

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

**Call In Number +1 312 626 6799
Meeting ID: 891 5650 4623
Passcode: 227679**

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

AGENDA

October 15, 2020

Time 7:00pm

1. Call to Order

Remote Attendance - 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. Audit FYE April 30, 2020 Presentation

4. Visitors/Visitor Comment

5. Changes or Additions to the Agenda

6. Approval of the Consent Agenda

- i. Minutes of the September 21, 2020 Regular Re-Scheduled Board Meeting
- ii. Treasurers Report September 2020
- iii. Bills Payable October 2020

8. Staff Reports

- i. Director of Special Projects & Administration
- ii. Maintenance
- iii. Executive Director

9. Unfinished or Continuing Business

- i. Legislative Update
- ii. IAPD/IPRA Soaring to New Heights Conference
- iii. Discussion/Approval to Reestablish Resident Advisory/Marketing Committee, Corporate Contact Committee, Buildings and Grounds Committee, and/or Establish Other Standings Committee(s)

11. New Business

- i. 2019 Tax Levy Timeline of Events
- ii. Ordinance 20-XX DRAFT Tax Levy for 2020
- iii. Resolution 20-XX DRAFT Truth in Taxation
- iv. Call for Public Hearing to Approve Property Tax Increase
- v. Approval of Professional Services (Design Perspectives) for Dee Park OSLAD Project @ \$1,690.16
- vi. Approval of Pay Application #2 (Ken Nelson Construction) for Dee Park OSLAD Project @ \$256,130.88
- vii. Approval of Professional Services (Gewalt Hamilton Associates) for Dee Park OSLAD Project Additional Engineering Services @ \$1,516.50
- viii. Approval of Intergovernmental And Subrecipient Agreement For Coronavirus Relief Funds
- ix. IAPD Credentials Certificate
- x. Board Member Comments

12. 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.

13. Action as a result of Closed Session

14. Adjournment

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.

PUBLIC NOTICE

SPECIAL BOARD MEETING VIRTUAL EXECUTIVE SESSION OCTOBER 15, 2020

An Executive Session of the Board of Commissioners has been called pursuant to consider information regarding appointment, employment, compensation, discipline, performance, or dismissal of an officer, an employee or employees pursuant to Section 2(c)(1) and 2(c)(2) of the Open Meetings Act. This meeting is closed to the public.

The meeting will be held electronically on **Thursday, October 15, 2020 at 6:30pm.**

John C. Jekot
Board Secretary

Dated this 9th day of October, 2020



August 28, 2020

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, Illinois for the year ended April 30, 2020. 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 August 28, 2020. 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, 2020. 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 estimate affecting the governmental activities' financial statements was:

Management's estimate of the depreciation expense on capital assets is based on assumed useful lives of the underlying capital assets. We evaluated the key factors and assumptions used to develop the depreciation expense estimate 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.

Significant Audit Findings – Continued

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.

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 August 28, 2020.

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.

Other Matters -- Continued

We were engaged to report on the other supplementary information and supplemental schedules, 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.

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

**MINUTES OF THE RESCHEDULED REGULAR MEETING
BOARD OF COMMISSIONERS OF THE GOLF MAINE PARK DISTRICT
MAINE TOWNSHIP, COOK COUNTY, ILLINOIS
HELD ON SEPTEMBER 21, 2020**

1. CALL TO ORDER

- a. President Jinal Shah called the meeting to order at 7:09pm

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, Nicole Nembhard, Jasmin Zahirovic Absent: Jay Shah
- 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 Shah moved to approve the consent agenda.
- b. Seconded by Commissioner Zahirovic
- c. Roll was called: Ayes: 3 Nays: 0

7. REPORTS

- a. Director of Special Projects & Administration
 - i. Report to Board submitted in the pack
- b. Maintenance
 - i. Report to Board submitted in the pack
- c. Executive Director
 - i. Report to Board submitted in the pack

8. UNFINISHED or CONTINUING BUSINESS

- a. Legislative Update
 - i. Update submitted in Board pack
- b. Discussion/Approval to Reestablish Resident Advisory / Marketing Committee, Corporate Contact Committee, Buildings and Grounds Committee, and/or Establish Other Standing Committee(s)
 - i. President Jinal Shah expressed he would have an interest to work with a committee that involves community engagement. A discussion followed regarding committee assignments with no discussion made. Discussion will continue at next meeting.

9. NEW BUSINESS

- a. Approval of Professional Services (Design Perspectives) for Dee Park OSLAD Project @ \$2,251.13
 - i. President Jinal Shah moved to approve
 - ii. Seconded by Commissioner Nembhard
 - iii. Roll was called: Ayes: 3 Nays: 0
- b. Approval of Pay Application #1 (Ken Nelson Construction) for Dee Park OSLAD Project @ \$98,550.00
 - i. President Jinal Shah moved to approve
 - ii. Seconded by Commissioner Nembhard
 - iii. Roll was called: Ayes: 3 Nays: 0
- c. IAPD/IPRA Soaring to New Heights Conference
 - i. John Jekot announced conference dates to be January 28-30, 2021 with no decision made yet regarding if conference will be in person, virtual, or combination of both
- d. Board Member Comments
 - i. None

10. CLOSED SESSION

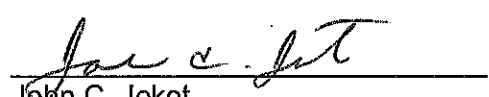
- a. None

11. ADJOURNMENT

- a. President Shah moved to adjourn the meeting
- b. Seconded by Commissioner Zahirovic
- c. Roll was called Aye: 3 Nay: 0
- d. Meeting adjourned at 7:48pm

10/15/20
Minutes Approved


Jinal Shah
President


John C. Jekot
Secretary

GOLF MAINE PARK DISTRICT
FISCAL YEAR 2020-2021
SUMMARY OF REVENUES, EXPENDITURES & CASH BALANCES
September 30, 2020

MONTHLY CASH POSITION	Cash Balance	Prior Month	Prior FY Cash Balance
Beginning Balance	\$2,353,809.98	\$2,109,819.88	\$1,789,031.31
Cash Receipts	15,371.57	\$10,325.03	35,930.49
RE Taxes	25,128.59	\$345,410.73	0.00
Replacement Taxes	0.00	\$5,362.92	0.00
Interest	176.61	\$344.92	1,371.98
Transfer into Cash Accounts	70,000.00	\$90,000.00	125,000.00
Transfer Out of Investments	(70,000.00)	(\$90,000.00)	(125,000.00)
disbursements	(172,822.31)	(\$117,151.32)	(169,574.46)
Bond Payments	0.00	\$0.00	0.00
Other Inc/(Dec)	(412.69)	(\$302.18)	(650.01)
		0.00	0.00
Month End Balance	\$2,221,251.75	\$2,353,809.98	\$1,656,109.31

