

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

**Call-In Number: +1 312 626 6799
Meeting ID: 870 9920 4374
Password: 454998**

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

**May 21, 2020
7:00pm**

1. Call to Order
2. Roll Call
3. Visitors/Visitor Comment
4. Acceptance of Commissioner Karen Morrison Resignation
5. Proclamation Honoring Commissioner Karen Morrison - **(Page 1)**
6. Election of Board Officers
 - i. Treasurer
 - ii. Assistant Treasurer
 - iii. Secretary
 - iv. Assistant Secretary
 - v. Vice-President
 - vi. President
7. Appointment of Freedom of Information Act Officers
8. Appointment of Open Meeting Act Designees
9. Appointment of Park District Legal Counsel
10. Changes or Additions to the Agenda
11. Approval of the Consent Agenda - **(Page 2-11)**
 - vii.** Minutes of the April 23, 2020 Regular Board Meeting - **Page 2-3)**
 - viii.** Minutes of the February 25, 2020 MNASR Board Meeting - **(Page 4-10)**
 - ix.** Treasurer's Report April 2020 - **(Page 11)**
 - x.** Bills Payable May 2020
12. Staff Reports - **(Page 12)**
 - i. Dee Park (no report)
 - ii. Feldman Recreation Center (no report)
 - iii. Maintenance Department - **(Page 12)**
 - iv. Marketing Committee (no report)
 - v. Recreation Department (no report)

13. Directors Report - **(Page 13-16)**

14. Unfinished or Continuing Business - **(Page 17-24)**

- i. Legislative Update - **(Page 17-24)**
- ii. Draft Budget and Appropriations Revisions

15. New Business - **(Page 25-27)**

- i. Commissioner Vacancy Update
- ii. Termination of Contract for Professional Services (Design Perspectives) Master Plan Contract - **(Page 25-26)**
- iii. Approval of Professional Services (Design Perspectives) Master Plan @ \$2,100.00
- iv. Board Member Comments - **(Page 27)**

16. 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.

17. Action as a result of Closed Session

18. 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.

Proclamation

HONORING THE SERVICE OF COMMISSIONER KAREN MORRISON

WHEREAS, Karen Morrison was appointed as a commissioner in February of 2009; and

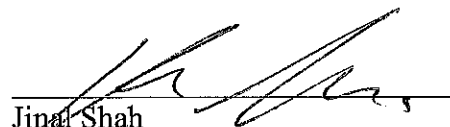
WHEREAS, Karen Morrison was elected as a commissioner in April of 2011; and

WHEREAS, Karen Morrison served 11 years as a commissioner; and


WHEREAS, Karen Morrison was the treasurer; and

WHEREAS, Karen Morrison devoted many hours of his time to the Park District.

NOW, THEREFORE, IT IS PROCLAIMED that the Golf Maine Park District recognizes and celebrates the contributions of Commissioner Karen Morrison. May this proclamation serve as a testimonial to the valuable services rendered by our esteemed colleague and neighbor.


Jinal Shah
President, Board of Commissioners
Golf Maine Park District

ATTESTED this 21st day of May, 2020


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

**MINUTES OF THE RE-SCHEDULED VIRTUAL REGULAR MEETING
BOARD OF COMMISSIONERS OF THE GOLF MAINE PARK DISTRICT
MAINE TOWNSHIP, COOK COUNTY, ILLINOIS
HELD ON APRIL 23, 2020**

1. CALL TO ORDER

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

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 (JS), Mark Resnick (MR), Karen Morrison (KM), Paula Kurland (PK), Nicole Nembhard (NN) Absent: None

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. Commissioner Morrison moved to approve the consent agenda
- b. Seconded by Commissioner Kurland
- c. Roll was called: Ayes: 5 Nays: 0

7. STAFF REPORTS

- a. Staff reports were submitted to the board in the packet

8. DIRECTORS REPORT

- a. Director Jekot reviewed additional information regarding the master plan as to using ESRI database as part of the demographic profile within the GIS boundaries of the Golf Maine Park District. The additional cost to use this would be \$1,100.00. The consent of the Board was to move forward with the master plan and not to include ESRI data at this time.
- b. Director Jekot reported that in response to COVID-19 that deep cleanings will be done at Feldman and Dee Park.

9. UNFINISHED or CONTINUING BUSINESS

- a. Legislative Update
 - i. The General Assembly has suspended activities until further notice during the COVID-19 crisis.
- b. Fiscal Year 2020/2021 Budget Update
 - i. Director Jekot reported that after participating in several legal webinars related to COVID-19, it was suggested to wait as long as possible to pass your agency budget, which in our case would be July. It has been past practice to adopt our budget in June, and the extra month would give us time to figure out and better forecast what the impact of COVID-19 will be on the budget. A complete lost revenue report in programming and rentals will be prepared and included in an upcoming weekly Board update.

10. NEW BUSINESS

- a. Approval of Feldman Multi-Purpose Room Floor Retile (capital project)
 - i. President Shah moved to approve
 - ii. Seconded by Commissioner Morrison
 - iii. A discussion followed regarding what type of tile is being installed, in particular to the color. Direct Jekot stated that Kevin is coordinating this project and if any Commissioner wants to meet with Kevin to further discuss to let Director know by this coming Monday and that Kevin will call back.
 - iv. Roll was called: Ayes: 5 Nays: 0
- b. Statement of Economic Interest Filing
 - i. Director Jekot reminded that those who have yet to file need to do so by the May 1st.
- c. Board Member Comments
 - i. None

11. CLOSED SESSION

- a. President Shah motioned that the Board go into closed Executive Session to consider information regarding appointment, employment, compensation, discipline, performance, or dismissal of an officer, an employee or employees pursuant to Sections 2(c)(1) and 2(c)(2) of the Open Meetings Act. At 7:40pm
- b. Seconded by: Commissioner Resnick.
- c. Voice Vote: Ayes: 5 Nay: 0
- d. Out of Executive Session at 8:26pm

12. ADJOURNMENT

- a. President Shah moved to adjourn the meeting
- b. Seconded by Commissioner Morrison
- c. Voice Vote: Ayes: 5 Nay: 0
- d. Meeting adjourned at 8:27pm

5/21/20
Minutes Approved

Jinal Shah
President

John Jekot
Secretary

THE MAINE NILES ASSOCIATION OF SPECIAL RECREATION
BOARD OF DIRECTORS MEETING
February 25, 2020

Tom Elenz called the February 25, 2020 meeting to order at 10:03 AM. The following board members were in attendance:

Don Miletic, Des Plaines Park District
John Jekot, Golf Maine Park District (arrived at 10:04 AM)
Jeff Wait, Morton Grove Park District
Tom Elenz, Niles Park District
Gayle Mountcastle, Park Ridge Park District
Michelle Tuft, Skokie Park District

Absent: Melissa Rimdzius, Village of Lincolnwood Parks and Recreation

Staff in attendance: Peggy Wilson, Jennifer Gebeck, Tom Byczek, Barbara Saunders, Sonia Varughese, Lisa Barrera

David Moore from Laner Muchin was introduced.

A motion to approve the consent agenda was made by Gayle Mountcastle and seconded by Don Miletic. This passed in a roll call vote as follows:

Des Plaines: Yes
Morton Grove: Yes
Niles: Yes
Park Ridge: Yes
Skokie: Yes

The consent agenda consisted of: Minutes of the December 17, 2019 Board Meeting; Minutes of the December 17, 2019 Executive Session, Minutes of the Special Meeting of January 13, 2020, Minutes of the January 13, 2020 Executive Meeting; Treasurers Report for the months ending December 31, 2019 and January 31, 2020; Voucher list of bills presented for the February 25, 2020 Board Meeting in the amount of \$119,654.73

Superintendent Gebeck reviewed the program report. She highlighted the implementation and upgrade of Rec Trac 3.1, indicating it has been tested by one family, and online registration should be available for summer. She also highlighted an overnight trip for adults to Madison, the ITRS Basketball Tournament hosted by M-NASR on February 16, and the upcoming Bocce Tournament to be held at Prairie Lakes Community Center.

Lisa Barrera, Inclusion Manager, gave a presentation on 2019 inclusion statistics. She highlighted what changes and improvements have been made in the last year, including additional trainings, a pre school assessment, and participant binders for each site.

Public Information Manager Barbara Saunders reports she has been working on the summer brochure and day camp information, the upcoming Liponi Dinner Dance,

Recognition Night, a program for the ITRS Basketball tournament, and the End of Summer Party.

