



**AGENDA**  
**REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
**December 16, 2019 – 6:30 p.m.**  
**Canterberry Room**

1. PUBLIC HEARING – TRUTH IN TAXATION ACT - For the Levying of Taxes and Assessing of Taxes for Fiscal Year 2020-2021 of the Oak Brook Park District, DuPage and Cook Counties, Illinois  
(Notice of the Public Hearing was Published on December 5, 2019 in the Daily Herald Newspaper and on the District's Website.)
  - a. Call to Order the Public Hearing
  - b. Open Forum for the Receipt of Public Comments and Questions Regarding the Levying of Taxes and Assessing of Taxes for Fiscal Year 2020-2021 of the Oak Brook Park District, DuPage and Cook Counties, Illinois.
  - c. Adjournment of Public Hearing
2. CALL TO ORDER THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS AND ROLL CALL
3. OPEN FORUM
4. CONSENT AGENDA
  - a. APPROVAL OF DECEMBER 16, 2019 AGENDA
  - b. APPROVAL OF MINUTES
    - i. November 18, 2019 Regular Meeting Minutes
  - c. APPROVAL OF FINANCIAL STATEMENT ENDING NOVEMBER 30, 2019
    - i. Approval of Warrant No. 630
5. COMMUNICATIONS/PROCLAMATIONS
  - a. Board of Commissioners to share communications
  - b. Presentation of the Tennis Center Business Plan
6. STAFF RECOGNITION
  - a. None
7. REPORTS:
  - a. Administrative, IT, and Marketing Report
  - b. Finance & Human Resources Report
  - c. Recreation & Facilities Report
  - d. Parks & Planning Report





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8. **UNFINISHED BUSINESS**

- a. Ordinance No 19-1216: An Ordinance Levying Taxes and Assessing Taxes for the Fiscal Year 2020-2021 of the Oak Brook Park District of DuPage and Cook Counties, Illinois.
- b. Records Management and Disposal
  - i. Application for Authority to Dispose of Local Records No. 15:098: Records Disposal Certificate for March 23, 2020
- c. Resolution 19-1217: A Resolution Approving an Intergovernmental Agreement for Pool Management Services or Pool, Tennis, and Athletic Field Management Services Between the Village of Oak Brook and the Oak Brook Park District
- d. Family Recreation Center RTU Replacement Bid
- e. Central Park West Rental Fees
- f. Purchase of Sports Lighting Through the Interlocal Purchasing System (TIPS) Cooperative Purchasing Group
- g. Purchase of Dump Truck through Suburban Purchasing Cooperative
- h. Central Park North Parking Lot Lease
- i. 2020 Board Meeting Dates
- j. Oak Brook Park District Master Vision
- k. Central Park West Door & Window Bid
- l. Central Park West Mechanical Renovation Bid

9. **NEW BUSINESS**

- a. Central Park North Equipment Bid
- b. Central Park North Concessions, Restrooms, and Concessions Building
- c. A Financing Commitment from Hinsdale Bank & Trust Company in the Amount of \$450,000 (\*\*Requires Waiving the Board Rules to Approve at this Meeting.)
- d. Ordinance No: 20-0120: An Ordinance Authorizing and Providing for the Issuance of an Aggregate \$450,000 Debt Certificates, Series 2019, by and for the Oak Brook Park District, DuPage and Cook Counties, Illinois
- e. Ordinance No: 20-0121: An Ordinance Approving Financing for the Purchase and Installation of LED Athletic Field Lighting at Specified Central Park Athletic Fields

10. **THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON JANUARY 20, 2020**

11. **ADJOURNMENT**





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1. PUBLIC HEARING – TRUTH IN TAXATION ACT - For the Levying of Taxes and Assessing of Taxes for Fiscal Year 2020-2021 of the Oak Brook Park District, DuPage and Cook Counties, Illinois  
(Notice of the Public Hearing was Published on December 5, 2019 in the Daily Herald Newspaper and on the District's Website.)
  - a. Call to Order the Public Hearing [*Call to Order the Public Hearing for the Truth In Taxation Act – For the Levying of Taxes and Assessing of Taxes for Fiscal Year 2020-2021 of the Oak Brook Park District, DuPage and Cook Counties, Illinois and ask Recording Secretary to Conduct the Roll Call. President will read prepared talking points. Ask for Discussion or Questions of the Board as appropriate.*]
  - b. Open Forum for the Receipt of Public Comments and Questions Regarding the Levying of Taxes and Assessing of Taxes for Fiscal Year 2020-2021 of the Oak Brook Park District, DuPage and Cook Counties, Illinois. [*Ask Whether There Are Any Public Comments or Questions Concerning the Tax Levy Ordinance Under This “Open Forum” Note, for purposes of the hearing, the individual may present his/her testimony within the 5-minute allotted for Public Comment pursuant 1.1VII B of the Rules of the Board of Commissioners.*]
  - c. Adjournment of Public Hearing [*Request a motion and a second to Adjourn the Public Hearing. Voice Vote – “All in Favor...”*]
2. CALL TO ORDER THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS AND ROLL CALL [*Call to Order the Regular Meeting of the Oak Brook Park District Board of Commissioners and ask the Recording Secretary to conduct the Roll Call.*]
3. OPEN FORUM [*Ask whether there are any public comments under “Open Forum.” If necessary, the President may advise speakers to observe the rules set forth in Section 1.1VII B of the Rules of the Board of Park Commissioners.*]





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**BOARD OF COMMISSIONERS**  
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4. CONSENT AGENDA *[Request a motion (and second) to approve taking a Single Omnibus Vote on the Consent Agenda, as Presented. Roll Call Vote—VOTE MUST BE UNANIMOUS.]*

*Then ask for a motion (and second) to approve the Consent Agenda, as presented. **Roll Call Vote...**]*

- a. APPROVAL OF DECEMBER 16, 2019 AGENDA
  - b. APPROVAL OF MINUTES
    - i. November 18, 2019 Regular Meeting Minutes
  - c. APPROVAL OF FINANCIAL STATEMENT ENDING NOVEMBER 30, 2019
    - i. Approval of Warrant No. 630
5. COMMUNICATIONS/PROCLAMATIONS *[For Review and Discussion Only]*
- a. Board of Commissioners to share communications
  - b. Presentation of the Tennis Center Business Plan
6. STAFF RECOGNITION
- a. None
7. REPORTS: *[For Review and Discussion Only]*
- a. Administrative, IT, and Marketing Report
  - b. Finance & Human Resources Report
  - c. Recreation & Facilities Report
  - d. Parks & Planning Report

In accordance with the provisions of the Americans with Disabilities Act, any individual who is in need of a reasonable accommodation in order to participate in or benefit from attendance at a public meeting of the Oak Brook Park District Board of Commissioners should contact: Laure Kosey, Executive Director at 630-645-9535.

We strive to provide the **very best** in **park** and **recreational opportunities, facilities**, and **open lands** for **our community**.







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**8. UNFINISHED BUSINESS**

- a. Ordinance No 19-1216: An Ordinance Levying Taxes and Assessing Taxes for the Fiscal Year 2020-2021 of the Oak Brook Park District of DuPage and Cook Counties, Illinois. *[Request a Motion and a Second to approve Ordinance No 19-1216: An Ordinance Levying Taxes and Assessing Taxes for the Fiscal Year 2020-2021 of the Oak Brook Park District of DuPage and Cook Counties, Illinois. **Roll Call Vote...**]*
- b. Records Management and Disposal
  - i. Application for Authority to Dispose of Local Records No. 15:098: Records Disposal Certificate for March 23, 2020 *[Request a Motion and a Second to Approve the Records Management and Disposal Application for the Authority to Dispose of Local Records No. 15:098: Records Disposal Certificate for March 23, 2020. **Roll Call Vote...**]*
- c. Resolution 19-1217: A Resolution Approving an Intergovernmental Agreement for Pool Management Services or Pool, Tennis, and Athletic Field Management Services Between the Village of Oak Brook and the Oak Brook Park District *[For Review and Discussion Only.]*
- d. Family Recreation Center RTU Replacement Bid *Request a Motion and a Second to accept the base bid in the amount of \$117,6000 and the alternate bid in the amount of \$5,200 from Oak Brook Mechanical Services, Inc. and to Approve an Agreement between the Oak Brook Park District and Oak Brook Mechanical Services, Inc. for a total not-to-exceed cost of \$122,800. **Roll Call Vote...***
- e. Central Park West Rental Fees *[Request a Motion and a Second to Approve the Central Park West Rental Fees as Presented. **Roll Call Vote...**]*
- f. Purchase of Sports Lighting Through the Interlocal Purchasing System (TIPS) Cooperative Purchasing Group *[Request a Motion and a Second to Approve the Purchase of Sports Lighting through the Interlocal Purchasing Cooperative for a total cost not-to-exceed \$950,000. **Roll Call Vote...**]*
- g. Purchase of Dump Truck through Suburban Purchasing Cooperative *[Request a Motion and a Second to Approve the Purchase of a 2020 Ford F-450 Dump Truck as specified through the Suburban Purchasing Cooperative for a total cost of \$50,958. **Roll Call Vote...**]*
- h. Central Park North Parking Lot Lease *[Request a Motion and a Second to Approve the Intergovernmental Lease of Surface Parking Lot for the Central Park North Parking Lot Lease. **Roll Call Vote...**]*
- i. 2020 Board Meeting Dates *[Request a Motion and a Second to Approve the 2020 Board Meeting Dates. **Roll Call Vote...**]*
- j. Oak Brook Park District Master Vision *[Request a Motion and a Second to Approve the Oak Brook Park District Master Vision 2020 – 2030. **Roll Call Vote...**]*





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- k. Central Park West Door & Window Bid *[Request a Motion and a Second to reject all Base and Alternate bids received for Central Park West Door & Window Bid. **Roll Call Vote...**]*
  - l. Central Park West Mechanical Renovation Bid *[Request a Motion and a Second to accept the bid from MG Mechanical Contracting, Inc. for the Central Park West Mechanical Renovation Project and to approve an Agreement between the Oak Brook Park District and MG Mechanical Contracting, Inc. for a not to exceed cost of \$128,000. **Roll Call Vote...**]*
9. **NEW BUSINESS**
- a. Central Park North Equipment Bid *[For Review and Discussion Only]*
  - b. Central Park North Concessions, Restrooms, and Concessions Building *[For Review and Discussion Only]*
  - c. A Financing Commitment from Hinsdale Bank & Trust Company in the Amount of \$450,000 (\*\*Requires Waiving the Board Rules to Approve at this Meeting.) *[Request a motion and a second to waive the Board Rules to approve at this meeting: A Financing Commitment from Hinsdale Bank & Trust Company in the amount of \$450,000. **Roll Call Vote...***  
*Then request a motion and a second to approve: A financing commitment from Hinsdale Bank & Trust Company in the amount of \$450,000. **Roll Call Vote...**]*
  - d. Ordinance No: 20-0120: An Ordinance Authorizing and Providing for the Issuance of an Aggregate \$450,000 Debt Certificates, Series 2019, by and for the Oak Brook Park District, DuPage and Cook Counties, Illinois *[For Review and Discussion Only]*
  - e. Ordinance No: 20-0121: An Ordinance Approving Financing for the Purchase and Installation of LED Athletic Field Lighting at Specified Central Park Athletic Fields *[For Review and Discussion Only]*
10. **THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON JANUARY 20, 2020** *[Announce the next Regular Board Meeting of the Oak Brook Park District Board of Commissioners will be held on January 20, 2020 at 6:30 p.m.]*
11. **ADJOURNMENT** *[Request for a Motion and a second to adjourn the December 16, 2019 Board Meeting. **Voice Vote: "All in favor..."**]*



**NOTICE OF PROPOSED PROPERTY TAX LEVY  
FOR OAK BROOK PARK DISTRICT,  
DUPAGE AND COOK COUNTIES, ILLINOIS**

I. A public hearing to approve a proposed property tax levy for Oak Brook Park District for 2019 will be held on Monday, December 16, 2019, at 6:30 p.m. at the Family Recreation Center, 1450 Forest Gate Road, Oak Brook, Illinois 60523.

Any person desiring to appear at the public hearing and present testimony to the taxing district may contact Laure Kosey, Executive Director, 1450 Forest Gate Road, Oak Brook, Illinois 60523, 630-645-9535.

II. The corporate and special purpose property taxes extended or abated for 2018 were \$3,120,430.22.

The proposed corporate and special purpose property taxes to be levied for 2019 are \$3,307,232.00. This represents a 5.99% increase over the previous year.

III. The debt service and public building commission leases property taxes extended or abated for 2018 were \$1,550,682.23.

The proposed debt service and public building commission leases property taxes to be levied for 2019 are \$1,534,493.00. This represents a 1.04% decrease over the previous year.

IV. The total property taxes extended or abated for 2018 were \$4,671,112.45. The proposed total property taxes to be levied for 2019 are \$4,841,725. This represents a 3.65% increase over the previous year.

**MINUTES OF THE  
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT  
BOARD OF COMMISSIONERS  
November 18, 2019 – 6:30 p.m.  
Canterberry Room**

1. CALL TO ORDER THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS AND ROLL CALL

President Knitter called the Regular Meeting of the Oak Brook Park District to order at 6:30 p.m. Commissioners Suleiman, Tan, Truedson, Trombetta and President Knitter answered, "present". Also present were Laure Kosey, Executive Director, Steven Adams, Park District Attorney, Marco Salinas, Chief Financial Officer, Dave Thommes, Deputy Director, and Bob Johnson, Director of Parks and Planning.

2. OPEN FORUM

President Knitter asked if there was anyone in the audience who wished to address the Board.

Ms. Amanda Kammes addressed the Board. Ms. Kammes is a representative from the Illinois Girls Lacrosse Association and said she is looking forward to a successful partnership with the Oak Brook Park District.

No one else addressed the Board.

3. CONSENT AGENDA

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan, to approve taking a single omnibus vote on the Consent Agenda, as presented.

There was no discussion, and the motion passed by roll call vote.

Ayes: Commissioners Suleiman, Tan, Truedson, Trombetta and President Knitter.

Nays: None

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan, to approve the consent agenda, as presented.

There was no discussion, and the motion passed by roll call vote.

Ayes: Commissioners Suleiman, Tan, Truedson, Trombetta and President Knitter.

Nays: None

a. APPROVAL OF NOVEMBER 18, 2019 AGENDA

b. APPROVAL OF MINUTES

i. October 21, 2019 Regular Meeting Minutes

c. APPROVAL OF FINANCIAL STATEMENT ENDING October 31, 2019

i. Approval of Warrant No. 629

4. COMMUNICATIONS/PROCLAMATIONS

a. Board of Commissioners to share communications

There were no communications.

b. Illinois Association of Park District's Commissioner Service Recognition Awards

The following Park Board Commissioners were recognized and congratulated for their tenure and service.

- Sharon Knitter, 10 years
- Frank Trombetta, 10 years
- Tom Truedson, 20 years

Pictures were taken.

c. Annual Report

Laure Kosey presented the annual report, a copy of which can be found in the Park District records. She highlighted various sections of the report and noted that the Park District is very fortunate to have the majority of its revenue generated from program fees and memberships rather than the real estate tax levy.

There were no questions or comments.

5. STAFF RECOGNITION

- a. None.

6. REPORTS:

- a. Administrative, IT, and Marketing Report

Laura Kosey presented her report, which can be found in the Park District records.

Ms. Kosey said the Illinois Girls Lacrosse Association Agreement which is up for approval later in the meeting, will have the association paying the Park District \$44,000 per year for five years, with the association also planning to provide a \$75,000 capital contribution to go towards the future replacement of the turf field. In exchange, they requested that the turf field include permanent lines for girls' lacrosse. The District plans to replace the turf on the existing Evergreen Bank Group Athletic Field in 2022, which is part of the regular maintenance of the field, and adding the lacrosse lines can easily be done, with little cost, at this time.

Ms. Kosey said the Park District is moving forward with managing the Bath and Tennis pool for next season. She said there will be a 3% increase in the Park District's management fee.

Ms. Kosey said she was also approached by the Village to manage the tennis courts and soccer fields at the Sports Core. Ms. Kosey said she wants to carefully consider this because she would not like to get into a situation where the Park District ends up owing money.

Ms. Kosey discussed her recommendation to increase the B&T pool and tennis membership fees.

There was discussion regarding the pros and cons of managing the Village soccer fields and tennis courts and increasing membership fees at the B&T.

President Knitter said increasing membership fees will cause some ill will in the Village. She also questioned whether it is wise to take over the management of the Sports Core soccer fields

and tennis. She said she would not like to see things falter at the Park District because staff and resources are stretched too thin.

There was a brief discussion about the "Save Our Sports Core" signs that are popping up around the Village.

Commissioner Truedson asked Ms. Kosey to provide the quantity of resident/non-resident memberships at the B&T.

Ms. Kosey discussed updates to the Park District's organization chart.

There were no further questions or comments regarding Ms. Kosey's report.

b. Finance & Human Resources Report

Marco Salinas presented his report, which can be found in the Park District records.

Mr. Salinas reviewed the Park District funds with the Board and noted that all areas of the budget are doing well.

There were no questions or comments regarding Mr. Salinas's report.

c. Recreation & Facilities Report

Dave Thommes presented his report, which can be found in the Park District records.

Mr. Thommes said field rentals are doing well. He also said there are currently 53 people signed up for the annual Dri Tri event and he invited the Board to the upcoming annual preschool Thanksgiving Feast event.

Commissioner Suleiman asked Mr. Thommes whether staff will track responses to the increase in the CPW rental fee.

Mr. Thommes said he and staff thoroughly researched the rates of similar facilities in the area and believes that the increase will not cause any backlash.

There were no further questions or comments regarding Mr. Thommes's report.

d. Parks & Planning Report

Bob Johnson presented his report, which can be found in the Park District records.

Mr. Johnson said the annual fall clean-up is underway. He also said the beehives at the Dean Nature Sanctuary have been winterized.

There were no questions or comments regarding Mr. Johnson's report.

7. UNFINISHED BUSINESS

a. RFP for Waste & Recycling Services

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Truedson, to accept the proposal from Advanced Disposal, Inc. for Refuse and Recycling Services and to



approve an Agreement between the Park District and Advanced Disposal, Inc. for a monthly cost of \$681.98.

There was no discussion and the motion passed by roll call vote.

Ayes: Commissioner Suleiman, Tan, Truedson, Trombetta, and President Knitter

Nays: None

- b. Approval of a Travel Expense for Commissioner Attendance at the 2020 IAPD/IPRA Annual Conference, January 24-25, 2020 at the Hyatt Regency Chicago

Motion: Commissioner Truedson made a motion, seconded by Commissioner Trombetta, for the approval of a travel expense for commissioner attendance at the 2020 IAPD/IPRA Annual Conference, held January 23 – 25, 2020 at the Hyatt Regency Chicago

There was no discussion and the motion passed by roll call vote.

Ayes: Commissioner Suleiman, Tan, Truedson, Trombetta, and President Knitter

Nays: None

- c. IAPD Credentials: An Appointment of Certain District Representative(s) to serve as Delegate(s) to the Annual Business Meeting of the Illinois Association of Park Districts.

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan, to appoint Ms. Laure Kosey, Executive Director as the District's Representative to serve as the delegate to the Annual Business Meeting of the Illinois Association of Park Districts.

There was no discussion and the motion passed by roll call vote.

Ayes: Ayes: Commissioner Suleiman, Tan, Truedson, Trombetta, and President Knitter

Nays: None

- d. Lacrosse Agreement

Steven Adams noted a correction to 4A of the Agreement which replaces the word, "biannual" with "semiannual".

Motion: Commissioner Tan made a motion, seconded by Commissioner Truedson, to approve the Lacrosse Agreement as amended.

There was no discussion and the motion passed by roll call vote.

Ayes: Ayes: Commissioner Suleiman, Tan, Truedson, Trombetta, and President Knitter

Nays: None

## 8. NEW BUSINESS

- a. Ordinance No 19-1216: An Ordinance Levying Taxes and Assessing Taxes for the Fiscal Year 2020-2021 of the Oak Brook Park District of DuPage and Cook Counties, Illinois.

A Public Hearing is scheduled to commence at the beginning of the December 16, 2019 Regular Meeting of the Board of Park Commissioners, 6:30 p.m. The Public Hearing is held to receive public comment regarding the levying taxes and assessing of taxes for Fiscal Year 2020-2021 for the Oak Brook Park District, DuPage and Cook Counties, Illinois.

This matter was presented for review and discussion only.

There were no questions or discussion.

- b. Records Management and Disposal
  - i. Application for Authority to Dispose of Local Records No. 15:098: Records Disposal Certificate for March 23, 2020

This matter was presented for review and discussion only.

There were no questions or discussion.

- c. Resolution 19-1217: A Resolution Approving an Intergovernmental Agreement for Pool Management Services Between the Village of Oak Brook and the Oak Brook Park District

This matter was presented for review and discussion only.

As Ms. Kosey discussed under her report, the Resolution calls for a 3% increase to last year's fee of \$230,000.

It was confirmed that this Resolution is for management of the pool only.

There were no questions or discussion.

- d. Family Recreation Center RTU Replacement Bid

This matter was presented for review and discussion only.

Mr. Thommes said the bid package for this project went out today and he will have a recommendation for the Board at next month's meeting.

There were no questions or discussion.

- e. Central Park West Rental Fees

This matter was presented for review and discussion only.

Mr. Thommes presented the proposed new rental rates for Central Park West. He noted the District will continue to have a special holiday rate that is approximately 35% higher than the normal rate.

There were no questions or discussion.

- f. Purchase of Sports Lighting Through the Interlocal Purchasing System (TIPS) Cooperative Purchasing Group

This matter was presented for review and discussion only.

Ms. Kosey said this purchase concerns the LED lighting for the two fields at the Central Park North property. She noted that the funds received from the Wizard Soccer Club via their Agreement with the Park District will ultimately fund this project over time, but financing must be sought now to complete the project. She said financing options being considered are through Musco Lighting, Wintrust, and 5/3 Bank.

Ms. Kosey also proposed another option which, in addition to the installation of LED lighting at the two fields at the North property, would also install LED lighting at baseball fields 2 and 3 and

the turf field for a total cost of \$950,000. She noted the turf field is also included in the light measurement ordinance.

Commissioner Truedson said as a resident, he has a problem with spending so much money to appease a small group of people. He noted that the turf field lights were installed only seven years ago. Commissioner Truedson also said he hopes that some of the Village Trustees will attend the light measurement test in the Spring to see how far the turf field lights are from Forest Gate.

Ms. Kosey noted that if the turf field lights are retrofitted with lights that are for a lower sport lighting class, the field could be used year-round. She said this is the least expensive option for this field.

Commissioner Tan suggested that the Park District should become a bit more forceful with the Village in setting the parameters for lighting of the fields. He said the current ordinance and measurements are not reasonable.

Mr. Adams said there is a limitation on how far a Village can limit a Park District per State Statute. He advised that the Park District tell the Village that it is planning on replacing all field lights with LED lights, but that it will take time. In the interim, the Village should agree to ease off on restrictions.

Ms. Kosey said she will be meeting with Village staff and a couple Village Trustees this Wednesday to discuss the ordinance and asked the Board to reach out to Village Trustees after this meeting to seek their support for the Park District. She also asked the Board to attend the next Village meeting on November 26<sup>th</sup>, when the matter will be up for discussion.

There was lengthy discussion regarding light measurement methods, especially foot lamberts, which the current ordinance uses. The Board noted that using foot lamberts is not used to measure sports lighting and that the lighting industry currently relies on the foot candle method.

There was no further discussion.

g. Purchase of Dump Truck through Suburban Purchasing Cooperative

This matter was presented for review and discussion only.

Mr. Johnson said the cost for the dump-truck came in just under budget at \$51,000.

There were no questions or discussion.

h. Central Park North Parking Lot Lease

This matter was presented for review and discussion only.

Ms. Kosey said this issue is also on the Village's meeting agenda on November 26<sup>th</sup> for a vote on leasing the Village's gravel parking lot located near Central Park north for \$1.00 per year for 20 years with an option to renew the agreement for another 20 years.

Commissioner Trombetta asked whether there is any movement on the part of the Village with the Jorie Boulevard improvements.

Ms. Kosey said there are no updates on this project.

There were no questions or discussion.

i. 2020 Board Meeting Dates

Ms. Kosey said the only deviation to the 2020 meeting schedule is for the meeting to be held on the second Monday of December 2020.

There were no questions or discussion.

9. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON DECEMBER 16, 2019.

President Knitter announced the next Regular Meeting of The Oak Brook Park District Board of Park Commissioners will be held on December 16, 2019, 6:30 p.m. The Public Hearing for the Levy will also be held at the beginning of the meeting.

10. ADJOURNMENT

Motion: Commissioner Tan made a motion, seconded by Commissioner Truedson, to adjourn the November 18, 2019, regular meeting at the hour of 7:35 p.m.

There was no discussion, and the motion passed by voice vote.

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Laure L. Kosey, Executive Director

**Oak Brook Park District**  
**General Fund Revenue and Expenditure Summary - Unaudited**  
**Fiscal Year-to-Date Activity through November 30, 2019 and 2018**  
**58.33% completed (7 out of 12 months)**

	Fiscal Year 2019/2020- Highlighted items reflect more than 8.33% variance						Highlighted items reflect more than 10% change		
	Original Annual Budget	November 2019 Actual	Year-To-Date Actual	Year-To-Date Encumbered	Year-To-Date Actual + Encumbered	Y-T-D Actual, as a % of Original Annual Budget	Fiscal Year 2018/2019 Year-To-Date Actual	2019/2020 Y-T-D Actual Higher/ (Lower) than 2018/2019 Y-T-D	Percent Change
<b>REVENUES</b>									
Administration	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	N/A
Finance									
Property Taxes	1,511,116	27,523	1,484,165	-	1,484,165	98.2%	1,365,681	118,484	8.7%
Personal Prop. Repl. Taxes	86,504	-	69,131	-	69,131	79.9%	47,793	21,338	44.6%
Investment Income	12,500	942	6,699	-	6,699	53.6%	6,787	(88)	-1.3%
Other	21,500	2,020	10,371	-	10,371	48.2%	10,285	85	0.8%
Central Park North	16,000	1,243	27,381	-	27,381	171.1%	-	27,381	N/A
Central Park	115,450	3,982	129,427	-	129,427	112.1%	88,954	40,473	45.5%
Dean Property	-	-	-	-	-	N/A	-	-	N/A
Building-Recreation Center	946,320	38,402	482,291	-	482,291	51.0%	485,461	(3,170)	-0.7%
Central Park West	85,000	3,744	41,558	-	41,558	48.9%	53,306	(11,749)	-22.0%
<b>TOTAL REVENUES</b>	<b>\$ 2,794,390</b>	<b>\$ 77,856</b>	<b>\$ 2,251,022</b>	<b>\$ -</b>	<b>\$ 2,251,022</b>	<b>80.6%</b>	<b>\$ 2,058,267</b>	<b>\$ 192,755</b>	<b>9.4%</b>
<b>EXPENDITURES</b>									
Administration	\$ 467,670	\$ 38,062	\$ 250,317	\$ 1,867	\$ 252,185	53.5%	\$ 246,094	\$ 4,224	1.7%
Finance	493,901	36,329	224,784	10,117	234,901	45.5%	229,532	(4,748)	-2.1%
Central Park North	15,800	487	13,871	1,117	14,988	87.8%	-	13,871	N/A
Central Park	622,485	49,139	363,990	20,654	384,644	58.5%	331,954	32,036	9.7%
Saddlebrook Park	24,500	4,471	17,999	632	18,631	73.5%	14,602	3,396	23.3%
Forest Glen Park	29,650	860	15,510	1,170	16,680	52.3%	19,291	(3,781)	-19.6%
Chillem Park	8,750	184	4,654	184	4,838	53.2%	4,645	9	0.2%
Dean Property	15,212	338	6,915	265	7,181	45.5%	4,126	2,789	67.6%
Professional Services	52,200	9,332	33,396	500	33,896	64.0%	24,029	9,367	39.0%
Contracts- Maint. DNS	26,000	5,801	17,403	-	17,403	66.9%	(700)	18,103	N/A
Building-Recreation Center	956,460	61,930	470,286	40,424	510,710	49.2%	478,332	(8,046)	-1.7%
Central Park West	73,667	8,544	28,146	4,688	32,834	38.2%	19,845	8,301	41.8%
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,786,294</b>	<b>\$ 215,476</b>	<b>\$ 1,447,271</b>	<b>\$ 81,619</b>	<b>\$ 1,528,890</b>	<b>51.9%</b>	<b>\$ 1,371,751</b>	<b>\$ 75,520</b>	<b>5.5%</b>
<b>TRANSFERS OUT</b>	<b>\$ 326,575</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ -</b>	<b>\$ -</b>	<b>N/A</b>
<b>TOTAL EXPENDITURES AND TRANSFERS OUT</b>	<b>\$ 3,112,869</b>	<b>\$ 215,476</b>	<b>\$ 1,447,271</b>	<b>\$ 81,619</b>	<b>\$ 1,528,890</b>	<b>46.5%</b>	<b>\$ 1,371,751</b>	<b>\$ 75,520</b>	<b>5.5%</b>
<b>REVENUES OVER (UNDER) EXPENDITURES AND TRANSFERS OUT</b>	<b>\$ (318,479)</b>	<b>\$ (137,621)</b>	<b>\$ 803,751</b>	<b>\$ (81,619)</b>	<b>\$ 722,132</b>	<b>-252.4%</b>	<b>\$ 686,516</b>	<b>\$ 117,235</b>	<b>17.1%</b>

**Note>** Fiscal year 2019/2020 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing current fiscal year to prior fiscal year, highlighted items reflect a variance of +/-10.00% or greater.

