
3. ADDITION: Grading, clean-up spoils, trucking, reseeding area from past lighting.
4. ADDITION: 2 hours backhoe digging up concrete for multi-flow pipe.
5. ADDITION: 12 hours scraping to clean spoils, moving dirt on old drive; trucking 4 loads mixed material from path by garage. Old light pole concrete & backstop poles buried removed and hauled off.
6. ADDITION: Three 12" Flared End Section Grates Installed.
7. ADDITION: Installed additional 44' of 12" schedule 26 pipe & gravel and hauled off extra dirt. Manhole changes on CB #6 & MH #8 and abandoned line from Manhole about 50' East of MH #8 and cement hole closed. Included a credit from Inlet #9 which was already installed.
8. ADDITION: Bleachers - ADA upgrade and installation.
9. ADDITION: Concrete Add-ons - 1000 sq ft @ 12 - \$12,000; 23' curb by shelter - \$736; 312 sq ft ball field - \$4368; re-install pavers - \$800; deduct 160' curb (\$5120)
10. ADDITION: Re-augering fencing holes and refilling old holes and seeding.
11. DELETION: Removed Artificial Turf-Cricket Pitch
12. DELETION: Remove Owner Project Allowance
13. DELETION: Misc. Site Electrical Pathway Lighting Location Adjustment
14. DELETION: Remove Unsuitable Soil Conditions

Original contract sum	\$595,416.66
Previous change orders	\$0.00
Current contract sum	\$595,416.66

Additions:

- |   |             |
|---|-------------|
| 1. ADDITION: Remove old path and put new path (12 ton additional asphalt) in North and East of shelter and re-aligned path around light pole, included asphalt haul off.  | \$3,631.20  |
| 2. ADDITION: Staking, pulling, augering and placing old lighting poles.   | \$3,816.00  |
| 3. ADDITION: Grading, clean-up spoils, trucking, reseeding area from past lighting.   | \$4,248.00  |
| 4. ADDITION: 2 hours backhoe digging up concrete for multi-flow pipe.   | \$2,606.00  |
| 5. ADDITION: 12 hours scraping to clean spoils, moving dirt on old drive; trucking 4 loads mixed material from path by garage. Old light pole concrete & backstop poles buried removed and hauled off.  | \$6,382.00  |
| 6. ADDITION: Three 12" Flared End Section Grates Installed.   | \$1,454.00  |
| 7. ADDITION: Installed additional 44' of 12" schedule 26 pipe & gravel and hauled off extra dirt. Manhole changes on CB #6 & MH #8 and abandoned line from Manhole about 50' East of MH #8 and cement hole closed. Included a credit from Inlet #9 which was already installed. | \$4,984.00  |
| 8. ADDITION: Bleachers - ADA upgrade and installation.  | \$3,180.00  |
| 9. ADDITION: Concrete Add-ons - 1000 sq ft @ 12 - \$12,000; 23' curb by shelter - \$736; 312 sq ft ball field - \$4368; re-install pavers - \$800; deduct 160' curb (\$5120)  | \$12,784.00 |
| 10. ADDITION: Re-augering fencing holes and refilling old holes and seeding.  | \$1,800.00  |

<b>TOTAL ADDITIONS</b>	<b>\$44,885.20</b>
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Deletions:

- |  |               |
|--|---------------|
| 11. DELETION: Removed Artificial Turf-Cricket Pitch                      | (\$19,305.00) |
| 12. DELETION: Remove Owner Project Allowance                             | (\$25,000.00) |
| 13. DELETION: Misc. Site Electrical Pathway Lighting Location Adjustment | (\$32,745.00) |
| 14. DELETION: Remove Unsuitable Soil Conditions                          | (\$1,440.00)  |

<b>TOTAL DELETIONS</b>	<b>(\$78,490.00)</b>
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<b>Total Change Order</b>	<b>(\$33,604.80)</b>
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<b>The new contract sum</b>	<b>\$561,811.86</b>
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Owner:  
Golf Maine Park District  
8800 W. Kathy Lane  
Niles, IL 60714Contractor:  
Ken Nelson Construction, Inc.  
23737 E. County Line Road  
Maple Park, IL 60151