Development Officer Peggy Wilson reported on the upcoming Liponi Dinner Dance. She reported on a potential new sponsorship opportunity as well as the successful Trivia Night Fundraiser.

The board reviewed the budget reports by fund as of December 31, 2019, and January 31, 2020.

Executive Director Breitlow reviewed updates to her 2020 work plan. Breitlow will be attending the Morton Grove Park District March Board Meeting. Any other districts that would like Breitlow to speak at one of their upcoming board meetings should reach out to her. Breitlow reported that one of the two I-DOT granted vehicles will be taken out of commission and staff are developing a plan for operating with one less vehicle, however, there may be a need for M-NASR to replace this vehicle in the future.

An updated Drug and Alcohol policy was presented. A motion was made by John Jekot and seconded by Gayle Mountcastle to approve the updated Drug and Alcohol Policy. This passed in a roll call vote as follows:

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

Breitlow reviewed an update to the check signing policy. The signers on the checks will be herself, as Executive Director, as well as the Superintendent (Jennifer Gebeck). The Executive Director of Morton Grove Park District will remain a signer in the event of an extended absence or emergency.

A motion was made by Michelle Tuft at 10:20AM and seconded by Jeff Wait to convene into executive session in accordance with sections 120/2 (c)1, 120/2 (c) 11, and 120/2 (c) 5. This passed in a roll call vote as follows:

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

A motion was made by John Jekot at 11:24 AM and seconded by Michele Tuft to reconvene to regular session. This passed in a voice vote.

A motion was made at 11:25AM by John Jekot and seconded by Don Miletic to adjourn the February 25, 2020 board meeting. This passed in a voice vote.

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 JANUARY 31, 2020 AND FEBRUARY 29, 2020**

	<u>JANUARY</u>	<u>FEBRUARY</u>
<u>MONTHLY CASH POSITION</u>		
BEGINNING BALANCE	\$ 690,672.64	\$ 578,499.64
CASH RECEIPTS	53,035.38	96,884.72
INTEREST	556.65	424.93
TRANSFERS INTO CASH ACCOUNTS		
TRANSFERS OUT OF INVESTMENTS	(109,300.00)	(123,800.00)
DISBURSEMENTS ON LIST OF BILLS	(56,360.89)	(56,415.44)
OTHER INCREASES/(DECREASES) *	(104.14)	(40,217.78)
 ENDING BALANCE	 <u><u>\$ 578,499.64</u></u>	 <u><u>\$ 455,376.07</u></u>
 <u>BANK BALANCES BY ACCOUNT</u>		
GENERAL ACCOUNT	\$ 59,830.20	\$ (31,203.24)
PAYROLL ACCOUNT	16,298.28	25,383.22
IMPREST ACCOUNT	1,466.08	1,466.08
NOW ACCOUNT	495,472.79	454,290.53
TOTAL CASH ACCOUNTS	<u><u>\$ 573,067.35</u></u>	<u><u>\$ 449,936.59</u></u>
 ILLINOIS FUNDS MONEY MARKET ACCOUNT	 <u><u>\$ 5,432.29</u></u>	 <u><u>\$ 5,439.48</u></u>
TOTAL INVESTMENT ACCOUNTS	<u><u>\$ 5,432.29</u></u>	<u><u>\$ 5,439.48</u></u>
TOTAL CASH AND INVESTMENTS	<u><u>\$ 578,499.64</u></u>	<u><u>\$ 455,376.07</u></u>

DETAILED INVESTMENT INFORMATION

ILLINOIS FUNDS MONEY MARKET ACCOUNT AND THE

FIFTH THIRD BUSINESS NOW ACCOUNT

MONTHLY INTEREST INCOME	\$ 556.65	\$ 424.93
YEAR-TO-DATE INTEREST INCOME	\$ 556.65	\$ 981.58

* "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 JANUARY 31, 2020 AND FEBRUARY 29, 2020**

(Unaudited)

	ASSETS	JANUARY	FEBRUARY
Cash at bank		\$ 77,594.56	\$ (4,353.94)
Cash - NOW Account		\$ 495,472.79	\$ 454,290.53
Petty cash		278.68	237.23
Investments		5,432.29	5,439.48
Accounts receivable		28,439.45	32,193.35
Prepaid expenses		17,680.52	21,108.07
Total assets		<u>\$ 624,898.29</u>	<u>\$ 508,914.72</u>
LIABILITIES AND EQUITY			
Liabilities			
Payables, accruals and deferred revenues		\$ 17,427.40	\$ 19,576.69
Total liabilities		<u>17,427.40</u>	<u>19,576.69</u>
Fund Balance			
Beginning of the year		\$ 642,682.11	\$ 642,682.11
Current year activity		(35,211.22)	(153,344.08)
Total fund balance		<u>607,470.89</u>	<u>489,338.03</u>
Total liabilities and equity		<u>\$ 624,898.29</u>	<u>\$ 508,914.72</u>

**MAINE-NILES ASSOCIATION OF SPECIAL RECREATION
COMPARATIVE MONTH TREASURER'S REPORT
FOR THE MONTHS OF FEBRUARY 29, 2020 AND MARCH 31, 2020**

	<u>FEBRUARY</u>	<u>MARCH</u>
<u>MONTHLY CASH POSITION</u>		
BEGINNING BALANCE	\$ 578,499.64	\$ 455,376.07
CASH RECEIPTS	96,884.72	547,980.17
INTEREST	424.93	251.46
TRANSFERS INTO CASH ACCOUNTS		
TRANSFERS OUT OF INVESTMENTS	(123,800.00)	(159,600.00)
DISBURSEMENTS ON LIST OF BILLS	(56,415.44)	(49,267.99)
OTHER INCREASES/(DECREASES) *	(40,217.78)	(57,573.67)
ENDING BALANCE	<u>\$ 455,376.07</u>	<u>\$ 737,166.04</u>
<u>BANK BALANCES BY ACCOUNT</u>		
GENERAL ACCOUNT	\$ (31,203.24)	\$ 297,161.78
PAYROLL ACCOUNT	25,383.22	78,556.71
IMPREST ACCOUNT	1,466.08	1,466.08
NOW ACCOUNT	454,290.53	354,536.33
TOTAL CASH ACCOUNTS	<u>\$ 449,936.59</u>	<u>\$ 731,720.90</u>
ILLINOIS FUNDS MONEY MARKET ACCOUNT	<u>\$ 5,439.48</u>	<u>\$ 5,445.14</u>
	<u>\$ 5,439.48</u>	<u>\$ 5,445.14</u>
TOTAL INVESTMENT ACCOUNTS		
TOTAL CASH AND INVESTMENTS	<u>\$ 455,376.07</u>	<u>\$ 737,166.04</u>
<u>DETAILED INVESTMENT INFORMATION</u>		
<u>ILLINOIS FUNDS MONEY MARKET ACCOUNT AND THE</u>		
<u>FIFTH THIRD BUSINESS NOW ACCOUNT</u>		
MONTHLY INTEREST INCOME	\$ 424.93	\$ 251.46
YEAR-TO-DATE INTEREST INCOME	\$ 981.58	\$ 1,233.04

* "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 FEBRUARY 29, 2020 AND MARCH 31, 2020**

(Unaudited)

	<u>FEBRUARY</u>	<u>MARCH</u>
ASSETS		
Cash at bank	\$ (4,353.94)	\$ 377,184.57
Cash - NOW Account	\$ 454,290.53	\$ 354,536.33
Petty cash	237.23	237.23
Investments	5,439.48	5,445.14
Accounts receivable	32,193.35	15,184.96
Prepaid expenses	21,108.07	17,528.98
 Total assets	 <u>\$ 508,914.72</u>	 <u>\$ 770,117.21</u>
LIABILITIES AND EQUITY		
Liabilities		
Payables, accruals and deferred revenues	\$ 19,576.69	\$ 13,115.39
Total liabilities	<u>19,576.69</u>	<u>13,115.39</u>
 Fund Balance		
Beginning of the year	\$ 642,682.11	\$ 642,682.11
Current year activity	(153,344.08)	114,319.71
Total fund balance	<u>489,338.03</u>	<u>757,001.82</u>
 Total liabilities and equity	 <u>\$ 508,914.72</u>	 <u>\$ 770,117.21</u>