*Including Directs Account Refunds

BANK BALANCES BY ACCOUNT	Bank Balance	Prior Month	Prior FY Bank Balance
Savings Account	\$1,353,918.79	\$1,398,621.28	\$1,130,814.97
Checking Account	18,968.90	\$7,035.78	3,196.04
Director's Account	2,000.00	\$2,000.00	2,000.00
		0.00	0.00
Total Cash Accounts	\$1,374,887.69	\$1,407,657.06	\$1,136,011.01

INVESTMENTS BY ACCOUNT	Investment Balance	Prior Month	Prior FY Invest Balance
Illinois Funds Money Market	\$60,484.07	\$60,474.07	\$59,842.82
IPDLAF+ Class	\$736,422.55	\$837,222.55	\$359,787.50
North Shore -OSLAD	49,457.44	\$48,456.30	100,467.98
Total Investments	\$846,364.06	\$946,152.92	\$520,098.30

TOTAL CASH AND INVESTMENTS	\$2,221,251.75	\$2,353,809.98	\$1,656,109.31
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DETAILED INVESTMENT INTEREST INFORMATION

	Interest This Month	Interest FY	Interest Prior FY
MB Financial	168.92	\$1,154.47	1,636.92
Illinois Funds	6.30	\$99.42	404.11
IPDLAF+ Class		\$720.93	6,318.04
North Shore-OSLAD	1.39	\$426.27	
Year-To-Date Interest Income	176.61	\$2,401.09	8,418.04

10/14/2020 04:52 PM

User: DDEACY

DB: Golf Main

CHECK PROOF FOR GOLF MAINE PARK DISTRICT

BANK CODE: NOW CHECK DATE: 10/14/2020 IN CE PAY DATE FROM 10/14/2020 TO 10/14/2020

Check Date	Bank	Check #	Vendor Code	Vendor Name	Invoice Total	Credit Total	Total Amount	# Invoices
10/14/2020	NOW	25774	00626	AERO TECH EDU	4,144.00	0.00	4,144.00	1
10/14/2020	NOW	25775	00522	AIR COMFORT CORPORATION	3,494.00	0.00	3,494.00	1
10/14/2020	NOW	25776	00604	AMAZON CAPITAL SERVICES	452.88	0.00	452.88	1
10/14/2020	NOW	25777	00515	ANDERSON PEST SOLUTIONS	149.10	0.00	149.10	1
10/14/2020	NOW	25778	00031	ANDREW MCCANN LAWN SPRINKLER	160.00	0.00	160.00	1
10/14/2020	NOW	25779	00516	AQUA ILLINOIS, INC.	1,135.80	0.00	1,135.80	1
10/14/2020	NOW	25780	00339	AT & T	244.34	0.00	244.34	1
10/14/2020	NOW	25781	00351	AT & T INTERNET	122.07	0.00	122.07	1
10/14/2020	NOW	25782	00452	AT&T MOBILITY	217.41	0.00	217.41	1
10/14/2020	NOW	25783	00436	BALLA-TONE FITNESS, LLC	168.00	0.00	168.00	1
10/14/2020	NOW	25784	00156	COM ED	3,384.34	0.00	3,384.34	1
10/14/2020	NOW	25785	00534	COMCAST	148.35	0.00	148.35	1
10/14/2020	NOW	25786	00171	FIRE AND SECURITY SYSTEMS	298.50	0.00	298.50	1
10/14/2020	NOW	25787	00370	GROOT RECYCLING AND WASTE	430.06	0.00	430.06	1
10/14/2020	NOW	25788	00069	KONE INC.	579.96	0.00	579.96	1
10/14/2020	NOW	25789	00592	LAUTERBACH & AMEN, LLP	2,000.00	0.00	2,000.00	1
10/14/2020	NOW	25790	00096	NICOR GAS	152.81	0.00	152.81	1
10/14/2020	NOW	25791	00511	NUMSP LLC DBA AZBS	420.00	0.00	420.00	1
10/14/2020	NOW	25792	00017	OLSON'S ACE HARDWARE	11.54	0.00	11.54	1
10/14/2020	NOW	25793	00116	PDRWA	7,906.85	0.00	7,906.85	1
10/14/2020	NOW	25794	00517	QUEST MAINTENANCE, LTD.	1,395.00	0.00	1,395.00	1
10/14/2020	NOW	25795	00128	RUDIG TROPHIES	166.88	0.00	166.88	1
10/14/2020	NOW	25796	00623	SOS TECHNOLOGIES	52.93	0.00	52.93	1
10/14/2020	NOW	25797	00600C	SPORTSKIDS, INC.	350.00	0.00	350.00	1
10/14/2020	NOW	25798	00214	VILLAGE PLUMBING AND SEWER SERVIC	547.00	0.00	547.00	1

Num Checks: 25 Num Stubs: 0 Num Invoices: 25 Total Amount: 28,131.82

“In The Know”

Date: October 15, 2020

2020 Dee Park OSLAD Improvement Project

Project is moving along nicely and all areas that needed to be seeded has been completed. New grass growth has begun. The final stage of the project is in the works, which is the baseball field area. Work is anticipated to be completed by Thanksgiving. Punch list items have been identified and all our in the works of being fixed.

2020 Tax Levy Update

Work has begun to finalize our 2020 tax levy. Once again I will be recommending a “balloon levy”, with the ordinance to be approved at our November meeting.

Coronavirus Urgent Remediation Emergency (CURE) Support Program

Cook County has allocated \$51 million of its CARES Act Coronavirus Relief Fund (CRF) to municipalities to assist them in combating the negative effects of the Covid-19 pandemic. Additional allocations of \$5,000 are being made available to qualifying park/recreation districts. I have reviewed the guidelines on the application documents and feel that we will qualify for some reimbursement. The process has begun to complete what is needed to file the application, which needs to be done by October 30, 2020.