**Oak Brook Park District**  
**Recreation Fund Revenue and Expenditure Summary - Unaudited**  
**Fiscal Year-to-Date Activity through November 30, 2019 and 2018**  
**58.33% completed (7 out of 12 months)**

	Fiscal Year 2019/2020- Highlighted items reflect more than 8.33% variance						Highlighted items reflect more than 10% change		
	Original Annual Budget	November 2019 Actual	Year-To-Date Actual	Encumbered	Year-To-Date Actual + Encumbered	Y-T-D Actual, as a % of Original Annual Budget	Fiscal Year 2018/2019 Year-To-Date Actual	2019/2020 Y-T-D Actual Higher/ (Lower) than 2018/2019 Y-T-D	Percent Change
<b>REVENUES</b>									
<b>Administration</b>									
Property Taxes	\$ 894,120	\$ 16,289	\$ 878,352	\$ -	\$ 878,352	98.2%	\$ 882,116	\$ (3,764)	-0.4%
Personal Prop. Repl. Taxes	27,233	-	21,763	-	21,763	79.9%	15,046	6,717	44.6%
Investment Income	17,500	992	10,057	-	10,057	57.5%	9,131	927	10.2%
Other	2,100	48	1,004	-	1,004	47.8%	30,752	(29,748)	-96.7%
<b>Fitness Center</b>	824,288	61,987	488,097	-	488,097	59.2%	484,815	3,283	0.7%
<b>Aquatic Center</b>	487,200	38,773	291,599	-	291,599	59.9%	303,900	(12,302)	-4.0%
<b>Aquatic Recreation Prog.</b>	573,646	4,620	349,548	-	349,548	60.9%	338,929	10,619	3.1%
<b>Children's Programs</b>	108,469	5,411	87,529	-	87,529	80.7%	80,371	7,158	8.9%
<b>Preschool Programs</b>	275,956	25,520	119,033	-	119,033	43.1%	133,228	(14,195)	-10.7%
<b>Youth Programs</b>	191,733	4,399	206,432	-	206,432	107.7%	173,726	32,706	18.8%
<b>Adult Programs</b>	50,280	150	32,076	-	32,076	63.8%	35,741	(3,665)	-10.3%
<b>Pioneer Programs</b>	73,700	1,387	49,592	-	49,592	67.3%	50,842	(1,250)	-2.5%
<b>Special Events and Trips</b>	97,245	2,196	92,626	-	92,626	95.3%	75,480	17,146	22.7%
<b>Marketing</b>	49,000	600	78,033	-	78,033	159.3%	23,700	54,333	229.3%
<b>TOTAL REVENUES</b>	<b>\$ 3,672,469</b>	<b>\$ 162,371</b>	<b>\$ 2,705,742</b>	<b>\$ -</b>	<b>\$ 2,705,742</b>	<b>73.7%</b>	<b>\$ 2,637,777</b>	<b>\$ 67,965</b>	<b>2.6%</b>
<b>EXPENDITURES</b>									
<b>Administration</b>	\$ 847,508	\$ 53,951	\$ 402,507	\$ 27,613	\$ 430,120	47.5%	\$ 393,410	\$ 9,097	2.3%
<b>Fitness Center</b>	660,790	52,247	366,379	27,421	393,800	55.4%	353,696	12,683	3.6%
<b>Aquatic Center</b>	807,631	41,636	421,775	47,994	469,768	52.2%	411,764	10,011	2.4%
<b>Aquatic Recreation Prog.</b>	286,016	36,156	145,025	-	145,025	50.7%	144,555	470	0.3%
<b>Children's Programs</b>	84,865	2,319	40,561	9,441	50,003	47.8%	39,461	1,100	2.8%
<b>Preschool Programs</b>	238,979	27,186	104,752	1,442	106,194	43.8%	104,362	390	0.4%
<b>Youth Programs</b>	141,793	3,940	97,367	70	97,437	68.7%	90,298	7,069	7.8%
<b>Adult Programs</b>	44,389	3,804	20,924	11,068	31,992	47.1%	22,651	(1,727)	-7.6%
<b>Pioneer Programs</b>	71,334	-	32,502	11,456	43,958	45.6%	39,152	(6,650)	-17.0%
<b>Special Events and Trips</b>	81,940	1,642	62,602	1,033	63,636	76.4%	58,273	4,329	7.4%
<b>Marketing</b>	363,335	17,543	162,233	35,448	197,681	44.7%	166,114	(3,881)	-2.3%
<b>Capital Outlay</b>	220,000	37,081	90,422	20,000	110,422	41.1%	240,025	(149,603)	-62.3%
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,848,579</b>	<b>\$ 277,506</b>	<b>\$ 1,947,050</b>	<b>\$ 192,985</b>	<b>\$ 2,140,035</b>	<b>50.6%</b>	<b>\$ 2,063,760</b>	<b>\$ (116,711)</b>	<b>-5.7%</b>
<b>TRANSFERS OUT</b>	\$ 81,011	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	N/A
<b>TOTAL EXPENDITURES AND TRANSFERS OUT</b>	<b>\$ 3,929,590</b>	<b>\$ 277,506</b>	<b>\$ 1,947,050</b>	<b>\$ 192,985</b>	<b>\$ 2,140,035</b>	<b>49.5%</b>	<b>\$ 2,063,760</b>	<b>\$ (116,711)</b>	<b>-5.7%</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>\$ (257,120)</b>	<b>\$ (115,135)</b>	<b>\$ 758,692</b>	<b>\$ (192,985)</b>	<b>\$ 565,707</b>	<b>-295.1%</b>	<b>\$ 574,017</b>	<b>\$ 184,675</b>	<b>32.2%</b>

**Note>** Fiscal year 2019/2020 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing current fiscal year to prior fiscal year, highlighted items reflect a variance of +/-10.00% or greater.

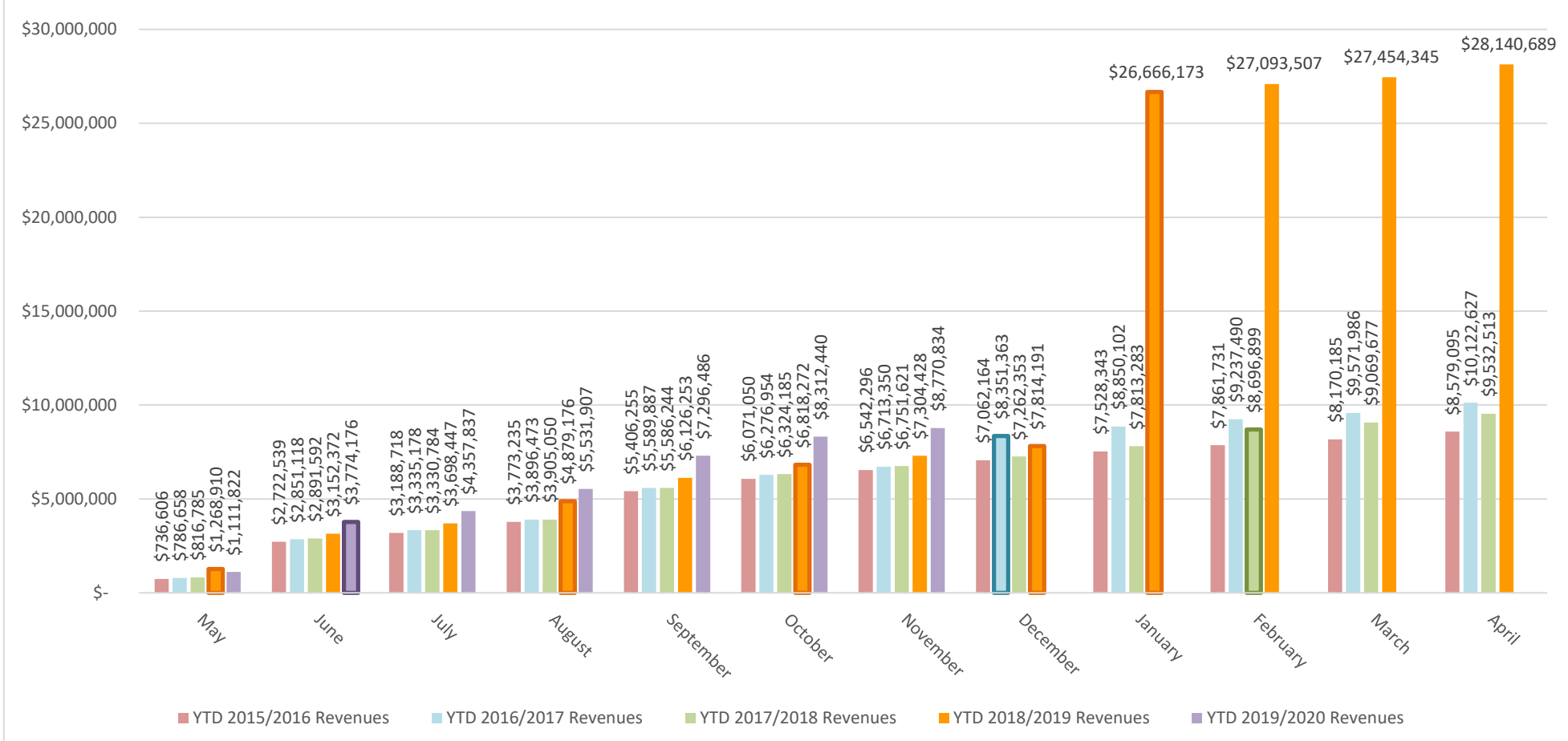


**Oak Brook Park District**  
**Tennis Center (Recreational Facilities Fund) Revenue and Expense Summary - Unaudited**  
**Fiscal Year-to-Date Activity through November 30, 2019 and 2018**  
**58.33% completed (7 out of 12 months)**

	Fiscal Year 2019/2020- Highlighted items reflect more than 8.33% variance						Highlighted items reflect more than 10% change		
	Original Annual Budget	November 2019 Actual	Year-To-Date Actual	Encumbered	Year-To-Date Actual + Encumbered	Y-T-D Actual, as a % of Original Annual Budget	Fiscal Year 2018/2019 Year-To-Date Actual	2019/2020 Y-T-D Actual Higher/ (Lower) than 2018/2019 Y-T-D	Percent Change
<b>REVENUES</b>									
Administration	\$ 18,000	\$ 2,410	\$ 14,376	\$ -	\$ 14,376	79.9%	\$ 8,911	\$ 5,465	61.3%
Building- Racquet Club	500	-	479	-	479	95.9%	-	479	N/A
Programs- Racquet Club	1,688,500	108,489	1,370,435	-	1,370,435	81.2%	1,272,528	97,906	7.7%
<b>TOTAL REVENUES</b>	<b>\$ 1,707,000</b>	<b>\$ 110,899</b>	<b>\$ 1,385,290</b>	<b>\$ -</b>	<b>\$ 1,385,290</b>	<b>81.2%</b>	<b>\$ 1,281,439</b>	<b>\$ 103,851</b>	<b>8.1%</b>
<b>EXPENSES</b>									
Administration	\$ 708,843	\$ 57,077	\$ 295,147	\$ 8,055	\$ 303,202	41.6%	\$ 321,793	\$ (26,646)	-8.3%
Building- Racquet Club	365,010	19,914	144,638	49,108	193,746	39.6%	157,581	(12,943)	-8.2%
Programs- Racquet Club	694,500	75,139	347,351	753	348,104	50.0%	329,537	17,814	5.4%
Capital Outlay	260,000	-	174,007	112,018	286,025	66.9%	150,302	23,705	15.8%
<b>TOTAL EXPENSES</b>	<b>\$ 2,028,353</b>	<b>\$ 152,130</b>	<b>\$ 961,144</b>	<b>\$ 169,933</b>	<b>\$ 1,131,077</b>	<b>47.4%</b>	<b>\$ 959,213</b>	<b>\$ 1,931</b>	<b>0.2%</b>
<b>REVENUES OVER (UNDER) EXPENSES</b>	<b>\$ (321,353)</b>	<b>\$ (41,231)</b>	<b>\$ 424,147</b>	<b>\$ (169,933)</b>	<b>\$ 254,213</b>	<b>-132.0%</b>	<b>\$ 322,227</b>	<b>\$ 101,920</b>	<b>31.6%</b>

**Note>** Fiscal year 2019/2020 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing current fiscal year to prior fiscal year, highlighted items reflect a variance of +/-10.00% or greater.

## Oak Brook Park District- Consolidated Year-to-Date Revenues (excluding transfers in)



### NOTES

- 2016/2017:** In December 2016 we recorded \$1,163,610 in bond proceeds in the Capital Projects Fund. This is the primary reason for the large increase in YTD revenues during FY 2016/2017.
- 2017/2018:** In February 2018 we recorded \$500,000 in debt certificate proceeds in the Capital Projects Fund and such proceeds are being used to fund the construction of the universal playground. This is one reason for the large increase in YTD revenues.
- 2018/2019:** Historically, we have received the largest portions of our property taxes in June and September. In FY 2018/2019 we received approximately \$418,000 in property taxes in May and another \$522,000 in August; a month earlier than usual. In addition, this fiscal year is benefitting from approximately \$229,000 in new revenues related to our management of the Village's aquatic center. Tennis group lesson revenue is also significantly higher than prior year. In January 2019 the District received approximately \$18.1 million in bond proceeds to be used for the purchase of 34 acres of land.
- 2019/2020:** The large increase in YTD revenues beginning in June 2019 is attributed to the increase in property tax receipts in our Debt Service Fund for the repayment of our 2019 "referendum" bonds. The 1st payment on these bonds is scheduled for October 30, 2019.



OAK BROOK PARK DISTRICT  
SUMMARIZED REVENUE & EXPENSE REPORT  
NOVEMBER, 2019

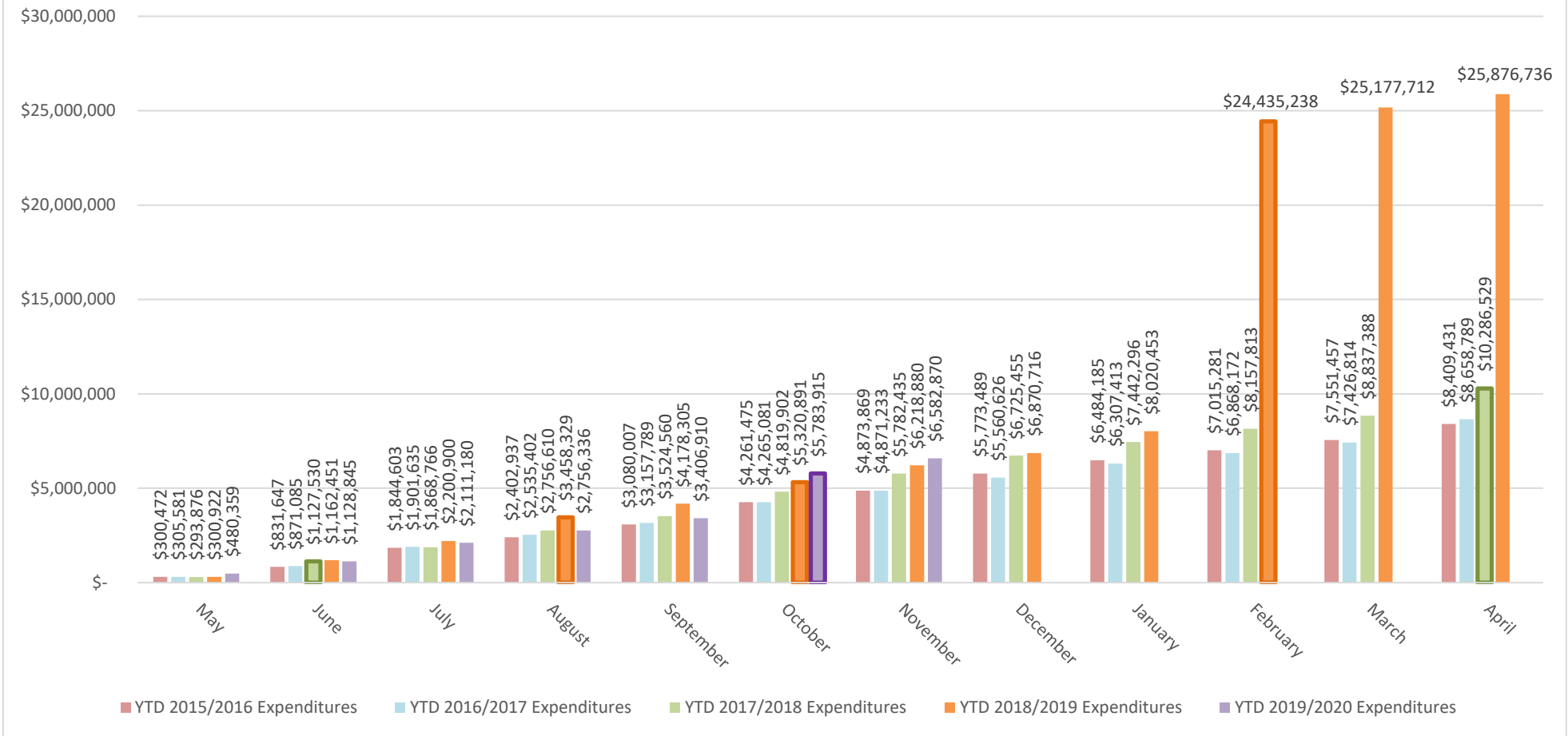
FUND NAME	CURRENT MONTH ACTUAL	Y-T-D ACTUAL	ANNUAL BUDGET
<b>GENERAL CORPORATE FUND</b>			
REVENUE	\$ 77,856	\$ 2,251,022	\$ 2,794,390
EXPENSES	\$ 215,476	\$ 1,447,271	\$ 3,112,869
SURPLUS/(DEFICIT)	\$ (137,621)	\$ 803,751	\$ (318,479)
<b>RECREATION FUND</b>			
REVENUE	\$ 162,371	\$ 2,705,742	\$ 3,672,469
EXPENSES	\$ 277,506	\$ 1,947,050	\$ 3,929,590
SURPLUS/(DEFICIT)	\$ (115,135)	\$ 758,692	\$ (257,120)
<b>IMRF FUND</b>			
REVENUE	\$ 2,804	\$ 167,582	\$ 174,687
EXPENSES	\$ 20,210	\$ 108,099	\$ 200,000
SURPLUS/(DEFICIT)	\$ (17,406)	\$ 59,483	\$ (25,313)
<b>LIABILITY INSURANCE FUND</b>			
REVENUE	\$ 3,206	\$ 176,636	\$ 180,816
EXPENSES	\$ 3,982	\$ 74,501	\$ 162,207
SURPLUS/(DEFICIT)	\$ (777)	\$ 102,134	\$ 18,608
<b>AUDIT FUND</b>			
REVENUE	\$ 19	\$ 134	\$ 250
EXPENSES	\$ 1,500	\$ 13,013	\$ 13,113
SURPLUS/(DEFICIT)	\$ (1,481)	\$ (12,878)	\$ (12,863)
<b>DEBT SERVICE FUND</b>			
REVENUE	\$ 28,220	\$ 1,520,217	\$ 1,978,533
EXPENSES	\$ -	\$ 1,568,299	\$ 1,977,969
SURPLUS/(DEFICIT)	\$ 28,220	\$ (48,082)	\$ 564



OAK BROOK PARK DISTRICT  
SUMMARIZED REVENUE & EXPENSE REPORT  
NOVEMBER, 2019

FUND NAME	CURRENT MONTH ACTUAL	Y-T-D ACTUAL	ANNUAL BUDGET
<b>RECREATIONAL FACILITIES FUND (TENNIS CENTER)</b>			
REVENUE	\$ 110,899	\$ 1,385,290	\$ 1,707,000
EXPENSES	\$ 152,130	\$ 961,143	\$ 2,028,353
SURPLUS/(DEFICIT)	\$ (41,231)	\$ 424,147	\$ (321,353)
<b>SPORTS CORE FUND</b>			
REVENUE	\$ 62,810	\$ 163,214	\$ 222,929
EXPENSES	\$ 61,213	\$ 162,914	\$ 221,223
SURPLUS/(DEFICIT)	\$ 1,597	\$ 300	\$ 1,705
<b>SPECIAL RECREATION FUND</b>			
REVENUE	\$ 2,146	\$ 115,310	\$ 130,321
EXPENSES	\$ 15,744	\$ 59,168	\$ 117,200
SURPLUS/(DEFICIT)	\$ (13,598)	\$ 56,142	\$ 13,121
<b>CAPITAL PROJECT FUND</b>			
REVENUE	\$ 400	\$ 10,917	\$ 317,000
EXPENSES	\$ 858	\$ 78,465	\$ 756,000
SURPLUS/(DEFICIT)	\$ (458)	\$ (67,548)	\$ (439,000)
<b>SOCIAL SECURITY FUND</b>			
REVENUE	\$ 4,899	\$ 274,770	\$ 282,469
EXPENSES	\$ 18,254	\$ 162,946	\$ 266,563
SURPLUS/(DEFICIT)	\$ (13,355)	\$ 111,824	\$ 15,906
<b>SUMMARY</b>			
REVENUE	\$ 455,629	\$ 8,770,834	\$ 11,460,863
EXPENSES	\$ 766,874	\$ 6,582,869	\$ 12,785,087
SURPLUS/(DEFICIT)	\$ (311,244)	\$ 2,187,965	\$ (1,324,224)

## Oak Brook Park District- Consolidated Year-to-Date Expenditures/Expenses (excluding transfers out)



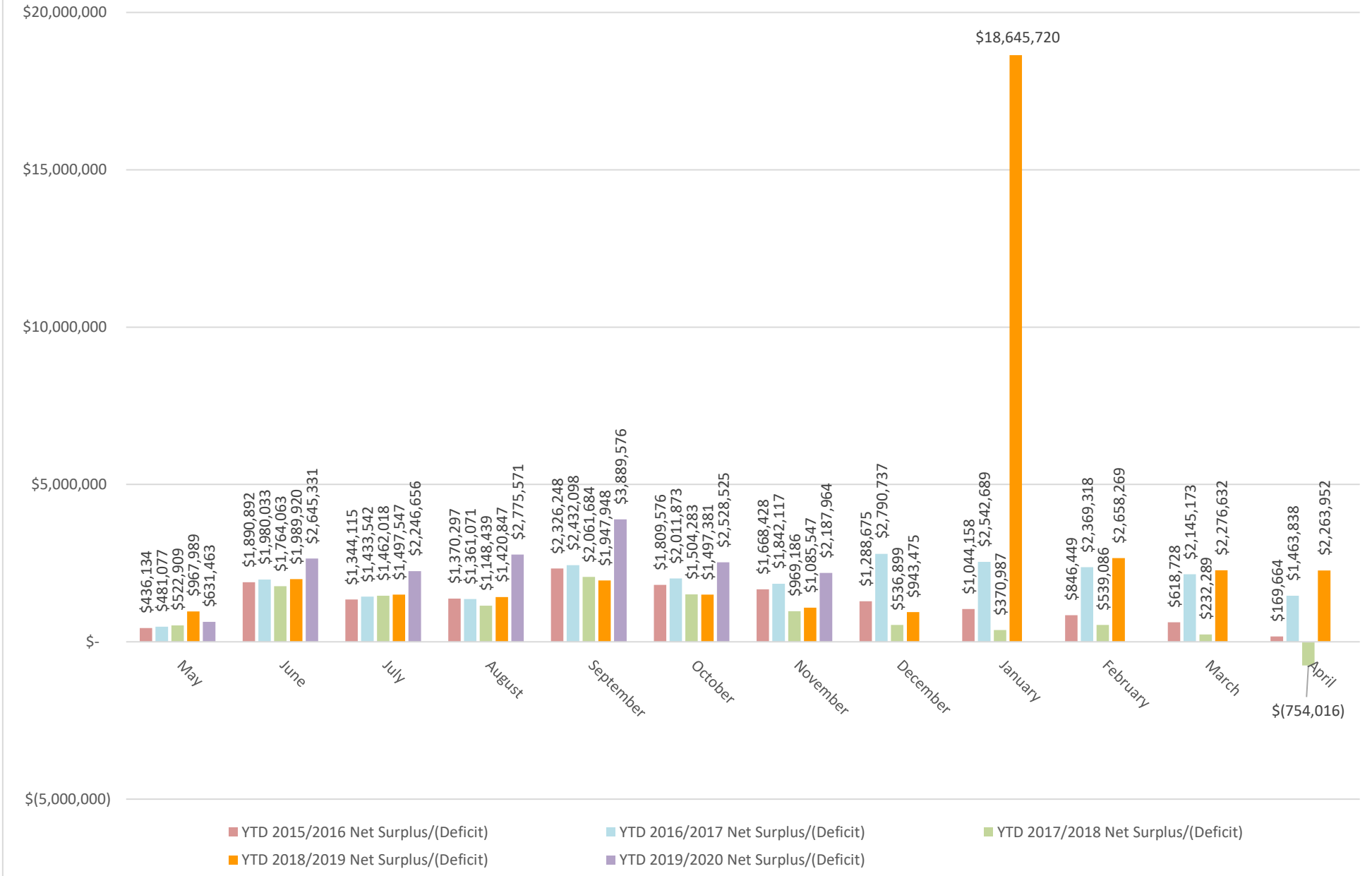
### NOTES

**2017/2018:** During June 2017 and 2018 the Park District recognized three payroll disbursements when compared to two disbursements in June of 2015 & 2016. This is one of the reasons for the increased Y-T-D expenditures in June 2017 and 2018 over the same period in 2016 and 2015. The increased expenditures as of April 30, 2018 are primarily due to increased capital expenditures in our Capital Projects Fund (family locker room) and Tennis Center (HVAC upgrade, reflective ceiling).

**2018/2019:** The large increase in expenditures during August 2018 is due to the additional capital costs incurred for our Central Park improvement project. During that month we recognized \$502,035 in capital costs which brings the YTD total to \$936,997. In the prior year we had only recognized \$43,525 in capital costs as of the end of August 2017. Additionally, this fiscal year includes new expenditures related to our management of the Village's aquatic center. In February 2019 the District recorded \$15.8 million in capital expenditures for the purchase of 34 acres of land.

**2019/2020:** During October 2019, we made a \$1,226,621 payment on our 2019 G.O. bonds as well as a \$334,605 payment on our 2016/2012 G.O. bonds.