SUMMARY OF REVENUES, EXPENDITURES & CASH BALANCES
April 30, 2020

MONTHLY CASH POSITION	Cash	Prior	Prior FY
	Balance	Month	Cash Balance
Beginning Balance	\$2,247,109.46	\$1,070,136.11	\$1,603,944.91
Class Receipts	4,492.70	\$15,597.13	41,447.16
RE Taxes	13,436.57	\$451,558.12	9,520.03
Replacement Taxes	4,542.85	\$572.39	4,456.73
Interest	1,091.25	\$1,136.31	1,126.61
Transfer into Cash Accounts	90,000.00	\$82,000.00	114,000.00
Transfer Out of Investments	(90,000.00)	(\$82,000.00)	(114,000.00)
Disbursements of Bills	(78,917.42)	(\$131,956.91)	(146,950.86)
Bond Payments	0.00	\$0.00	0.00
Other Inc/(Dec)	(394.27)	(\$743.69)	(726.13)
Bond Proceeds		840,700.00	
Month End Balance	\$2,191,401.14	\$2,247,109.46	\$1,512,518.45

BANK BALANCES BY ACCOUNT	Bank	Prior	Prior FY
	Balance	Month	Bank Balance
Savings Account	\$1,206,452.00	\$1,282,607.46	\$1,084,713.46
Checking Account	21,930.62	\$2,166.76	(1,694.57)
Director's Account	2,000.00	\$2,000.00	2,000.00
	0.00	0.00	0.00
Total Cash Accounts	\$1,230,382.62	\$1,286,774.22	\$1,085,018.89

INVESTMENTS BY ACCOUNT	Investment	Prior	Prior FY
	Balance	Month	Invest Balance
Illinois Funds Money Market	\$60,393.03	\$60,343.23	\$59,255.06
IPDLAF+ Class	\$842,160.62	\$841,633.96	\$368,274.54
North Shore - OSLAD	58,464.87	58,358.05	259.96
Total Investments	\$961,018.52	\$960,335.24	\$427,789.56

TOTAL CASH AND INVESTMENTS	\$2,191,401.14	\$2,247,109.46	\$1,512,518.45
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LED INVESTMENT INTEREST INFORMATION	Interest This Month	Interest FY	Interest Prior FY
MB Financial	407.97	\$3,223.39	5,032.32
Illinois Funds	49.80	\$669.31	277.29
IPDLAF+ Class	526.66	\$3,302.76	2,217.54
North Shore	108.82		0.00
Year-To-Date Interest Income	2,227.56	\$7,189.46	7,527.15

GOLF MAINE PARK DISTRICT
FISCAL YEAR 2019-2020
SUMMARY OF REVENUES, EXPENDITURES & CASH BALANCES
April 30, 2019

	Beginning	Month	Month	Current	Revenue	Percent
	Cash Balance	Revenue	Expenses	FYTD Balance	Budgeted	Budgeted
Corporate (10)	1,347,676.36	\$4,066.71	\$21,099.09	\$1,330,643.97	\$288,300	121.72%
Notes:	RE Taxes;		1/2 Replacement Tax;		Grant	
Recreation (20)	446,195.94	12,632.42	36,983.81	421,844.54	714,000	103.23%
Notes:	RE Taxes; 1/2 Replacement Tax; Interest; Program Fees					
Liability (30)	8,661.82	274.24	1,194.77	7,741.30	20,000	106.08%
Notes:	RE Taxes					
Workers Comp (31)	5,046.91	54.82	702.86	4,398.87	9,000	73.15%
Notes:	RE Taxes					
Unemployment (32)	6,707.58	9.94	917.27	5,800.25	2,000	42.27%
Notes:	RE Taxes					
Bond & Interest (40)	2,642,946.17	4,690.30	0.00	2,647,636.47	480,333	258.22%
Notes:	RE Taxes, Bonds					
IMRF (50)	13,556.23	797.86	3,464.46	10,889.64	51,000	89.41%
Notes:	RE Taxes					
Social Security (51)	9,841.79	558.42	2,620.59	7,779.62	51,000	81.08%
Notes:	RE Taxes					
Audit (60)	1,090.59	79.81	0.00	1,170.41	7,500	82.84%
Notes:	RE Taxes					
Paving/Lighting (61)	5,511.30	9.94	0.00	5,521.24	1,000	84.54%
Notes:	RE Taxes					
Handicapped (62)	288,545.63	9.94	12,328.70	276,226.88	45,000	69.26%
Notes:	RE Taxes					
Police (63)	22,475.13	418.82	0.00	22,893.95	40,000	78.50%
Notes:	RE Taxes					
Capital Improvements	(2,617,840.13)	0.00	0.00	(2,617,840.13)	713,000	0.00%
Notes:	RE Taxes					
	66,694.14					
	Beginning	Month	Month	Current	Revenue	Percent
	Cash Balance	Revenue	Expenses	FYTD Balance	Budgeted	Budgeted
Totals	2,247,109.46	\$23,603.24	\$79,311.55	\$2,191,401.14	\$2,422,133	103.77%

**FISCAL YEAR 2019-2020
INCOME SUMMARY
April 30, 2019**

		Current	Prior	Current	Percent	Variance
Cash Balance		FYTD	FYTD	Budget	Budgeted	Budgeted
Real Estate Taxes	\$13,436.57	\$1,142,499.60	\$1,275,218.83	\$1,333,182.00	85.70%	(\$132,719.23)
Replacement Taxes	4,642.85	21,973.35	18,378.08	20,000.00	109.87%	3,595.27
Interest / Misc	1,091.25	14,312.91	17,738.64	5,000.00	286.26%	(3,425.73)
Bond Proceeds	0.00	840,700.00	0.00	0.00	#DIV/0!	840,700.00
Grant Proceeds	0.00	100,000.00	599,700.00	599,700.00	16.68%	(499,700.00)
Program Revenue*	4,432.70	394,073.89	448,432.91	423,000.00	93.16%	(54,359.02)
Totals	\$23,603.37	\$2,513,559.75	\$2,359,468.46	\$2,380,882.00	105.57%	\$154,091.29

*Program Revenue = Program Fees, Rental Fees, Water Spray Park Fees & Miscellaneous revenue MINUS Directors Account Refund

**FISCAL YEAR 2019-2020
CASH POSITION SUMMARY
April 30, 2019**

	Cash Balance	Prior Month	Prior FY Cash Balance
Beginning Balance	\$2,247,109.46	\$1,070,136.11	\$1,603,944.91
Cash Receipts	23,603.37	1,307,555.45	55,325.37
Payroll Expenses*	39,824.01	75,325.60	84,354.77
AP Expenses**	39,093.41	54,362.68	61,370.93
Bond Payment	0.00	0.00	0.00
Visa/MC Charges	394.27	893.82	726.13
Cash Deposit fees	0.00	0.00	0.00
Misc Inc/(Dec)***	0.00	0.00	0.00
Month End Balance	\$2,191,401.14	\$2,247,109.46	\$1,512,818.45

*Payroll Expenses = 410 + 420 + 425 + 430 + 50 + 51 + 63

**AP Expenses = (Total - Payroll Expenses) - 660 - 40

***Misc Increases" may occur when checks written in a prior month are voided in the current month

***Misc decreases may include Visa/MC Charge Fees, Cash Deposit fees

****Cash Receipts = Revenue MINUS Director's Account Refunds

GOLF MAINE PARK DISTRICT
FISCAL YEAR 2019-2020
REAL ESTATE & REPLACEMENT TAXES
April 30, 2019

Month	FISCAL 2019/20		FISCAL 2018/19	
	Real Estate Taxes	Replacement Taxes	Real Estate Taxes	Replacement Taxes
May	\$3,825.47 (2,3)	\$5,418.31	\$5,300.01 (1,2)	\$3,930.65
June	0.00	0.00	0.00	0.00
July	187,809.50	3,200.31	338,318.93	3,062.81
Year-to-Date	191,634.97	8,618.62	343,618.94	6,993.46
August	316,525.49	383.91	270,302.85	309.55
September	0.00	0.00	0.00	0.00
October	5,421.12	5,569.86	0.00	2,771.74
Year-to-Date	513,581.58	14,572.39	613,921.79	10,074.75
November	3,219.79	0.00	0.00	0.00
December	0.00	677.80	0.00	677.80
January	0.00	2,272.45	0.00	2,272.45
Year-to-Date	516,801.37	17,522.64	613,921.79	13,025.00
February	160,693.54	0.00	119,418.10	0.00
March	451,568.12	672.39	532,358.91	896.35
April	13,436.57	4,642.85	9,520.03	4,456.73
Year-to-Date	\$1,142,499.60	\$22,837.88	\$1,275,218.83	\$18,378.08
*Notes	(2) 2009	(3) 2010	(4) 2011	(1) 2012