April 6, 2021 Consolidated Election Update

There will be four (4) seats expiring on this Board in April, 2021. On the ballot will be to elect two (2) seats which will be a six (6) year full term. One (1) seat will be a four (4) year unexpired term and one (1) seat will be a two (2) year unexpired term. Under normal circumstances you would never see the possibility of the majority of the Board to change at any given election. In the case of this election, with all the resignations that happen, four (4) out of the five (5) Board member seats are up for reelection. Moving forward after this election, in April, 2023 there will be two (2) seats up for reelection. In April, 2025 there will be one (1) seat up for reelection and in April, 2027 there will be two (2) seats up for reelection.

TAX LEVY

- No need for public hearing when increase is within the percent of cost of living up to 5%, whichever is lower.
- Balloon is requesting more money than we reasonably expect to receive. This done in case equalized assessed evaluation is unknown and in effort to capitalize on unknown EAV such as new construction or remodeling. If increase not asked for, will lose dollar amount increase forever.
- All money requested will not be received. Clerk's office makes adjustments.

A referendum that goes to the voters is when to increase the corporate tax rate by a dollar amount (i.e. 7 cents) per \$100 of equalized assessed valuation.

Ed Deacy, Maintenance Supervisor

Some of the projects and work done, by myself and crew...

- The usual cleaning and custodial work, such as, cleaning floors, tables, windows, toilets, gym floors etc.
- Mounted charger for scrubber on cage wall, and got rid of ground cord trip hazard.
- Reglued loose walkway stones.
- Continued playground & building inspections.
- Continued picking litter, and emptying trash cans at both parks.
- Cut down small dead trees.
- Cut, bushes, branches, limbs.
- Began Art Class set ups, and disinfecting same.
- Put fencing in around newly planted grass.
- Had dirt moved to more low spots again, at Dee, and raked out.
- Worked with contractors at Dee park in various ways, to keep things going smoothly.
- On-going maintenance of mowers, trimmers, chain saw.
- On-going dragging of volleyball courts.
- line trimmed flower beds at Feldman.
- Continued mowing at both parks.
- Continued daily maintenance of Splash Pad.
- Began Winterization and shutdown of Splash Pad.
- Repaired more disinfectant sprayers.
- Cut and raked Dee flower bed, and used chipper on branches.
- Repaired another vacuum.
- Did some more organizing of garage equipment, and files.



John Jekot <john@gmpd.org>

Park District Funding From Cook County

1 message

IAPD Legislative Update <iapd@ilparks.org>

Mon, Oct 5, 2020 at 3:48 PM

Reply-To: ssartain@ilparks.org

To: john@gmpd.org

**October 5, 2020****TO: Cook County IAPD Member Park Districts****FROM: Peter Murphy, Esq., CAE, IOM, IAPD President and CEO****Jason Anselment, IAPD General Counsel****RE: Park District Funding From Cook County**

Cook County has asked us to make sure that your agency is aware that it has opened the application process for the Coronavirus Relief Fund (CRF) allocations for Park Districts. **Each Park District in Cook County is eligible to apply for \$5,000** in reimbursements of COVID-related expenses under the federal guidelines.

These expenses may include expenditures on PPE, face shields, sanitation, separators, plexiglass, etc. To view answers to frequently asked questions and past webinars on the best practices in dealing with this funding under federal guidelines or to retrieve any documents, visit their website at <https://www.cookcountyil.gov/service/cares-act-information-local-governments>.

The deadline to apply for these funds is October 30. The Cook County Bureau of Finance Project Management Office (PMO) conducts a weekly webinar to support applicants as they complete their funding applications. **Webinars are held Tuesdays at 10 a.m.** There are two remaining webinars before the deadline. Previous webinars are also uploaded to their website, <https://www.cookcountyil.gov/service/cares-act-information-local-governments>.

You may view the following materials by clicking on the hyperlink:

- [Application](#)
- [An Example of a finished application](#)
- [The Intergovernmental Agreement \(IGA\)](#)
- [CRF Process One Pager](#)
- [Vendor ID Form](#)
- [Final Submission Checklist](#)

If you have any questions regarding the process or the application, please feel free to contact Cook County at SuburbanCOVIDFundingQuestions@cookcountyil.gov or Ty Cratic directly at Ty.Cratic@CookCountyIL.gov or on his county mobile at 312-343-7866.

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through Advocacy, Education & Research**

Illinois Association of Park Districts | 211 E. Monroe, Springfield, IL 62701

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PARK COMMISSIONER, TRUSTEE

Park District

NOMINATION PAPERS

Petitions: Nonpartisan (SBE Form P-4)

Statement of Candidacy: Nonpartisan (SBE Form P-1A)

Loyalty Oath (optional): All candidates (SBE Form P-1C)

Statement of Economic Interests: Filed with the county clerk of the county in which the principal office of the unit of local government with which the person is associated is located. (5 ILCS 420/4A-106)

Fair Campaign Practices Act (voluntary): Filed with the State Board of Elections or the county clerk.

QUALIFICATIONS

Park Commissioner: must be a qualified elector of the park district with one-year residency in the park district preceding the election. (70 ILCS 1205/2-11)

A person is not eligible to serve as park commissioner if that person is in arrears in the payment of a tax or other indebtedness due to the park district or has been convicted in any court located in the United States of any infamous crime, bribery, perjury, or other felony. (70 ILCS 1205/2-11)

Pleasure Driveway and Park District Trustees: shall be legal voters of and reside within the park district. (70 ILCS 1205/2-15)

SIGNATURE REQUIREMENTS

Signature requirements for general park district commissioners and pleasure driveway and park district trustees:

Petition must be signed by not less than 2% of the number of ballots cast at the last election for trustee or commissioner in the district, but in no case by less than 25. (70 ILCS 1205/2-11, 2-17)

FILING DATES

December 14-21, 2020 (not more than 113 nor less than 106 days prior to the consolidated election).

WHERE TO FILE

With the Park District Secretary.

TERM

5 Commissioners: 6-year term. (70 ILCS 1205/2-12)

7 Commissioners: 6-year term, by resolution or referendum. (70 ILCS 1205/2-10(a))

5-7 Commissioners: 4-year term, by resolution or referendum. (70 ILCS 1205/2-12(a))

**GOLF MAINE PARK DISTRICT
8800 W Kathy Lane, Niles, IL 60714
2021 ELECTION
BOARD OF PARK COMMISSIONERS**

The Golf Maine Park District offers this guide to potential candidates, but cannot be responsible for information contained in this guide. You are strongly advised to seek legal advice with regards to the election process. For further information potential candidates may obtain official Candidate's Guide - 2021 by contacting the Illinois State Board of Elections office at 312-814-6440 or at www.elections.il.gov.