## Oak Brook Park District- Consolidated Year-to-Date Net Surplus/(Deficit)





**OAK BROOK PARK DISTRICT**  
**CONSOLIDATED AGENCY TREASURER'S REPORT**  
**NOVEMBER, 2019**

		<b>CONSOLIDATED</b>
		<b>TOTALS</b>
<b>REVENUES</b>		
Property Taxes	\$	84,909
Back Taxes		-
Replacement Taxes		-
Recreation Program Fees		147,552
Rec/Fitness Center Fees		61,987
Rec/Aquatic Center Fees		43,393
Sports Core - Bath & Tennis		62,810
FRC/Building Rental Fees		20,841
Theme Party Rental Fees		1,241
Recreation Center Fees		16,320
CPW Building Rentals		3,744
Field Rentals Central Park		3,982
Field Rentals Central Park North		1,243
Interest		4,381
Grant Proceeds		-
Debt Certificate Proceeds		-
Transfers		-
Donations		-
Sponsorship		600
Miscellaneous		2,628
<b>TOTAL- REVENUES</b>	<b>\$</b>	<b>455,629</b>
<b>DISBURSEMENTS</b>		
	x	
Warrant No.629	\$	215,017
November Payroll		551,857
<b>TOTAL DISBURSEMENTS</b>	<b>\$</b>	<b>766,874</b>

**Oak Brook Park District  
Consolidated Agency Balance Sheet  
as of November 30, 2019**

<u>ASSETS</u>	Consolidated Totals
Current Assets	
Cash and Investments	\$ 8,795,757
Receivables - Net of Allowances	-
Property Taxes	4,671,113
Accounts	604,435
Due from Other Funds	-
Prepays	1,077
Inventories	16,089
Total Current Assets	<u>\$ 14,088,471</u>
Noncurrent Assets	
Capital Assets	
Nondepreciable	40,475
Construction in Process	-
Depreciable	4,788,320
Accumulated Depreciation	<u>(3,187,312)</u>
Total Noncurrent Assets	1,641,483
<b>Total Assets</b>	<b>15,729,954</b>
DEFERRED OUTFLOWS OF RESOURCES	
Deferred Items-IMRF	<u>180,242</u>
Total Assets and Deferred outflows of Resources	<u>15,910,196</u>
<u>LIABILITIES</u>	
Accounts Payable	34,305
Accrued Payroll	17,693
Unearned Revenue	499,184
Due To Other Funds	-
Compensated Absences Payable	<u>3,432</u>
Total Liabilities	554,614
Noncurrent Liabilities	
Compensated Absences Payable	13,723
Net Pension Liability - IMRF	239,549
Total OPEB Liability - RBP	<u>76,570</u>
Total Noncurrent Liabilities	329,842
<b>Total Liabilities</b>	<b>884,456</b>
DEFERRED INFLOWS OF RESOURCES	
Deferred Items - IMRF	36,643
Property Taxes	<u>4,671,112</u>
Total Liabilities and Deferred Inflows of Resources	<u>5,592,211</u>
<u>FUND BALANCES</u>	
Net Investment in Capital Assets	1,882,361
Nonspendable	1,077
Restricted	654,152
Committed	5,009,892
Unassigned	<u>2,770,504</u>
<b>Total Fund Balances</b>	<b><u>10,317,985</u></b>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>15,910,196</u>

OAK BROOK PARK DISTRICT						
INVESTMENTS AS OF NOVEMBER, 2019						
				<b>AMOUNT</b>	<b>RATE</b>	<b>MATURITY</b>
EVERGREEN BANK				\$ 4,323,747.10	0.75%	VARIES /MONEY MARKET
HINSDALE BANK				\$ 259,476.42	2.44%	VARIES /MONEY MARKET
FIFTH THIRD BANK				\$ 324,803.54		
ILLINOIS FUNDS						
TENNIS CENTER				\$ 1,186,395.74	2.45%	VARIES/INVESTMENT POOL
EVERGREEN BANK CREDIT CARD ACCOUNT				\$ 13,830.64		
<b>TOTAL INVESTMENTS</b>				<b>\$ 6,108,253.44</b>		

OPEN  
WARRANT NO. 630

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
39126	ABC PRINTING COMPANY	11/05/2019	12/16/2019	277.48	277.48	Open	N
39130	ACE HARDWARE CORP.	11/01/2019	12/16/2019	60.00	60.00	Open	N
39131	ACE HARDWARE FOUNDATION	11/01/2019	12/16/2019	500.00	500.00	Open	N
39118	ADVANCED AUTO PARTS	11/12/2019	12/16/2019	26.99	26.99	Open	N
39156	AED PROFESSIONALS	11/15/2019	12/16/2019	402.50	402.50	Open	N
39176	ALL STAR SPORTS INSTRUCTION	12/04/2019	12/16/2019	928.00	928.00	Open	N
39137	AQUA PURE ENTERPRISES, INC.	11/22/2019	12/16/2019	999.99	999.99	Open	N
39102	BEACON ATHLETICS	10/30/2019	12/16/2019	513.00	513.00	Open	N
39152	BEST OFFICIALS	11/25/2019	12/16/2019	1,435.00	1,435.00	Open	N
39108	BUTTREY RENTAL SERVICE INC.	10/31/2019	12/16/2019	147.01	147.01	Open	N
39114	BUTTREY RENTAL SERVICE INC.	11/11/2019	12/16/2019	323.42	323.42	Open	N
39177	CARDMEMBER SERVICE	11/27/2019	12/16/2019	345.00	345.00	Open	N
39178	CARDMEMBER SERVICE	11/27/2019	12/16/2019	295.00	295.00	Open	N
39179	CARDMEMBER SERVICE	11/27/2019	12/16/2019	1,881.53	1,881.53	Open	N
39180	CARDMEMBER SERVICE	11/27/2019	12/16/2019	2,430.82	2,430.82	Open	N
39181	CARDMEMBER SERVICE	11/27/2019	12/16/2019	1,158.07	1,158.07	Open	N
39182	CARDMEMBER SERVICE	11/27/2019	12/16/2019	264.00	264.00	Open	N
39183	CARDMEMBER SERVICE	11/27/2019	12/16/2019	683.27	683.27	Open	N
39184	CARDMEMBER SERVICE	11/27/2019	12/16/2019	40.00	40.00	Open	N
39185	CARDMEMBER SERVICE	11/27/2019	12/16/2019	110.75	110.75	Open	N
39186	CARDMEMBER SERVICE	11/27/2019	12/16/2019	3,308.27	3,308.27	Open	N
39187	CARDMEMBER SERVICE	11/27/2019	12/16/2019	408.61	408.61	Open	N
39188	CARDMEMBER SERVICE	11/27/2019	12/16/2019	2,147.48	2,147.48	Open	N
39189	CARDMEMBER SERVICE	11/27/2019	12/16/2019	101.91	101.91	Open	N
39190	CARDMEMBER SERVICE	11/27/2019	12/16/2019	486.69	486.69	Open	N
39191	CARDMEMBER SERVICE	11/27/2019	12/16/2019	805.02	805.02	Open	N
39192	CARDMEMBER SERVICE	11/27/2019	12/16/2019	1,381.04	1,381.04	Open	N
39193	CARDMEMBER SERVICE	11/27/2019	12/16/2019	4,741.05	4,741.05	Open	N
39194	CARDMEMBER SERVICE	11/27/2019	12/16/2019	1,229.24	1,229.24	Open	N
39195	CARDMEMBER SERVICE	11/27/2019	12/16/2019	42.27	42.27	Open	N
39196	CARDMEMBER SERVICE	11/27/2019	12/16/2019	768.04	768.04	Open	N
39197	CARDMEMBER SERVICE	11/27/2019	12/16/2019	1,300.76	1,300.76	Open	N
39198	CARDMEMBER SERVICE	11/27/2019	12/16/2019	402.25	402.25	Open	N
39132	CLASSIC LANDSCAPE, LTD.	11/01/2019	12/16/2019	2,744.00	2,744.00	Open	N
39120	COM ED	11/27/2019	12/16/2019	33.67	33.67	Open	N
39175	COM ED	12/02/2019	12/16/2019	31.50	31.50	Open	N
39100	COMCAST	11/01/2019	12/16/2019	586.11	586.11	Open	N
39221	DAILY HERALD	11/23/2019	12/16/2019	188.60	188.60	Open	N
39222	DAILY HERALD	11/23/2019	12/16/2019	142.60	142.60	Open	N
39223	DAILY HERALD	11/23/2019	12/16/2019	142.60	142.60	Open	N
39104	DAVEY RESOURCE GROUP INC	11/04/2019	12/16/2019	2,838.00	2,838.00	Open	N
39206	DIRECT FITNESS SOLUTIONS, INC.	10/21/2019	12/16/2019	400.00	400.00	Open	N
39224	DIRECT FITNESS SOLUTIONS, INC.	11/11/2019	12/16/2019	3,898.00	3,898.00	Open	N
39145	DU PAGE CONVENTION & VISITORS	11/25/2019	12/16/2019	250.00	250.00	Open	N
39155	EBEL'S ACE HARDWARE #8313	11/22/2019	12/16/2019	15.00	15.00	Open	N
39144	ENVISION HEALTHCARE INC	12/01/2019	12/16/2019	35.00	35.00	Open	N
39149	FED EX	11/27/2019	12/16/2019	50.33	50.33	Open	N

INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT  
EXP CHECK RUN DATES 12/16/2019 - 12/16/2019  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
39172	FITNESS EQUIPMENT SERVICES	11/20/2019	12/16/2019	918.00	918.00	Open	N
39122	FLAGG CREEK WATER RECLAMATION	11/26/2019	12/16/2019	2,002.07	2,002.07	Open	N
39123	FLAGG CREEK WATER RECLAMATION	11/26/2019	12/16/2019	21.95	21.95	Open	N
39124	FLAGG CREEK WATER RECLAMATION	11/26/2019	12/16/2019	95.03	95.03	Open	N
39125	FLAGG CREEK WATER RECLAMATION	11/26/2019	12/16/2019	24.70	24.70	Open	N
39225	GATEWAY SRA	11/23/2019	12/16/2019	18,143.30	18,143.30	Open	N
39168	GEORGELO PIZZA - CHICAGO, INC.	11/13/2019	12/16/2019	320.50	320.50	Open	N
39136	HALOGEN SUPPLY COMPANY, INC.	11/19/2019	12/16/2019	577.25	577.25	Open	N
39103	HINSDALE NURSERIES INC	11/13/2019	12/16/2019	852.00	852.00	Open	N
39207	HOME DEPOT CREDIT SERVICES	11/27/2019	12/16/2019	27.21	27.21	Open	N
39208	HOME DEPOT CREDIT SERVICES	11/14/2019	12/16/2019	254.21	254.21	Open	N
39209	HOME DEPOT CREDIT SERVICES	11/05/2019	12/16/2019	74.00	74.00	Open	N
39210	HOME DEPOT CREDIT SERVICES	11/04/2019	12/16/2019	58.51	58.51	Open	N
39211	HOME DEPOT CREDIT SERVICES	12/04/2019	12/16/2019	29.90	29.90	Open	N
39214	HOME DEPOT CREDIT SERVICES	10/31/2019	12/16/2019	114.69	114.69	Open	N
39215	HOME DEPOT CREDIT SERVICES	11/01/2019	12/16/2019	85.92	85.92	Open	N
39216	HOME DEPOT CREDIT SERVICES	11/08/2019	12/16/2019	99.28	99.28	Open	N
39217	HOME DEPOT CREDIT SERVICES	11/12/2019	12/16/2019	55.68	55.68	Open	N
39218	HOME DEPOT CREDIT SERVICES	11/15/2019	12/16/2019	40.45	40.45	Open	N
39219	HOME DEPOT CREDIT SERVICES	11/27/2019	12/16/2019	356.99	356.99	Open	N
39161	HP PRODUCTS	10/30/2019	12/16/2019	741.42	741.42	Open	N
39167	HP PRODUCTS	11/21/2019	12/16/2019	157.62	157.62	Open	N
39173	HP PRODUCTS	11/03/2019	12/16/2019	1,563.50	1,563.50	Open	N
39204	HP PRODUCTS	11/25/2019	12/16/2019	2,748.98	2,748.98	Open	N
39111	HTBSCREDIT	11/15/2019	12/16/2019	43.41	43.41	Open	N
39112	HTBSCREDIT	11/11/2019	12/16/2019	174.71	174.71	Open	N
39199	HTBSCREDIT	12/05/2019	12/16/2019	126.89	126.89	Open	N
39212	IMPERIAL SUPPLIES LL	11/26/2019	12/16/2019	108.44	108.44	Open	N
39134	IPS PACKAGING-IS2	11/04/2019	12/16/2019	1,654.39	1,654.39	Open	N
39146	JAMES LEZATTE	12/03/2019	12/16/2019	370.00	370.00	Open	N
39110	JONES TRAVEL	11/21/2019	12/16/2019	950.00	950.00	Open	N
39147	KAREN SPANDIKOW	12/03/2019	12/16/2019	206.00	206.00	Open	N
39127	KLUBER ARCHITECTS & ENGINEERS	10/31/2019	12/16/2019	458.42	458.42	Open	N
39213	KLUBER ARCHITECTS & ENGINEERS	10/31/2019	12/16/2019	9,350.00	9,350.00	Open	N
39226	LEGAT ARCHITECTS INC	11/08/2019	12/16/2019	2,240.00	2,240.00	Open	N
39174	M&M LOCK & SAFE, LTD	10/30/2019	12/16/2019	919.00	919.00	Open	N
39203	MARKET ACCESS CORP.	12/03/2019	12/16/2019	1,635.00	1,635.00	Open	N
39101	MASTERBLEND INTERNATIONAL LLC	11/13/2019	12/16/2019	540.00	540.00	Open	N
39128	MATTHEW WRIGHT	12/02/2019	12/16/2019	79.50	79.50	Open	N
39165	MEDIA NUT	11/05/2019	12/16/2019	85.00	85.00	Open	N
39139	NEVCO INC	11/19/2019	12/16/2019	60.17	60.17	Open	N
39133	NEXT GENERATION	11/07/2019	12/16/2019	1,574.30	1,574.30	Open	N
39138	NEXT GENERATION	11/30/2019	12/16/2019	1,111.60	1,111.60	Open	N
39171	NEXT GENERATION	11/20/2019	12/16/2019	756.00	756.00	Open	N
39106	NORTHERN IL WINTER SWIM CONF	11/19/2019	12/16/2019	450.00	450.00	Open	N
39117	P.D.R.M.A.	11/20/2019	12/16/2019	65.00	65.00	Open	N
39159	PC CONNECTION	11/19/2019	12/16/2019	1,015.99	1,015.99	Open	N

INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT

EXP CHECK RUN DATES 12/16/2019 - 12/16/2019

BOTH JOURNALIZED AND UNJOURNALIZED

OPEN

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
39164	PCM SALES	11/05/2019	12/16/2019	265.78	265.78	Open	N
39163	PENTEGRA SYSTEMS LLC	10/31/2019	12/16/2019	477.50	477.50	Open	N
39200	PETTY CASH - RACQUET CLUB	12/05/2019	12/16/2019	50.00	50.00	Open	N
39148	PETTY CASH-RECREATION DEPT.	12/04/2019	12/16/2019	176.70	176.70	Open	N
39201	PUTTERMAN ATHLETICS LLC	08/30/2019	12/16/2019	425.00	425.00	Open	N
39109	QUENCH	10/31/2019	12/16/2019	111.24	111.24	Open	N
39143	QUEST DIAGNOSTICS	11/25/2019	12/16/2019	57.76	57.76	Open	N
39115	REGIONAL TRUCK EQUIPMENT CO.	11/12/2019	12/16/2019	70.00	70.00	Open	N
39151	REVOLUTION SKATE STUDIO LLC	11/10/2019	12/16/2019	311.50	311.50	Open	N
39142	ROYAL PRINCESS PARTIES	11/03/2019	12/16/2019	300.00	300.00	Open	N
39121	SERVICE SANITATION, INC.	11/15/2019	12/16/2019	60.50	60.50	Open	N
39202	SINAL'S CARPET CLEANING	12/06/2019	12/16/2019	360.00	360.00	Open	N
39153	SOCCER MADE IN AMERICA	08/08/2019	12/16/2019	134.00	134.00	Open	N
39135	SOUTHWEST ELECTRIC	11/18/2019	12/16/2019	1,020.00	1,020.00	Open	N
39162	SPRINT PHONE	11/29/2019	12/16/2019	17.25	17.25	Open	N
39158	STERLING NETWORK INTEGRATION	11/19/2019	12/16/2019	870.00	870.00	Open	N
39160	STERLING NETWORK INTEGRATION	11/22/2019	12/16/2019	2,414.00	2,414.00	Open	N
39116	TAMELING INDUSTRIES INC.	11/12/2019	12/16/2019	96.00	96.00	Open	N
39105	THE EMPLOYERS ASSOCIATION	11/12/2019	12/16/2019	126.00	126.00	Open	N
39107	TRANE U.S. INC.	10/31/2019	12/16/2019	106.84	106.84	Open	N
39113	TYCO INTEGRATED SECURITY LLC	11/09/2019	12/16/2019	273.00	273.00	Open	N
39141	TYCO INTEGRATED SECURITY LLC	11/09/2019	12/16/2019	253.53	253.53	Open	N
39140	UNITED LABORATORIES	11/18/2019	12/16/2019	227.73	227.73	Open	N
39157	VERIZON WIRELESS	11/15/2019	12/16/2019	1,095.83	1,095.83	Open	N
39166	VILLA PARK ELECTRICAL SUPPLY	11/27/2019	12/16/2019	18.57	18.57	Open	N
39150	VILLAGE OF OAK BROOK	11/15/2019	12/16/2019	619.54	619.54	Open	N
39154	VILLAGE OF OAK BROOK	11/13/2019	12/16/2019	437.00	437.00	Open	N
39119	WAREHOUSE DIRECT WORKPLACE	11/21/2019	12/16/2019	106.55	106.55	Open	N
39205	WASTE MANAGEMENT OF ILLINOIS I	11/18/2019	12/16/2019	1,127.80	1,127.80	Open	N
39220	WASTE MANAGEMENT OF ILLINOIS I	11/26/2019	12/16/2019	695.85	695.85	Open	N
39129	WILSON SPORTING GOODS	11/26/2019	12/16/2019	142.28	142.28	Open	N
39169	WILSON SPORTING GOODS	11/21/2019	12/16/2019	768.60	768.60	Open	N
39170	WILSON SPORTING GOODS	11/21/2019	12/16/2019	766.50	766.50	Open	N

# of Invoices: 127 # Due: 127

# of Credit Memos: 0 # Due: 0

Totals: 108,619.70 108,619.70

Totals: 0.00 0.00

Net of Invoices and Credit Memos:

108,619.70 108,619.70



INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT  
EXP CHECK RUN DATES 12/16/2019 - 12/16/2019  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
--- TOTALS BY FUND ---							
	01 - GENERAL CORPORATE FUND			31,398.20	31,398.20		
	02 - RECREATION FUND			36,225.63	36,225.63		
	07 - RECREATIONAL FACILITIES FUND			10,482.51	10,482.51		
	08 - SPORTS CORE			73.06	73.06		
	09 - SPECIAL RECREATION FUND			18,413.30	18,413.30		
	12 - CAPITAL PROJECTS FUND			12,027.00	12,027.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	01 - ADMINISTRATION CORPORATE			31,876.63	31,876.63		
	02 - FINANCE			1,098.48	1,098.48		
	04 - CENTRAL PARK NORTH			31.50	31.50		
	05 - CENTRAL PARK			13,696.57	13,696.57		
	06 - SADDLEBROOK PARK			316.20	316.20		
	07 - FOREST GLEN PARK			924.80	924.80		
	08 - CHILLEM PARK			92.00	92.00		
	09 - DEAN PROPERTY			229.22	229.22		
	10 - PROFESSIONAL SERVICES			1,455.00	1,455.00		
	15 - BUILDING/RECREATION CENTER			8,182.59	8,182.59		
	20 - CENTRAL PARK WEST			1,975.02	1,975.02		
	21 - FITNESS CENTER			9,138.47	9,138.47		
	25 - AQUATIC CENTER			5,847.25	5,847.25		
	26 - AQUATIC-RECREATION PROGRAMS			470.04	470.04		
	30 - CHILDRENS PROGRAMS			1,973.50	1,973.50		
	31 - PRESCHOOL PROGRAMS			1,790.48	1,790.48		
	32 - YOUTH PROGRAMS			69.53	69.53		
	40 - ADULT PROGRAMS			1,524.70	1,524.70		
	50 - PIONEER PROGRAMS			5,481.07	5,481.07		
	60 - SPECIAL EVENTS & TRIPS			1,722.37	1,722.37		
	71 - BUILDING/RACQUET CLUB			2,037.79	2,037.79		
	75 - PROGRAMS/RACQUET CLUB			2,420.01	2,420.01		
	80 - MARKETING			4,239.48	4,239.48		
	95 - CAPITAL PROJECTS FUND			12,027.00	12,027.00		

INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT  
POST DATES 11/19/2019 - 12/16/2019  
BOTH JOURNALIZED AND UNJOURNALIZED

<sup>PAID</sup>  
**INTERIM CHECKS**

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
39097	AQUA PURE ENTERPRISES, INC.	10/24/2019	11/18/2019	39.95	0.00	Paid	Y
39099	KONICA MINOLTA PREMIER FINANCE	09/30/2019	11/19/2019	739.00	0.00	Paid	Y
39098	SAFEGUARD	11/15/2019	11/26/2019	370.56	0.00	Paid	Y
# of Invoices: 3 # Due: 0				Totals:	1,149.51	0.00	
# of Credit Memos: 0 # Due: 0				Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					1,149.51	0.00	

--- TOTALS BY FUND ---

01 - GENERAL CORPORATE FUND	639.56	0.00
02 - RECREATION FUND	443.45	0.00
07 - RECREATIONAL FACILITIES FUND	66.50	0.00

--- TOTALS BY DEPT/ACTIVITY ---

01 - ADMINISTRATION CORPORATE	201.00	0.00
02 - FINANCE	505.06	0.00
15 - BUILDING/RECREATION CENTER	134.50	0.00
21 - FITNESS CENTER	134.50	0.00
25 - AQUATIC CENTER	174.45	0.00



## Oak Brook Park District

1450 Forest Gate Road  
Oak Brook, IL 60523

### Petty Cash      **Corporate**

Petty Cash for      Dec. 2019

<b>Received By</b>	<b>Date</b>	<b>Description</b>	<b>Account Number</b>	<b>Amount</b>
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No Petty Cash to Report for December 2019



## Oak Brook Park District

1450 Forest Gate Road  
Oak Brook, IL 60523

### Petty Cash      Recreation

Petty Cash for      Dec. 2019

Received By	Date	Description	Account Number	Amount
D. Thommes	11/7/19	Preschool Supplies	02-31-765-001	\$12.45
	11/11/19	Preschool Supplies	02-31-765-001	\$24.32
	11/14/19	Preschool Supplies	02-31-765-001	\$12.84
	11/19/19	Preschool Supplies	02-31-765-001	\$9.99
	11/25/19	Preschool Supplies	02-31-765-001	\$10.83
	12/3/19	Preschool Supplies	02-31-765-001	\$5.98
		<b>Total</b>		<b>\$76.41</b>
	11/7/19	Pioneer Movie Popcorn, Bingo Food, Prizes	02-50-765-305	\$36.98
		<b>Total</b>		<b>\$36.98</b>
	11/1/19	Books for Haunted Forest Storytelling	02-60-765-012	\$26.78
		<b>Total</b>		<b>\$26.78</b>
	10/12/19	Elk Grove Swim Meet	02-25-660-002	\$18.32
	11/9/19	Carol Stream Park District	02-25-660-002	\$18.21
		<b>Total</b>		<b>\$36.53</b>
		<b>Grand Total</b>		<b>\$176.70</b>



# Memo

**To:** Oak Brook Park District Board of Commissioners  
**From:** Laure Kosey, Executive Director  
**Date:** December 11, 2019  
**Re:** November/December 2019: Communications, IT & Administration

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## November Board Meeting Follow Up:

### **Master Vision 2020-2030**

Once the Master Vision has been approved, the document will be available on our website as well as hard copies available throughout the Oak Brook Park District.

## December Board Meeting Discussion Points:

### **Central Park North Equipment and Restrooms**

These items on the agenda are time sensitive and grant dependent. If the grant is awarded, lead time on the equipment and building approval is needed in January.

## November IT Report:

- A new virtual server was created to migrate over the voicemail system. This will be more efficient and quicker than the standalone server. This is needed for the planned upgrade from ShoreTel to Mitel MyConnect.
- The paging systems in the Family Recreation Center, Aquatic Center, and Tennis Center are being evaluated for improvements. The systems run on old technology that will need to be replaced soon due to aging components.

## November Corporate & Community Relations Report:

This is a comparison chart for last year's to date and this year's to date:

	<b>FY 2018</b>	<b>FY 2019</b>
<b>Sponsorships</b>	\$30,990.00	\$33,340.00
<b>Ad Space</b>	\$17,550.00	\$23,075.00
<b>Vendors</b>	\$9,350.00	\$11,266.80
<b>In-Kind Donations</b>	\$37,114.10	\$29,739.56
<b>Oak Brook Park District Foundation</b>	\$35,716.08	\$10,462.78

Here are new additions that occurred in November:

**Sponsorships:** \$200.00      **Advertising:** \$600.00      **Vendors:** \$0.00  
**In-Kind Donations:** \$2,342.99      **Oak Brook Park District Foundation:** \$1,953.96

**November Marketing & Communications Report:**

**Facebook Analytics**

Total Likes: 2756 (up 420)  
Posts: 24  
Total Reach Average: 550

**Instagram Analytics**

Total Followers: 846 (up 27)  
Posts: 9  
Top Post Reach: 295  
Top Post Impressions: 368

**Twitter Analytics**

Total Followers: 1,044 (up 1)  
Posts: 14  
Top Post Impressions: 18

**Top performing Facebook post for November:**

**Post Details**

Oak Brook Park District  
Published by Katie Garrett [?] · November 1 ·

WANTED: Your Halloween candy leftovers! Candy goes to the troops, money is raised for The Sandlot, and you get that warm & fuzzy feeling! (but not on your teeth!)

**November 1 - November 8**  
**Bring Us Your Halloween Candy!**

**For Our Troops**  
Oakbrook Orthodontics will send all candy will to our deployed troops!

**For Our Community**  
For every pound of candy we collect at the Oak Brook Park District, Oakbrook Orthodontics will donate \$1 to The Sandlot - A Universal Playground!

BE YOUR VERY BEST FEEL YOUR VERY BEST

Get More Likes, Comments and Shares  
Boost this post for \$20 to reach up to 5,400 people.

1,353 People Reached      82 Engagements      [Boost Post](#)

Megan Zobel Johnson, Liz Littwin and 12 others      1 Comment 5 Shares

Like      Comment      Share

**Performance for Your Post**

1,353 People Reached

27 Reactions, Comments & Shares

19 Like	13 On Post	6 On Shares
1 Love	1 On Post	0 On Shares
2 Comments	1 On Post	1 On Shares
5 Shares	5 On Post	0 On Shares

55 Post Clicks

27 Photo Views	0 Link Clicks	28 Other Clicks
----------------	---------------	-----------------

**NEGATIVE FEEDBACK**

0 Hide Post	0 Hide All Posts
0 Report as Spam	0 Unlike Page

Reported stats may be delayed from what appears on posts

**Obparks.org acquisition value**

**Referral Values      November 2019**

Direct:            \$19,080.90  
Referrals:        \$2085.00  
Organic Search:    \$510.00  
Email/Other:      \$67.00

**Ecommerce Total:**

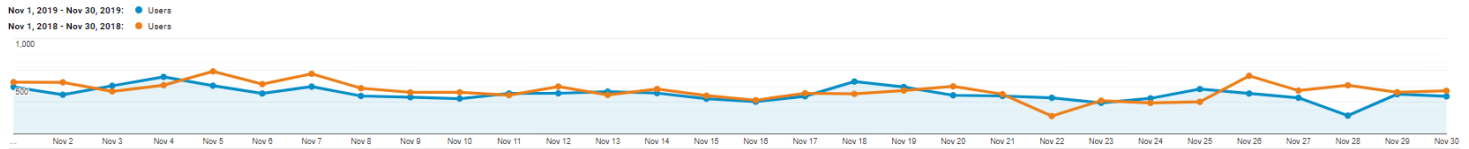
Nov 2019: \$21743 v. Nov 2018: \$31,003  
YTD 2019: \$828,867 v. YTD 2018: \$693,644

**Top Pages**

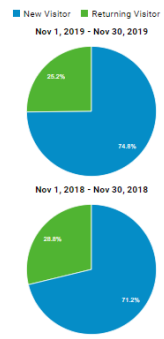
1. Home
2. Facilities/FAC
3. Facilities/FRC
4. Programs/Aquatics
5. /Membership-opportunities
6. /Parties and rentals
7. Facilities/CPW
8. /obparks/Home
9. /obparks/Activity Search
10. Programs/Tennis

Overview Hourly Day Week Month

Users vs. Select a metric



<b>Users</b> -6.80% 10,015 vs 10,746	<b>New Users</b> 2.32% 8,785 vs 8,586	<b>Sessions</b> -6.14% 15,067 vs 16,052	<b>Number of Sessions per User</b> 0.71% 1.50 vs 1.49	<b>Pageviews</b> -2.11% 77,288 vs 78,956	<b>Pages / Session</b> 4.29% 5.13 vs 4.92	<b>Avg. Session Duration</b> -0.45% 00:02:29 vs 00:02:29	<b>Bounce Rate</b> 18.82% 10.81% vs 9.76%
--	---	---	---	--	---	--	---



**Top Referral Sites/User:** KidList, Active Net, Tennis Source, Run Guides, Chicago Parent  
**Top Referral Site/Revenue:** Active Net



# Memo

**To:** Board of Commissioners and Executive Director, Laure Kosey  
**From:** Marco Salinas, Chief Financial Officer  
**Date:** December 11, 2019  
**Re:** November 2019 Financials

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## General Fund

We have now completed seven months (58%) of our current fiscal year. Year-to-date (YTD) revenues, expenditures, and transfers out in this fund equal \$2,251,022, \$1,447,271 and \$0, respectively. This is resulting in a YTD net surplus of \$803,751, which is an increase of \$117,235 (17%) over last year's net surplus of \$686,516. Following is additional commentary:

- **Revenues-** Total YTD revenues are favorable against budget at 81%, and have increased \$192,755 over the previous year. Property taxes and Personal Property Replacement Taxes (PPRT) account for approximately \$140,000 of this increase. We have also benefitted from increased field rentals at our Central Park, and new field rentals at our recently acquired Central Park North fields.
- **Expenditures-** Overall expenditures are favorable against budget at 52%, and approximately \$76,000 (6%) higher than the prior year. The majority of the increase is being driven in our Central Park, Central Park North, and Dean Nature Maintenance departments.
- **Central Park-** Expenditures in this department have increased approximately \$32,000 due to a variety of reasons. During the current year we purchased a field striping machine and paint supplies totaling \$11,933, \$2,300 in playground mulch, an infield grader attachment for \$2,800, portable baseball mounds for \$2,900, and spent \$1,930 to repair a Ford Pickup truck. In addition, we have incurred increased expenditures on weed and grub control services and tree maintenance. During September, \$7,500 in crack sealing and sealcoating costs incurred for our main parking lot was also allocated to this department.
- **Central Park North-** This department was established in the current year and therefore there was no activity in the prior year. The YTD expenditure activity is comprised of \$6,200 in costs for weed control services, \$1,240 for tree maintenance, \$1,558 for portable restroom services, and costs to purchase various landscaping supplies to maintain and stripe the athletic fields.
- **Dean Nature Contracts/Maintenance-** This department was established to account for the maintenance activity that is currently outsourced. The YTD activity represents payments to Conservation Land Stewardship (CLS) for carrying out prescribed burns, applying herbicide, performing mowing services, adding new plantings, and seeding of specific areas. Last year's activity represents the reversal (voiding) of a previously issued payment for the purchase of 2 bee colonies. In addition, in the prior year there were significant delays with the billings from CLS which resulted in the majority of the maintenance costs being recognized later in the fiscal year (Spring of 2019).

## Recreation Fund

YTD revenues, expenditures, and transfers out in this fund equal \$2,705,742, \$1,947,050 and \$0, respectively. This is resulting in a YTD net surplus of \$758,692; which is an increase over prior year's net surplus of \$574,017. Following is additional commentary:

- **Revenues-** Total YTD revenues are favorable against budget at 74%, and have increased \$67,965 over prior year's total. Although some departments have increased revenues while others have decreased, the



primary driver of the total increase is in our Marketing department, where we have recorded the receipt of a \$45,000 donation from the Foundation to benefit our Universal Playground. Although we received a similar donation last year, such donation was lower at \$29,000.