	Board Approved	County Extended		
2012 Levy (2011 Tax Year)	\$1,244,725	\$1,183,733	91.57%	of extended
2012 Levy Receipts		\$1,083,990	87.09%	of approved
	Board Approved	County Extended		
2011 Levy (2010 Tax Year)	\$1,218,392	\$1,149,238	93.97%	of extended
2011 Levy Receipts		\$1,079,892	88.63%	of approved
	Board Approved	County Extended		
2010 Levy (2009 Tax Year)	\$1,141,343	\$1,106,279	100.57%	of extended
2010 Levy Receipts		\$1,112,569	97.48%	of approved
	Board Approved	County Extended		
2009 Levy (2008 Tax Year)	\$1,129,204	\$1,106,040	7.40%	of extended
2009 Levy Receipts		\$81,858	7.25%	of approved

**GOLF MAINE PARK DISTRICT
FISCAL YEAR 2019-2020
CORPORATE FUND INCOME STATEMENT
April 30, 2019**

	Month End	2019 YTD	2019 Annual	2019 YTD %	2019 YTD
Real Estate Taxes	\$1,745.28	\$238,808.50	\$367,655.00	65.0%	\$273,037.65
Replacement Taxes	2,321.43	12,097.46	10,000.00	121.0%	9,189.07
Interest	0.00	0.00	0.00		0.00
Bond Proceeds	0.00	840,700.00	0.00	#DIV/0!	0.00
Grant Proceeds	0.00	100,000.00	599,700.00	16.7%	599,700.00
Misc. Revenue	0.00	0.00	0.00	#DIV/0!	0.00
	\$4,066.71	\$1,191,605.96	\$977,355.00	121.9%	\$881,926.72

REVENUE

Real Estate Taxes	\$1,880.40	\$17,424.26	\$17,000.00	102.5%	\$18,249.95
Professional Fees	7,910.28	90,283.10	87,800.00	102.8%	82,091.54
Employee Expenses	1,865.75	37,183.25	52,000.00	71.5%	45,263.36
Contractual Agmts	2,757.50	35,005.26	35,000.00	100.0%	32,123.32
Repairs/Improvement	6,126.62	79,927.24	75,000.00	106.6%	79,509.95
Utilities	298.64	15,892.13	15,000.00	105.9%	14,816.52
Supplies & Equipme	52.25	1,784.10	1,500.00	118.9%	1,388.07
Motor Fuel	207.65	4,060.86	5,000.00	81.2%	2,583.36
Misc. Expenses	\$21,099.09	\$281,560.20	\$288,300.00	97.7%	\$276,026.07

EXPENSES

**GOLF MAINE PARK DISTRICT
FISCAL YEAR 2019-2020
RECREATION FUND INCOME STATEMENT
April 30, 2019**

	Month end	2019 YTD	2019 Annual	2019 YTD %	2019 YTD
Real Estate Taxes	\$4,787.05	\$318,861.68	\$229,533.00	138.9%	\$349,574.88
Replacement Taxes	2,321.42	11,575.41	10,000.00	115.8%	9,189.01
Interest	1,091.25	12,519.58	5,000.00	250.4%	17,738.64
Program Fees*	4,432.70	233,325.64	254,500.00	91.7%	279,788.51
Rental Fees*	0.00	159,161.25	145,300.00	109.5%	165,501.00
Water Spray Park	0.00	0.00	3,000.00	0.0%	0.00
Misc. Revenue	0.00	1,587.00	4,200.00	37.8%	3,143.40
	\$12,632.42	\$737,030.56	\$651,533.00	113.1%	\$824,935.44

***Revenue MINUS Director's Account Refunds**

REVENUE

Real Estate Taxes	\$33,432.22	\$599,391.86	\$618,000.00	97.0%	\$549,970.71
Employee Expenses	2,159.00	36,573.64	40,000.00	91.4%	23,983.85
Utilities	0.00	0.00	0.00	#DIV/0!	0.00
Postage/Printing	0.00	7,670.17	9,000.00	85.2%	5,033.97
Supplies & Equipme	998.32	18,893.78	25,500.00	74.1%	25,903.76
Repairs/Improvement	0.00	0.00	0.00	#DIV/0!	0.00
Misc. Expenses	394.27	8,569.07	9,000.00	95.2%	8,339.92
	\$36,983.81	\$671,098.52	\$701,500.00	95.7%	\$613,232.27

EXPENSES

Apply:		May - December 2018 \$597,206		January - April 2019 \$676,366		
FUND	Fund Code Number	Actual Percentage	Actual Amount	Actual Percentage	Actual Percentage	
Corporate	10-310-000	30.483%	\$182,046	12.989%	\$87,853	\$269,899
Recreation	20-310-000	18.565%	\$110,871	35.627%	\$240,969	\$351,840
Liability	30-310-000	1.634%	\$9,758	2.041%	\$13,805	\$23,563
Workers Comp	31-310-000	0.780%	\$4,658	0.408%	\$2,760	\$7,418
Unemployment	32-310-000	0.074%	\$442	0.074%	\$501	\$942
IMRF	50-310-000	1.634%	\$9,758	5.938%	\$40,163	\$49,921
Social Security	51-310-000	2.970%	\$17,737	4.156%	\$28,110	\$45,847
Audit	60-310-000	0.483%	\$2,885	0.594%	\$4,018	\$6,902
Paving / Lighting	61-310-000	0.074%	\$442	0.074%	\$501	\$942
Handicapped	62-310-000	5.941%	\$35,480	0.074%	\$501	\$35,981
Police	63-310-000	2.302%	\$13,748	3.117%	\$21,082	\$34,830
Capital Improve	70-500-000	0.000%	\$0	0.000%	\$0	\$0
Bond & Interest	40-310-000	35.060%	\$209,380	34.907%	\$236,099	\$445,480
Total		100.00%	\$597,206	100.00%	\$676,359	\$1,273,565
		Use Tax year 2018		Use Tax year 2019		
		Identified		WILL BE ADJUSTED		

** Change cell monthly

Apply:		April \$13,436.57		May 1 to April 30 \$1,142,499.60	
FUND	Fund Code Number	Actual Percentage	Actual Amount	Present FYTD	
Corporate	10-310-000	12.989%	\$1,745.28	\$238,808.50	
Recreation	20-310-000	35.627%	\$4,787.05	\$318,861.68	
Liability	30-310-000	2.041%	\$274.24	\$21,215.04	
Workers Comp	31-310-000	0.408%	\$54.82	\$6,583.90	
Unemployment	32-310-000	0.074%	\$9.94	\$845.45	
Bond & Interest	40-310-000	34.907%	\$4,690.30	\$399,603.04	
IMRF	50-310-000	5.938%	\$797.86	\$45,598.50	
Social Security	51-310-000	4.156%	\$558.42	\$41,353.02	
Audit	60-310-000	0.594%	\$79.81	\$6,212.80	
Paving / Lighting	61-310-000	0.074%	\$9.94	\$845.45	
Handicapped	62-310-000	0.074%	\$9.94	\$31,166.19	
Police	63-310-000	3.117%	\$418.82	\$31,399.78	
Capital Improve	70-500-000	0.000%	\$0.00	\$0.00	
Total		100.00%	\$13,436.44	\$1,142,493.34	
		Use Tax Year 2012			
		Change rates in January			

GOLF MAINE PARK DISTRICT
FISCAL YEAR 2019-2020
CASH & INVESTMENTS
April 30, 2019

mb Financial Bank	Rate	Amounts	Account Balances
Checking Account - #1500017604	0.00%	\$31,696.11	
Less outstanding checks		(9,765.49)	
Plus Transfers in Transit		0.00	\$21,930.62
<hr/>			
mb Financial Bank	Rate		
Savings Account - #1500133847	0.00%	\$1,206,452.00	
Plus Deposits in Transit		0.00	\$1,206,452.00
<hr/>			
The Illinois Funds	Rate		
Money Market #007139100940	0.00%		
Balance at Month Open		\$60,343.23	
Deposits			
Interest		49.80	
Withdrawals			\$60,393.03
<hr/>			
Bank of America	Rate		
Director's Checking Account #9526765	0.00%	\$1,500.00	
Other Petty Cash Banks		500.00	
Deposits		0.00	
		0.00	\$2,000.00
<hr/>			
IPDLAF	Rate		
IPDLAF + Class	0.00%		
Balance at Month Open		\$841,633.96	
Deposits		0.00	
Interest		526.66	
Withdrawals		0.00	\$842,160.62
<hr/>			
North Shore -OSLAD	0.00%		
Balance at Month Open		\$58,358.05	
Deposits		0.00	
Interest		106.82	
Withdrawals		0.00	\$58,464.87
<hr/>			