A. Positions

Four (4) seats expire in April 2021. Two (2) of the seats are six (6) year full terms from 2021 to 2027. One (1) of the seats is (4) year unexpired term from 2021 to 2025 and one (1) seat is (2) year unexpired term from 2021 to 2023.

B. Election

The date of election is Tuesday, April 6, 2021. The election is under the jurisdiction of the Clerk of Cook County and is part of the Illinois Consolidated Election Act. Precincts and polling places will be those designated by the County Clerk.

C. Filing of Petitions

1. Petition Form

Persons interested in becoming a candidate are to file Petition(s) for Nomination-Non Partisan (Form SBE NO. P-4 revised August, 2017). Petitions may not begin to be circulated until September 22, 2020

2. Filing Dates

Monday, December 14, 2020 through Monday, December 21, 2020. A receipt for Petitions filed will be issued to each candidate at the time of filing.

3. Filing Place

Petitions are to be filed with the secretary of the Board at the offices of the Golf Maine Park District, 8800 W Kathy Lane, Niles, IL during regular office hours (9:00am-5:00pm, Monday through Friday).

4. Signatures Required

Petitions must be signed by not less than 2% (6) of the number of ballots cast (298) in the last commissioner election (2019), but in no case less than 25. Petition circulator must sign each sheet and have his/her signature notarized. Sheets are to be bound and must be numbered before filing.

5. Additional Filing Requirements

- a. Statement of Candidacy must be completed by candidate and attached to petition when filed.

b. Statement of Economic Interest: A Statement of Economic Interest must be filed with the County Clerk. The official receipt of this filing must be presented to the Secretary of the Golf Maine Park Board at the time of filing, or no later than 5:00pm on the closing date for filing, Monday, December 21, 2020

6. Campaign Financial Disclosure

Upon filing nominating petitions with the Golf Maine Park District, candidates will receive a Notice of Obligation to file certain documents and reports with the State Board of Elections, 2329 S MacArthur Blvd., Springfield, IL 62704 or 100 West Randolph Street, Suite 14-100, Chicago, IL 60601.

7. Simultaneous Petitions Filings

All nominating petitions filed at 9:00am, Monday, December 14, 2020 shall be deemed as filed simultaneously. All nominating petitions filed between 4:00pm-5:00pm, Monday, December 21, 2020 shall be deemed filed simultaneously.

A lottery shall be held to determine the order of names on the ballot for all petitions that are deemed filed simultaneously at 10:00am. Monday, December 28, 2020 at the Park District offices, 8800 W Kathy Lane, Niles.

D. Other Information

Other than 9:00am on the first date for filing petitions, (Monday, December 14, 2020), please call ahead to drop off the petitions and other required information @ 847-297-4183. If no answer, leave a message and confirmation return call will be made.

October 2020 Marketing Report

Healthy data came out from our GSuite domain/website since we've re-opened in July.

Google search:

- Parks near me = 174
- Park = 135
- Park near me = 133
- Asked for directions = 274
- Website Visits = 475
- Calls from link = 51 *(key indicator that people are becoming more digitally savvy)*

Google Reviews: Avg: 4.8 out of 5

- 10/11/20 - 4 stars from L'Mekka Edwards

User Acquisition:

- Direct Channel *(GMPD in Google Search)* = 30% (-4)
- Organic Channel *(Google Search)* = 64% (+1)
- Other = 5% *(blog & SM links & other search engines)* (+3%)

September Top performance metrics:

- Users = 685 (-8%)
- Sessions = 1.1k (-6%)
- Avg session duration = (1 min) *(same)*

Mailchimp Campaigns:**Email:**

Title		Date/Time	Recipients	Successful	Open Rt	Opens
No School Sept	No school fun days at GMPD!	9/10/2020 12:00	1423	1398	22.32%	415
Fall Programs	Fall Programs	10/7/2020 21:41	1419	1389	23.33%	499
Cricket	Youth Cricket Instruction Program!	10/13/2020 12:51	1393	1385	17.62%	395

Social Media:

10/15/2020: Cricket	48 Reached 53 Impressions
10/15/2020: Kate Lee	41 Reached 44 Impressions
10/12/2020: Halloween Blog	80 Reached 88 Impressions
10/11/2020: Fall Programs	104 Reached 111 Impressions
09/21/2020: Fall Shots Blog	5 Reached 70 Impressions
09/16/2020: Nutrition Blog	252 Reached 304 Impressions

Programs/Rentals 7/6/2020-8/20/2020

<u>PROGRAMS</u>	<u>PROFIT</u>	<u># OF PARTICIPANTS/GROUPS</u>	<u>FEE</u>	<u>REVENUE</u>	<u>YOY</u>
TENNIS (Sept/Oct)	30%	10	\$50.00	\$500.00	N/A
TAEKWON DO (Sept)	40%	8 - ADULT, 1 YOUTH	\$60.00/\$50.00	\$590.00	\$1,360.00
TAEKWON DO (Oct)	40%	8 - ADULT, 1 YOUTH	\$60.00/\$50.00	\$590.00	\$1,360.00
ZUMBA (Sept)	20%	11	\$30.00	\$330.00	N/A
ZUMBA (Oct)	20%	7	\$30.00	\$210.00	N/A
YOUTH BASKETBALL (SEPT/OCT)	40%	5	\$60.00	\$300.00	N/A
BALLET (SEPT/OCT)	44%	7	\$50/\$55	\$355.00	N/A
PAINTING STUDIO	18%	13	\$60/\$110	\$1,230.00	N/A
REMOTE LEARNING	55%	2	\$200	\$400	N/A
YOUTH OPEN GYM BASKETBALL (9/1 - 10/9)	20%	406	\$3.00	\$1,218.00	\$344.00
ADULT OPEN GYM - BASKETBALL (9/1 - 10/9)	25%	4	\$5.00	\$20.00	\$105.00
ADULT OPEN GYM - VOLLEYBALL (9/1 - 10/9)	60%	178	\$7.00	\$1,246.00	\$740.00

<u>RENTALS (9/1/2020 - 10/9/2020)</u>	<u>PROFIT</u>				
FELDMAN	55%	97 RENTALS	N/A	\$11,530.00	N/A
DEE	35%	46 RENTALS	N/A	\$4,160.00	N/A



John Jekot <john@gmpd.org>

2021 IAPD/IPRA Conference Update

1 message

Illinois Association of Park Districts <wutterback@ilparks.org>

Wed, Oct 7, 2020 at 10:03 AM

Reply-To: wutterback@ilparks.org

To: john@gmpd.org



2021 Soaring to New Heights Conference Update

Greetings from the Illinois Association of Park Districts and the Illinois Park and Recreation Association!