- **Expenditures-** Overall expenditures are favorable against budget at 51% and have decreased \$116,711 when compared to the prior year. Driving this decrease are reduced capital expenditures this year; \$90,422 versus \$240,025 in the prior year. Current year costs include \$20,273 to sealcoat our main parking lot, \$20,000 for the purchase and installation of playground equipment at Forest Glen Park, \$3,194 in equipment upgrades to our basketball courts at Central Park, \$9,757 for engineering/architecture services for various proposed capital improvements at CPW, and \$37,198 for repaving work at our Saddle Brook and Forest Glen Parks.
- **Youth Programs-** We have experienced increased participation in various programs including pee wee, teen and after school camps. This is resulting in a 19% increase in revenues over the previous year. As expected, this increased programming activity has also resulted in an increase in expenditures; specifically, expenditures for programming supplies and materials, food, transportation and part-time wages.

### **Recreational Facilities Fund (Tennis Center)**

YTD revenues and expenses in this fund are currently at \$1,385,290 and \$961,144, respectively. This is resulting in a YTD net surplus of \$424,147; which is an increase of \$101,920 (32%) over prior year's net surplus of \$322,227.

Following is additional commentary:

- **Revenues-** Total YTD revenues are favorable against budget at 81% and have also increased \$103,851 over prior year. Administration department revenues are being positively impacted by increased investment earnings. Interest income has increased from \$5,778 in the prior year to \$11,049 in the current year. This increase is due to having a larger cash balance on deposit with Illinois Funds as well as higher investment yields in 2019. In the Programs department, non-resident membership fees have increased approximately 7% over prior year. The largest increase in revenues is with our group lessons (e.g. adult, junior, high performance, camps). Total group lesson revenue has increased from \$709,023 in the prior year, to \$826,995 in the current year. This increase is attributed to increased registration activity as many of the classes are currently at their maximum capacity. Partially offsetting these favorable revenue increases is a decrease in private lesson revenues. YTD private lesson revenues are currently at \$120,305 and in the prior year, revenues were at 143,337.
- **Expenses-** Expenses across all departments are currently favorable against budget, with the exception of our Capital Outlay department.
- **Capital Outlay-** YTD capital expenditures have increased 16% over prior year. This year's expenses are comprised of \$24,800 in costs to have 4 indoor tennis courts color coated. We have also incurred \$22,716 for the installation of replacement tennis court backdrops, and \$126,491 for the HVAC project that was budgeted at \$200,000 in the current fiscal year.

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### **FINANCE OPERATIONS:**

- Nancy distributed various documents and instructions to staff related to the preparation of the fiscal year 2020/2021 requested budgets. The requested capital expenditure budgets are due to Finance on December 27, 2019 while the requested operating expenditure budgets are due on January 17, 2020.
- Marco reviewed a draft promissory note and loan agreement that were prepared by our general counsel in relation to the proposed loan from the Village of Oak Brook. He also prepared the related loan amortization schedule.
- Finance personnel have been working on the details for the upcoming coat donation drive that is planned for January 2020. The plan is to accept new and gently used winter coats at the Family Recreation Center as well as the Tennis Center to benefit World Relief of DuPage.

### **HUMAN RESOURCES:**

- Linda N. updated a number of job descriptions; specifically, the descriptions for several superintendent positions. She also worked on updating our drug testing procedures, in light of recently enacted legislation.



# Memo

To: Oak Brook Park District Board of Commissioners  
From: Dave Thommes, Deputy Director  
Date: December 12, 2019  
Re: Recreation & Facilities Report

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## Recreation

- Mah Jongg on Friday mornings continues to be a successful program with an average of twenty-four people playing every week. Other programs for the Pioneers included a movie matinee of *Just Getting Started*, Brain Games, Rules of the Road, and AARP Driver Safety.
- Staff has been preparing for our holiday events including Santa Stocking deliveries, the Gingerbread play and the Holiday Express.
- Karen Spandikow attended Professional Development School November 9-13. This completes her final year as Host Marketing Chair of the school.
- Twenty-five pioneers visited the Jacob Henry Mansion in Joliet for a delicious lunch followed by a presentation on the history of Marshall Fields during the holidays and a holiday organ concert on November 13<sup>th</sup>.
- On November 20<sup>th</sup> the Pioneers also visited the famous Lou Malnati's for pizza and pasta followed by a docent led tour of the Driehaus in Chicago that included a special exhibit of Tiffany glass windows.
- On November 22<sup>nd</sup> ABC Preschoolers celebrated the Thanksgiving Feast! Sixty students performed for their teachers and families. Following the performance everyone enjoyed a turkey lunch!
- Youth Basketball has 71 children registered in the 1<sup>st</sup> and 2<sup>nd</sup> grade division and 49 children registered in the 3<sup>rd</sup> and 4<sup>th</sup> grade division.

## Aquatics

- Fall 2019 lesson numbers are pretty much set and finalized. Final registrations are 12.5% better than our 2018 numbers and even surpassed the fall registration numbers from 2017.
- Swim team is bigger than it has been in past 4 years with 90 swimmers registered. Consistency in the coaching staff has played a big role in the retention of members.
- Dive in Movie for November was Napoleon Dynamite. Less attended than we had hoped for with only 21 paid admissions. In December we will be showing Home Alone, looking for a better attendance.
- Aquatic parties are now fully under our control from booking to attending. We met with Giordano's on Dec 5<sup>th</sup> to discuss partnering with them for our party pizzas and hope to hear back from them by the 13<sup>th</sup>.
- Staff met with DuPage Medical Group on Dec 3<sup>rd</sup> to propose naming rights for the video board. Their representative seemed interested in the opportunity and we hope to hear from them in the very near future.
- Masters Swim Team will be doing the Annual 100x100 swim on Sunday, December 15<sup>th</sup>. Guards and pool managers are already scheduled to allow early access to the building and pool.

## Fitness

- The Turkey Dri Tri had 85 participants and received a lot of positive feedback. The survey results yielded a net promoter score of 100%
- New classes, such as: *Bodystrong*, *Walking with Weights and Cardio*, *Lift and Define* were added to the Group Fitness schedule for the month of December.

## Tennis

- Member appreciation week took place at the Tennis Center November 4<sup>th</sup> – 10<sup>th</sup>. There were 150 participants registered for the weekend events: Pioneer Mixer, Junior Tournaments and Adult Drill & Play.

- The Tennis Center credit card transactions were all switched to the new credit card processor.

Facilities

- Maintenance staff diagnosed and repaired RTU #5 which supplies the fitness center, cycled unit for proper operation. They also repaired RTU's 1 & 2 supplying heat to racquetball courts at Tennis center.
- Forty-five fire extinguishers were inspected by Total fire at FRC, FAC, CPW and Maintenance garage.
- Staff participated in annual fire drill, safely clearing the building of patrons and staff in 2 mins monitored by Oak Brook Fire Department.
- Completed change out of all CFL bulbs in light fixtures on Gym 3 to LED bulbs ensuring energy efficiency forward progression and better lighting.

Retention Results

November-19			
	Retained	Total	Rate
Aquatic	182	186	97.8%
Aqua/Ten	3	3	100.0%
Fitness	334	341	97.9%
Fit/Aqua	189	191	99.0%
Fit/Ten	8	8	100.0%
Premiere	38	38	100.0%
<b>Yearly Total</b>	<b>754</b>	<b>767</b>	<b>98.3%</b>
EFT Aqua	664	689	96.4%
EFT Aqua/Ten	53	53	100.0%
EFT Fitness	1059	1091	97.1%
EFT Fit/Aqua	566	582	97.3%
EFT Fit/Ten	76	80	95.0%
EFT Premiere	110	118	93.2%
<b>Yearly &amp; EFT</b>	<b>3282</b>	<b>3380</b>	<b>97.1%</b>

- We gained 39 members in the month of November.



Oak Brook Park District  
 Aquatic Center  
 Aquatic Party Statistics

2019 Aquatic Party Statistics													
Total # Parties	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
Splash Birthday	15	9	24	15	15	12	6	5	8	13	17	7	146
Super Splash Birthday	7	3	11	10	10	10	11	12	9	6	6	8	103
Group (by day)	7	8	2	8	7	9	13	11	3	4	7	5	84
Private (indoors only)	6	4	4	2	2	2	1	2	0	2	2	2	29
Private (indoor/outdoor combo)	0	0	0	0	0	1	2	1	0	0	0	0	4
Splash Island Birthday	0	0	0	0	0	8	11	6	0	0	0	0	25
Camp Rentals	0	0	2	0	1	4	8	1	0	1	2	0	19
Lane Rental (lap only)	0	0	0	0	11	7	0	0	0	0	1	0	19
Scout	2	1	1	1	0	0	0	0	0	1	2	1	9
<b>Total # Parties</b>	<b>37</b>	<b>25</b>	<b>44</b>	<b>36</b>	<b>46</b>	<b>53</b>	<b>52</b>	<b>38</b>	<b>20</b>	<b>27</b>	<b>37</b>	<b>23</b>	<b>438</b>
<b>2018</b>	47	44	48	57	47	60	49	40	36	26	23	25	502
<b>2017</b>	46	52	60	54	43	61	75	37	2*	41	29	52	550

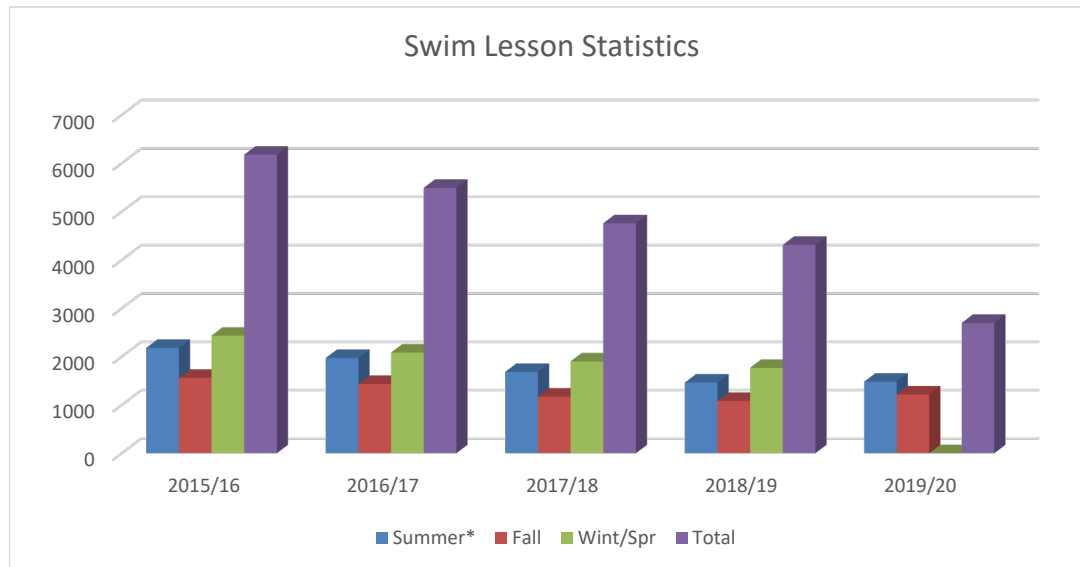


# Oak Brook Park District Aquatic Center Swim Lesson and Swim Team Statistics

Swim Lesson Statistics				
	Summer*	Fall	Wint/Spr	Total
<b>2015/16</b>	2181	1562	2433	<b>6176</b>
<b>2016/17</b>	1972	1434	2084	<b>5490</b>
<b>2017/18</b>	1685	1173	1900	<b>4758</b>
<b>2018/19</b>	1463	1082	1767	<b>4312</b>
<b>2019/20</b>	1481	1217	0	<b>2698</b>

\*stroke clinic numbers removed from summer lesson totals and moved to swim team numbers for better accuracy

Swim Team Statistics						
	Summer	Fall	Wint/Spr	Spring Training	Stroke Clinic*	Total
<b>2015/16</b>	34	56	53	84	18	<b>245</b>
<b>2016/17</b>	51	68	35	52	6	<b>212</b>
<b>2017/18</b>	32	65	46	73	9	<b>225</b>
<b>2018/19</b>	71	80	77	100	18	<b>346</b>
<b>2019/20</b>	79	90	0	0	not offered	<b>169</b>





## Oak Brook Park District Athletic Fields Rental Report

### Athletic Field Usage 2018/2019 Fiscal Year Evergreen Bank Group Athletic Field

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	18/19 YTD	17/18 Actual
Hours	172	126	79	168	203	210	81	28	0	0	87	155	1,307	1,316
Revenue	\$15,258	\$9,005	\$3,813	\$12,280	\$12,714	\$15,670	\$5,880	\$3,080	\$0	\$0	\$7,465	\$16,085	101,248	\$87,638

### Athletic Field Usage 2018/2019 Fiscal Year Natural Grass Soccer Fields

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	18/19 YTD	17/18 Actual
Hours	91	154	131	145	195	80	0	0	0	0	0	177	971	1,119
Revenue	\$3,156	\$2,081	\$725	\$1,625	\$2,688	\$1,413	\$0	\$0	\$0	\$0	\$0	\$5,575	17,263	\$18,987

### Athletic Field Usage 2018/2019 Fiscal Year Baseball Fields

	May	June	July	August	September	October	November	December	January	Feb	March	April	18/19 YTD	17/18 Actual
Hours	116	96	37	24	116	89	12	0	0	0	0	83	572	941
Revenue	\$1,740	\$595	\$100	\$75	\$200	\$800	\$475	\$0	\$0	\$0	\$0	\$1,734	5,719	\$18,160

<b>Grand Total Hours:</b>	<b>2849</b>	<b>3376</b>
<b>Grand Total Revenue:</b>	<b>\$124,230</b>	<b>\$124,785</b>

### Athletic Field Usage 2019/2020 Fiscal Year Evergreen Bank Group Athletic Field

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	19/20 YTD	18/19 YTD
Hours	192	190	153	142	192	178	69						1,115	748
Revenue	\$13,832	\$12,280	\$6,813	\$11,885	\$17,585	\$16,962	\$6,568						\$85,923	\$53,068

### Athletic Field Usage 2019/2020 Fiscal Year Natural Grass Soccer Fields

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	19/20 YTD	18/19 YTD
Hours	254	251	161	153	163	141	6						1,128	715
Revenue	\$10,650	\$8,338	\$3,150	\$4,838	\$7,075	\$8,697	\$150						\$42,897	\$10,275

### Athletic Field Usage 2019/2020 Fiscal Year Baseball Fields

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	19/20 YTD	18/19 YTD
Hours	155	200	167	101	153	65	0						841	388
Revenue	\$3,487	\$3,997	\$1,036	\$1,633	\$6,438	\$6,678	\$0						\$23,268	\$2,710

<b>YTD Total Hours:</b>	<b>3084</b>	<b>1850</b>
<b>YTD Total Revenue:</b>	<b>\$152,088</b>	<b>\$66,053</b>



## Oak Brook Park District Facility Statistics and Data

Facility Rentals													
	JAN	Feb	March	April	May	June	July	AUG	SEPT	OCT	NOV	DEC	Total
<b>2019</b>													
<b>Gym Rentals</b>	136	134	109	93	83	77	65	82	113	109	125		1,126
<b>Gym Revenue</b>	\$ 19,800.00	\$ 18,003.00	\$ 13,045.00	\$ 10,695.00	\$ 9,665.00	\$ 10,400.00	\$ 8,370.00	\$ 12,755.00	\$ 15,930.00	\$ 13,015.00	\$ 18,435.00		\$ 150,113.00
<b>Room Rentals</b>	43	57	60	52	50	57	45	46	47	43	47		547
<b>Room Revenue</b>	\$ 1,170.00	\$ 2,618.50	\$ 1,055.00	\$ 1,945.00	\$ 3,134.00	\$ 4,249.50	\$ 2,212.00	\$ 1,816.00	\$ 2,475.00	\$ 3,260.00	\$ 4,136.00		\$ 28,071.00
<b>CPW Rentals</b>	11	9	14	10	11	20	13	17	15	4	13		137
<b>CPW Revenue</b>	\$4,990.00	\$3,597.50	\$4,990.00	\$2,760.00	\$4,540.00	\$10,589.00	\$7,312.50	\$7,475.00	\$6,025.00	\$4,115.00	\$8,575.00		\$64,969.00
<b>2018</b>													
<b>Gym Rentals</b>	152	131	137	101	78	73	70	96	98	119	139	118	1,312
<b>Gym Revenue</b>	\$ 19,245.00	\$ 18,237.00	\$ 14,510.00	\$ 11,025.00	\$ 6,490.00	\$ 7,412.50	\$ 7,340.00	\$ 20,500.00	\$ 8,950.00	\$ 15,396.00	\$ 17,165.00	\$ 16,075.00	\$ 162,345.50
<b>Room Rentals</b>	57	48	66	64	45	56	47	45	52	52	48	55	635
<b>Room Revenue</b>	\$ 4,409.00	\$ 4,202.00	5,385	4,430	1,900	5,180	4,170	\$ 3,117.00	\$ 4,569.00	\$ 2,980.00	\$ 3,365.00	\$ 3,568.00	\$ 47,275.00
<b>CPW Rentals</b>	8	9	13	12	9	20	11	17	8	8	13	9	137
<b>CPW Revenue</b>	\$4,307.50	\$3,457.50	\$5,501	\$4,950	\$4,590	\$10,325	\$5,780	\$5,340	\$6,182	\$4,720	\$6,013	\$4,465	\$65,631.00
Theme Parties													
	January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
<b>2019</b>	0	3	1	0	1	3	2	1	2	4	2		19
<b>2018</b>	5	5	8	2	5	5	2	1	4	4	3	6	50



## Oak Brook Park District Facility Usage

Facility Usage													
	January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
<b>2017</b>	43,582	37,431	45,170	31,760	31,932	35,136	33,194	27,695	17,587	15,789	24,693	24,856	368,825
<b>Weekday Avg.</b>	1,355	1,252	1,597	1,107	1,069	1,342	1,165	911	637	853	976	1,174	1,120
<b>Weekend Avg.</b>	1,531	1,551	1,054	1,071	736	700	944	887	467	672	896	1,037	962
<b>2018</b>	27,978	41,768	44,831	40,154	37,099	41,229	51,465	41,786	33,111	15,789	NA	38,518	413,728
<b>Weekday Avg.</b>	1,453	1,397	1,510	1,338	1,283	1,522	1,646	1,368	1,150	853	NA	1,372	1,354
<b>Weekend Avg.</b>	1,499	1,729	1,291	1,339	949	1,031	1,693	1,145	1,011	672	NA	1,106	1,224
<b>2019</b>	35,683	37,845	45,404	32,925	32,834	36,793	38,389	29,144		27,461	26,199		
<b>Weekday Avg.</b>	1,183	1,300	1,354	946	916	1,081	1,096	981		881	865		
<b>Weekend Avg.</b>	1,207	1,317	1,890	1,515	1,586	1,517	1,648	838		900	891		



## Oak Brook Park District Family Recreation Center Membership Usage Data

*Members												
	January	February	March	April	May	June	July	August	September	October	November	December
<b>2016</b>	3,524	3,456	3,704	3,623	4,053	4,204	4,333	4,220	3,603	3,571	3,600	3,757
<b>Resident</b>	54%	53%	54%	56%	54%	52%	52%	52%	56%	55%	57%	56%
<b>Non Resident</b>	46%	47%	46%	44%	46%	48%	48%	48%	44%	45%	43%	44%
<b>EFT</b>	2,216	2,674	2,188	2,170	2,205	2,177	2,212	2,207	2,207	2,197	2,209	2,329
<b>2017</b>	3,901	3,715	3,686	3,848	4,150	4,230	4,283	3,812*	3711*	3,665*	3,751	3,859
<b>Resident</b>	55%	53%	53%	54%	53%	52%	52%	54%	55%	55%	53%	52%
<b>Non Resident</b>	45%	47%	47%	46%	47%	48%	48%	46%	45%	45%	47%	48%
<b>EFT</b>	2,481	2,495	2,514	2,538	2,499	2,499	2,511	2,529	2,513	2,520	2,617	2,736
<b>2018</b>	3,902	3,888	4,015	4,132	4,283	4,422	4,457	4,252	3,888	3,816	3,808	3,843
<b>Resident</b>	52%	52%	52%	52%	51%	50%	51%	52%	53%	53%	53%	52%
<b>Non Resident</b>	48%	48%	48%	48%	49%	50%	49%	48%	47%	47%	47%	48%
<b>EFT</b>	2,827	2,836	2,845	2,829	2,810	2,781	2,765	2,763	2,756	2,705	2,724	2741
<b>2019</b>	3,920	3,910	4,053	4,164	4,261	4,386	4,444	4,291	3,707	3,694	3,714	
<b>Resident</b>	52%	52%	52%	51%	50%	50%	50%	49%	53%	53%	53%	
<b>Non Resident</b>	48%	48%	48%	49%	50%	50%	50%	51%	47%	47%	47%	
<b>EFT</b>	2,806	2,790	2,747	2,746	2,705	2,680	2,678	2,557	2,567	2,577	2,592	
Usage												
	January	February	March	April	May	June	July	August	September	October	November	December
<b>2016</b>	13,418	13,216	12,915	12,360	11,828	11,750	11,538	10,900	9,097	10,625	10,233	10,034
<b>2017</b>	12,631	11,559	12,351	11,245	14,711	16,596	17,065	12,568*	8238*	12,812	13,327	14,178
<b>2018</b>	15,909	13,043	16,047	14,383	14,333	14,782	15,768	13,472	11,150	13,441	13,424	13,933
<b>2019</b>	15,079	14,004	16,220	13,972	13,287	14,710	17,004	12,887	11,176	12,904	13,586	

\*Locker Room Renovation began August 14, 2017

Re-opened December 1st, 2017



# Memo

**To:** Board of Commissioners  
**From:** Bob Johnson, Director of Parks and Planning  
**Date:** December 9, 2019  
**Re:** Board Report

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- The ice rink is setup at Central Park and the liner will be installed once temperatures drop and remain cold enough.
- Fall landscape cleanup is complete at all the parks. Turf aeration on the athletic fields is finished and high-traffic areas on the fields have been dormant seeded.
- Holiday decorations and lights have been placed at Central Park facilities and will be removed after January 1<sup>st</sup>.
- As a result of last month's RFP, new trash and recycling services will begin at the end of the month with Advanced Disposal, Inc.
- Staff has continued working with Wight & Company, and has started the permitting process for the Central Park North fields.
- Please see agenda histories for upcoming purchases.



# Oak Brook Park District

## BOARD MEETING

### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: ORDINANCE NO. 19-1216: AN ORDINANCE LEVYING TAXES AND ASSESSING TAXES FOR FISCAL YEAR 2020-2021 OF THE OAK BROOK PARK DISTRICT OF DUPAGE AND COOK COUNTIES, ILLINOIS**

**AGENDA NO.:** 8 A

**MEETING DATE:** DECEMBER 16, 2019

**STAFF REVIEW:** Chief Financial Officer, Marco Salinas:

**RECOMMENDED FOR BOARD ACTION:** Executive Director, Laure Kosey:

**ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY)**

The State of Illinois Truth-in-Taxation Act requires that no less than twenty days prior to any taxing body adopting its tax levies, it must determine how many dollars in property tax extensions will be necessary. This tax levy is for the 2019 levy year that will be collected in 2020 and beyond. The Park District Board previously reviewed this tax levy at the November 18, 2019 Board meeting.

**ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):**

The total 2019 tax levy for the Park District is \$4,841,725. Of this amount, \$3,307,232 is comprised of the corporate and special purpose levies (i.e. aggregate levy) and \$1,534,493 represents the debt service levies for our 2012 General Obligation Limited Tax Park bonds as well as our 2019 General Obligation Park Bonds. Although the 2019 aggregate levy amount represents a 5.99% increase over prior year’s final levy amount of \$3,120,430, the 2019 aggregate levy will subsequently be reduced by DuPage and Cook County in accordance with the Property Tax Extension Limitation Law (PTELL). Under PTELL, our final 2019 aggregate levy should increase approximately 1.91% over prior year, plus any new growth in Equalized Assessed Value (EAV).

A public hearing for our 2019 property tax levy has been scheduled for December 16, 2019 with final adoption of the levy scheduled subsequent to the public hearing on that same day. Notice of this public hearing has been published in the Thursday December 5, 2019 edition of the Daily Herald newspaper, in accordance with the Truth in Taxation Act. We have also published notice of this public hearing on our website and at the entrance of our administration offices.

**ACTION PROPOSED:**

A Motion (and a second) to approve Ordinance No. 19-1216: An Ordinance Levying Taxes and Assessing Taxes for Fiscal Year 2020-2021 of the Oak Brook Park District of DuPage and Cook Counties, Illinois.

**ORDINANCE NO 19-1216**

**AN ORDINANCE LEVYING TAXES AND ASSESSING TAXES FOR FISCAL  
YEAR 2020-2021 OF THE OAK BROOK PARK DISTRICT OF DUPAGE AND  
COOK COUNTIES, ILLINOIS**

---

Be it ordained by the Board of Park Commissioners of the Oak Brook Park District,  
DuPage and Cook Counties, Illinois, that:

**SECTION 1:** A tax for the following sum of money, totaling \$4,841,725 or as much  
thereof as may be authorized by law, to defray expenses and liabilities of the Park District, be and  
the same, is hereby levied commencing on the 1<sup>st</sup> day of May, 2020 and ending on the 30<sup>th</sup> day of  
April, 2021.

**ARTICLE I - GENERAL CORPORATE FUND**

A. ADMINISTRATIVE EXPENSES	\$ 700,000
B. PARK EXPENSES	534,232
C. PROFESSIONAL SERVICES	35,000
D. BUILDING EXPENSES	<u>340,000</u>
TOTAL - GENERAL CORPORATE FUND	\$1,609,232

**ARTICLE II - RECREATION FUND**

A. ADMINISTRATIVE EXPENSES	\$ 700,000
B. RECREATION/FITNESS & AQUATIC PROGRAM EXPENSES	<u>300,000</u>
TOTAL - RECREATION FUND	\$1,000,000

**ARTICLE III - ILLINOIS MUNICIPAL RETIREMENT FUND**

ADMINISTRATIVE EXPENSES	\$160,000
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**ARTICLE IV - SOCIAL SECURITY FUND**

ADMINISTRATIVE EXPENSES	\$270,000
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**ARTICLE V - LIABILITY INSURANCE FUND**

ADMINISTRATIVE EXPENSES	\$155,000
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**ARTICLE VI - AUDIT FUND**

CONTRACTUAL & PROFESSIONAL SERVICES	\$8,000
-------------------------------------	---------

**ARTICLE VII - DEBT SERVICE FUND**

PRINCIPAL & INTEREST EXPENSES \$1,534,493

**ARTICLE VIII – SPECIAL RECREATION FUND**

ADMINISTRATION EXPENSES \$30,000  
PROGRAM EXPENSES 75,000  
TOTAL – SPECIAL RECREATION FUND \$105,000

**ARTICLE IX - RECAPITULATION**

GENERAL CORPORATE FUND \$1,609,232  
RECREATION FUND 1,000,000  
ILLINOIS MUNICIPAL RETIREMENT FUND 160,000  
SOCIAL SECURITY FUND 270,000  
LIABILITY INSURANCE FUND 155,000  
AUDIT FUND 8,000  
DEBT SERVICE FUND 1,534,493  
SPECIAL RECREATION FUND 105,000  
  
TOTAL TAXES LEVIED \$4,841,725

Section 2. The secretary of the Park District is hereby directed to file a certified copy of this Ordinance with the County Clerk of DuPage County, Illinois and Cook County, Illinois as provided by law.

Section 3. This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

PASSED this 16th day of December, 2019.

APPROVED this 16th day of December, 2019.

AYES:

NAYS:

ABSENT:

\_\_\_\_\_  
PRESIDENT

ATTEST: \_\_\_\_\_  
SECRETARY

**TRUTH IN TAXATION**  
**CERTIFICATE OF COMPLIANCE**

I, Sharon Knitter, hereby certify that I am the Presiding Officer of the Oak Brook Park District, and as such Presiding Officer, I certify that the tax levy ordinance, a copy of which is attached, was adopted pursuant to, and is 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, as amended.

This certificate applies to the 2019 tax levy.

---

Sharon Knitter, President  
Board of Park Commissioners

Dated: December 16, 2019

STATE OF ILLINOIS )  
 ) SS  
COUNTIES OF DUPAGE AND COOK )

**CERTIFICATE**

I, Sharon Knitter, do hereby certify that I am the duly qualified President, and the presiding officer of the corporate authorities of the Oak Brook Park District, DuPage and Cook Counties, Illinois.

I further certify compliance with the provisions of Sections 18-60 through 18-85 of the Truth in Taxation Law (35ILCS 200/18-60, et seq.), in connection with the 2019 Tax Levy Ordinance of the Oak Brook Park District, being Ordinance No. 19-1216, "An Ordinance Levying Taxes and Assessing Taxes for Fiscal Year 2020-2021 of the Oak Brook Park District of DuPage and Cook Counties, Illinois", passed and approved on December 16, 2019.

IN WITNESS HEREOF, I hereunto affix my official signature and the seal of the Oak Brook Park District, at Oak Brook, Illinois, this 16th day of December, 2019.

\_\_\_\_\_  
Presiding Officer

SEAL

STATE OF ILLINOIS )  
 ) SS  
COUNTIES OF DUPAGE AND COOK )

**CERTIFICATE**

I, Laure L. Kosey, do hereby certify that I am the Secretary in and for the Oak Brook Park District; that the foregoing is a true and correct copy of an Ordinance duly passed by the President and Board of Park Commissioners being entitled: "An Ordinance Levying Taxes and Assessing Taxes for Fiscal Year 2020-2021 of the Oak Brook Park District of DuPage and Cook Counties, Illinois" at its regular meeting held on the 16<sup>th</sup> day of December, 2019, the Ordinance being a part of the official records of said Oak Brook Park District.

DATED: This 16th day of December, 2019.