Total Cash & Investments last month end	2,247,109.46
Total Cash & Investments this month end	<u>\$2,191,401.14</u>
Changes from Last Month End	<u><u>\$55,708.32)</u></u>

GOLF MAINE PARK DISTRICT
FISCAL YEAR 2019-2020
EXPENSE SUMMARY
April 30, 2019

Target
0.00%

	FY 2019-2020	April	FYTD	Budget	Previous	%
	Budget	Expenses	Expenses	Balance	FYTD	Budget
					Expenses	Remaining
10 CORPORATE FUND:						
510 Legal Fees & Publications	\$8,000	\$ 840.00	\$ 8,466.44	\$ (466.44)	\$ 9,651.49	-6%
360 Misc. (fire)	\$0	0.00	0.00	0.00	0.00	#DIV/0!
522 Health Insurance	\$85,700	7,750.28	88,843.10	-3,143.10	80,331.54	-4%
523 Health Ins. Opt-Out	\$2,100	160.00	1,440.00	660.00	1,760.00	31%
524 Dues	\$9,000	1,040.40	8,957.82	42.18	8,598.46	0%
530 Contractual Agreements	\$52,000	1,865.75	37,183.25	14,816.75	45,263.36	28%
534 Repairs	\$35,000	2,757.50	35,005.26	-5.26	32,043.49	0%
540 Utilities	\$75,000	6,126.62	79,927.24	-4,927.24	79,509.95	-7%
610 Office Supplies	\$5,000	156.27	4,026.12	973.88	4,166.04	19%
630 Maintenance Supplies	\$9,000	142.37	10,932.91	-1,932.91	9,650.48	-21%
634 Equipment	\$1,000	0.00	933.10	66.90	1,000.00	7%
636 Motor Fuel	\$1,500	52.25	1,784.10	-284.10	1,388.07	-19%
650 Building/Park Improvements	\$0	0.00	0.00	0.00	79.83	#DIV/0!
660 Contingencies	\$5,000	207.65	4,060.86	939.14	2,583.36	19%
TOTAL CORPORATE FUND	\$288,300	\$ 21,099.09	\$ 281,560.20	\$ 6,739.80	\$ 276,026.07	2%
20 RECREATION FUND:						
410 Administrative Salaries	\$195,000	\$ 11,295.41	\$ 190,072.88	\$4,927.12	\$214,783.83	3%
420 Recreation Salaries (F/T)	\$102,000	7,796.30	98,417.85	3,582.15	52,518.33	4%
425 Recreation Salaries (P/T)	\$206,000	6,508.84	195,346.06	10,653.94	189,745.13	5%
430 Maintenance Salaries	\$115,000	7,978.41	115,555.07	-555.07	92,923.42	0%
520 Travel and Training	\$10,000	-146.74	10,566.89	-566.89	2,217.41	-6%
530 Contractual Agreements	\$40,000	2,159.00	36,573.64	3,426.36	23,983.85	9%
535 Special Events	\$3,500	0.00	72.44	3,427.56	3,575.55	98%
540 Utilities	\$0	0.00	0.00	0.00	0.00	#DIV/0!
550 Postage	\$1,500	0.00	2,463.52	-963.52	210.48	-64%
552 Printing	\$7,500	0.00	5,206.85	2,293.35	4,823.49	31%
622 Supplies	\$20,000	685.56	18,508.58	1,491.42	20,328.21	7%
634 Equipment	\$2,000	312.76	312.76	1,687.24	2,000.00	84%
638 General Park Improvement	\$0	0.00	0.00	0.00	0.00	#DIV/0!
650 Marketing	\$2,000	0.00	751.77	1,248.23	1,708.00	62%
655 Wellness Initiatives	\$500	0.00	185.00	315.00	<u>93.00</u>	63%
660 Contingencies	\$9,000	394.27	8,569.07	430.93	8,339.92	5%
TOTAL RECREATION FUND	\$714,000	\$ 36,983.81	\$682,602.18	\$ 31,397.82	\$ 617,250.62	4%
MICELLANEOUS FUNDS						
30 LIAB/PROP INS. FUND	\$20,000	\$ 1,194.77	\$ 19,854.92	\$345.08	19,321.58	2%
31 WORKERS' COMP FUND	\$9,000	702.86	8,771.82	228.18	7,686.29	3%
32 UNEMPLOY. COMP FUND	\$2,000	917.27	1,545.70	454.30	1,426.42	23%
40 BOND & INTEREST FUND	\$480,333	0.00	460,579.50	19,753.50	460,579.50	4%
50 IMRF FUND**	\$51,000	3,464.46	45,644.76	5,355.24	47,378.94	11%
51 SOCIAL SECURITY FUND	\$51,000	2,620.59	48,055.86	2,944.14	43,809.62	6%
60 AUDIT FUND	\$7,500	0.00	7,200.00	300.00	7,200.00	4%
61 PAVING/LIGHTING FUND	\$1,000	0.00	(5,002.04)	6,002.04	-5,002.04	600%
62 HANDICAP FUND	\$45,000	12,328.70	55,030.66	-10,030.66	51,075.72	-22%
63 POLICE FUND	\$40,000	0.00	25,704.11	14,295.89	32,878.23	36%
70 CAPITAL IMPROVE. FUND	\$713,000	0.00	166,599.44	546,400.56	784,588.88	77%
TOTAL MISC. FUNDS	\$1,419,833	\$21,228.65	\$833,784.73	\$586,048.27	\$1,450,943.14	41%
TOTAL ALL FUNDS	\$2,422,133	\$ 79,311.55	\$ 1,797,947.11	\$ 624,185.89	\$ 2,344,219.83	26%

05/19/2020 14 PM

User: DDEACT

DB: Golf Maine Park Di

BANK CODE: NOW

CHECK PROOF FOR GOLF MAINE PARK DISTRICT

CHECK DATE: 05/19/2020 INVOICE PAY DATE FROM 04/29/2020 TO 05/11/2020

Page: 1/1

Check Date	Bank	Check #	Vendor Code	Vendor Name	Invoice Total	Credit Total	Total Amount	# Invoices
05/19/2020	NOW	25412	00342	AM COMFORT CORPORATION	395.78	0.00	395.78	1
05/19/2020	NOW	25413	00604	AMAZON CAPITAL SERVICES	99.78	0.00	99.78	1
05/19/2020	NOW	25414	00515	ANDERSON PEST SOLUTIONS	91.10	0.00	91.10	1
05/19/2020	NOW	25415	00516	AQUA ILLINOIS, INC.	102.77	0.00	102.77	1
05/19/2020	NOW	25416	00339	AT & T	321.42	0.00	321.42	1
05/19/2020	NOW	25417	00351	AT & T INTERNET	255.77	0.00	255.77	1
05/19/2020	NOW	25418	00452	AT&T MOBILITY	76.05	0.00	76.05	1
05/19/2020	NOW	25419	00538	CALUMET PAINT & WALLPAPER	302.06	0.00	302.06	1
05/19/2020	NOW	25420	00156	COM ED	3,157.35	0.00	3,157.35	1
05/19/2020	NOW	25421	00534	COMCAST	148.35	0.00	148.35	1
05/19/2020	NOW	25422	00566	COSTERCOPY CONSULTANTS, INC.	16.01	0.00	16.01	1
05/19/2020	NOW	25423	00490	DESIGN PERSPECTIVES	2,100.00	0.00	2,100.00	1
05/19/2020	NOW	25424	00533	EXPERT CHEMICAL & SUPPLY, INC.	338.64	0.00	338.64	1
05/19/2020	NOW	25425	00171	FIRE AND SECURITY SYSTEMS	1,366.68	0.00	1,366.68	1
05/19/2020	NOW	25426	00370	GROO RECYCLING AND WASTE	1,473.43	0.00	1,473.43	1
05/19/2020	NOW	25427	00052	HOME DEPOT	444.37	0.00	444.37	1
05/19/2020	NOW	25428	00331	HUFCOR, INC.	1,750.00	0.00	1,750.00	1
05/19/2020	NOW	25429	00066	JOURNAL AND TOPICS	600.00	0.00	600.00	1
05/19/2020	NOW	25430	00569	MANAS TORCOM-TOUCH OF BEAUTY C	11,890.48	0.00	11,890.48	1
05/19/2020	NOW	25431	00096	NICOR GAS	1,706.32	0.00	1,706.32	1
05/19/2020	NOW	25432	00511	NUMSP LLC DBA AZBS	420.00	0.00	420.00	1
05/19/2020	NOW	25433	00115	PAT McDONOUGH	800.00	0.00	800.00	1
05/19/2020	NOW	25434	00116	PDRMA	7,660.19	0.00	7,660.19	1
05/19/2020	NOW	25435	00517	QUEST MAINTENANCE, LTD.	323.00	0.00	323.00	1
05/19/2020	NOW	25436	00355	RANDALL INDUSTRIES	21.54	0.00	21.54	1
05/19/2020	NOW	25437	00615	RESTORE RESTORATION, INC	6,950.00	0.00	6,950.00	1
05/19/2020	NOW	25438	00409	TRESSLER, LLP	360.00	0.00	360.00	1
05/19/2020	NOW	25439	00365	TRU GREEN CHEMLAWN	1,210.00	0.00	1,210.00	1
05/19/2020	NOW	25440	00214	VILLAGE PLUMBING AND SEWER SERVIC	542.00	0.00	542.00	1