First and foremost, we send our very best to you and yours as we continue to navigate the challenges of COVID-19. We have been inspired by your perseverance in discovering unique and creative ways to safely serve your communities with essential programs, facilities, and services.

We have been hopeful that we could bring our park, forest preserve, conservation, recreation and special recreation community together, in person, for the IAPD/IPRA *Soaring to New Heights Conference*. Regrettably, this is not possible due to limits on group size and the need for social distancing making large-scale, in-person events like this impossible to take place. The safety of our membership is paramount.

Today, the IAPD and IPRA leadership agreed that the only safe and responsible path forward is to transition to a fully virtual solution for the 2021 conference.

While we are disappointed that we will not meet in person, we are excited about the opportunity to reimagine our event! We are designing an exceptional virtual experience that continues our tradition of providing content rich educational sessions, engaging social activities, and an interactive exhibit hall. We are confident that this new virtual format will be a positive and rewarding experience.

As we continue to finalize our plans, we will keep you informed with updates through emails, social media, and our conference website, www.ilparksconference.com, about the exciting developments taking place. Stay tuned for more information and for registration opening later this month.

10/13/2020

Golf Maine Park District Mail - 2021 IAPD/IPRA Conference Update

We look forward to having you join us in January for the finest park and recreation conference in the country!

Illinois Association of Park Districts | (217) 523-4554 | ilparks.org



Illinois Association of Park Districts | 211 E. Monroe, Springfield, IL 62701

[Unsubscribe](#) john@gmpd.org

[Update Profile](#) | [About our service provider](#)

Sent by wutterback@ilparks.org powered by





John Jekot <john@gmpd.org>

NRPA Virtual — We Need Your Support!

1 message

Kristine Stratton, NRPA President and CEO <customerservice@nrpa.org>

Tue, Oct 13, 2020 at 2:05 PM

Reply-To: NRPA <customerservice@nrpa.org>

To: john@gmpd.org

View email in mobile format

NRPA VIRTUAL
PRIDE RESILIENCE HOPE COMMUNITY
OCTOBER 27-29, 2020

John,

I'm sure the last thing on your mind right now is opening another email promotion. I get it. Your inbox is full and your time is valuable. But before you quit reading and hit the delete button, please consider the alternative...you might miss a prime opportunity to learn more about an **amazing NRPA event!**

Still there? Great! Keep scrolling...

I'm sure, by now, you are well aware that NRPA had planned to host its annual in-person conference in Orlando, Florida, this month. However, COVID-19 had other plans for our park and recreation community.

This pandemic has upended our lives, both personally and professionally. And, nobody knows for certain when we'll actually turn that corner to fully return to business as usual. After so many months of this "new normal," I'm sure you'd love to reconnect with your park and recreation colleagues from across the country in person, but you know that's just not possible.

week, head to your favorite park or trail, walk in your neighborhood or around your home, race alone or complete the 5K in a group with family, friends or coworkers! **To sign up, add the 5K to your NRPA Virtual registration.**

Thought-Provoking NRPA Virtual Coffee Talks

Whether you like to start your day with a nice cup of joe or enjoy an early afternoon/evening pick-me-up, you won't want to miss our Coffee Talks at the beginning and end of each day of NRPA Virtual. Join the hosts of Open Space Radio — Roxanne Sutton and Cort Jones — as they chat with park and recreation professionals, thought leaders and NRPA staff about some of the most pressing issues facing your work today. **Learn more about Coffee Talks and NRPA Virtual events.**

As you can see, NRPA has planned out a full schedule over the course of three days. Plus, your conference registration investment will go toward future programs, services and advocacy work that NRPA plans to execute thanks to your financial support.

So, why not pull the trigger and **register for NRPA Virtual**? In fact, given what we've just laid out for you, this might just be the best email you've opened and read today!

See you in a few weeks!

Kristine Stratton, NRPA President and CEO
& The NRPA Virtual Team

Register for NRPA Virtual

TIMELINE OF EVENTS

TO MEET REQUIREMENTS FOR THE PASSING OF THE 2020 TAX LEVY

Thursday, October 15 Regular Board Meeting

A "Call for Public Hearing" Determining Funds Estimated to be Raised by Taxation for the Year 2020" needs to be passed by the GMPD Board of Commissioners.

Monday, October 26 Public Notice Sent

Send notice to appear in Journal and Topics between Thursday, November 5th Thursday, November 12th announcing public hearing to be held November 19, 2020 on the 2020 Tax Levy.

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

No sooner than November 5 and not later than November 12

Thursday, November 19 Public Hearing & Regular Board Meeting

- The board will hold a public hearing on the 2020 Tax Levy.
- Following this public hearing, staff will request the approval of the 2020 Tax Levy during the Regular Board Meeting

Tuesday, December 29 Last Day to Submit Levy

Deadline for filing 2020 Tax Levy with Cook County is the **LAST TUESDAY** in December.