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Secretary, Board of Commissioners  
Oak Brook Park District





# Oak Brook Park District

## BOARD MEETING

### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: RECORDS MANAGEMENT AND DISPOSAL:  
APPLICATION FOR AUTHORITY TO DISPOSE OF LOCAL  
RECORDS No. 15:098, RECORDS DISPOSAL CERTIFICATE FOR  
MARCH 23, 2020**

**AGENDA No.: 8 B**

**MEETING DATE: DECEMBER 16, 2019**

#### STAFF REVIEW:

RECOMMENDED FOR BOARD ACTION: Executive Director, Laure Kosey 

#### **ITEM HISTORY(PREVIOUS PARK DISTRICT BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY):**

The *Illinois Local Records Act* establishes that the Local Records Commission will determine how long records are to be retained and it is the Commission that approves the destruction/disposal of records. Under the authority of the Local Records Act, the Secretary of State serves as the State Archivist. One of the duties of the State Archivist is to assist state and local government agencies with the disposal of records. In Illinois, no public record may be disposed without the approval of the appropriate Records Commission.

During 2009, an inventory of all the District's paper records was conducted. Upon completion, the inventory was consolidated into record retention categories, from which the State's Local Records Unit created the District's "Application for Authority to Dispose of Local Records." The Application for Authority to Dispose of Local Records identifies the categories and the required retention period for each.

Records that have been retained for their individual required retention periods, and are not required for litigation, are listed on a "Records Disposal Certificate", and are submitted to be approved by the Local Records Commission 60 days prior to disposal. The "Records Disposal Certificates" are attached for records that have reached the end of their required retention period and are eligible for disposal.

#### **ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):**

The attached "Records Disposal Certificates" are presented to the Board for information and discussion, if any. If the Board approves the Certificates at its December Board Meeting, the District will submit the paperwork to the Local Records Commission for approval. Commission rules require that a "Records Disposal Certificate" be filed with the Records Management Section of the Office of the Secretary of State sixty (60) days prior to disposal of any records. Once final approval is received, the District can dispose of the old records identified on the Records Disposal Certificate.

#### **ACTION PROPOSED:**

Request a motion and a second to Approve the Records Management and Disposal Application for the Authority to Dispose of Local Records No. 15:098, Records Disposal Certificate for March 23, 2020.

# RECORDS DISPOSAL CERTIFICATE

TO: Local Records Commission  
 Illinois State Archives Building  
 Springfield, Illinois 62756  
 (217) 782-7075

APPLICATION # 15:098  
 COUNTY: DuPage  
 AGENCY: Oak Brook Park District  
(Agency Division)  
 ADDRESS: 1450 Forest Gate Road  
(Street, P.O. Box)  
Oak Brook, IL 60523  
(City, Zip Code)  
 TELEPHONE: 630-990-4233

**Directions:**

1. Fill in all blanks and columns
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

APPLICATION ITEM NO.	RECORD SERIES	INCLUSIVE DATES	CUBIC FEET TO BE DISPOSED
2	Accident/Incident Reports	2012-2012	Negligible
3	Administrative/Miscellaneous, email correspondence	2018-2018	1 cu ft
4	Applications for Employment & electronic	2017-2017	Negligible
5	Applications for usage of Park District Facilities	2017-2017	Negligible
6	Aquatic Center Manager's Log	2017-2017	Negligible
7	Audits (1 copy retained, surplus copies destroyed)	2017-2017	Negligible
8	Backflow Test Results	2016-2016	Negligible
9	Bids, Specifications/RFP's - unsuccessful	2017-2017	1 cu ft
9	Bid, Specifications/RFP's - successful	2009-2009	Negligible
11	Budgets and/or Budget Worksheets	2012-2012	Negligible
12	Cancelled Bonds and Coupons	-	None
13	Cancelled Cks, Bnk Stmtns, Deposits & Reconcils	2012-2012	1 cu ft.
14	Certificate of Insurance	2016-2016	Negligible
15	Certs of Publications, Newspaper Clippings, Notice	2018-2018	Negligible
16	Certificate of Status of Exempt Property	-	None
18	Contracts, Leases & Agreements	2009-2009	1 cu ft
19	Customer Disputes & Complaints	2015-2015	Negligible
19	Customer Suggestions	2017-2017	Negligible
20	Election Records	2016-2016	Negligible
21	Electronic Fund Transfers	2012-2012	1 cu ft.
22	Elevator Inspections	2014-2014	Negligible
23	Employee Medical Records	2014-2014	Negligible
24	Employee's Sign-in Sheets for Training	2017-2017	Negligible
25	Employee Wage Reports & Statements	2012-2012	Negligible
26	Employer's Injury Summary for Employees Accidents	2012-2012	Negligible
27	Event Information (Park Openings, Ribbon Cuttings)	2012-2012	Negligible
28	Financial Aid Applications - Prgrm Fee Assistance	-	None
29	Fixed Asset Reports	2012-2012	Negligible
30	"Freedom of Information Act" Requests & Denials	2017-2017	Negligible

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that in compliance with authorization received from the Local Records Commission the records listed above will be disposed of on or after

March 23, 2020

Signature

Date

Laure L. Kosey, Executive Director

Please print name and title on the line above

(Signature required only if records have been microfilmed or digitized)

# RECORDS DISPOSAL CERTIFICATE

TO: Local Records Commission  
 Illinois State Archives Building  
 Springfield, Illinois 62756  
 (217) 782-7075

APPLICATION # 15:098  
 COUNTY: DuPage  
 AGENCY: Oak Brook Park District  
(Agency Division)  
 ADDRESS: 1450 Forest Gate Road  
(Street, P.O. Box)  
Oak Brook, IL 60523  
(City, Zip Code)  
 TELEPHONE: 630-990-4233

**Directions:**

1. Fill in all blanks and columns
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

APPLICATION ITEM NO.	RECORD SERIES	INCLUSIVE DATES	CUBIC FEET TO BE DISPOSED
32	Grant Records	2016-2016	Negligible
33	Group Lesson Records	2017-2017	Negligible
34	Illinois Municipal Retirement Fund Records	2012-2012	Negligible
35	Inspections (All Types)	2014-2014	Negligible
36	Insurance Claims	2012-2012	Negligible
37	Intergovernmental Agency Agreements	-	None
38	Internship Records	2012-2012	Negligible
39	Investment Records	2012-2012	Negligible
40	Invoices, Vouchers, Paid Bills (P.O's and Payables)	2012-2012	6 cu ft
41	Job Descriptions	2014-2014	Negligible
42	Journal Entries and Worksheets	2017-2017	2 cu ft
43	Legal Case Files	2016-2016	Negligible
44	Licenses and Permits	2018-2018	Negligible
45	Lifeguard's Rescue Reports	2012-2012	Negligible
46	Lifeguard's Training Records	2014-2014	Negligible
47	Lists of Vendors Used	2017-2017	Negligible
48	Lost and Found Record Sheets	2012-2012	Negligible
49	Material Safety Data Sheets/Safety Data Sheets	-	None
50	Membership Database - retained until superceded	2019-2019	Negligible
52	Monthly, Annual, Year to Date Reports	2012-2012	Negligible
53	O.S.H.A Logs	2014-2014	Negligible
54	Park District Brochures Newsletters, Pamphlets	2018-2018	Negligible
55	Prk Dist Given Gift Certs & Donation - Public Grps	2016-2016	Negligible
56	Prk Dist Mission Statements, Strategic Planning	2016-2016	Negligible
58	Patron Attendance Sign-in Sheets	2017-2017	Negligible
59	Payroll Records	2012-2012	Negligible
60	PDRMA Risk Assessment Reprts	2012-2012	Negligible
61	Personnel Files	2014-2014	Negligible
62	Playground Audits	2009-2009	Negligible

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March 23, 2020

Signature

Date

Laure L.Kosey, Executive Director

Please print name and title on the line above

(Signature required only if records have been microfilmed or digitized)

# RECORDS DISPOSAL CERTIFICATE

TO: Local Records Commission  
 Illinois State Archives Building  
 Springfield, Illinois 62756  
 (217) 782-7075

APPLICATION # 15:098  
 COUNTY: DuPage County  
 AGENCY: Oak Brook Park District  
(Agency Division)  
 ADDRESS: 1450 Forest Gate Road  
(Street, P.O. Box)  
Oak Brook, IL 60523  
(City, Zip Code)  
 TELEPHONE: 630-990-4233

**Directions:**

1. Fill in all blanks and columns
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

APPLICATION ITEM NO.	RECORD SERIES	INCLUSIVE DATES	CUBIC FEET TO BE DISPOSED
63	Potential Capital Projects Lists	2018-2018	Negligible
64	Program & Membership Cancellation & Refund Records	2017-2017	Negligible
65	Program & Membership Registrations & Waivers	2016-2016	12 cu. ft.
66	Prgm Reg. Database- retained until superceded	2019-2019	Negligible
67	Questionnaires & Surveys & Electronic	2017-2017	Negligible
68	Receipts	2017-2017	12 cu. ft.
69	Referendum Records	2018-2018	Negligible
70	Sales Tax Returns/Records	2012-2012	.5 cu ft.
71	Special Use Applications	-	None
72	Statements of Economic Interest	2017-2017	Negligible
73	Tax Objections	2016-2015	Negligible
74	Time Records (Employee)	2016-2016	2 cu. ft.
75	Tree & Park Bench Donations to Park District	-	None
76	U.S., Immigration & Naturalization Form I-9	2018-2018	Negligible
77	Vehicle & Equipment Maint Records Manuals	2018-2018	Negligible
78	Volunteer Records	2014-2014	Negligible
79	Water Sample Test Results- bacteriological	2014-2014	None
79	Water Sample Test Results - Chemical	2008-2008	None
80	Work Orders & Electronic	2018-2018	Negligible
81	Worker's Compensation Records	2012-2012	Negligible
		-	
		-	
		-	
		-	
		-	
		-	
		-	
		-	
		-	

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I hereby certify that in compliance with authorization received from the Local Records Commission the records listed above will be disposed of on or after

March 23, 2019

Signature

Date

Laure L. Kosey, Executive Director

Please print name and title on the line above

(Signature required only if records have been microfilmed or digitized)



# Oak Brook Park District

## BOARD MEETING

### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: RESOLUTION 19-1217: A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT FOR POOL MANAGEMENT SERVICES OR POOL, TENNIS AND ATHLETIC FIELD MANAGEMENT SERVICES BETWEEN THE VILLAGE OF OAK BROOK AND THE OAK BROOK PARK DISTRICT**

**AGENDA No.: 8 C**

**MEETING DATE: DECEMBER 16, 2019**

**STAFF REVIEW:**

Deputy Director, Dave Thommes:

**RECOMMENDED FOR BOARD ACTION:**

Executive Director, Laure Kosey:

**ITEM HISTORY (PREVIOUS PARK DISTRICT BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY):**

The Board of Commissioners approved an Intergovernmental Agreement and a resolution at the December 17, 2018 board meeting for a three-year contract securing Pool Management Services Between the Village of Oak Brook and the Oak Brook Park District beginning at the 2019 outdoor pool season. The contract requires the mutual consent of both parties annually to initiate each successive year of the agreement.

**ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):**

Park District staff met with the Village Sports Core Advisory Committee in October to discuss the 2019 summer season at the Bath & Tennis Club. Feedback at this meeting was very positive. Further, a post-season survey of the Bath & Tennis membership was conducted by Park District staff which revealed that a majority of users were happy with the service the Park District provided while also highlighting a few areas the members would like to see improved. Several of these items were noted by Park District staff and incorporated into a proposal for 2020 that includes extended hours and holiday staffing on Labor Day. In consideration of the additional staff hours and the impending minimum wage increase, the Park District has initiated a clause allowing for a 3% increase in the management fee from the Village. This proposal has been forwarded to the Village to share with the Sports Core Advisory Committee.

The Village has requested an extension of the contractual deadline of November 15<sup>th</sup> annually to confirm mutual agreement of continuing the contract. The Park District has agreed to extend the deadline into December.

Resolution 19-1217 will be presented to the Board at the December 16, 2019 Board meeting with the updated Intergovernmental Agreement prepared by the Park District’s attorneys.

In addition to the pool management at the Bath and Tennis Center, the Village and the Park District have also been discussing the possibility for the park district to also manage the Bath and Tennis Center tennis courts and athletic fields. Additional information will be presented at the December 16, 2019 Board Meeting.

**ACTION PROPOSED:**

For Review and Discussion.

**RESOLUTION NO. R19-1217**

**A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT FOR  
POOL MANAGEMENT SERVICES BETWEEN  
THE VILLAGE OF OAK BROOK AND THE OAK BROOK PARK DISTRICT**

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WHEREAS, Article VII, §10 of the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act of the State of Illinois (5 ILCS 220/1, *et seq.*) authorize units of local government to contract or otherwise associate among themselves to exercise, combine or transfer any power or function, in any manner not prohibited by law; and to contract with any one or more other public agencies to perform any governmental service, activity or undertaking, or to combine, transfer or exercise any powers, functions, privileges or authority which any of the public agencies entering into the contract is authorized by law to perform; and

WHEREAS, Article VII, §10 of the 1970 Illinois Constitution further provides that units of local government may contract and otherwise associate with individuals, associations and corporations in any manner not prohibited by law or ordinance; and

WHEREAS, such provisions of the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act of the State of Illinois encourage mutual cooperation for matters of mutual concern; and

WHEREAS, the Oak Brook Park District (the “Park District”) and the Village of Oak Brook (the “Village”) are “units of local government” as defined under Paragraph 2 of the Intergovernmental Cooperation Act, 5 ILCS 220/1, *et seq.*; and

WHEREAS, The Village owns the Village Pool located at 800 Oak Brook Road, Oak Brook Illinois (“Village Pool”), and desires to engage the Park District to perform management services at the Village Pool as described in the Intergovernmental Agreement For Pool Management Services; and.

WHEREAS, The Park District desires to perform management services at the Village Pool for the recreational benefit of the residents of the Village and the Park District.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Park Commissioners of the Oak Brook Park District, DuPage and Cook Counties, Illinois, as follows:

**Section 1.** An “Intergovernmental Agreement For Pool Management Services Between the Village of Oak Brook and the Oak Brook Park District” (the “Agreement”), is hereby approved, and the President and Secretary of the Park District are hereby, respectively, authorized to execute and attest the Agreement in substantially the form attached hereto as Exhibit "A".

**Section 2.** All resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed to the extent of the conflict.

**Section 3.** This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

**PASSED AND APPROVED THIS 16th DAY OF DECEMBER, 2019.**

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Sharon Knitter, President

ATTEST:

\_\_\_\_\_  
Laure Kosey, Secretary

Exhibit A  
Intergovernmental Agreement for Pool Management Services  
Between the Village of Oak Brook and the Oak Brook Park District





# Oak Brook Park District

## BOARD MEETING

### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: FAMILY RECREATION CENTER RTU REPLACEMENT BID**

**AGENDA No.: 8 D**

**MEETING DATE: DECEMBER 16, 2019**

**STAFF REVIEW:**

Deputy Director, Dave Thommes:

**RECOMMENDED FOR BOARD ACTION:**

Executive Director, Laure Kosey:

**ITEM HISTORY (PREVIOUS PARK DISTRICT BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY):**

The District sought bids for the purchase and installation of three roof top units as part of the Park District's internal HVAC unit replacement plan. The three units serve the gymnasiums. The project timeline is as follows:

- Pre-bid meeting: November 22, 2019
- Bid opening: December 4, 2019
- Commencement of Construction: Anticipated December 17, 2019
- Substantial Completion: April 10, 2020

**ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):**

Bids were opened on December 4<sup>th</sup> and a summary of those bids can be found on the pages that follow.

After reviewing all bids and conducting a scope review with Oak Brook Mechanical Services, Inc., staff is respectfully recommending that the Board approve Oak Brook Mechanical's bid and alternate bids for a cost of \$122,800.

**ACTION PROPOSED:**

Motion (And a Second) to accept the base bid in the amount of \$117,600 and the alternate bid in the amount of \$5,200 from Oak Brook Mechanical Services, Inc. and to Approve an Agreement between the Oak Brook Park District and Oak Brook Mechanical Services, Inc. for a total not-to-exceed cost of \$122,800.

December 6, 2019

Mr. David Thommes  
Deputy Director  
Oak Brook Park District  
1450 Forest Gate Road  
Oak Brook, Illinois 60523

RE: Bid Results  
Oak Brook Park District – Family recreation Center RTU  
Kluber Project No. 19-310-1271

Dear Mr. Thommes:

On December 4, 2019 bids were publicly opened and read aloud for the above referenced project. Eight contractors chose to submit bids for the project. The low base bid was submitted by Oak Brook Mechanical from Elmhurst, Illinois in the amount of \$122,800.00. The second lowest base bid was submitted by Mechanical Concepts from Romeoville, Illinois in the amount of \$123,500.00. See attached bid tabulation for details on bid results.

We conducted a Contractor Bid Scope Review with these bidders and believe their bids to be responsive and complete.

Therefore, the Oak Brook Park District Board may wish to award a Contract to Oak Brook Mechanical in the amount of \$122,800.00 which would include acceptance of Alternate No.1 for replacing existing roof top portals in the amount of \$5,200.00.

The information contained herein and in the attached bid tabulation is provided to you for reference and use in your decision to award the Contract. Thank you for the opportunity to be of service to the Oak Brook Park District and we look forward to the successful completion of this project with you.

Sincerely,



Charlene Johnsos  
Project Manager  
Kluber Architects + Engineers

Attachments: Bid Tabulation  
Cc: Bonnie Gibellina



# BID TABULATION

Contract Type: Single Contract, Stipulated Sum

Kluber Project No.: 19-310-1271

Project : 1271 - Oak Brook Park District - Family Recreation Center AHU

Date: 12/4/2019

Owner: Oak Brook Park District

Time: 11:00 a.m.

	Plan Holder	Location	Bid Bond	Addendum No. 1	Addendum No. 2	Base Bid	Alternate No. 1 Replace existing roof top portals	Total with Alternates
1	Oak Brook Mechanical	Elmhurst, IL	Y	Y	Y	\$117,600.00	\$5,200.00	\$122,800.00
2	Mechanical Concepts	Romeoville, IL	Y	Y	Y	\$118,000.00	\$5,500.00	\$123,500.00
3	1 Source Mechanical	Oak Brook, IL	Y	Y	Y	\$136,998.00	\$4,850.00	\$141,848.00
4	MG Mechanical	Woodstock, IL	Y	Y	Y	\$131,850.00	\$10,670.00	\$142,520.00
5	Monaco Mechanical	Lisle, IL	Y	Y	Y	\$136,800.00	\$6,800.00	\$143,600.00
6	F.E. Moran	Lemont, IL	Y	Y	Y	\$137,000.00	\$9,400.00	\$146,400.00
7	Amber Mechanical	Alsip, IL	Y	Y	Y	\$159,000.00	\$5,500.00	\$164,500.00
8	C. Acitelli Heating	Villa Park, IL	Y	Y	Y	\$206,000.00	\$4,600.00	\$210,600.00
9	Artlip and Sons, Inc.	Aurora, IL				No Bid		
10	Atlas	Morton Grove, IL				No Bid		



# BID TABULATION

Contract Type: Single Contract, Stipulated Sum

Kluber Project No.: 19-310-1271

Project : 1271 - Oak Brook Park District - Family Recreation Center AHU

Date: 12/4/2019

Owner: Oak Brook Park District

Time: 11:00 a.m.

	Plan Holder	Location	Bid Bond	Addendum No. 1	Addendum No. 2	Base Bid	Alternate No. 1 Replace existing roof top portals	Total with Alternates
11	Pro-Temp of Illinois	Westchester, IL				No Bid		
12	Sherman Mechanical	Cary, IL				No Bid		



# Oak Brook Park District

## BOARD MEETING AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: CENTRAL PARK WEST RENTAL FEES**

**AGENDA No.: 8 E**

**MEETING DATE: DECEMBER 16, 2019**

**STAFF REVIEW:**

Deputy Director, Dave Thommes: 

**RECOMMENDED FOR BOARD ACTION:**

Executive Director, Laure Kosey: 

**ITEM HISTORY(PREVIOUS PARK DISTRICT BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY):**

The attached proposed fees were reviewed by the Park Board of Commissioners at the November 18, 2019 Board meeting. No changes were suggested.

Staff did note that holiday rates will be put in place for high request days. These rates will be approximately 30% higher than regular rates.

**ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):**

Staff has been researching the possibility of raising fees at Central Park West and while doing so, compiled a list of fees for similar and nearby rental facilities. After evaluating the data, staff is proposing Central Park West fees to increase to \$100 / hour for residents and \$135 / hour for non-residents. Staff benchmarked fees with six area facilities and the results of that benchmarking can be found on the following pages. The competitor analysis revealed that others' fees ranged from \$83 - \$480, with an average of \$176 per hour. The proposed increase falls well into this range and average.

**ACTION PROPOSED:**

Motion (and a second) to approve the Central Park West Rental Fees as presented.

Venue	Capacity	Rate/hour	Fee Structure
<b>Oak Brook Bath &amp; Tennis</b>	Ceremony: 200 Facility	Weekend Range: Fri AM: \$145/hr Sat PM: \$480/hr	Fee Ranges: Multiple Options Timeblocks of 6-9 hrs Seasonal Fee Variations
<b>The Community House Kettering Hall, Hinsdale</b>	Main room: 220 Space inside facility	Weekend Range: Fri/Sat: \$225/hr Sun: \$205/hr Non-for-profit discnt 15%	Multiple package options Minimum duration: 4 hrs
<b>The Lodge at Katherine Legge Memorial Park, Hinsdale</b>	First Floor: 150 Full Lodge: 250 Facility	Weekend Range: 1st floor only (Sun): \$162.50/hr - \$350/hr for entire lodge \$250 each addtl. Hour	Multiple options Fee package min: 8 hrs Rental duration includes setup and take-down time
<b>Lake Katherine Nature Center &amp; Botanical Gardens, Palos Heights</b>	Clubhouse: 100 Facility	Weekend Range: Fri & Sun: \$150/hr Sat: \$175/hr HOL: \$225/hr	Multiple package options Minimum duration: 3 hrs Discnt w/seasonal variation 1 hr pre&post rental included at no addtl cost
<b>Mary Lubko Center, Wheaton Park District</b>	Main Floor: 100 (VIP room, 70/ Coach room 30) Facility	Resident: \$83/hr Non-resident: \$133/hr Commercial: \$215/hr	Minimum duration: 3 hours Each addtl hr: Resident: \$50 Non-resident: \$100 Commercial: \$115
<b>The Abby, Elmhurst Park District</b>	Room: 100 Space in facility	Resident: \$90/hr Non-resident: \$110/hr Add: \$20 set up fee	Not specified minimum Evenings and weekend rates/rentals available
<b>The Community Building Downers Grove Park District</b>	Building: 150 Facility	Resident: \$74/hr Non-resident: \$117/hr Kitchen use: \$28	Not specified minimum
Venue	Capacity	Rate/hour	Fee Structure
<b>Central Park West Oak Brook Park District</b>	Building: 120 Facility	Resident & Resident Non- Profit: \$85/hr Non-Resident Non-Profit & Corporate: \$100/hr Non-Resident: \$110/hr	Minimum rental time: 4 hrs 1 addtl hr of Set up 1 additional hr of take-down included in rental fee
<b>Proposed Rates</b>		Resident: \$100/hr Non-resident: \$135/hr Discounts offered for non- profit	Remain same with time allotment packages in the future



# Oak Brook Park District

## BOARD MEETING

### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: PURCHASE OF SPORTS LIGHTING THROUGH THE INTERLOCAL PURCHASING SYSTEM (TIPS) COOPERATIVE PURCHASING GROUP**

**AGENDA NO.: 8 F**

**MEETING DATE: DECEMBER 16, 2019**

**STAFF REVIEW:**

Director of Parks and Planning, Bob Johnson: 

**RECOMMENDED FOR BOARD ACTION:**

Executive Director, Laure Kosey: 

**ITEM HISTORY (PREVIOUS PARK DISTRICT BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY):**

The Park District has researched options from Musco Sports Lighting, LLC for energy-efficient LED athletic field lights. Phase one of the Central Park North project includes lighting two soccer fields with a six-pole lighting system. The District has also investigated the costs to replace the existing antiquated HID (High Intensity Discharge) light fixtures on the synthetic soccer field and ball fields two and three. Lastly, the existing HID fixtures and poles and field four would be removed and replaced with two LED fixtures and poles which would illuminate a multi-purpose field in the same location. The systems are designed to meet Village of Oak Brook Ordinance S-1403.

**ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):**

Staff obtained pricing for Musco Sports Lighting, LLC through The Interlocal Purchasing System (TIPS), a cooperative purchasing program. The total equipment cost with installation is approximately \$950,000. Staff has obtained financing quotes from several financial institutions. The Park District will secure a five-year loan with a fixed interest rate below 2.5% for the life of the loan.

**ACTION PROPOSED:**

Motion (and a second) to approve the purchase of sports lighting through the Interlocal Purchasing Cooperative for a total cost not-to-exceed \$950,000.

December 6, 2019

Central Park North Soccer Fields  
Oak Brook, IL  
Ref: 200766

TIPS 2 Part Non JOC  
Master Project: 196326, Contract Number: 18120601, Expiration: 02/28/2022  
Commodity: Sports Facility Lighting 2 Part Non JOC

All purchase orders should note the following:  
TIPS purchase – Contract Number: 18120601

**Quotation Price – Materials Delivered to Job Site and Installation**

**Soccer Fields 1 and 2 – (40FC) ..... \$442,900.00**

*Sales tax and bonding are not included.  
Pricing furnished is effective for 60 days unless otherwise noted and is considered confidential.*

**Light-Structure System with Total Light Control – TLC for LED™ technology**

**Guaranteed Lighting Performance**

- Guaranteed light levels of 40FC and uniformity of 2.0:1

**System Description**

- (6) Pre-cast concrete bases with integrated lightning grounding
- (6) Galvanized steel poles
- Factory wired and tested remote electrical component enclosures
- Pole length, factory assembled wire harnesses
- Factory wired poletop luminaire assemblies
- Factory aimed and assembled luminaires
- UL Listed assemblies

**Environmental Light Control**

- Spill light and off site glare minimized to zero at the property line
- **The proposed LED lighting system will meet the Village of Oak Brook Ordinance S-1403 regarding the sports light at Central Park, 1450 Forest Gate Road, Oak Brook, Illinois."**

**Control Systems and Services**

- Control-Link® Control and Monitoring system to provide remote on/off and dimming (high/medium/low) control and performance monitoring with 24/7 customer support

**Operation and Warranty Services**

- Reduction of energy and maintenance costs by 40% to 85% over typical 1500W metal halide equipment
- Product assurance and warranty program that covers materials and onsite labor, eliminating 100% of your maintenance costs for 25 years
- Support from Musco’s Lighting Services Team – over 170 Team members dedicated to operating and maintaining your lighting system – plus a network of 1800+ contractors

**Installation Services Provided**

[See attached scope of work]

**Payment Terms**

Musco’s Credit Department will provide payment terms. Email or fax a copy of the Purchase Order to Musco Sports Lighting, LLC & TIPS:

Musco Sports Lighting, LLC  
Attn: Amanda Hudnut  
Fax: 800-374-6402  
Email: musco.contracts@musco.com

TIPS  
Attn: Accounting  
Fax: 866-839-8472  
Email: accounting@tips-usa.com

All purchase orders should note the following:  
TIPS purchase – Contract Number: 18120601





### ***Delivery Timing***

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6 - 8 weeks for delivery of materials to the job site from the time of order, submittal approval, and confirmation of order details including voltage, phase, and pole locations.

Due to the built-in custom light control per luminaire, pole locations need to be confirmed prior to production. Changes to pole locations after the product is sent to production could result in additional charges.

### ***Notes***

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Quote is based on:

- Shipment of entire project together to one location.
- Structural code and wind speed = 2009 IBC, 90 mi/h, Exposure C, Importance Factor 1.0.
- Owner is responsible for getting electrical power to the site, coordination with the utility, and any power company fees.
- Includes supply and installation of Musco system including underground wiring and conduit, service entrance panel board, and controls by a licensed contractor.
- Standard soil conditions – rock, bottomless, wet or unsuitable soil may require additional engineering, special installation methods and additional cost.
- Confirmation of pole locations prior to production.
- Contractor shall be responsible to the District to ensure that upon completion of the work, the ballfield lighting system installed as part of the work shall perform in full compliance with the playing field lighting regulations contained in the Village of Oak Brook, Illinois Ordinances 2017-ZO-SU-EX-S-1508 and 2014-ZO-V-EX-S-1403 (the "Village Lighting Ordinance Regulations"), incorporated herein by this reference, in addition to any and all other applicable laws, regulations, standards, codes, permits, or orders governing performance of the ballfield lighting system. Failure of the completed and delivered ballfield lighting system to comply with the Ballfield Lighting Ordinance Regulations shall constitute a material breach of this Agreement.

Thank you for considering Musco for your lighting needs. Please contact me with any questions or if you need additional details.