Num Checks: 29

Num Stubs: 0

Num Invoices: 29

Total Amount: 44,921.09

Jan C. Jett
5/19/20

Check Date	Bank	Check #	Vendor Code	Vendor Name	Invoice Total	Credit Total	Total Amount	# Invoices
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05/19/2020	NOW	25441	00522	AIR COMFORT CORPORATION	393.78	0.00	393.78	1
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05/19/2020	NOW	25442	00604	AMAZON CAPITAL SERVICES	99.78	0.00	99.78	1
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Num Checks: 2

Num Invoices: 2

Num Stubs: 0

Total Amount: 493.56

*Jan 2. felt
5/19/20*

STAFF REPORTS

May 21, 2020

RECREATION (submitted by Kevin Hubka):

- Attending daily staff meetings
- Rescheduling all programs for a potential Mid/late-May start.
- Projects done during this closure:
 - Scheduled and Coordinated with Hufcor to get the safety straps on all basketball hoops replaced and in working order. **(Completed 4/1/2020)**
 - Scheduled and Coordinated the Feldman Gym floor to get sanded and refinished so that we are ready to go when we open again. **(Completed 3/27/2020)**
 - Coordinating with John on shredding all old documents from 1970s-2010. All old file boxes have been pulled and waiting for shredder. **(Completed – 3/23/2020)**
 - Reorganizing Dee Park Recreation Garage. Throwing away bad equipment, and better utilizing shelving units and the space we have. **(Completed – 5/1/2020)**
 - Reorganizing Dee Park Recreation storage spaces inside the building. Coordinated with Dina/Kathy to better utilize storage areas for programs and rentals. **(Completed 3/20/2020)**
 - Reorganizing Feldman Park Recreation storage spaces inside the building. **(Completed 3/18/2020)**
 - Multi-Purpose room floor. I am in contact with Jim at “Touch of Beauty” to get a new multi purpose room floor. We are in the beginning stages, as I need to set up a meeting to get a quote for it. **(Completed – 5/14/2020)**

Maintenance Report

April – May 2020

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.
- Spring cleaning of garage.
- Painted locker rooms, and washrooms at Feldman .
- Continued playground & building inspections.
- Continued picking litter, and emptying trash cans at both parks.
- Purchased cleaning supplies.
- Cut, bushes, branches, limbs.
- Changed oil on John Deere mower
- Replaced more missing stone caps along Dee Park paths
- Changed oil on super rake.
- Picked up new decals for the lift
- Took the plow off the Kubota.
- Contacted TruGreen for follow up spraying of flower beds & missed spots ASAP.

“In The Know”

The Weekly Communication of Golf Maine Park District

Date: May 15, 2020

COVID-19 Update

I included in this report a message from IPRA regarding some predictions about our future. It was written by Debbie Trueblood, who is the Executive Director of the association. It does not paint a “pretty picture” but will need to consider these predictions as we move forward.

Grant Award

The Rotary Club of Skokie Valley announced recipients of their scholarship grant program. We have been awarded \$500 to be used towards summer day camp scholarship for those in need of financial assistance.

Feldman Multi-Purpose Room Floor Installation

I stopped in Feldman yesterday to take a look at the progress of the job and the room looks great. Work is expected to be completed today. Ed and his crew will need to do some touch up painting where the vinyl cove base meets the wall. His crew will then apply the floor wax and will have a bright “shinning” room ready to open.

Board Vacancy Update

I am finalizing the public notice announcing the vacancy along with the application for interested candidates to complete. My thought is to post the dead-line for applications to be received by June 12th and this would be enough time to schedule virtual interviews to take place the night of our June Board meeting, which is June 18th. A candidate can be chosen at your June 18th meeting with the oath of office being done at our July 16th meeting. The appointment will run through April, 2021. As done in the past, should qualified candidates not apply for the vacancy, extension of the time line can always be done.

Meetings

Meeting Appointment	Meeting Purpose	Meeting Outcome
Various Webinars	COVID-19 Related	
Rotary Club	Weekly Meeting	
Mark (phone)		
Jinal (phone)		
MNASR	Special Meeting	
Village of Niles	Human Service Task Force	
Yes I Am (Chris)	Website Infrastructure	
MNASR	Summer Camp Inclusion	

Up Coming Events

June 18 - Monthly Board Meeting

Web Version



MESSAGE FROM IPRA



Some Predictions About Our Future

The effects of the COVID-19 pandemic, from both a health perspective and an economic one, are unprecedented in modern times. None of us truly know what will happen, but we can make some predictions based on history, trends, and our own experiences. These predictions may or may not prove to be true, but they tell us one version of the possible path forward- for better or for



worse- and if we know what to expect, we can better prepare for it. Remember, in every crisis, some groups come out ahead; creativity and innovation in response to the "new normal" is what determines the victors.

I became an association Executive Director in 2002 and I led five other associations before IPRA, and I have focused my career on leading organizations in crisis through stabilization and rebuilding. I have presented nationally on the topic and been featured in industry publications as an expert

In this area. Based on my experiences, I thought I would share my predictions with you about how the pandemic will affect our industry. Disclaimer-these are not "good news" or "path forward" Ideas, they are about knowing what to expect, so we can all plan accordingly:

- High unemployment rates will be with us for a while. Professionals may find themselves moving to new roles in the industry.
- Minimum wage will be tougher for employers to implement but will NOT be rolled back due to the focus on struggling employees.
- The long-term impact of the drastic increase in unemployment and wage cuts, will create a market favorable to employers where salaries are driven down, and benefits are reduced; talent will become cheaper to recruit and retain.
- Even without a "stay at home" order in place, more employees will work remotely. As professionals take on larger roles, through attrition, they will travel out of the office less and more meetings will take place virtually.
- Some community members will become agoraphobic about leaving their homes, preferring to receive services at home. Many recreation programs will continue to be virtual or hybrid, home recreation such as app based physical training will be here to stay.
- The state and federal budgets will be challenged by their respective expenses in healthcare, PPE, and economic/social programs. This will result in a renewed effort towards local government consolidation as taxpayer budgets and government budgets are tighter.
- Professionals development budgets/employer support to maintain CEUs will be reduced.
- Municipal departments will be hit the hardest in parks/rec as their communities may choose to refocus those budget dollars elsewhere. Park districts, however, will be hit on both their tax revenue and user fees. Agencies will need to drastically restructure their programs, focusing on childcare and other "essential" services.
- Some park and rec agencies will not survive the next five years or will be reduced to a shell of their former model. Some will be absorbed by local government consolidation.
- Agencies who survive will focus on essential services, trim down expenses and programming, incorporate virtual programming, identify new revenue sources, and double-down on partnerships with neighboring agencies and those previously identified as competitors.
- Agencies who rely on volunteers, such as coaches, will see a shift in volunteerism with those who are working reducing their volunteer times as they do two and three people's former jobs, while others who go without work for long periods of time, become much more dedicated volunteers taking a wider variety of roles at the agency.