Can be sooner, but NOT later than this date

10/24/2019

2020 TAX LEVY

(for budget year 2021)

	FUND	PROPOSED AMT	RATE	Max. Rate	2018 EXTENSION	RATE	When figuring 19/20 budget 2018 Extension (Actual) x 2%
2010 EAV		\$306,767,654	#REF!				
2011 EAV		\$280,953,693	-9.30%				
2012 EAV		\$255,075,500	-9.21%				
2013 EAV		\$201,017,490	-21.19%				
2014 EAV		\$206,717,812	2.84%				
2015 EAV		\$196,072,589	-5.15%				
2016 EAV		\$226,885,221	15.71%				
2017 EAV		\$225,018,324	-0.82%				
"001 Corporate *		270,500	0.1202	0.3500	275,000	0.1368	\$997,000
"003 Bond & Interest		0	0.0000		0	0.0000	\$19,940
Bond & Int. Limited		0	0.0000		0	0.0000	\$1,016,940
IMRF		51,000	0.0227		54,000	0.0269	\$480,333
"014 Police Protection		1,000	0.0004	0.0250	40,000	0.0199	\$1,000
"016 Social security		48,000	0.0213		53,000	0.0264	\$1,498,273
"018 Audit		7,500	0.0033	0.0050	9,000	0.0045	\$1,460,316
"019 Liability		22,000	0.0098		25,000	0.0124	
"020 Recreation		583,000	0.2591	0.3700	525,000	0.2612	
"021 Paving/Lighting		1,000	0.0004	0.0050	1,000	0.0005	
"022 Street Lighting		0	0.0000		0	0.0000	
"024 Working Cash Fund		0	0.0000	0.0250	0	0.0000	
"251 Workman's Comp		9,000	0.0040		9,000	0.0045	
"262 Unemployment Insurance		4,000	0.0018		6,000	0.0030	
Sub Total		997,000	0.4431		997,000.00	0.4960	
Debt Service (DSEB 2010)		480,333	0.2135		480,333	0.2390	
New 1981 Special Rec		1,000	0.0004	0.0400	1,000	0.0005	
TOTAL change from PY		1,478,333	0.6570 (0.0784)		1,478,333.00	0.7354	
"Divided as follows:							
Corporate Capital		270,500	2017 Actual 275,000				
Total Corporate		270,500	275,000				

Truth in Taxation:	998,000	1.05	1,047,900
Proposed levy increase:		0.00%	998,000
coverage			(49,900)

**AN ORDINANCE LEVYING AND ASSESSING TAXES OF
THE GOLF MAINE PARK DISTRICT
OF COOK COUNTY, ILLINOIS
FOR THE FISCAL YEAR BEGINNING MAY 1, 2021
AND ENDING APRIL 30, 2022 (2021 Tax Bill)**

BE IT ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE GOLF MAINE PARK DISTRICT, COOK COUNTY, ILLINOIS, AS FOLLOWS:

SECTION ONE

The sum of Nine Hundred Ninety Eight Thousand five hundred Dollars (\$998,500),, or so much as may be authorized by law, be and hereby is assessed and levied for the anticipated objects and purposes specified against all taxable property within the limits of the GOLF MAINE PARK DISTRICT at full, fair cash value as the same is assessed and equalized foety State and County purposes, for the year 2020 (extended and billed in 2021).

I. GENERAL CORPORATE FUND

Services:

1. Legal Fees and Publications	\$ 8,000
2. Health Insurance	82,100
3. Dues	8,000
4. Contractual Agreements	39,100
5. Repairs	35,000
6. Utilities/Telephone	75,000

Operational Expenses:

1. Office Supplies	\$ 5,000
2. Maintenance Supplies	10,000
3. Equipment	1,000
4. Motor Fuel	2,000
5. Other	5,000

The amount to be raised by Tax Levy for General Corporate purposes
(Authority - 70 ILCS 1205/5-1):

\$270,200

II. RECREATION FUND

Personnel:

1. Administrative Salaries	\$ 230,500
2. Recreation Salaries	170,000
3. Maintenance Salaries	97,500
4. Travel and Training	9,000

Services:

1. Contractual Agreements	\$ 35,000
2. Special Events	5,000
3. Postage	2,000
4. Printing	5,000

Operational Expenses:

1. Utilities	\$ -0-
2. Supplies	13,000
3. Equipment	2,000
4. Marketing	7,000
5. Miscellaneous	<u>9,500</u>

The amount to be raised by Tax Levy for Recreation purposes (Authority - 70-ILCS 1205/5-2): **\$ 585,500**

III. LIABILITY INSURANCE FUND

The amount to be raised by Tax Levy for Liability Insurance purposes (Authority - 745 ILCS 10/9-107): **\$ 22,000**

IV. WORKERS' COMPENSATION INSURANCE FUND

The amount to be raised by Tax Levy for Workers' Compensation Insurance purposes (Authority - 745 ILCS 10/9-107): **\$ 9,000**

V. UNEMPLOYMENT COMPENSATION INSURANCE FUND

The amount to be raised by Tax Levy for Unemployment Compensation Insurance purposes (Authority - 745 ILCS 10/9-107): **\$ 2,000**

VI. ILLINOIS MUNICIPAL RETIREMENT FUND

The amount to be raised by Tax Levy for Illinois Municipal Retirement Fund purposes (Authority - 40 ILCS 5/7-171): **\$ 48,000**

VII. SOCIAL SECURITY FUND

The amount to be raised by Tax Levy for
Social Security Fund purposes (Authority - 40 ILCS 5/21-110): \$ 51,000

VIII. AUDIT FUND

The amount to be raised by Tax Levy for Audit purposes
(Authority - 50 ILCS 310/9): \$ 7,500

IX. PAVING AND LIGHTING FUND

The amount to be raised by Tax Levy for Paving/Lighting
purposes (Authority - 70 ILCS 1205/5-6): \$ 1,000

X. HANDICAPPED FUND

The amount to be raised by Tax Levy for payment of the
Park District's share of the expenses for the Maine-Niles
Special Recreation Association (Authority - 70 ILCS 1205/5-8): \$ 1,000

XI. POLICE PROTECTION FUND

The amount to be raised by Tax Levy for Police Protection
purposes (Authority - 70 ILCS 1205/5-9): \$ 1,000

SUMMARY

Total Tax Levy for General Corporate Fund:	\$ 270,200
Total Tax Levy for Recreation Fund:	585,500
Total Tax Levy for Liability Insurance Fund:	22,000
Total Tax Levy for Workers' Compensation Insurance Fund:	9,000
Total Tax Levy to Unemployment Compensation Insurance Fund:	2,000
Total Tax Levy for Illinois Municipal Retirement Fund:	48,000
Total Tax Levy for Social Security Fund:	51,000
Total Tax Levy for Audit Fund:	7,500
Total Tax Levy for Paving and Lighting Fund:	1,000
Total Tax Levy for Handicapped Fund:	1,000
Total Tax Levy for Police Protection Fund:	<u>1,000</u>
TOTAL AMOUNT TO BE LEVIED BY ALL FUNDS	\$ 998,500

SECTION TWO

Pursuant to Section 4-4 of the Illinois Park District Code (70 ILCS 1205/4-4), this levy is not intended or required to be supportive of or in relation to the Park District's Budget and Appropriation Ordinance for the 1ST DAY OF MAY, 2021 through the 30TH DAY OF APRIL, 2022 fiscal year.