David Miller  
Sales Representative  
Musco Sports Lighting, LLC  
Phone: 630-414-9060  
E-mail: [David.Miller@musco.com](mailto:David.Miller@musco.com)

**Central Park North Soccer Fields  
Oak Brook, IL  
Turnkey Scope of Work**

**Customer Responsibilities:**

1. Complete access to the site for construction using standard 2 wheel drive rubber tire equipment.
2. Locate existing underground utilities not covered by your local utilities. i.e. water lines, electrical lines, irrigation systems and sprinkler heads. Musco or Subcontractor will not be responsible for repairs to unmarked utilities.
3. Locate and mark field reference points per Musco supplied layout. (e.g. home plate, center of FB field)
4. Customer to pay for extra costs associated with foundation excavation in non-standard soils (rock, caliche, high water table, collapsing holes, etc.). Standard soils are defined as soils that can be excavated using standard earth auguring equipment.
5. Customer responsible for any necessary power company fees and requirements.
6. Customer responsible for all permitting fees (payment). Contractor will obtain the required permitting.
7. Customer to provide area on site for disposal of spoils from foundation excavation and dumpsters.
8. Provide sealed Electrical Plans. (If required)

**Musco Responsibilities:**

1. Provide required poles, fixtures, foundations, electrical enclosures and control cabinets.
2. Provide layout of pole locations and aiming diagram.
3. Provide Project Management as required.
4. Provide stamped foundation designs based on 2500psf soils.
5. Musco shall provide Performance and Payment Bonds in an amount equal to the total amount of bid. **(Only if Required, Not included in quote)**

**Musco Subcontractor Responsibilities General:**

1. Provide equipment and materials to off load equipment at jobsite per scheduled delivery.
2. Provide storage containers for material, (including electrical components enclosures), as necessary and waste disposal.
3. Provide adequate security to protect Musco delivered products from theft, vandalism or damage during the installation.
4. Obtain any required permitting.
5. Confirm the existing underground utilities and irrigation systems have been located and are clearly marked so as to avoid damage from construction equipment. Repair any such damage during construction.
6. 1 hour comprehensive burn of all lights on each zone.
7. Keep all heavy equipment off of playing fields when possible. Repair damage to grounds which exceeds that which would be expected. Indentations caused by heavy equipment traveling over dry ground would be an example of expected damage. Ruts and sod damage caused by equipment traveling over wet grounds would be an example of damage requiring repair.
8. Provide startup and aiming as required to provide complete and operating sports lighting system.

**Musco Subcontractor Responsibilities – Foundations, Poles and Fixtures:**

1. Mark and confirm pole locations per the aiming drawing provided. If there are any issues, immediately notify your Musco Project Manager.
2. Provide materials and equipment to install (6) LSS foundations as specified on Layout and per the stamped foundation drawings, if applicable.
3. Remove spoils and dispose of offsite.
4. Provide materials and equipment to assemble Musco (72) TLC-LED fixtures, electrical enclosures, poles and pole harnesses.
5. Provide equipment and materials to erect (6) dressed LSS Poles and aim utilizing the pole alignment beam.

**Musco Subcontractor Responsibilities – Electrical:**

1. Provide materials and equipment to install new 200 amp 480V/3 Phase electrical service panels as required.
2. Provide materials and equipment to install all underground conduit, wiring, pull boxes etc. and terminate wiring as required.
3. Provide as built drawings on completion of installation, **(if required)**.

**Musco Subcontractor Responsibilities – Core Control System:**

1. Provide equipment and materials to install (1) Lighting Contactor Cabinet(s) and terminate all necessary wiring.
2. Provide a dedicated 120v 20amp controls circuit or a step down transformer for 120v control circuit if not available.
3. Provide a dedicated 20amp breaker connected to all available phases for powerline communication.
4. Check all Zones to make sure they work in both auto and manual mode.
5. Contractor will commission Control Link by contacting Control Link Central at (877-347-3319).



December 6, 2019

Oak Brook Softball Fields 2 and 3  
Oak Brook, IL  
Ref: 186695

TIPS 2 Part Non JOC

Master Project: 196326, Contract Number: 18120601, Expiration: 02/28/2022

Commodity: Sports Facility Lighting 2 Part Non JOC

All purchase orders should note the following:

TIPS purchase – Contract Number: 18120601

Quotation Price – Materials Delivered to Job Site and Installation

Retrofit (8) Existing Baseball/Softball Poles and Install (2) New Soccer Poles..... \$310,342.00

Pricing furnished is effective for 60 days unless otherwise noted and is considered confidential.

Musco System with Total Light Control – TLC for LED™ technology

Guaranteed Lighting Performance

- Baseball: Guaranteed light levels of 50FC infield / 30FC outfield and uniformity of 2.0:1 infield and 2.5:1 outfield
- Soccer: Guaranteed light levels 40FC and uniformity of 2.5:1
- BallTracker™ technology – targeted light, optimizing visibility of the ball in play with no glare in the players typical line-of-sight

System Description [Light-Structure System]

- Pre-cast concrete bases with integrated lightning grounding
- Galvanized steel poles
- Factory wired and tested remote electrical component enclosures
- Pole length, factory assembled wire harnesses
- Factory wired poletop luminaire assemblies
- Factory aimed and assembled luminaires, including BallTracker™ luminaires
- UL Listed assemblies

System Description [SportsCluster System]

- Factory wired poletop luminaire assemblies
- Factory aimed and assembled luminaires, including BallTracker™ luminaires
- Factory wired and tested remote electrical component enclosures
- Pole length, factory assembled wire harnesses
- Mounting hardware for poletop luminaire assemblies and electrical components enclosures
- Disconnects
- UL Listed assemblies

Environmental Light Control

- The proposed LED lighting system will meet the Village of Oak Brook Ordinance S-1403 regarding the sports light at Central Park, 1450 Forest Gate Road, Oak Brook, Illinois."

Control Systems and Services

- Control-Link® Control and Monitoring system to provide remote on/off and dimming (high/medium/low) control and performance monitoring with 24/7 customer support

Operation and Warranty Services

- Reduction of energy and maintenance costs by 40% to 85% over typical 1500W metal halide equipment
- Product assurance and warranty program that covers materials and onsite labor, eliminating 100% of your maintenance costs for 10 years
- Support from Musco’s Lighting Services Team – over 170 Team members dedicated to operating and maintaining your lighting system – plus a network of 1800+ contractors



### ***Installation Services Provided***

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[See attached scope of work]

### ***Payment Terms***

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Musco's Credit Department will provide payment terms.

Email or fax a copy of the Purchase Order to Musco Sports Lighting, LLC & TIPS:

Musco Sports Lighting, LLC  
Attn: Amanda Hudnut  
Fax: 800-374-6402  
Email: [musco.contracts@musco.com](mailto:musco.contracts@musco.com)

TIPS  
Attn: Accounting  
Fax: 866-839-8472  
Email: [accounting@tips-usa.com](mailto:accounting@tips-usa.com)

**All purchase orders should note the following:  
TIPS purchase – Contract Number: 18120601**

### ***Delivery Timing***

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6 - 8 weeks for delivery of materials to the job site from the time of order, submittal approval, and confirmation of order details including voltage, phase, and pole locations.

Due to the built-in custom light control per luminaire, pole locations need to be confirmed prior to production. Changes to pole locations after the product is sent to production could result in additional charges.

### ***Notes***

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Quote is based on:

- Shipment of entire project together to one location.
- Structural code and wind speed = 2009 IBC, 90 mi/h, Exposure C, Importance Factor 1.0.
- Owner is responsible for getting electrical power to the site, coordination with the utility, and any power company fees.
- Includes supply and installation of Musco system including underground wiring and conduit, service entrance panel board, and controls by a licensed contractor.
- Controls are sized for future soccer accommodations.
- Standard soil conditions – rock, bottomless, wet or unsuitable soil may require additional engineering, special installation methods and additional cost.
- Confirmation of pole locations prior to production.
- Product assurance and warranty program is contingent upon site review and compatibility with Musco's lighting system
- The owner of the field is responsible for the structural integrity of the existing poles.
- Contractor shall be responsible to the District to ensure that upon completion of the work, the ballfield lighting system installed as part of the work shall perform in full compliance with the playing field lighting regulations contained in the Village of Oak Brook, Illinois Ordinances 2017-ZO-SU-EX-S-1508 and 2014-ZO-V-EX-S-1403 (the "Village Lighting Ordinance Regulations"), incorporated herein by this reference, in addition to any and all other applicable laws, regulations, standards, codes, permits, or orders governing performance of the ballfield lighting system. Failure of the completed and delivered ballfield lighting system to comply with the Ballfield Lighting Ordinance Regulations shall constitute a material breach of this Agreement.

Thank you for considering Musco for your lighting needs. Please contact me with any questions or if you need additional details.

David Miller  
Sales Representative  
Musco Sports Lighting, LLC  
Phone: 630-414-9060  
E-mail: [David.Miller@musco.com](mailto:David.Miller@musco.com)



**Oak Brook Softball Fields 2 & 3  
Oak Brook, IL  
Turnkey Scope of Work**

**Customer Responsibilities:**

1. Complete access to the site for construction using standard 2 wheel drive rubber tire equipment.
2. Locate existing underground utilities not covered by your local utilities. i.e. water lines, electrical lines, irrigation systems and sprinkler heads. Musco or Subcontractor will not be responsible for repairs to unmarked utilities.
3. Locate and mark field reference points per Musco supplied layout. (e.g. home plate, center of FB field)
4. Customer to pay for extra costs associated with foundation excavation in non-standard soils (rock, caliche, high water table, collapsing holes, etc.). Standard soils are defined as soils that can be excavated using standard earth auguring equipment.
5. Customer responsible for any necessary power company fees and requirements.
6. Customer responsible for all permitting fees (payment). Contractor will obtain the required permitting.
7. Customer to provide area on site for disposal of spoils from foundation excavation and dumpsters.
8. Provide sealed Electrical Plans. (If required)

**Musco Responsibilities:**

1. Provide required poles, fixtures, foundations, electrical enclosures and control cabinets.
2. Provide layout of pole locations and aiming diagram.
3. Provide Project Management as required.
4. Provide stamped foundation designs based on 2500psf soils.
5. Musco shall provide Performance and Payment Bonds in an amount equal to the total amount of bid. **(Only if Required, Not included in quote)**

**Musco Subcontractor Responsibilities General:**

1. Provide equipment and materials to off load equipment at jobsite per scheduled delivery.
2. Provide storage containers for material, (including electrical components enclosures), as necessary and waste disposal.
3. Provide adequate security to protect Musco delivered products from theft, vandalism or damage during the installation.
4. Obtain any required permitting.
5. Confirm the existing underground utilities and irrigation systems have been located and are clearly marked so as to avoid damage from construction equipment. Repair any such damage during construction.
6. 1 hour comprehensive burn of all lights on each zone.
7. Keep all heavy equipment off of playing fields when possible. Repair damage to grounds which exceeds that which would be expected. Indentations caused by heavy equipment traveling over dry ground would be an example of expected damage. Ruts and sod damage caused by equipment traveling over wet grounds would be an example of damage requiring repair.
8. Restoration will include seed and straw using existing site soils.
9. Provide startup and aiming as required to provide complete and operating sports lighting system.

**Musco Subcontractor Responsibilities Demolition(Field 4):**

1. Remove and dispose of the existing lighting poles, fixtures and electrical enclosures. This will include the recycling of lamps, aluminum reflectors, ballast and steel as necessary.
2. Demolition of existing foundations to 2' below grade.
3. Leave existing power feed in place for connection to new pole locations.

**Musco Subcontractor Responsibilities – Foundations, Poles and Fixtures:**

1. Mark and confirm pole locations per the aiming drawing provided. If there are any issues, immediately notify your Musco Project Manager.
2. Remove spoils and dispose of offsite.
3. Provide materials and equipment to assemble and install Musco TLC-LED equipment on (8) existing poles and terminate grounding and power feed. Power feed may need to be reworked to adapt to the new Musco equipment.
4. Provide materials and equipment to install (2) LSS foundations as specified on Layout and per the stamped foundation drawings, if applicable.
5. Provide materials and equipment to assemble (63) Musco TLC-LED fixtures, electrical enclosures, and pole harnesses.
6. Provide equipment and materials to erect (2) dressed LSS Poles(S1 & S2) and aim utilizing the pole alignment beam.

**Musco Subcontractor Responsibilities – Electrical:**

1. Provide materials and equipment to reuse existing electrical service panels as required.
2. Provide materials and equipment to reuse existing electrical conduits and wiring as permitted.
3. Provide as built drawings on completion of installation, **(if required)**.

**Musco Subcontractor Responsibilities – Core Control System:**

1. Provide equipment and materials to install (1) Lighting Contactor Cabinet(s) and terminate all necessary wiring.
2. Provide a dedicated 120v 20amp controls circuit or a step down transformer for 120v control circuit if not available.
3. Provide a dedicated 20amp breaker connected to all available phases for powerline communication.
4. Check all Zones to make sure they work in both auto and manual mode.
5. Contractor will commission Control Link by contacting Control Link Central at (877-347-3319).

December 6, 2019

Project: Oak Brook Park District Soccer Retrofit  
Oak Brook, IL  
Ref: 178676

TIPS 2 Part Non JOC

Master Project: 196326, Contract Number: 18120601, Expiration: 02/28/2022

Commodity: Sports Facility Lighting 2 Part Non JOC

All purchase orders should note the following:  
TIPS purchase – Contract Number: 18120601

**Quotation Price – Materials Delivered to Job Site and Installation**

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**Soccer 40FC – 360’ x 255’ .....\$ 179,900.00**

*Pricing furnished is effective for 60 days unless otherwise noted and is considered confidential.*

**Light-Structure System with Total Light Control – TLC for LED™ technology**

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**Guaranteed Lighting Performance**

- Guaranteed light levels of 40FC and uniformity of 2.5:1

**System Description**

- 4 Factory wired poletop luminaire assemblies
- 36 Factory aimed and assembled luminaires.
- Factory wired and tested remote electrical component enclosures
- Pole length, factory assembled wire harnesses
- Mounting hardware for poletop luminaire assemblies and electrical components enclosures
- Disconnects
- UL Listed assemblies

**Environmental Light Control**

- Spill light and off site glare minimized to zero at the property line
- **The proposed LED lighting system will meet the Village of Oak Brook Ordinance S-1403 regarding the sports light at Central Park, 1450 Forest Gate Road, Oak Brook, Illinois."**

**Control Systems and Services**

- Control-Link® Control and Monitoring system to provide remote on/off and dimming (high/medium/low) control and performance monitoring with 24/7 customer support

**Operation and Warranty Services**

- Reduction of energy and maintenance costs by 40% to 85% over typical 1500W metal halide equipment
- Product assurance and warranty program that covers materials and onsite labor, eliminating 100% of your maintenance costs for 25 years.

**Installation Services Provided**

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See attached scope of work

**Payment Terms**

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Musco’s Credit Department will provide payment terms.

Email or fax a copy of the Purchase Order to Musco Sports Lighting, LLC & TIPS:



## Quote

Musco Sports Lighting, LLC  
Attn: Amanda Hudnut  
Fax: 800-374-6402  
Email: musco.contracts@musco.com

TIPS  
Attn: Accounting  
Fax: 866-839-8472  
Email: accounting@tips-usa.com

**All purchase orders should note the following:  
TIPS purchase – Contract Number: 18120601**

### ***Delivery Timing***

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6 - 8 weeks for delivery of materials to the job site from the time of order, submittal approval, and confirmation of order details including voltage, phase, and pole locations.

Due to the built-in custom light control per luminaire, pole locations need to be confirmed prior to production. Changes to pole locations after the product is sent to production could result in additional charges.

### ***Notes***

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Quote is based on:

- Shipment of entire project together to one location.
- 480 Volt, 3 Phase electrical system requirement.
- Structural code and wind speed = IBC 2015, 115 mi/h, Exposure C.
- Owner is responsible for getting electrical power to the site, coordination with the utility, and any power company fees.
- Includes supply and installation of Musco system including underground wiring and conduit, service entrance panel board, and controls by a licensed contractor.
- Standard soil conditions – rock, bottomless, wet or unsuitable soil may require additional engineering, special installation methods and additional cost.
- Confirmation of pole locations prior to production.
- Contractor shall be responsible to the District to ensure that upon completion of the work, the ballfield lighting system installed as part of the work shall perform in full compliance with the playing field lighting regulations contained in the Village of Oak Brook, Illinois Ordinances 2017-ZO-SU-EX-S-1508 and 2014-ZO-V-EX-S-1403 (the "Village Lighting Ordinance Regulations"), incorporated herein by this reference, in addition to any and all other applicable laws, regulations, standards, codes, permits, or orders governing performance of the ballfield lighting system. Failure of the completed and delivered ballfield lighting system to comply with the Ballfield Lighting Ordinance Regulations shall constitute a material breach of this Agreement.

Thank you for considering Musco for your lighting needs. Please contact me with any questions or if you need additional details.

David Miller  
Sales Representative  
Musco Sports Lighting, LLC  
Phone: 630-414-9060  
E-mail: [david.miller@musco.com](mailto:david.miller@musco.com)

**Oak Brook Park District Soccer Retrofit  
Oak Brook, IL**



## Retrofit Scope of Work

### Customer Responsibilities:

1. Complete access to the site for construction using standard 2 wheel drive rubber tire equipment.
2. Locate existing underground utilities not covered by your local utilities. i.e. water lines, electrical lines, irrigation systems and sprinkler heads. Musco or Subcontractor will not be responsible for repairs to unmarked utilities.
3. Locate and mark field reference points per Musco supplied layout. (e.g. home plate, center of FB field)
4. Customer responsible for any necessary power company fees and requirements.
5. Customer responsible for all permitting fees (payment). Contractor will obtain the required permitting.
6. Provide any existing as-built documents or drawings.
7. Provide sealed Electrical Plans. (If required)

### Musco Responsibilities:

1. Provide required mounts, fixtures, electrical enclosures, pole harnesses, and control cabinets.
2. Provide layout of pole locations and aiming diagram.
3. Provide Project Management as required.
4. Musco shall provide Performance and Payment Bonds in an amount equal to the total amount of bid. **(Only if Required, Not included in quote)**

### Musco Subcontractor Responsibilities General:

1. Provide equipment and materials to off load equipment at jobsite per scheduled delivery.
2. Provide storage containers for material, (including electrical components enclosures), as necessary and waste disposal.
3. Provide adequate security to protect Musco delivered products from theft, vandalism or damage during the installation.
4. Obtain any required permitting.
5. Confirm the existing underground utilities and irrigation systems have been located and are clearly marked so as to avoid damage from construction equipment. Repair any such damage during construction.
6. 1 hour comprehensive burn of all lights on each zone.
7. Keep all heavy equipment off of playing fields when possible. Repair damage to grounds which exceeds that which would be expected. Indentations caused by heavy equipment traveling over dry ground would be an example of expected damage. Ruts and sod damage caused by equipment traveling over wet grounds would be an example of damage requiring repair.
8. Provide startup and aiming as required to provide complete and operating sports lighting system.

### Musco Subcontractor Responsibilities Demolition:

1. Remove and dispose of the existing lighting fixtures and electrical enclosures on (4) poles. This will include the recycling of lamps, aluminum reflectors, ballast and steel as necessary.
2. Leave existing grounds and power feed in place for connection to new lighting equipment.

### Musco Subcontractor Responsibilities – Retrofit Musco Equipment to Existing Poles:

1. Provide materials and equipment to assemble and install Musco TLC-LED equipment on existing poles and terminate grounding and power feed. Power feed may need to be reworked to adapt to the new Musco equipment.

### Musco Subcontractor Responsibilities – Electrical:

1. Provide materials and equipment to reuse existing electrical service panels as required.
2. Provide materials and equipment to reuse existing electrical wiring as permitted.
3. Provide as built drawings on completion of installation, **(if required)**.

### Musco Subcontractor Responsibilities – Core Control System:

1. Provide equipment and materials to install (1) Lighting Contactor Cabinet and terminate all necessary wiring.
2. Provide a dedicated 120v 20amp controls circuit or a step down transformer for 120v control circuit if not available.
3. Provide a dedicated 20amp breaker connected to all available phases for powerline communication.
4. Check all Zones to make sure they work in both auto and manual mode.
5. Contractor will commission Control Link by contacting Control Link Central at (877-347-3319).





# Oak Brook Park District

## BOARD MEETING

### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: PURCHASE OF DUMP TRUCK THROUGH THE SUBURBAN PURCHASING COOPERATIVE (SPC)**

**AGENDA NO. 8 G**

**MEETING DATE: DECEMBER 16, 2019**

**STAFF REVIEW:**

Director of Parks and Planning, Bob Johnson: 

**RECOMMENDED FOR BOARD ACTION:**

Executive Director, Laure Kosey: 

**ITEM HISTORY(PREVIOUS PARK DISTRICT BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY):**

The Parks Department’s truck fleet consists of three units including a 2008 Ford F-250 pickup, a 2011 Ford F-250 pickup, and a 2015 Ford F-550 dump truck. All trucks are utilized on a daily basis

The Park District recently added 34 acres of property which requires increased resources to maintain. An additional dump truck will allow staff to transport materials and equipment more efficiently, and provide a much-needed supplemental means of transportation for the department.

**ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):**

The Park District is seeking to purchase a 2020 Ford F-450 dump truck through the Suburban Purchasing Cooperative, a competitively bid joint purchasing consortium compliant with ILL COMP. STAT. ANN §220/2. This provision satisfies the bid requirement of the State of Illinois.

The Suburban Purchasing Cooperative is a joint purchasing program sponsored by the Northwest Municipal Conference (NWMC), DuPage Mayors & Managers Conference (DMMC) South Suburban Mayors and Managers Association (SSMMA), and Will County Governmental League (WCGL). Together the SPC represents 145 municipalities and townships in northeastern Illinois.

The Park District is seeking to purchase the vehicle equipped as specified for a total cost of \$50,958. The budget for this purchase is \$51,000.

**ACTION PROPOSED:**

Motion (and a second) to approve the purchase of a 2020 Ford F-450 Dump Truck as specified through the Suburban Purchasing Cooperative for a total cost of \$50,958.

# Purchase Order

Purchase Order#: 20-2541

Order Date: December 17, 2019



# Oak Brook

Park District

www.obparks.org 1450 Forest Gate Road • Oak Brook, IL 60523-2151

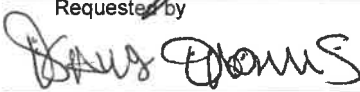
Providing the very best in park and recreational opportunities, facilities and open lands for our community.

<b>Vendor</b>		<b>Ship to:</b>		
Currie Motors Fleet		Oak Brook Park District		
10125 W. Laraway Road		Attn: Bob Johnson		
Frankfort, IL 60423		1450 Forest Gate Road		
Tom Sullivan		Oak Brook, IL 60523		
<b>Phone:</b> 815-464-9200		<b>Phone:</b> 630-645-9540 <b>Cell:</b> 630-280-5469		
<b>Email:</b> <a href="mailto:curriefleet@gmail.com">curriefleet@gmail.com</a>		<b>Email:</b> <a href="mailto:bjohnson@obparks.org">bjohnson@obparks.org</a>		
<b>Qty</b>	<b>Item #</b>	<b>Description</b>	<b>Unit Price</b>	<b>Extension</b>
1		2020 Ford F-450 XL Dump Truck Chassis	\$36850.00	\$36,850.00
1		11 ft. hydraulic dump body	\$14,108	\$14,108
<b>Notes: This purchase order is issued pursuant to Suburban Purchasing Cooperative Contract # 181.</b>			<b>Subtotal</b>	\$50,958
			<b>Freight</b>	0
			<b>Total</b>	\$50,958

This Purchase Order is subject to the following terms and conditions:

1. Please send two copies of your invoice.
2. Enter this order in accordance with the prices, terms, delivery method, and specifications listed above.
3. Please notify us immediately if you are unable to ship as specified.
4. Send all correspondence to:  
 Marco Salinas, Director of Finance & HR  
 Oak Brook Park District  
 1450 Forest Gate Rd.  
 Oak Brook, IL 60523  
 630 990-4233 x230, Fax 630 990-8379
5. This Purchase Order is subject to the terms and conditions included on the following page. By execution of this Purchase Order, the Contractor agrees to the attached terms and conditions.

  
 Requested by 12/12/19  
 Date

  
 Authorized by 12/12/19  
 Date

  
 Director of Finance 12/12/19  
 Date

  
 Executive Director 12/12/19  
 Date

\_\_\_\_\_  
 President Date

1. This Purchase Order and all of the terms and conditions included in the Suburban Purchasing Cooperative (SPC) RFP #181 2019 Form F-450XL Chassis Cab and Contract, which is incorporated as part of this Purchase Order by reference, are collectively referred to as the "Contract Documents."
2. Payment shall be made in accordance with the Local Government Prompt Payment Act (50 ILCS 505/1 *et seq.*) after the equipment has been delivered, inspected and accepted by the Oak Brook Park District ("District").
3. Contractor shall not grant rights in or to, or otherwise encumber the equipment or any parts of the equipment, to, in or by any third parties at any time, that would impair or delay the full exercise by District of any of its rights or remedies under this agreement. Clean and unencumbered title to the equipment shall be transferred to District upon acceptance of the equipment by District. Title to, and the risk of loss, injury or destruction from any casualty to the equipment, regardless of cause, will be the responsibility of Contractor until the equipment has been received, inspected and accepted by District.
4. District is exempt for the Illinois Retailer's Occupational Tax, the Illinois Use Tax and the Federal Excise Tax as an exempt entity under the Internal Revenue Code. District shall provide Contractor with District's tax exemption identification number, for use by Contractor for this project only.
5. District will have the right to inspect the equipment upon receipt and to reject any nonconforming or damaged equipment within a reasonable time after delivery. District will give notice to Contractor of any rejection of the equipment or claim for damages on account of condition, quality or grade of the equipment. Neither inspection nor acceptance by District shall act as District's acceptance of any defects or deficiencies in the equipment and shall not act as a waiver of any rights District has with respect to such defects, deficiencies or failure, including rights under any warranty.
6. Contractor shall procure and maintain insurance, and shall cause all subcontractors hired to perform any work in conjunction with this purchase, the types and amounts of insurance as required by Section 1.22 of SPC RFP #181 2019 Form F-450XL Chassis Cab and Contract for the same, naming District, its commissioners, employee, agents and volunteers as additional insureds
7. Contractor shall indemnify, save harmless and defend District, its officers and employees from any and all liability, losses or damages, including attorney's fees and costs of defense District may suffer as a result of claims, demands, suits, actions or proceedings of any kind or nature, including worker's compensation claims, in any way resulting from or arising out of or relating to any act, omissions or the operations of Contractor under this Purchase Order, including operations of its employees and subcontractors, and Contractor shall, at its own expense, appear, defend and pay all fees of attorneys and all costs and other expenses arising there from or incurred in connection therewith; and, if any judgments shall be rendered against District in any such action, Contractor shall, at its own expense, promptly satisfy and discharge same. Contractor expressly understands and agrees that any insurance protection required by this Purchase Order, or otherwise provided by Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless, and defend District as herein provided.
8. If Contractor fails to provide the vehicle and services as required by the Contract Documents, or otherwise breaches or defaults under any provision of this Contract and does not remedy such failure, breach or default within three (3) business days after demand from District to take corrective action, District may terminate this Purchase Order. The rights and remedies of District stated in the Contract Documents shall be in addition to and not in limitation of, any other rights of District granted at law or in equity.
9. Nothing contained in any provision of this agreement is intended to constitute nor shall constitute a waiver of the defenses, privileges and immunities available to District under the Illinois Local Government and Governmental Employees Tort Immunity Act.