- IPRA's educational programs will shift from more generalized skill based courses to more deeply niche topics, focused on strategies that help agencies generate new revenue and rebuild.
- There will be a technology boom in our field as vendors create innovations that reduce staff time and bring services to the community virtually. E-sports and other virtual programming will go from a controversial idea to an important part of recreational programming.
- Agencies may find themselves becoming involved with e-learning for kids as school closures may start and stop and agencies may have to find a way to do socially distant child care in large facilities, supporting school work, as parents eventually have to return to work.
- Just as during the 2008-2010 recession, people will not be traveling distantly for leisure, "stay cations" will become more popular and this creates room for innovative agencies to profit from in-state tourism.

Again, I don't present this as "good news"- not in any way, but if we know what is likely to happen, we can better plan for it. For strategies about succeeding in this changing environment, see my April 30 letter to the members.

Debbie Trueblood, CAE
Executive Director

Partner Spotlight

IPDLAF+ Portfolio

IPDLAF+ offers its participants a professionally managed portfolio with a competitive money market rate and unlimited check writing privileges. The fund stresses "safety of principal" as the number one objective and has earned an AAAM* rating by Standard and Poor's. Additional fixed income investment products are available through an investment adviser to assist IPDLAF+ Class participants in seeking to maximize results. Contact IPDLAF+ at 1-800-731-6830 for more information, or visit their website.



COVID-19 UPDATE:

Illinois is reporting 2,341 new cases of COVID-19, bringing the state's total number of cases to 63,840 in 97 counties. Illinois is reporting 46 deaths in the past 24 hours, bringing the state's death toll to 2,662. Monday's death count was the lowest since April 19th. Illinois has consistently run over 10,000 tests during the past week and conducted a record number 19,417 tests on Sunday.

Challenges to Stay-at-Home Order: A northern Illinois judge denied the Beloved Church's request for a temporary restraining order against the Governor's latest stay-at-home order. On Thursday, the church sought a temporary restraining order and injunction in order to resume worship services. The judge determined the case's claims to be rendered partially moot by the Governor's new order that allows religious gatherings with no more than 10 people.

More local officials are refusing to enforce the Governor's Executive Order. The Woodford County state's attorney, the White County State's Attorney and the Johnson County's sheriff all announced they would not enforce the order. East Peoria's mayor announced he would allow the opening of several businesses, including hair salons, spas, gyms and indoor recreational facilities beginning May 1st. On May 15th, bars and restaurants in East Peoria will be allowed to open at 50 % capacity and churches and theaters are will also be allowed to open.

The Illinois Trial Lawyers Association warned business and local governments against defying the Governor's stay-at-home order and cautioned that doing so risks exposure to lawsuits. The Department of Insurance also cautioned that "if businesses reopen contrary to public health guidelines and the State's executive orders, there is risk that an insurer could find reason within the policy language to deny COVID-19 related claims."

Contact Tracing: Illinois will begin rolling out a new \$80 million contact tracing program this month. The Illinois program will be based upon the Massachusetts model. The Department of Public Health has a goal of hiring 3,810 contract tracers.

PPE Decontamination: Illinois is offering free decontamination of PPE for hospitals and healthcare facilities. To participate, hospitals, clinics, nursing homes and other facilities with health care workers who wear N95 masks must enroll at www.battelle.org/decon. Once enrolled, each institution will be responsible for collecting unsoiled used masks and making sure they are labeled with a facility code and name of the mask user. More information on the program is [here](#).

Alternate Care Facilities: The McCormick Place Alternate Care Facility will begin closing after serving approximately 29 patients. The negative pressure wing will be the last to close. The facility, which was built over the past few weeks, cost nearly \$65 million and was capable of serving 1,500 COVID-19 patients. Governor Pritzker noted that Illinois' mitigation measures were effective in slowing the spread of the virus, thus lessening the need the large-scale medical facility.

REVENUE FORECAST:

The Commission on Government Forecasting and Accountability released its April report which illustrates the devastating effect the pandemic is having on Illinois' revenues. The Commission reports

that base revenues fell \$2.740 billion. The tax-day deadline change delayed approximately \$1.3 billion in final payments into next fiscal year. A full copy of the April monthly briefing is [here](#).

101ST GENERAL ASSEMBLY:

The Illinois General Assembly remains adjourned until further notice. The House Clerk's office notified members and staff that it will open electronically to accept items to be filed including new legislation, amendments and motions. Only members and legislative staff are authorized to file items electronically. Hand delivered documents will not be accepted at this time. The House Journal room will be open periodically to process the documents. The Senate Journal Room is operating on an "on call" basis. The House is also bringing other staff back to their physical offices in a limited capacity.

Legislative Update



The Latest Legislative Issues Affecting Parks, Recreation and Conservation

#21-2020 -- May 13, 2020

TO: IAPD Members

**FROM: Peter Murphy, Esq., CAE, IOM, IAPD President and CEO
Jason Anselment, IAPD General Counsel**

RE: \$25 Million Fast-Track Public Infrastructure Grants Available

Governor JB Pritzker and the Illinois Department of Commerce and Economic Opportunity (DCEO) have announced a new grant program, Fast-Track Public Infrastructure Grants, which is an initiative to accelerate work on planned public infrastructure projects around the state. The state is expediting \$25 million of existing Rebuild Illinois funding to local public infrastructure projects that are ready to begin work this summer, as many local governments face lost revenues, impacting their ability to finance these projects.

The Notice of Funding for the Fast Track Public Infrastructure Grants is accessible here.

Eligible grantees are local governments and other public entities with significant public infrastructure projects that could commence work within 90 days of receiving award notice. Projects eligible for grant funding must be public assets, must be permanent in nature and must not have recurring project expenses. Fast-Track projects must meet shovel-ready criteria, as well as the minority business participation requirements of the State of Illinois' Business Enterprise Program.

Funding will be awarded on a rolling basis and projects will be funded on a first come, first qualified, first serve basis, with projects submitted in underserved areas to be given priority.

Applicants may apply for multiple projects, and a grant ceiling of \$5,000,000 per applicant has been established. Grants for less than \$500,000 will not be awarded. The objective of this program is to stimulate the economy in the wake of the COVID-19 health crisis by

quickly getting Illinoisans back to work on public infrastructure projects that are valuable to their communities.

Applications will be accepted until Monday, June 15, 2020 or until funds have been exhausted.

DCEO will conduct a series of webinars and outreach to local governments to provide information on the new Fast Track grants. For a list of upcoming webinars please visit [DCEO's website](#).

Please note that these Fast Track grants accelerate a portion of an ongoing \$50 million Notice of Funding Opportunity for public infrastructure. Communities that need more time or that do not have projects that meet the shovel-ready criteria may submit an application to receive a grant for the remainder of the funds by **June 30**.

Further information about both grants [is available here](#).

IDNR Accepting Public Museum Capital Grant Applications until May 29

As a result of public and state agency closures due to COVID-19, the Illinois Department of Natural Resources (IDNR) has extended the application deadline for the Public Museum Capital Grants Program, which provides funding to public museums in Illinois to improve museum facilities and develop new exhibits, **until May 29, 2020 at 5 p.m.**

As a reminder from our earlier update, a total of \$25 million in funding from the state's Rebuild Illinois capital program is available for public museum capital grants. Grant awards for qualifying projects can range from \$25,000 to a maximum of \$750,000.

Further information from IDNR including access to the Grant Manual [is available here](#).

Interested applicants may email the IDNR Office of Grant Management and Administration at DNR.Grants@Illinois.gov with questions.

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

Legislative ALERT



URGENT LEGISLATIVE ALERT CONCERNING PARKS, RECREATION AND CONSERVATION

#22-2020 -- May 15, 2020

TO: IAPD Members

FROM: Peter Murphy, Esq., CAE, IOM, IAPD President and CEO
Jason Anselment, IAPD General Counsel

RE: Urgent Action Needed

ASK YOUR LEGISLATOR FOR ELIGIBILITY IN STATE ECONOMIC RECOVERY PLAN

State lawmakers will return to the Capitol next Wednesday for a three-day legislative session.

A state COVID-relief economic recovery plan, the state budget for the fiscal year beginning July 1, and a capital reauthorization plan are among the short list of items that will be considered. No specific legislation with bill numbers has yet been filed, but legislative developments will occur rapidly with bills being filed and passed by both chambers in a day or two and possibly a matter of hours.