SECTION THREE

Hereafter set forth under the column entitled "Amount to be Raised by Taxation" is the specific amount hereby levied for each object and purpose.

SECTION FOUR

The Secretary is hereby directed to file a certified copy of this Ordinance with the County Clerk of Cook County within the time specified by law and said County Clerk shall extend the tax to produce the amounts levied herein upon the books of the Collector of the State and County Taxes, all as provided by law.

SECTION FIVE

This Ordinance shall be in full force and effect from and after its adoption as required by law.

ADOPTED this 15th day of October, 2020 pursuant to a roll call vote as follows:

Ayes: _____

Nays: _____

Abstained: _____

Absent & Not Voting: _____

JINAL SHAH, President
Board of Park Commissioners
Golf Maine Park District

ATTESTED this 15th day of October, 2020:

John Jekot, Secretary
Board of Park Commissioners

SECRETARY'S CERTIFICATE

**STATE OF ILLINOIS
COUNTY OF COOK**

GOLF MAINE PARK DISTRICT

TRUTH IN TAXATION

CERTIFICATE OF COMPLIANCE

I, Jinal Shah, hereby certify that I am the presiding officer of Golf Maine Park District, Cook County, Illinois, and as such presiding officer, I certify that the levy ordinance, a copy of which is attached, was adopted pursuant to, and in all respects in compliance with the provisions of the Illinois Property Tax Code - Truth in Taxation law, 35 ILCS 200/18-60 through 18-85 (2002)

This certificate applies to the 2019 levy

IN WITNESS WHEREOF, I have signed my name in my official capacity as the President and presiding officer of the Board of Park Commissioners of the Golf Maine Park District at 8800 W. Kathy Lane, Niles, Illinois this 15th day of October, 2020.

Jinal Shah, President
Golf Maine Park District
Board of Commissioners

(SEAL)

(Attach this certificate to the tax levy)

Change of Address

1167 Hobson Mill Drive, Naperville, IL 60540

Please update your files and mail all future payments to our new address.

Terms	Project
Net 30	2019 Dee Park OSL...

[illegible]

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

Total	\$1,690.16
Balance Due	\$1,690.16

INVOICE

BHFX IMAGING™
 REPRODUCTION TECHNOLOGIES

 80 WEST SEEGER ROAD
 ARLINGTON HEIGHTS, IL 60005
 P: (847) 593-3161 F: (847) 593-3129

Customer Copy

Number	373568
Date	08/19/20
Page	1

Bill To:
31302
DESIGN PERSPECTIVES INC
1280 IROQUOIS AVE
SUITE 110
NAPERVILLE, IL 60563

Ship To:
SAME
DESIGN PERSPECTIVES INC
1280 IROQUOIS AVE
SUITE 110
NAPERVILLE, IL 60563

Purchase Order	Shipped	Salesperson	Attn:	Tax Code	Doc #	Wh	Dept.	Ship Via
DEE PARK OSLAD	08/19/20	010 NCS	TOD STANTON	20	D47826	01		CUSTOMER PICKUP

Item	Description	Originals	Prints Each	Total Prints	Sq Ft	Total Sq. Ft.	Price	UM	Extension
XD100	FILE PROCESS/JOB SETUP	15		0		15	1.100	EA	16.50
XA500	BOND COPIES	15	2	30	6	180	.275	SQ	49.50
XA600	REDUCED SIZE BOND COPIES	15	1	15	2	30		SQ	8.91

TERMS: NET 30 DAYS

Merchandise	Misc	Discount	Tax	Freight	Total Due
74.91	.00	.00	.00	.00	\$74.91

REMIT TO: 80 W SEEGER ARL HTS. IL 60005

PLEASE REMIT TO: BHFX LLC. 80 West Seegers Rd. Arlington Heights, IL 60005



MEMO

To: John Jekot

From: Tod Stanton

Date: October 8, 2020

Certificate for Payment

Owner: Golf Maine Park District
8800 West Kathy Lane
Niles, Illinois 60714

Contract: 2020 Dee Park OSLAD Improvements

Pay Application: 2

Based upon our observations at the site and on the data comprising the Contractor's Application for Payment, the work has progressed to the point indicated on the Application for Payment and to the best of our knowledge, the work covered by this Application for Payment is in accordance with the Contract Documents and that all amounts shown are due. Therefore, we recommend payment be made to Ken Nelson Construction for the amount approved in the Application for Payment. **Certified Payroll from the General Contractor and all sub-contractors as well as Partial Waivers and/or Waivers to Date should be received and reviewed before releasing any check to them.**

Design Perspectives, Inc., by


Tod J. Stanton

Date: 10.8.20

AIA Document G702 - 1992

Application and Certificate for Payment

TO OWNER: Golf Maine Park District 8800 West Kathy Lane Niles, IL 60714		PROJECT: 2020 Dee Park OSLAD Improvements	APPLICATION NO: 002	Distribution to: <input checked="" type="checkbox"/> OWNER <input checked="" type="checkbox"/> ARCHITECT <input checked="" type="checkbox"/> CONTRACTOR <input type="checkbox"/> FIELD <input type="checkbox"/> OTHER
FROM: Ken Nelson Construction 23737 E. County Line Road Maple Park, IL 60151		VIA ARCHITECT: Design Perspectives, Inc. 1280 Iroquois Avenue, Suite 110 Naperville, IL 60563	PERIOD TO: October 08, 2020 CONTRACT FOR: Dee Park CONTRACT DATE: June 24, 2020 PROJECT NOS: Design Perspectives, Inc. / Ken Nelson Construction, Inc. / Golf Maine Park District	

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM \$595,416.66
2. NET CHANGE BY CHANGE ORDERS \$0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2) \$595,416.66
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$373,348.30
5. RETAINAGE:
 - a. 5.00 % of Completed Work (Column D + E on G703) \$18,667.42
 - b. 0 % of Stored Material (Column F on G703) \$0.00

Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$18,667.42

Notary Public: My Commission expires: \$0.00

6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$576,749.22
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$98,550.00