By: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_ Date: \_\_\_\_\_

PAYMENT HISTORY FORM									
Contract For:		2018 Dee Park Improvements - Sports Lighting							
Contractor:		Jerry Barton		Phone:		618-654-6626		Change Order	
Barton Electric, Inc.				Fax:		618-654-7557		1	
247 State Route 160				Cell:				2	
Trenton, IL 62293									
Board Approved:		April 2018							
Contract Sum:		525070							
Description of Work/Invoice Number		INV Date		Approved Date		PR#		Amount To be Paid	
1st Payment		1/16/2019		1/21/2019		N/A		\$ 360,720.00	
2nd Payment		2/17/2019		2/27/2019		N/A		\$ 59,326.20	
3rd Payment		3/24/2019		4/2/2019		N/A		\$ 30,961.80	
4th Payment		7/10/2019		7/15/2019		N/A		\$ 39,580.00	
5th Payment		6/24/2020		6/29/2020		N/A		\$ 21,105.00	
6th Payment (FINAL)						N/A		\$ -	
Total Earned Less Retainage								\$ 511,693.00	
*Change Order Sum added to Remaining Balance								\$ 10,629.00	

Contract For:	2018 Dee Park Improvements - Sports Lighting		
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Contractor:	Jerry Barton	Phone:	618-654-6626
Change Order	1	Amount	6,450.00

[illegible][illegible][illegible][illegible][illegible][illegible][illegible][illegible][illegible]

Part 1	Total	\$ (2,748.00)
Part 2	Total	
Part 3	Total	

Board Approved:	April 2018	Contract Sum
Board Approved:	April 2018	Contract Sum

Contract Sum:	525070	\$
*Sum Change	(2,748.00)	\$

Description of Work/Invoice Number	INVOICE DATE	APPROVED DATE	PR#	Amount To be Paid
1st Boardmt				
1st Boardmt				

1st Payment	1/16/2019	N/A	\$
2nd Payment	1/21/2019	N/A	\$ 360,720.00

2nd Payment	2/27/2019	N/A	\$ 59,326.20
3rd Payment	3/24/2019	3.5%	
4th Payment	4/19/2019	3.5%	

3rd Payment	3/24/2019	\$	30,961.80
4th Payment	4/2/2019	\$	N/A
5th Payment	7/10/2019	\$	N/A
6th Payment	7/14/2019	\$	30,961.80
7th Payment	7/10/2019	\$	30,961.80

5th Payment	6/24/2020	€	39,580.00
5th Payment	6/29/2020	€	34,405.00
	7/13/2019	N/A	
	7/16/2019	N/A	

6th Payment (FINAL)	01/21/2020	N/A	\$
6th Payment (FINAL)	01/21/2020	N/A	\$
6th Payment (FINAL)	01/21/2020	N/A	\$

[illegible][illegible][illegible][illegible]

*Change Order Sum added to Retainage		\$ 511,693.00
<b>Total Earned Less Retainage</b>		\$ 511,693.00

Change Order sum added to Remaining Balance	Remaining Balance on Contract	\$10,629.00
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[illegible]



**Balance Due** \$940.25



Expense Sheet for Dee Park OSLAD Grant

17-Nov Truck	70	0.575	\$40.25
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Sub-Total			\$40.25
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Signature of Principal in Charge			<u>11/23/2020</u>
			Date

James Majewski

# WORK ORDER

ORDER DATE

12/10/2020

CUSTOMER ORDER NO.

BILL TO

Golf Maine Park District

ADDRESS

CITY

JOB NAME/LOCATION

ORDER TAKEN BY

CUSTOMER PHONE

☐ DAY WORK

☐ CONTRACT

☐ EXTRA

JOB PHONE

MECHANIC	HELPER	STARTING DATE	WORK ORDERED BY

## DESCRIPTION OF WORK

5/31/2019 Clean strainers w/Ed 1.5 hrs  
backwash  
5/5/2019 Poly tubing + feed tubes 3.5 hrs  
7/11/2019 Chlorine Pump/basket clean 2 hrs  
7/13/2019 Change basket strainer 2 hrs  
6/2020 replace phone line elevator 3 hrs  
10/29/2020 Winterize spray pad 1.5 hrs  
11/3/2020 Winterize spray pad 1.5 hrs  
11/6/2020 Winterizing 2.5 hrs  
11/17/2020 Winterizing 1.5 hrs  
11/18/2020 remove outside east outlet/bohn .5  
11/19/2020 install outlet in plumbing chase 1.5

DATE COMPLETED

TOTAL MATERIALS		77.55
TOTAL LABOR	21 hrs x 24	504.00
TAX		
TOTAL AMOUNT	\$ 581	55

☐ Total billing to be mailed when job finished.

☐ Total amount due for above work.

☐ No one home

I hereby acknowledge the satisfactory completion of the above described work:

SIGNATURE

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Wilson Jones  
Carbonless  
MADE IN U.S.A.  
83467-CL Duplicate  
83468-CL Triplicate