**2020 FORD F-450  
XL 4X2 CHASSIS CAB  
Contract# 181**



Currie Motors Fleet

*"Nice People to Do Business With"*

**Order Cut- Off: TBD**

Visit our New Website

[www.curriecommercial.com](http://www.curriecommercial.com)

**Contract #181**



**Currie Motors Frankfort  
SPC Contract Winner**

**2020 FORD F-450**

**XL 4x2 CHASSIS CAB**

**Call Tom Sullivan (815) 464-9200**

**Standard Package: \$31,366.00**

Warranty 3 Years 36,000 miles Bumper to Bumper/ 5 Years 60,000 Power train

7.3L 2Valve Gasoline SOHC V-8  
10-Speed Automatic w/ Selectable  
Drive Modes 4-Wheel Disc Brakes  
Front Black Painted Bumper Solar  
Tint Glass  
Front Splash Guards  
3-Blink Lane Change Signal Front  
Tow Hooks  
19.5" Argent Steel Wheels  
4 - LT225/70Rx19.5GBSW Tires  
240 Amp Heavy Duty Alternator  
Oil minder System  
Mono-Beam Front Axle w. coil  
spring suspension

H.D. Gas Shock Absorbers  
Front/Rear Stabilizers  
Air Conditioner – Manual  
Dome Lamp  
AM/FM/Clock MP3-  
SYNC Ford Pass Connect  
4G Wi-Fi Modem Ford  
Telematics Prep  
Manual Door Locks & Windows  
Intermittent Windshield Wiper  
Advance Trac with Roll Stability  
Control  
Driver and Passenger Front & Side  
Airbag/Curtain  
Passenger Side Deactivation Switch  
Free delivery within 50 miles of  
dealership

**Contract #181**





**Options – Body Style**

<input type="checkbox"/>	Super Cab 60" Cab to Axle	2605.00
<input type="checkbox"/>	Crew Cab 60" Cab to Axle	3509.00
<input checked="" type="checkbox"/>	84" Cab to Axle Regular/Super/Crew Cab	262.00

**Options – Engine, Transmission, Powertrain**

<input checked="" type="checkbox"/>	99N	7.3L 2V V-8	STD
<input type="checkbox"/>	99T	6.7L OHV Power Stroke Diesel Includes PTO Provision	8486.00
<input checked="" type="checkbox"/>		4x4 with Electronic Shift on the Fly	2690.00
<input type="checkbox"/>		Limited Slip Axle	328.00
<input checked="" type="checkbox"/>	62R	PTO Provision with 7.3L engine	254.00
<input type="checkbox"/>	98G	Gaseous Prep – 7.3L V-8 (Does not include Conversion)	286.00
<input type="checkbox"/>	98R	Operator Command Regeneration (requires Diesel Motor)	114.00
<input type="checkbox"/>	41H	Engine Block Heater	92.00
<input type="checkbox"/>		Engine Idle Shut Down Duration: Spec. Minutes _____	231.00
<input type="checkbox"/>	67B	Dual Extra Duty Alternators (requires Diesel Motor)	105.00
<input type="checkbox"/>	86M	Dual Batteries (78amp) req. 7.3L	191.00
<input type="checkbox"/>	65M	28.5 Gallon Mid Ship Tank	114.00
<input type="checkbox"/>	65C	Dual Tanks (Requires Diesel Motor)	569.00
<input type="checkbox"/>		Powertrain Care 3 Year 100,000 Warranty 4x2 Gasoline Motor	1,795.00
<input type="checkbox"/>		Powertrain Care 3 Year 100,000 Warranty 4x4 Gasoline Motor with Snow Plow Prep	2,950.00

**Options – Wheels/Tires**

<input type="checkbox"/>	TGJ	LT225/70Rx19.5G BSW A/S	STD
<input checked="" type="checkbox"/>	TGM	LT225/70Rx19.5G BSW Traction	173.00
<input type="checkbox"/>	TGK	LT225/70Rx19.5G BSW Max Traction (4X4 only)	195.00
<input type="checkbox"/>	512	Spare Tire and Wheel	319.00
<input checked="" type="checkbox"/>	945	Stainless Steel Wheel Covers	373.00

**Options - Functional**

<input type="checkbox"/>	63C	AFT-Axle Frame Extension (Regular Cab Only)	104.00
<input type="checkbox"/>	41P	Skid Plates (Super Cab / Crew Cab Only)	91.00
<input type="checkbox"/>	61J	Jack – 6 Ton	50.00
<input type="checkbox"/>	43B	Rear Defroster (Requires privacy glass and requires 90L)	55.00
<input type="checkbox"/>	924	Privacy Glass (Requires 90L and Rear Defroster)	N/C

**Options - Groups/Packages**

<input type="checkbox"/>	96V	<b>XL Value Package</b> <ul style="list-style-type: none"> <li>▪ Cruise Control</li> <li>▪ Chrome Front Bumper</li> </ul>	660.00
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<input checked="" type="checkbox"/> 90L	<b>Power Equipment Group</b> <ul style="list-style-type: none"> <li>▪ Heated power mirrors with integrated clearance lamps/turn signals</li> <li>▪ Perimeter Alarm</li> <li>▪ Accessory Delay</li> <li>▪ Power Windows/Locks/Tailgate Lock</li> <li>▪ Remote Keyless</li> <li>▪ Upgraded door trim</li> </ul>	<input checked="" type="checkbox"/> Reg./SC. Cab: 832.00 <input type="checkbox"/> Crew: 1024.00
<input type="checkbox"/> 473	<b>Snow Plow Prep Package-Requires 4x4</b> <ul style="list-style-type: none"> <li>▪ Upgraded Front Springs</li> <li>▪ Extra Heavy-Duty Alternator</li> </ul>	228.00
<input type="checkbox"/> 67H	Heavy Service Front Suspension – Heavy Service Front Springs	114.00

**Options – Interior**

<input checked="" type="checkbox"/> 43C	110V/400W Outlet	159.00
<input type="checkbox"/> 41A	Rapid Heat Supplemental Cab Heater (requires Diesel Motor)	228.00
<input type="checkbox"/> 18A	Up fitter Interface Module	269.00
<input type="checkbox"/> 535	<b>Trailer Tow-High Capacity -Requires 6.7L Power Stroke Diesel (99T) 4.30 Limited Slip Axle</b> Includes: Trailer wiring kit Increased GCW to 35000lbs. Upgraded Rear-axle (Trailer brake controller not included)	527.00
<input type="checkbox"/> 63A	Utility Lighting System (Requires Power Equipment Group)	146.00
<input checked="" type="checkbox"/> 18B	Platform Running Boards	<input checked="" type="checkbox"/> Regular Cab 292.00 <input type="checkbox"/> Super / Crew Cab 405.00

**Options – Other**

<input type="checkbox"/> 872	Rearview Camera Prep Kit	377.00
<input type="checkbox"/> 76S	Remote Start (Requires Power Equipment Group)	228.00
<input checked="" type="checkbox"/> 52B	Trailer Brake Controller	246.00

**Options – Fleet**

<input type="checkbox"/> 17F	XL Décor Group (Chrome Front Bumper)	201.00
<input type="checkbox"/> 525	Cruise Control	214.00
<input type="checkbox"/> 942	Daytime Running Lights	41.00
<input type="checkbox"/>	Customizable Speed Limit (65 mph) (75 mph)	72.00
<input type="checkbox"/> 60C	Lane Departure Warning	104.00
<input type="checkbox"/> 94P	Pre-Collision Assist with Automatic Emergency Braking	104.00



**Options – Accessories**

<input type="checkbox"/>	91S LED Warning Strobes (Requires CHMSL / 59H)	614.00
<input type="checkbox"/>	76C Back Up Alarm	127.00
<input type="checkbox"/>	595 Fog Lamps-req. 17F Chrome Front Bumper	118.00
<input type="checkbox"/>	4 -Corner Strobes	895.00
<input type="checkbox"/>	9' Electric Hydraulic Dump Body – Black Finish W/Dual Acting Hoist (Requires Hitch plate)	7239.00
<input type="checkbox"/>	Hitch Plate with Receiver and Plug	525.00
<input type="checkbox"/>	9' Steel Service Body – White Finish (Requires Hitch Plate )	7009.00
<input type="checkbox"/>	8'6" Western Snow Plow-includes Hand Held Controller	5,521.00
<input type="checkbox"/>	8'6" Boss Snow Plow	5,521.00
<input type="checkbox"/>	9' Western Snow Plow-includes Hand Held Controller	5734.00
<input type="checkbox"/>	9' Boss Snow Plow	5734.00
<input type="checkbox"/>	10' Western Snow Plow-includes Hand Held Controller	6063.00
<input type="checkbox"/>	10' Boss Snow Plow	6063.00
<input type="checkbox"/>	Snow Deflector (Requires Plow )	295.00
<input type="checkbox"/>	Rust proofing does not include sound shield	295.00
<input type="checkbox"/>	Detailed CD Rom Shop Manual	295.00
<input type="checkbox"/>	Delivery More than 50 Miles	175.00
<input checked="" type="checkbox"/>	License & Title – M Plates (Shipped)	203.00





**Exterior**

<input type="checkbox"/>	AT-Yellow-5 unit min Single units extended lead times	601.00
<input type="checkbox"/>	BY-School Bus Yellow	601.00
<input type="checkbox"/>	D1-Stone Gray	N/C
<input type="checkbox"/>	E4-Vermillion-5 unit min Single units extended lead times	601.00
<input type="checkbox"/>	GR-Green-5 unit min Single units extended lead times	601.00
<input type="checkbox"/>	J7-Magnetic	N/C
<input type="checkbox"/>	PG&E Blue-5 unit min Single units extended lead times	601.00
<input type="checkbox"/>	MB-Orange-5 unit min Single units extended lead times	601.00
<input type="checkbox"/>	N1-Blue Jeans Metallic	N/C
<input type="checkbox"/>	PQ-Race Red	N/C
<input type="checkbox"/>	UM-Agate Black	N/C
<input type="checkbox"/>	JS-Iconic Silver	N/C
<input type="checkbox"/>	W6-Green Gem-5 unit min Single units extended lead times	608.00
<input checked="" type="checkbox"/>	Z1-Oxford White	N/C

**Interior**

<input checked="" type="checkbox"/>	Steel 40/20/40 Vinyl	STD
<input type="checkbox"/>	Steel 40/20/40 Cloth	91.00
<input type="checkbox"/>	Steel 40/Console/40 Vinyl- <b>No Armrest Included</b>	323.00
<input type="checkbox"/>	Steel 40/Console/40 Cloth- <b>No Armrest Included</b>	468.00



Monroe Truck Equipment  
 812 Draper Avenue  
 Joliet, IL 60432  
 Ph./Fax: 815-280-4237/815-727-5429  
 www.MonroeTruck.com



**QUOTATION**  
**# 4BD0003690**

Job Order #: \_\_\_\_\_  
 Quote Date: 11/12/2019  
 Quote valid until: 12/12/2019  
 Terms: NET 30  
 Salesperson: MARKEL, TOM (MUNI)  
 Quoted by: Bob Drews  
 Email: bdrews@monroetruck.com

Customer: OAK BROOK PARK DISTRICT Contact: BOB JOHNSON Dealer Code: \_\_\_\_\_  
1450 FOREST GATE ROAD Phone: 630-990-4233 Fax: 630-990-8379 Sourcewell Member #: \_\_\_\_\_  
OAK BROOK, IL 60523-2151 Email: \_\_\_\_\_ P.O. Number: \_\_\_\_\_

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Customer must fill out all information above before the order can be processed.*

**Chassis Information**

Year: 2020	Make: FORD	Model: F-450	Chassis Color:	Cab Type: REGULAR
Single/Dual: DRW	CA: 84.0	CT: -1.0	Wheelbase: 169.0	Engine: GAS
			F.O. Number #:	Vin:

**Comments: PTO DUMP VERSION W/ TOOLBOX**

Monroe Truck Equipment, Inc. is pleased to offer the following quote for your review:

Description	Amount
MTE-ZEE 11', MILD STEEL, 2-3 YD CAPACITY, FOLDING SIDE, DUMP BODY - 3/16" FLOOR, 12 GA. SIDES & 10 GA. ENDS, 11" H SIDES, 17" H TAILGATE - 50,000 PSI YIELD STRENGTH STEEL CONSTRUCTION - HEAVY DUTY FRONT BULKHEAD WITH INTEGRAL 12" TAPERED CAB SHIELD & TAPERED LASER CUT WINDOW - INTERNAL DIRT SHEDDING TOP RAILS & TAILGATE - WESTERN-STYLE UNDERSTRUCTURE WITH 10 GAUGE LONG-MEMBERS - SINGLE-LEVER RELEASE, QUICK DROP TAILGATE - (2) UNDERBODY TIE LOOPS - L.E.D. FMVSS108 LIGHTS & REFLECTORS - RUBBER REAR FLAPS - UNDERCOATED & 100% DURABLE POWDER COATED	
PTO DRIVEN DIRECT-MOUNT SUB-FRAME HOIST	
US TARP: PULL-STYLE SPRING RETURN TARP SYSTEM - MESH	
2-1/2" RECEIVER IN 1/2" PLATE - 1800 TONGUE CAPACITY / 18,000 TOWING CAPACITY	
TRAILER RECEPTACLE, 7 WAY RV STYLE	
BACKUP ALARM	
36" X 18" X 18" MILD STEEL UNDERBODY TOOL BOX IN BLACK W/ 3 POINT LATCH - INSTALLED ON CURBSIDE	
<b>Quote Total:</b>	<b>\$14,108.00</b>

**Additional Options:**

Description	Amount	Add to quote?
PAINT BODY WHITE IN LIEU OF BLACK (ADD TO ABOVE TOTAL)	\$1,744.00	Yes <input checked="" type="radio"/> No <input type="radio"/>

- ◆ Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.
- ◆ Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis.
- ◆ State and Federal taxes will be added where applicable. **Out-of-state municipal entities may be subject to Wisconsin sales tax.**
- ◆ Restocking fees may be applicable for cancelled orders.
- ◆ MTE is not responsible or liable for equipment that does not meet local/state regulations if those laws are not made known at time of order.



Title Name \_\_\_\_\_

Title Address \_\_\_\_\_

Title City \_\_\_\_\_

Title Zip Code \_\_\_\_\_

Contact Name \_\_\_\_\_

Phone Number \_\_\_\_\_

P.O. Number \_\_\_\_\_

Fleet Identification Number \_\_\_\_\_

Tax Exempt Number \_\_\_\_\_

Total Dollar Amount \_\_\_\_\_

Total Number of Units \_\_\_\_\_

Delivery Address \_\_\_\_\_

\_\_\_\_\_

**\*Orders Require Signed Original Purchase Order and Tax Exempt Letter Submitted to:**

*Currie Motors Fleet  
 10125W Laraway  
 Frankfort, IL 60423  
 PHONE: (815)464-9200  
 Tom Sullivan [Curriefleet@gmail.com](mailto:Curriefleet@gmail.com)  
 Kristen De La Riva [Fleetcurrie@gmail.com](mailto:Fleetcurrie@gmail.com)*

***\*Fleet Status is accessible by registering at [www.fleet.ford.com](http://www.fleet.ford.com).  
 Please provide FIN Code at time of order for you to track your order status. Title Corrections will be Billed Appropriate Assessed Fees by the Sec. of State.\*Vehicles are ordered and built as indicated on this tab sheet only. No other forms will utilized to process orders.***

Contract #181



# Oak Brook Park District

## BOARD MEETING

### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: CENTRAL PARK NORTH PARKING LOT LEASE**

**AGENDA No.: 8 H**

**MEETING DATE: DECEMBER 16, 2019**

**STAFF REVIEW:**

Director of Parks and Planning, Bob Johnson:

**RECOMMENDED FOR BOARD ACTION:**

Executive Director, Laure Kosey:

**ITEM HISTORY (PREVIOUS PARK DISTRICT BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY):**

The Village of Oak Brook owns the parking lot at the western terminus end of Kensington Road, commonly referred to as Kensington Road Surface Parking Lot, and contains approximately 80 parking spaces. The Park District desires to use this parking lot for the benefit of the recreational users of Central Park North. The Village and the Park District have discussed the use of the parking lot and have agreed to enter into an Intergovernmental Agreement for the lease of the Kensington Road Surface Parking Lot.

**ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):**

The Village's and Park District's attorneys have prepared the attached agreement, "Intergovernmental Lease of Surface Parking Lot, Village of Oak Brook – Oak Brook Park District" which is being presented to the Village Board for review and possible approval at the next Village Board Meeting and presented to the Park District Board of Park Commissioners for review and possible approval at the December 16, 2019 Park Board Meeting.

**ACTION PROPOSED:**

Motion (and a second) to Approve the Intergovernmental Lease of Surface Parking Lot for the Central Park North Parking Lot Lease.

**INTERGOVERNMENTAL LEASE OF SURFACE PARKING LOT**  
**VILLAGE OF OAK BROOK – OAK BROOK PARK DISTRICT**

This Intergovernmental Agreement (“Agreement”) dated this \_\_\_ day of \_\_\_, 2019 (the “Effective Date”) is entered into by and between VILLAGE OF OAK BROOK, an Illinois municipality, 1200 Oak Brook Road, Oak Brook, Illinois 60523 (“Village”), and OAK BROOK PARK DISTRICT, an Illinois unit of local government, 1450 Forest Gate Road, Oak Brook Illinois 60523 (“Park District”). Village and Park District are sometimes referred to herein as “the Parties” or individually as a “Party”.

**RECITALS**

- A. Village is record owner of fee simple title to real property commonly referred to as the Kensington Road Surface Parking Lot adjacent to the western terminus of Kensington Road, containing approximately 80 spaces (the “Parking Lot”).
- B. Park District recently acquired 34 acres of vacant land, which it intends to use for recreational purposes, adjacent to and south of the Parking Lot.
- C. Village and Park District are units of local government as that term is defined in Article VII, Section 1, of the Illinois Constitution of 1970, public agencies as that term is defined in Section 2 of the Intergovernmental Cooperation Act, 5 ILCS 220/2, and municipalities as that term is defined in Section 1 of the Local government Property Transfer Act, 50 ILCS 605/1. and as set forth in the Illinois Municipal Code, 65 ILCS 5/11-76-2;
- D. Article VII, Section 10 of the Illinois Constitution of 1970 provides that units of local government may contract or otherwise associate among themselves to obtain or share services and to exercise, combine or transfer any power or function in any manner not prohibited by law or by ordinance and may use their credit, revenues and other resources to pay costs related to intergovernmental activities.
- E. The Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.* further provides that any power or powers, privileges, functions, or authority exercised or which may be exercised by a public agency of this State may be exercised, combined, transferred, and enjoyed jointly with any other public agency of this State.
- F. Section 8-16 of the Illinois Park District Code, 70 ILCS 1205/8-16, authorizes the Park District to lease real estate for a period not to exceed 99 years, when so authorized by the governing board of the Park District.
- G. Section 3.1 of the Local Government Property Transfer Act, 50 ILCS 605/3.1, authorizes the Village to lease real estate for any term not to exceed 50 years to another municipality, when so authorized by the legislative body of the Village.



H. Village and Park District have determined that Park District's lease of the Parking Lot will mutually benefit both Parties, and will enhance recreational programs and opportunities for the benefit of the community.

**NOW, THEREFORE**, for and in consideration of the mutual promises herein set forth below and other good and valuable consideration, the Parties hereby agree as follows:

**1. Incorporation of Recitals**

The Parties agree that the recitals are hereby fully incorporated into this Agreement as if set forth in their entirety in this Section 1, and all covenants, terms, conditions, and provisions of this Agreement shall be construed, interpreted, and enforced in accordance therewith.

**2. Grant of Lease**

For and in consideration of the rents herein required and of the covenants and agreements herein contained on the part of Park District to be kept, observed and performed, the Village, by these presents, agrees to lease the Parking Lot as depicted and described in **Exhibit A**, attached to and incorporated into this Agreement by reference ("Parking Lot") to Park District, together with reasonable access to the Parking Lot, upon and subject to the terms and conditions set forth herein (the "Lease").

**3. Term**

Unless terminated earlier as hereinafter provided, the initial term of this Agreement shall commence on \_\_\_\_\_ (the "Commencement Date"), and shall expire twenty (20) years from the Commencement Date (the "Term"). Park District shall have the right to renew the Agreement for one additional twenty (20)-year term.

**4. Rent**

Park District agrees to pay to Village on the anniversary of the Commencement Date of each year of the Term, the sum of One Dollar (\$1.00) as and for rent ("Rent"). For purposes of this Agreement, "Lease Year" shall mean the 365-day period commencing on the Commencement Date or the anniversary thereof.

**5. Park District Permitted Use**

Unless otherwise agreed by the Parties, Park District will occupy and use the Parking Lot solely for lawful park district purposes, including public park and recreational programming, events and activities, and related administrative purposes.

**6. Maintenance and Repairs**

- a. Park District shall keep and maintain the Parking Lot in reasonable condition during the Term and any Renewal Term, subject only to ordinary wear and tear. Park District shall be solely responsible for all repair and maintenance that the Park District determines is required. The Park District shall not be responsible to perform or pay for any alterations,

improvements or maintenance requested by the Village, unless otherwise agreed by the Parties.

- b. Village shall have a right of periodic access to the Parking Lot (upon reasonable advance notice to Park District, except in the event of emergency), for the purpose of inspecting Parking Lot and performing Village Maintenance.
- c. Except as otherwise agreed by the Parties, Park District will make no alterations or additions to the Parking Lot without first obtaining Village's written consent. Park District shall restore the Parking Lot to the same condition as existed upon the Commencement Date, less ordinary wear and tear, and any authorized alterations or additions, upon termination of this Agreement. In the event Park District fails to restore the Parking Lot within ninety (90) days after the termination of this Agreement, Village shall have the right to make all such repairs, provided that Park District shall reimburse Village in full for all of Village's reasonable costs therefor. Village will invoice Park District for all such costs and Park District shall remit payment to Village subject to the terms of the Illinois Local Government Prompt Payment Act, whereupon Park District's site restoration duties shall terminate.

## **7. Taxes**

As of the Effective Date, the Parking Lot is exempt from real estate and other taxes by virtue of Village's status as a unit of local government. The Parties agree to use reasonable efforts to cooperate to maintain such exemption. In the event the Parking Lot is determined to be subject to taxes as the result of this Agreement, either Party may terminate this Agreement upon five (5) days prior written notice to the other Party. In the event the Parking Lot is determined to be subject to taxes as a result of the activities conducted by Park District thereon, Park District shall assume all applicable tax liability.

## **8. Insurance**

Both Village and Park District are members of self-insurance risk pools, and each Party acknowledges that the coverage provided by the other Party's self-insurance risk pool is acceptable with respect to the obligations of the other hereunder. In the event that one Party ceases to be a member of its current self-insurance risk pool ("non-pool Party"), the other Party may continue to provide insurance coverage through its risk pool, and such coverage shall be acceptable to the non-pool Party. Neither party waives subrogation under the terms of this Agreement. If either Party ceases to be a member of its current self-insurance risk pool, the Parties will renegotiate a replacement provision for reasonably acceptable insurance through private carriers or other self-insurance risk pools.

## **9. Indemnification**

To the fullest extent permitted by law, each Party shall indemnify, defend and hold harmless the other Party, its board of trustees or commissioners as applicable, individual board members, its elected and appointed officers, officials, employees, administrators, volunteers and agents (collectively, the “Indemnitees”), from and against any and all claims, damages, losses and expenses, including but not limited to legal fees (attorneys’ and paralegals’ fees and court costs), incurred by any of the Indemnitees for injuries to persons or for damage, destruction or theft of property arising out of or resulting from any activity, act or omission of the indemnifying Party, or of any employee, agent, affiliate, vendor, co-sponsor, invitee, contractor, or volunteer of the indemnifying Party (the indemnifying Party and each and every such other person being hereinafter individually and collectively referred to as the “Indemnitor”), but only to the extent caused in whole or in part by any wrongful or negligent act or omission of the Indemnitor. Similarly, each Party shall indemnify, defend and hold harmless the Indemnitees from and against any and all claims, damages, losses and expenses, including but not limited to legal fees (attorneys’ and paralegals’ fees and court costs), incurred by any of the Indemnitees by reason of the Indemnitor's breach of any of its obligations under this Agreement.

#### **10. Supervision**

Neither Party shall have any responsibility whatsoever for supervising the other Party’s activities, or supervising the other Party’s employees, agents, volunteers, invitees, or affiliates. Each Party acknowledges and assumes complete responsibility for its employees, agents or volunteers used to supervise any activities hereunder.

#### **11. Termination**

- a. This Agreement may be terminated immediately by either Party in the event of the other Party’s material breach of any of its obligations under this Agreement, provided that the breaching Party has failed to cure any such breach within thirty (30) days after receiving written notice of same from the non-breaching Party. If the nature of the breach is such that it cannot be cured within said thirty (30) day period, the breaching Party shall be deemed to have cured same if, within said thirty (30) day period, the breaching Party commences and diligently pursues such cure and thereafter completes same within such time as is reasonable under the circumstances.
- b. Notwithstanding the foregoing, in the event of a material breach by either Party involving health or safety or the failure to maintain membership in its current self-insurance risk pool (and subsequent failure to obtain substitute insurance as provided herein), the non-breaching Party may, at its option and in its sole discretion, following thirty (30) days prior written notice, during which time the breaching party may cure such breach, declare this Agreement terminated. Upon such termination, Park District shall not be entitled to return of any prepaid rents, all of which shall be deemed liquidated damages with respect to potential loss of Rents due to inability to secure a suitable replacement tenant.
- c. Notwithstanding any provision of this Agreement to the contrary, either Party may terminate this Agreement at any time, and for any reason within the terminating Party’s



sole discretion, by providing written notice to the other Party at least twelve (12) months prior to the effective date of termination (“Termination for Convenience”).

**12. No Waiver of Tort Immunity Defenses**

Nothing contained in this Agreement is intended to constitute nor shall constitute a waiver of the rights, privileges, defenses, and immunities provided or available to either Party under the Illinois Local Governmental and Governmental Employees Tort Immunity Act with respect to claims by third parties.

**13. Notice**

Notices shall be deemed properly given hereunder if in writing and either hand delivered or sent by United States certified mail, return receipt requested, postage prepaid, or by fax or email transmission with the sending Party retaining confirmation of receipt, to the Parties at their respective addresses provided below, or as either Party may otherwise direct in writing to the other Party from time to time:

If to Village: Village Manager  
Village of Oak Brook  
1200 Oak Brook Road  
Oak Brook, Illinois 60523  
Email:  
Fax:

If to Park District:  
Executive Director  
Oak Brook Park District  
1450 Forest Gate Road  
Oak Brook, Illinois 60523  
Email:  
Fax:

Notices sent by certified mail shall be deemed delivered the second business day following deposit in the mail, notices hand delivered shall be deemed given on the date of delivery, and notices sent by fax or email transmission shall be deemed given on the date of transmission if between 9:00 AM and 5:00 PM on a business day, or, if later, the next business day.

**14. Compliance with Laws**

The Parties shall comply with all applicable federal, state, county, and local statutes, ordinances, rules, regulations, and codes.

**15. Relationship of the Parties**

Nothing in this Agreement shall be deemed to create any joint venture or partnership between the Parties. Neither Village nor Park District shall have the power to bind or obligate the other except as to the extent expressly set forth in this Agreement.

**16. No Third Party Beneficiaries**

Notwithstanding any provision herein to the contrary, this Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a Party to this Agreement or to acknowledge, establish or impose any legal duty to any third party. No claim as a third party beneficiary under this Agreement by any person, firm, or corporation shall be made or be valid against Village and Park District or either of them.

**17. No Implied Waiver**

No waiver of any rights which either Party has in the event of any default or breach by the other Party under this Agreement shall be implied from the non-breaching Party's failure to take any action on any such breach or default and no express waiver shall affect any breach or default other than the breach or default specified in the express waiver and then only for the time and to the extent therein stated.

**18. No Assignment**

Park District shall not assign this Lease or any interest hereunder without prior written consent by Village, which consent may not be unreasonably withheld, conditioned or delayed.

**19. Remedies Cumulative**

No remedy made available by any of the provisions of this Agreement is intended to be exclusive of any other remedy, and each and every remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity.

**20. Entire Agreement; Modifications**

This Agreement constitutes the entire agreement of the Parties with respect to the matters contained herein, and this Agreement supersedes any and all prior agreements and understandings, whether written or oral, formal or informal. Any modifications to this Agreement must be in writing, signed by both Parties, and dated on or subsequent to the date hereof.

**21. Authority**

The individual officers of Village and Park District who have executed this Agreement represent and warrant that they have the full power and lawful authority to execute this Agreement and perform and fulfill the obligations and responsibilities contemplated hereunder on behalf of and in the name of their respective governing boards.

**22. Successor**

It is the intention of each Party hereto that this Agreement and each and every provision shall be binding on its successors.

**23. Multiple Counterparts**

This Agreement may be executed in multiple counterparts, each of which shall, for all purposes, constitute a duplicate original.

**24. Governing Law**

This Agreement shall be governed and construed in accordance with the laws of the State of Illinois. Any suit or action arising under this Agreement shall be commenced in the Eighteenth Judicial Circuit, DuPage County, Illinois.

**25. Heading**

The various headings used in this Agreement as headings for sections or otherwise are for convenience only and shall not be used in interpreting the text of the section in which they appear.

**IN WITNESS WHEREOF**, each of the Parties has caused this Agreement to be executed by a duly authorized officer thereof as of the Effective Date.

**VILLAGE OF OAK BROOK**

**OAK BROOK PARK DISTRICT**

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

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

ATTEST:

ATTEST:

\_\_\_\_\_

\_\_\_\_\_

**VILLAGE ACKNOWLEDGMENT**

STATE OF ILLINOIS        )  
  ) SS  
COUNTY OF DUPAGE     )

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, DO HEREBY CERTIFY THAT \_\_\_\_\_ and \_\_\_\_\_, personally known to me to be the \_\_\_\_\_, and \_\_\_\_\_ of the Village of Oak Brook, Illinois, appeared before me this day in person, and acknowledged that they signed, sealed and delivered the said instrument as their free and voluntary act, for the uses and purposes therein set forth.

Given under my hand and official seal, this \_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public

My Commission expires: \_\_\_\_\_

**PARK DISTRICT ACKNOWLEDGMENT**

STATE OF ILLINOIS        )  
  ) SS  
COUNTY OF DUPAGE     )

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, DO HEREBY CERTIFY THAT \_\_\_\_\_ and \_\_\_\_\_, personally known to me to be the \_\_\_\_\_, and \_\_\_\_\_ of the Oak Brook Park District, Oak Brook, Illinois, appeared before me this day in person, and acknowledged that they signed, sealed and delivered the said instrument as their free and voluntary act, for the uses and purposes therein set forth.

Given under my hand and official seal, this \_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public

My Commission expires: \_\_\_\_\_

**EXHIBIT A**

Pg. A-1: Legal Description of Parking Lot

Pg. A-2: Depiction of Parking Lot

4818-3002-4618, v. 5



# Village of Oak Brook Soccer Field Parking Lot

**RELEASE, WAIVER AND LIMITATION OF LIABILITY**

IN CONSIDERATION FOR the Village's agreement to provide the record to which this Release, Waiver and Limitation of Liability is affixed or attached, the person using the record, and the data described or depicted therein, expressly and voluntarily agrees to the following: (a) all data described or depicted in the record is only an estimate and does not represent a legally binding representation of the ownership or boundaries of any parcel or improvement so described or depicted; (b) reference to the original, recorded documents is required to develop a legal opinion of the ownership or boundaries of any parcel or improvement so described or depicted; (c) the data is presented as-is, where-is, with all faults, and the Village expressly disclaims all warranties, express or implied, including any warranty of accuracy, title or fitness for a particular purpose; (d) the user, for itself and its successors, assigns, contractors and employees, releases the Village from and waives any and all claims arising from the use of the data described or depicted in the record or any inaccuracy thereof; and (e) the user agrees to indemnify, defend and hold harmless the Village, its officers, employees and agents of any liability arising from the use of the data described or depicted in the record or the inaccuracy thereof.





## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM – HISTORY/COMMENTARY

**ITEM TITLE: 2020 BOARD MEETING DATES**

**AGENDA NO.: 8 I**

**MEETING DATE: DECEMBER 16, 2019**

**STAFF REVIEW:**

**RECOMMENDED FOR BOARD ACTION:** Executive Director, Laure Kosey: 

**ITEM HISTORY (PREVIOUS PARK DISTRICT BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY):**

In preparation for the publication notice of the Regularly Scheduled Board Meeting Dates, attached are the 2020 dates.