8. CURRENT PAYMENT DUE \$256,130.88
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$240,735.78

CHANGE ORDER SUMMARY	
Total changes approved in previous months by Owner	\$0.00
Total approved this Month	\$0.00
TOTALS	\$0.00
NET CHANGES by Change Order	\$0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: By: _____ Date: _____
State of: IL
County of: _____
Subscribed and sworn to before me this _____ day of _____
Notary Public: _____
My Commission expires: _____

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$256,130.88
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: _____
By: _____ Date: 10.8.20

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G + C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	Furnish & Install Crushed Limestone Screenings Under Chain Link Line Fencing & Backstop	1,800.00	0.00	0.00	0.00	0.00	0.00%	1,800.00	0.00
E. 3.	Furnish & Install Black Vinyl Coated Fence	23,906.80	0.00	0.00	0.00	0.00	0.00%	23,906.80	0.00
E. 4.	Furnish & Install 16' Black Vinyl Coated Line Fence (Ballfield)	11,072.10	0.00	0.00	0.00	0.00	0.00%	11,072.10	0.00
E. 5.	Furnish & Install 8' Black Vinyl Coated Line Fence (Ballfield)	4,499.20	0.00	0.00	0.00	0.00	0.00%	4,499.20	0.00
E. 6.	Furnish & Install 12' Black Vinyl Coated Line Fence (Soccer)	23,527.72	0.00	0.00	0.00	0.00	0.00%	23,527.72	0.00
E. 7.	Furnish & Install BOLCO Ball Field Equipment	800.00	0.00	0.00	0.00	0.00	0.00%	800.00	0.00
F.	Site Furnishings	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
F. 1.	Furnish & Install 15' Square Park Shelter	20,642.00	0.00	0.00	0.00	0.00	0.00%	20,642.00	0.00
F. 2.	Furnish & Install Litter Can (3)	4,074.54	0.00	2,800.00	0.00	2,800.00	68.72%	1,274.54	0.00
F. 3.	Furnish & Install Recycling Bin (3)	5,184.00	0.00	3,000.00	0.00	3,000.00	57.87%	2,184.00	0.00
F. 4.	Furnish & Install ADA Picnic Table	3,900.00	0.00	3,000.00	0.00	3,000.00	76.92%	900.00	0.00
F. 5.	Furnish & Install Picnic Table	4,100.00	0.00	3,000.00	0.00	3,000.00	73.17%	1,100.00	0.00
F. 6.	Furnish & Install 8' Table	2,800.00	0.00	0.00	0.00	0.00	0.00%	2,800.00	0.00

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User Notes:

Invoice**GHA GEWALT HAMILTON
ASSOCIATES, INC.**
CONSULTING ENGINEERS625 Forest Edge Drive, Vernon Hills, IL 60061
TEL 847.478.9700 ■ FAX 847.478.9701

www.gha-engineers.com

Mr. Tod Stanton
Tod@design-perspectives.net
Design Perspectives, Inc.
1280 Iroquois Ave., Suite 110
Naperville, IL 60563September 29, 2020
Invoice #: 5094.600 - 1

Project 5094.600 DEE PARK IMPROVEMENTS 2020

Professional Services rendered through August 30, 2020**Professional Personnel**

		Hours	Rate	Amount
DRAFTING & CAD DESIGN				
Hue, Monica X.	7/6/2020	1.00	150.00	150.00
Cook County resubmittal package				
Hue, Monica X.	7/13/2020	.50	150.00	75.00
Reviewed plans and correspondence with contractor				
Hue, Monica X.	7/14/2020	.50	150.00	75.00
Reviewed plans and correspondence with contractor				
Hue, Monica X.	7/16/2020	.50	150.00	75.00
Reviewed plans and correspondence with contractor				
Hue, Monica X.	7/17/2020	1.00	150.00	150.00
Reviewed plans and correspondence with contractor				
Hue, Monica X.	7/27/2020	.50	150.00	75.00
Storm sewer plan changes				
Hue, Monica X.	7/28/2020	.50	150.00	75.00
Storm sewer plan changes				
Hue, Monica X.	7/29/2020	1.50	150.00	225.00
Revised plan set				
Hue, Monica X.	7/30/2020	.50	150.00	75.00
Storm sewer plan changes				
Hue, Monica X.	7/31/2020	.50	150.00	75.00
Revised plan set				
Hue, Monica X.	8/3/2020	1.00	150.00	150.00
Plan revisions				
Hue, Monica X.	8/4/2020	.50	150.00	75.00
Plan clarification				
PROJECT COORDINATION				
Rychlik, Thomas A.	7/6/2020	1.00	180.00	180.00
Dee Park - Permit Coord				
Rychlik, Thomas A.	7/7/2020	.50	180.00	90.00
Dee Park - Permit Coord				
Rychlik, Thomas A.	7/10/2020	.50	180.00	90.00
Coord with Ken Nelson Contractor				
Rychlik, Thomas A.	7/17/2020	1.00	180.00	180.00
Coordinating questions with Project Contractor				

WIRE ACH/EFT PAYMENT INSTRUCTIONSLake Forest Bank and Trust Company, N.A. Address: 727 North Bank Lane, Lake Forest, IL 60045
Account#: 8200011445; ABA Routing#: 071925334
For ACH payments please send notice of invoices being paid to ap@gha-engineers.com

**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
- 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

Name of Subrecipient: Golf Maine Park District

Address: 8800 W. Kathy Lane, Niles IL 60714

Email: 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, 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.
- 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. 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



TO: ALL MEMBER DISTRICTS

FROM: Peter M. Murphy, President/CEO

DATE: October 1, 2020

RE: **CREDENTIALS CERTIFICATE**

The IAPD/IPRA Soaring to New Heights Conference will be held on January 28-30, 2021.

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 30, 2021 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

_____ held at
(Name of Agency)
_____ on _____ at _____
(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 30, 2021 at 3:30 p.m.:**

<i><u>Name</u></i>	<i><u>Title</u></i>	<i><u>Email</u></i>
--------------------	---------------------	---------------------

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



TO: ALL MEMBER DISTRICTS
FROM: Peter M. Murphy, President/CEO
DATE: October 1, 2020
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 (December 1, 2020) 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 16, 2020) 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 December 1, 2020.



TO: ALL MEMBER DISTRICTS
FROM: Peter M. Murphy, President/CEO
DATE: October 1, 2020
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 December 1, 2020 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 16, 2020) 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: December 1, 2020 is the deadline for all changes and/or amendments to be received in the Association's office.