As you know from our past legislative updates, IAPD has been steadfast in our advocacy since the beginning of the COVID-19 crisis in an effort to highlight the specific impact that the pandemic has had on IAPD member agencies because of the substantial loss in earned revenues due to mandatory closures. **Our efforts have consistently focused on the need for eligibility for park districts and other IAPD member agencies for financial assistance for local governments to replace lost revenues.** In addition to our formal correspondence, we have had many behind the scenes discussions and presentations before several legislative working groups.

In recent days, the Governor has urged the General Assembly to approve a COVID-relief economic recovery package "to help families, small towns and small businesses" that were not able to access federal stimulus funds directly in prior federal stimulus packages. As units of local government that operate in many respects like small businesses and serve working families, park districts and other IAPD member agencies fit squarely within this category, so any state recovery plan targeted at these purposes should include eligibility for park districts and other IAPD member agencies.

Unfortunately, at this point eligibility for special districts to access federal and state funds for lost revenues is far from guaranteed.

In fact, this week's developments at the federal level make eligibility for state assistance even more critical because the federal legislation that has been widely reported in the media and is expected to pass the U.S. House of Representatives to provide new and substantial direct aid to local governments for replacement of lost revenues **would be limited to general purpose local governments such as cities, villages and counties.**

If the federal government will not assist special districts like park districts, forest preserves, conservation districts and special recreation agencies with replacement of lost revenues, it is imperative that State legislators ensure these local governments are at least **eligible for any local government assistance program that the General Assembly may authorize next week.**

We urge you to contact your state legislators today and ask them to ensure that park districts, forest preserves, conservation districts and special recreation agencies are eligible for funding assistance for lost revenues in the state COVID relief plan.

When contacting your legislators, you should use facts that are specific to your agency (including your agency type), but below are general talking points to help guide your discussion.

- Unlike most local governments that rely on a wide range of sales, use, and income taxes, park districts generate **more than half** of their revenues **from non-tax sources** such as memberships, program registrations and other user fees.
- These self-generated revenues come from the operation of recreational facilities, senior centers, programs for persons with disabilities, after school and youth programs, and a wide range of other facilities, programs and community services – **all of which have been closed due to COVID-19 stay at home orders and large gathering bans.**
- Be sure to **discuss the specific financial impact the mandated closures have already had on your agency** as well as any future projections based upon available information. On a statewide basis, IAPD's recent survey shows that park districts and other **IAPD member agencies will have lost more than \$116 million in earned revenue** by the end of May with more damage likely during the summer months.
- Besides earned revenues that have been eliminated during the crisis due to closures, property taxes are the only other source of revenue for park districts, and these revenues may also be diminished due to the economic downturn and delays in payments.
- Make sure your legislator understands that even though your agency operates much like small businesses that are suffering similar financial distress due to COVID-19 closures, because your agency is a unit of local government, it is not eligible for PPP or any of the COVID-19 small business relief that has been approved by Congress.

- While cities, villages and counties are poised to receive direct financial assistance from Congress in the next federal stimulus package, including for lost revenues, and these same local governments receive LGDF, **park districts that provide critical services to their communities are not currently in line to receive direct federal aid and do not receive a portion of LGDF.**
- If park districts are not eligible for funding assistance targeted to general purpose governments for lost tax revenue, then they should at least be eligible for state programs that assist small businesses and private nonprofit organizations because park district losses in earned revenue are similarly due to mandated closures.
- Remind your legislator that park districts are a major part of the state and local economies and generate more than **\$960 million annually in earned revenue** from user fees, memberships, rentals and similar sources.
- It would be shortsighted to leave out park districts from a state economic recovery package. Not only do park districts deliver essential services to working families, seniors, and persons with disabilities, they are also major drivers of local economies by creating jobs and promoting tourism that help local small businesses and other state and local governments through the generation of sales, hotel/motel, motor fuel and other tax revenues.
- **Supporting park districts in a state economic recovery plan will pay for itself in the long run by helping local businesses generate revenue and increasing hotel/motel, sales and other taxes for cities, villages and counties.**
- Remind your legislators of the challenges your agency will have in providing critical support to your community without **urgent financial assistance that is desperately needed** because of the specific and severe negative impact the mandated closures have had on your facilities, programs and services.
- Finally, discuss any measures you and your employees are taking on the "front-lines," e.g. local parks have played a critical role during the crisis as one of the only sanctuaries for the physical and mental health and well being of your residents during the stay-at-home orders while your agency has also been tasked with helping to ensure safe social distancing and other measures. Discuss all other examples of your "front-line" efforts.

If the purpose of a state COVID relief economic recovery package is to support small businesses and local governments who were left out of the prior federal stimulus package, then park districts should be eligible because they operate like a small business and are a small local government.



CONTACT YOUR LEGISLATOR AT THEIR LOCAL OFFICE TODAY AND ASK THEM TO MAKE SURE THAT PARK DISTRICTS, FOREST PRESERVES, CONSERVATION DISTRICTS AND SPECIAL RECREATION AGENCIES ARE ELIGIBLE FOR STATE ECONOMIC RECOVERY ASSISTANCE TO LOCAL GOVERNMENTS TO OFFSET LOST REVENUES.

Locate your legislator and access contact information through the IAPD website.

John Jekot

From: IAPD Legislative Update <iapd@ilparks.ccsend.com> on behalf of IAPD Legislative Update <iapd@ilparks.org>
Sent: Friday, May 15, 2020 1:00 PM
To: John Jekot
Subject: New Official Guidance on Tennis

Legislative Update

The Latest Legislative Issues Affecting Parks, Recreation and Conservation

#23-2020 -- May 15, 2020

TO: IAPD Members

**FROM: Peter Murphy, Esq., CAE, IOM, IAPD President and CEO
 Jason Anselment, IAPD General Counsel**

RE: New Official Guidance on Tennis

We have been fielding many questions as it relates to the issue of tennis. The DCEO updated its official guidance on this topic at 12:28 p.m. today under its Essential Business Questions.

DCEO's new official guidance states:

"Can tennis facilities open?

Indoor tennis facilities should remain closed. The local health department and/or the municipality can determine if public tennis courts (i.e. park districts) or private tennis courts (i.e. country clubs) can operate. Outdoor tennis courts, if open, should not be used for group tennis lessons. However, one-on-one tennis lessons at an outdoor court, if open, are permissible."

IAPD is continuing to work with DCEO, the Governor's Office and other state agencies to obtain current and future guidance on numerous topics. When uniform guidance becomes



May 11, 2020

Mr. John Jekot,
Executive Director
Golf Maine Park District
8800 West Kathy Lane
Niles, IL 60714

RE: Indefinite Suspension of Work from Board Approved Master Plan Contract

John,

It has been a pleasure to have been of service to the Golf Maine Park District since 2014 on numerous park and planning projects. We are extremely proud to have secured over \$1.5 million dollars of grant money for projects at Dee Park. I am in receipt of your email dated 5/5/20 stating the desire of the Park District to indefinitely suspend our scope of work that just began on April 20, 2020. The start of the project was an exciting conclusion after lengthy discussions to secure the work starting in December 2018. While I can understand that uncertainty in the current environment has created concern that has led the Park District to move forward with stopping the project, I regret to inform you that I am not in a position to agree to an indefinite suspension. This suspension is just too open-ended in terms of its impact to our fees as well as schedule availability. If the Park District decides to create a Master Plan next year, we could discuss what our possible involvement might look like again at that time.

In review of the terms and conditions of our executed contract, I am exercising our right to terminate the agreement. This letter will serve as our seven-day notice to the Client. The entire item reads:

"Termination of Contract – Client may terminate this Agreement with seven days prior written notice to Consultant for convenience or cause. Consultant may terminate this Agreement with seven days prior written notice to Client. Upon written termination, all project related material will be turned over to the Client upon request when payment

1280 Iroquois Avenue
Suite 110
Naperville, Illinois 60563

Phone: 630-428-3134

has been made up for all work up to request of termination. Failure of Client to make payments when due shall be cause for suspension of services and ultimately termination."

I will turn over the draft survey that I was in the process of completing prior to 5/5/20 email. As you are aware, we have accrued minor hours in the recreation program assessment, community recreation needs survey and park inventory for preparation of completing these scope of work items in the months of May & June. These will be reflected in our submitted invoice.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tod J. Stanton', with a long horizontal stroke extending to the right.

Tod J. Stanton, ASLA
President

Invoice

Terms	Project
Net 30	2020 Comp Plan

Balance Due	\$2,100.00
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