Meetings are scheduled for the third Monday of the month except when the third Monday would occur during a holiday week. In that event, the Board Meeting would be scheduled for the second Monday of the month. For the 2020 calendar, it is necessary to adjust the December Board Meeting date to the second week, which would be December 14, 2020.

**ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):**

The Board will be asked to approve the 2020 meeting dates for the Regularly Scheduled Board Meetings at the Board's December 16, 2019 meeting.

**ACTION PROPOSED:**

Motion (and a second) to Approve the 2020 Board Meeting Dates.



**2020 Calendar of the Regularly Scheduled Meeting Dates  
of the  
Oak Brook Park District Board of Commissioners**

The Board Meetings are held on the third Monday of the month except when the third Monday would occur during a holiday week. In that event, the Board Meeting would be scheduled for the second Monday of the month. The meetings begin at 6:30 p.m. and are held at the Oak Brook Park District Family Recreation Center, 1450 Forest Gate Road, Oak Brook, IL 60523.

January 20, 2020  
February 17, 2020  
March 16, 2020  
April 20, 2020  
May 18, 2020  
June 15, 2020  
July 20, 2020  
August 17, 2020  
September 21, 2019  
October 19, 2020  
November 16, 2020  
December 14, 2020 (Second Monday of December.)

In accordance with the provisions of the Americans with Disabilities Act, any individual who is in need of a reasonable accommodation in order to participate in or benefit from attendance at a public meeting of the Oak Brook Park District Board of Commissioners should contact Laure Kosey, Executive Director at 630-645-9535.

We strive to provide the **very best** in **park** and **recreational opportunities, facilities, and open lands** for **our community**.

Family Recreation Center | 1450 Forest Gate Road | Oak Brook, IL 60523-2151 | P: 630-990-4233 | F: 630-990-8379

Tennis Center | 1300 Forest Gate Road | Oak Brook, IL 60523-2151 | P: 630-990-4660 | F: 630-990-4818

[www.obparks.org](http://www.obparks.org)







# Oak Brook Park District

## BOARD MEETING

### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: OAK BROOK PARK DISTRICT MASTER VISION 2020-2030**

**AGENDA NO.: 8 J**

**MEETING DATE: DECEMBER 16, 2019**

**STAFF REVIEW:**

Deputy Director, Dave Thommes:

**RECOMMENDED FOR BOARD ACTION:**

Executive Director, Laure Kosey:

**ITEM HISTORY (PREVIOUS PARK DISTRICT BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY):**

It is the mission of the Oak Brook Park District to provide the very best in park and recreational opportunities, facilities, and open lands for our community. Ever mindful of its mission for the benefit of the community, and recognizing the changing forces that can shape the future of park and recreation, the District realized the need to develop a vision for the next ten years. The vision would provide direction for the District, help staff creatively manage for the opportunities of growth, and maintain fiscal responsibility in the management of the District’s valuable resources.

The Oak Brook Park District hired Jarrod Scheunemann, Campfire Concepts, to help develop the District’s Master Vision 2030. Campfire Concepts conducted community outreach through focus group discussions and a community survey to derive data for the community’s views on the operation of the District and future recreational needs. Simultaneously, Wight and Company also received community, Board of Commissioner, and staff input regarding the community’s needs for the development of Central Park North Fields.

This rich amount of data was evaluated by Campfire Concepts and by staff. The data was utilized as a benchmark to national and local standards in parks and recreation. Additionally, as a foundation to the Master Vision 2030, the standards of the Illinois Distinguished Agency Accreditation and the Commission of Accreditation of Park and Recreation Agencies (CAPRA) were also utilized.

**ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):**

The Master Vision 2030 was presented for the Board’s first review at the October 21, 2019 Board Meeting and to receive additional commissioner input.

The Master Vision 2030 is being presented at this meeting for possible Board approval.

**ACTION PROPOSED:**

Motion (and a second) to approve the Oak Brook Park District Master Vision 2020 – 2030.

Oak Brook  
Park District  
*A National Gold Medal Agency*



HAPPY | FIT | ACTIVE



## Oak Brook Park District Master Vision 2020-2030

*Providing the very best in park and recreational opportunities, facilities and open lands for our community.*



## From the Board President

Dear Oak Brook Park District Community,

It is the mission of the Oak Brook Park District to provide the very best in park and recreational opportunities, facilities, and open lands for our community. Ever mindful of its mission, and recognizing the forces that shape the future of parks and recreation, the District realized the need to develop a vision for the next ten years. This vision would provide direction for the District, help staff creatively plan for opportunities of growth, and maintain fiscal responsibility in the management of the District's valuable resources.

The Oak Brook Park District hired Campfire Concepts to help develop the District's "Master Vision 2030". Campfire Concepts conducted research through focus group discussions and a community survey to gather opinions and insight on District operations and future recreational needs. The information was evaluated by park district staff and Campfire Concepts, who then applied national and local standards in parks and recreation as a benchmarking tool.

This document is the District's vision for the future. Staff will evaluate our progress every six months, to prevent unforeseen factors from changing our course. It may be ambitious, but it is attainable due to the talented Oak Brook Park District staff, passionate Board of Commissioners, and an enthusiastic Oak Brook community.

Sharon Knitter

## Acknowledgments

### **Board of Commissioners**

Sharon Knitter, President  
Tom Truedson, Vice-President  
Kevin Tan, Treasurer  
Lara Suleiman  
Frank Trombetta

### **Oak Brook Park District Staff**

### **Oak Brook Park District Community**

### **Village of Oak Brook Trustees and Staff**

### **Butler School District 53**

### **Master Vision Team**

Laure Kosey, Executive Director  
Dave Thommes, Deputy Director  
Bob Johnson, Director of Parks and Planning  
Katie Basile, Facility Manager  
Greg Wooley, Creative Services Administrator  
Katie Garrett, Marketing and Communications Administrator  
Bonnie Gibellina, Administrative Services Specialist





# Oak Brook Park District Principles

After nearly 60 years the parks, programs, and facilities of the Oak Brook Park District have become uniquely connected with the identity of Oak Brook. Over time, individual lives have also been enhanced through the Park District's mission to help its residents to be happy, fit, and active. A strong mission and core values have sustained an organizational culture focused on fiscal responsibility, communication, environmental stewardship, and accessibility.

## **Mission:**

It is the mission of the Oak Brook Park District to provide the very best in park and recreational opportunities, facilities, and open lands for our community.

## **Vision:**

To provide a diverse range of opportunities designed to keep the members of the Greater Oak Brook Community happy, fit and active. By maintaining fiscally responsible practices and focusing on communication, environmental stewardship, and accessibility, the Oak Brook Park District works to help our community as a whole be its very best and feel its very best.

## **Core Values:**

**Communication:** Engaging in open, honest, and respectful communication both internally and externally to educate our community on the benefits of parks & recreation and help foster creativity, program development, encouragement, motivation, and loyalty among our staff and constituents.

**Collaboration:** Working together to incorporate the diverse culture and viewpoints of our staff and community to effectively bring the numerous benefits of park and recreational opportunities and open space to our community.

**Accessibility and Inclusion:** Ensuring that everyone, regardless of age or ability, has access to the very best in park and recreational opportunities to enrich their quality of life and help them achieve their very best and feel their very best.

**Holistic Wellness:** Providing programs, services, and opportunities designed to improve all aspects of the overall wellness of the Greater Oak Brook community.

**Consistent Customer Service:** Creating the very best experience to each individual who visits park district facilities or participates in programming.

**Environmental Conservation and Stewardship:** Fostering the responsible use and protection of the natural environment through education, conservation, and sustainable practices.

# Oak Brook Park District's History and Culture

Culture and history contribute to the vibrancy of the community and serve as a catalyst for economic activity, tourism, and development. The Oak Brook Park District is a reflection of the lively community it serves.

Historically, community residents have been important benefactors to the fabric of what makes Oak Brook unique. In the mid-1930s, homeowners and farmers formed the Community Club, which helped unincorporated Oak Brook establish an identity separate from its neighboring communities, resulting in the incorporation of the Village of Oak Brook in 1958. Soon after, the Oak Brook Park District was officially founded on November 5, 1962 when the first board of commissioners accepted their elected office of park commissioner and codified the articles of incorporation. We are grateful to the original park commissioners, Arthur G. Alexander, Edward J. Trager, Herbert C. Goetsch, Elmer T. Carlson, and Edward F. New, for their foresight as well as to the additional residents who serve as park commissioners for Oak Brook.

According to The Trust for Public Land, "Parks promote public health and revitalize local economies...they connect people to the great outdoors and to each other." Park Commissioners, representing the community, identified the need to provide parks and recreational programs and facilities. The first of those programs offered in the 1960s was outdoor ice-skating. The community came together through the joint efforts of the Park District, Civic Association, and the then volunteer fire department to create the ice rink. The ice rink continues this day, connecting generations through the years.

Rapid expansion and construction in the late 1970s saw the development of the Central Park ball fields, the Tennis Center, the Shelter (now known as Central Park West), and the gazebo. The 1970s also saw the addition of Chillem Park, Forest Glen Park, and Saddle Brook Park, located in local neighborhoods. The Central Park Summer Concerts began in 1982, connecting all generations with a rich culture of music in Central Park. On October 7, 1983, a group of 30 people gathered for an luncheon at the Shelter, which served as the start of the Pioneers program and recreational programming for individuals aged 60 and above. The Gateway Special Recreation Association was formed in 1987, with cooperation from local park districts and village recreation departments as a way to bring recreational opportunities to individuals with disabilities. In 1995, the Family Recreation Center was built and the Dean family estate was acquired. The early 2000s saw many existing facilities receive upgrades and restorative maintenance, while the later part of the decade's focus was on increasing programs and services offered to the community.

Through the Park District's history, many individuals have supported the agency in continuing their mission to provide the very best in park and recreational opportunities, facilities, and open lands for the community. Most recently, residents formed a local grass roots organization to help raise community awareness for the need to preserve the 34 acres of open land directly north of Central Park, made available in part by relocation of the McDonald's Corporation from its Oak Brook site. In response, during the November 2018 election Oak Brook residents voted in overwhelming support of the referendum that enabled the Park District to purchase the open space.

With this Master Vision for 2020 - 2030, and the continued support of the many people and businesses that call Oak Brook home, the Oak Brook Park District shall continue to provide a diverse range of opportunities designed to keep the Greater Oak Brook community happy, fit, and active.



## our VIEW for 2030

### ***Our Vow: Be the very best.***

It is the mission of the Oak Brook Park District to provide the very best in park and recreational opportunities, facilities, and open lands for our community.

### ***Our Intention: Our resources will thrive.***

The Oak Brook Park District will honor the community's current and future investment in parks and recreation by maintaining and enhancing park district facilities, parks, and programming to meet the needs of our patrons and provide opportunities for individuals to be feel their very best every day.

### ***Our Example: Include all in all.***

The Oak Brook Park District will continue to lead the universal recreation movement in our community and work to remove physical, social, and emotional barriers so that all people - regardless of age or ability - can take advantage of the incredible benefits of recreation. Oak Brook's diversity contributes to its culture of excellence, and we are committed to fostering a welcoming environment for all.

### ***Our Work: We are healthier together.***

The Oak Brook Park District cares for the safety and health of the environment, economy, and each individual at home, school, work, or play. By providing the restorative benefits of open space, a variety of programming, and opportunities to share time together, we continue to proactively care for the health and wellbeing of our community in a fiscally responsible manner.





It is the mission of the Oak Brook Park District (the District) to provide the very best in park and recreational opportunities, facilities, and open lands for our community.

## **Awards & Recognition**

The District has been nationally recognized as a leading provider of local parks and recreation with the following awards.

### **2019 Public Relations Society of America - Chicago Chapter - Skyline Award**

The Public Relations Society of America awarded the District with a Public Affairs Skyline Award for the Open Space Communications Project. The annual Skyline Award program recognizes projects and programs demonstrating excellence in the field of communications.

### **2019 Publicity Club of Chicago Golden Trumpet Award**

The Publicity Club of Chicago awarded the District with a Golden Trumpet Award in Community Relations for the communications work done during the 2018 Open Space Referendum. This award recognizes exemplary communications programs that understand the audience's needs, careful planning, strategy, effective implementation, and evaluation.

### **2018 Illinois Park & Recreation Association Outstanding Park & Facility Award**

The District was recognized for its use of creative design and ingenuity to bring maximum recreational value to Central Park. The project included connectivity and accessibility improvements to the walking paths, the installation of a universal playground, replaced a portion of the water control system at Ginger Creek, stabilized 1,500 ft. of eroded shoreline, improved parking, improved the accessibility and safety of the existing ball fields, replaced old sports lighting with energy efficient LED lights, and improved the Central Park sled hill.

### **2018 GFOA Award**

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the District for its comprehensive annual financial report (CAFR). This was the twenty-fourth consecutive year that the District has received this prestigious award.

### **2017 CAPRA Accreditation**

The District has become the eighth park and recreation agency in Illinois to be accredited by the Commission for Accreditation of Park and Recreation Agencies (CAPRA) and the National Recreation and Park Association (NRPA).

### **2016 Illinois Distinguished Agency Accreditation**

Staff completed a rigorous assessment process that resulted in the District receiving Illinois Distinguished Accredited Agency by the Illinois Association of Park Districts and the Illinois Park and Recreation Association. The accreditation process focuses on efficient and effective operational practices and the implementation of professional standards.

### **2016 "Accreditation Award" from the Park District Risk Management Association ("PDRMA")**

Since 2006, PDRMA has awarded the Level A recognition to the District for the District's efforts to maximize safe operations and minimize insurance claims. For this continued high caliber of safe operations, the Oak Brook Park District received the "Accreditation Award" from PDRMA in 2016.

### **2016 USTA Facility Award Winner**

The Tennis Center was one of 12 winners in the 35th annual USTA Facility Awards program, which recognizes excellence in the construction and/or renovation of tennis facilities throughout the country. The Tennis Center was honored in New York City on September 1, 2016.

### **2015 National Gold Medal Award in Parks and Recreation**

The American Academy for Park and Recreation Administration (AAPRA), in partnership with the National Recreation and Park Association (NRPA), awarded this honor to the District at the NRPA Annual Conference on Sept. 15, 2015 in Las Vegas.

### **2014 Exceptional Workplace Award**

The District was among nine Illinois park districts to be awarded the 2014 Exceptional Workplace Award from the Illinois Park and Recreation Association's Health and Wellness Committee. The applicants were scored on staff wellness programs, continuing education, team building, community involvement, environmental policy, risk management, and professionalism.

The District will honor the community's current and future investment in parks and recreation by maintaining and enhancing park district facilities, parks, and programming to meet the needs of our constituents and provide the opportunity for the individuals in our community to feel their very best every day.

## Family Recreation Center

1450 Forest Gate Road

### Family Recreation Center

Square footage: 80,000 square feet

- Administration offices
- Two meeting rooms
- Four studio rooms
- Locker rooms: Mens/Womens with adult only sections
- Fully accessible, inclusive family locker rooms
- Five preschool and multi-purpose rooms
- Registration and Customer Services area

### Aquatic Center

Square footage: 15,500 square feet

- The leisure pool features accessible, zero-depth entry, warm water, vortex pool, and 105-foot water slide
- The lap pool features six 25-yard lanes, accessible via lift
- One 10-person capacity whirlpool, fully accessible
- Splash Island features a zero depth-18" pool, four slides, sunshades, deck chairs, and interactive features
- One party room

### Fitness Center

5000 square feet

- Three regulation sized gymnasiums
- 1/8-mile indoor walking track
- Various cardio and weight equipment

## Oak Brook Tennis Center

1300 Forest Gate Road

- Square footage: 87,000 square feet
- Eight indoor USTA blue/green courts with viewing lounges
- Fitness room
- Tennis pro shop
- Male and female locker rooms
- Three racquetball/wallyball courts
- One mini-tennis court
- Athletic training area
- Eight outdoor USTA blue/green courts

## Central Park West

1500 Forest Gate Road

- Open event space; 5,600 square feet
- Full kitchen
- Double-sided wood-burning brick fireplace
- Two covered patios
- Outdoor koi Pond

## Maintenance Facility

1480 Forest Gate Road

Square footage: 8,500 square feet

- Three main garage bays measuring 65 ft. x 20 ft.
- One secondary garage bay measuring 12 ft. x 20 ft.
- One 14,000lb vehicle service lift
- One private office
- Two secondary workstations
- One kitchen/break-room
- One restroom
- Radiant floor heating with an auxiliary ceiling-hung heater for garage space
- Dedicated forced-air HVAC for office/break-room areas.

## Current Vehicles and Equipment

### Multi-Use Vehicles:

- 2011 Ford Explorer

### Fleet Trucks:

- 2015 Ford F-550 dump truck w/ plow
- 2011 Ford F-250 pickup truck w/ plow
- 2008 Ford F-250 pickup truck w/ plow

### Fleet Equipment:

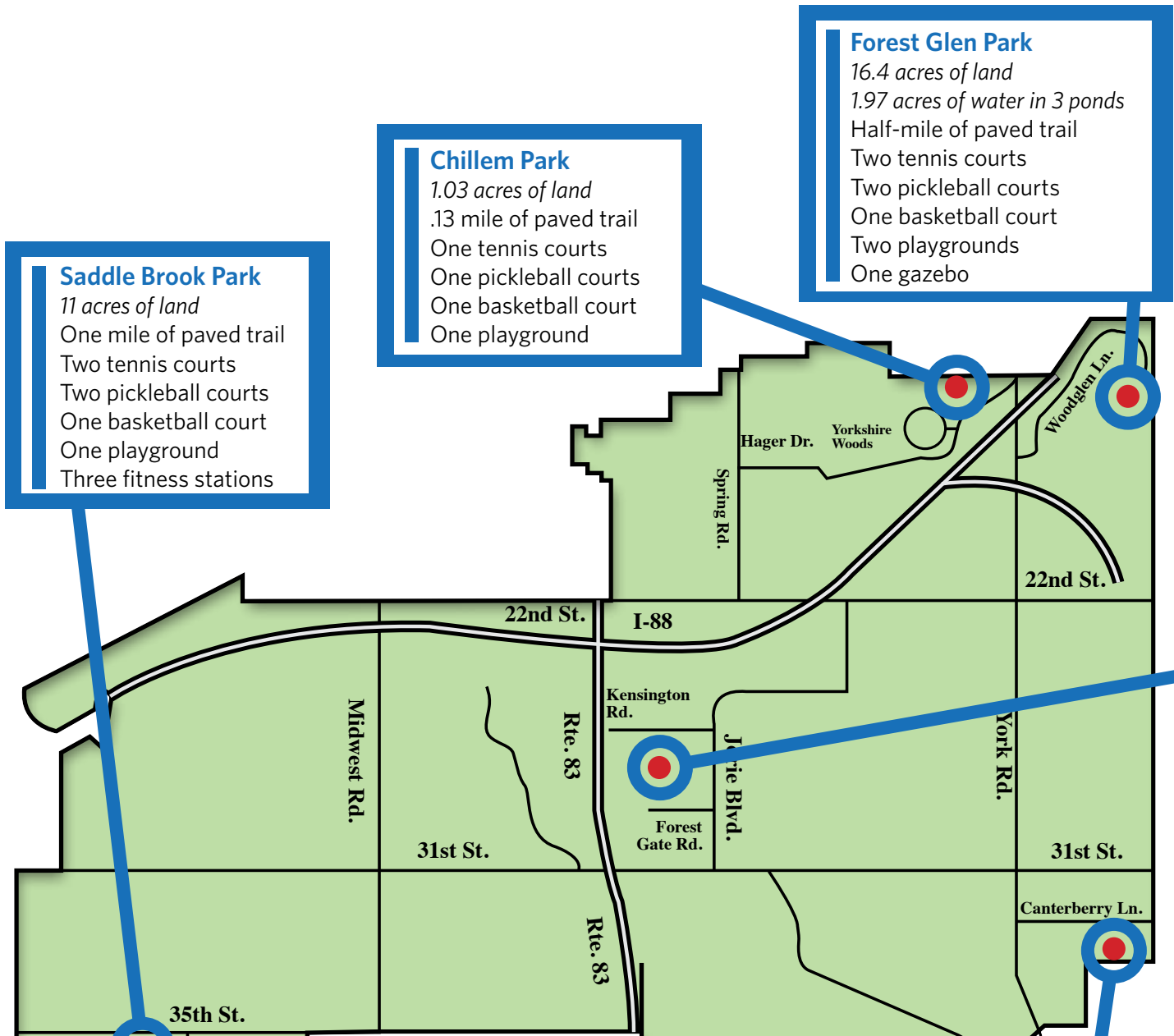
- 2018 Kubota tractor
- 2016 Kubota RTV 1100C
- 2010 New Holland L220 skid loader
- 2008 John Deere Gator utility vehicle
- 1998 Yamaha golf cart
- 2018 Land Pride 12 ft batwing mower
- 2014 Walker zero-turn mower
- 12 ft. utility trailer
- 16 ft. Skid Steer trailer
- 500 gallon water trailer
- Various small-engine landscape tools
- Various tractor and skid-loader attachments





## Satellite Park Inventories

All Parks Open From Dawn To Dusk



**Saddle Brook Park**  
 11 acres of land  
 One mile of paved trail  
 Two tennis courts  
 Two pickleball courts  
 One basketball court  
 One playground  
 Three fitness stations

**Chillem Park**  
 1.03 acres of land  
 .13 mile of paved trail  
 One tennis courts  
 One pickleball courts  
 One basketball court  
 One playground

**Forest Glen Park**  
 16.4 acres of land  
 1.97 acres of water in 3 ponds  
 Half-mile of paved trail  
 Two tennis courts  
 Two pickleball courts  
 One basketball court  
 Two playgrounds  
 One gazebo

**Dean Nature Sanctuary**  
 40 acres of land | .6 acres of water in one pond  
 One half-mile stone trail, one three-quarter mile nature trail  
 One fishing pier  
 One stone council ring  
 One canoe launch  
 Six interpretive gardens  
 Two gazebo/shelters  
 One parking lot  
 Unique habitats: oak savanna, wetland, pond, and prairie  
 Wildlife: See Central Park inventory list

**Chillem Park**  
 32 Yorkshire Woods

**Saddle Brook Park**  
 111 Saddle Brook Dr.

**Dean Nature Sanctuary**  
 115 Canterbury Lane

310 Hambletonian  
 141 Saddlebrook Dr.

**Forest Glen Park**  
 1300 Forest Glen

## Central Park Inventories

Central Park | 1450 Forest Gate Road

### **Amenities**

3 miles of paved trails  
Six natural grass soccer fields  
One artificial turf soccer fields  
One seasonal outdoor ice rink  
Two basketball courts  
Four baseball/softball fields  
Eight outdoor tennis courts  
Five playgrounds  
One sledding hill  
One seasonal sand volleyball court  
Three fishing ponds  
One fishing pier  
Six drinking fountains  
One nine-hole disc golf course  
Eight parking lots  
Two gazebos/pavilions

### **Native plants:**

Little bluestem  
Big bluestem  
Slender wheatgrass  
Sedge  
Virginia wild rye  
Prairie switchgrass  
Swamp milkweed  
Purple prairie clover  
St. John's wort  
Blue flag iris  
Bergamot  
Goldenrod  
Rattlesnake master  
Black-eyed susan  
Yellow coneflower  
New England aster  
Cup plant  
Golden alexander

### **Trees:**

[obparks.org/facilities/central-park](http://obparks.org/facilities/central-park)

### **Wildlife:**

#### **Birds**

Canada goose  
Great blue heron  
Green heron  
Great egret  
Mallard  
Cormorant  
Pied-billed grebe  
Killdeer  
Cooper's hawk  
Red-tailed hawk  
Baltimore oriole  
American robin  
Northern cardinal  
American crow  
Eastern bluebird  
Blue jay  
Downy woodpecker  
Red-bellied woodpecker  
Red-breasted nuthatch  
White-breasted nuthatch  
Dark-eyed junco  
Red-winged blackbird  
Barn swallow  
Tree swallow  
Goldfinch  
Mourning dove  
Grackle  
Starling  
Brown headed cowbird  
Chickadee

### **Fish:**

Largemouth bass  
Catfish  
Red-ear sunfish  
Bluegill  
Carp

### **Reptiles & Amphibians:**

American bullfrog  
Spiny softshell turtle

### **Mammals:**

Fox squirrels  
Gray squirrels  
Coyote  
Muskrat  
Skunk  
White-tailed deer  
Bats

### **Insects:**

Various bees, butterflies,  
dragonflies, damselflies

### **Water:**

6.36 acres of creek surface area,  
1.94 acres of pond surface area

### **Land:**

105 acres of land

*For local, state, and national data, see Appendix C.*

The Oak Brook Park District will continue to lead the universal recreation movement in our community and work to remove physical, social, and emotional barriers so that all people – regardless of age or ability – can take advantage of the benefits of recreation. The Oak Brook Park District also desires to be a partner in local mobility for all. Safe, convenient, comfortable, and active movement for all creates healthy communities. Oak Brook’s diversity contributes to its culture of excellence, and we are committed to fostering a welcoming environment for all people at all times.

### Guiding Principles

*The re-creation of possibilities | The realization of progress  
The recognition of performance | The results of persistence*

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## Recreation Facilities:

### Family Recreation Center (FRC)

Meeting the diverse needs of the community requires expansion. Originally built in 1995, the FRC was designed as a multipurpose community center with a variety of fitness and recreational opportunities. Over the last 10 years, the facility has expanded to serve a wider audience, providing additional programs and services to reach a broader range of clientele.

Striving to meet the growing needs of the community, stakeholders identified renovating the FRC locker rooms by adding a fully accessible, inclusive locker room.

Having an accessible, inclusive locker room allows the District to serve an increasingly diverse population and sets an example for other agencies to meet the growing and changing needs of their communities.

With expansion, the FRC has continued to remain a valuable resource for community recreation and wellness.

### Tennis Center

Built in 1973, the District’s flagship facility, the Tennis Center, originally contained four tennis courts, lockers rooms and support spaces. Due to its early success and the popularity of tennis at the time, an addition was built in 1976 which included four more tennis courts, six racquetball courts, additional offices, exterior access restrooms, and concessions to serve the park.

After the Tennis Center’s nearly three decades of initial success began to fade, due to changing patron demands and declining tennis participation industry-wide, a new business plan was created. New management was hired, with a strong focus on programming and year-round participation as the two key revenue drivers.

The addition of a club-wide teaching curriculum, innovative management practices and a solid business plan have allowed the Tennis Center to achieve record numbers in program participation, court sales, and overall revenue.

### Central Park West (CPW)

Central Park West has served the community primarily as a rental space and is used to host District events. A need was identified to reassess the facility’s usage to optimize efficiency and profitability.

Recently, in order to make the facility more attractive to corporate rentals, several upgrades were made. A new AV system was installed, which included a pull-down projection screen and modern audio/visual hookups. New tables were purchased that function better for lecture-style events, and a repainting of the main room helped to brighten the space.

In 2019, CPW went through a facility analysis to diagnose what core and shell upgrades were needed and how the facility is currently being used. This analysis has helped staff understand find untapped opportunities for using CPW in new ways.



### **Finance & Human Resources:**

Efficiency helps the District communicate faster and more effectively with staff and residents. New applications of automation increases that efficiency. The Finance & HR Departments have begun to streamline these efficiencies through new BS&A financial software.

Prior to purchase, the District researched different software options and created benchmarks based on other park districts to better measure the best fit among the software options available, and how those options fit into different workflows.

The District will continue to transparently provide information from BS&A to their residents. The Finance Department's goal is to put as much information as possible on the park district website.

The Finance and HR Departments have successfully implemented financial software which has consolidated our human resource data, accounts payable, purchase orders, and general ledgers.

### **Information Technology Management:**

The older version of the [www.obparks.org](http://www.obparks.org) website had become difficult to maintain, looked dated, and no longer functioned optimally when visited by today's more mobile user. While the site still performed well on search engines, there was room for improvement in the SEO results.

The park district redesigned the website to be more mobile-friendly, easier to navigate, and added the capability for staff to update it from anywhere. Several improvements were made on the back end to increase the SEO score, making the site more searchable both internally and on the Web.

As a result, a more adaptive website design, along with easier navigation, led to more accurate engagement data and a better user experience. The District launched the new website, increasing ease of use and transparency for the community, and allowing park district staff access to more detailed analytics and data trends.

### **Marketing and Communications:**

The 34-acre parcel of land known today as Central Park North Fields was listed for sale in 2018 by the McDonald's Corporation. The District decided it was interested in purchasing the land due to its proximity to Central Park and the opportunities the property presented.

Stakeholders and staff decided the best way to hear from the community regarding what to do with the newly available land was place an Open Space Referendum on the November 6, 2018 ballot asking the community if it was in favor of the District purchasing the land.

The Open Space Referendum passed with 68% of voters supporting the District acquiring the land. The referendum's success enabled the District to advance its mission to provide the very best in park and r open lands for our community.

After acquiring the land, the District held a series of focus groups to hear from the community what they would like to see done with the 34 acres. Responses were varied, with soccer fields, outdoor restrooms, and walking paths being the majority of requests.



## OUR **EXAMPLE**: Include all in all.

### **Partnerships, Community and Corporate Relations:**

The District has developed a wide range of strong partnerships to better serve the Oak Brook community. Using an Open Space Lands Acquisition and Development (OSLAD) grant in 2017, the District incorporated a universal playground in its plans to provide the very best in accessible and inclusive play to the community.

To reach the goal of building a universal playground, partnerships with Unlimited Play and the Oak Brook Park District Foundation (the Foundation) were essential. Unlimited Play provided guidance and the Foundation started raising the matching funds.

The District was awarded an OSLAD grant in 2017, allowing the District the resources and partners to realize the dream of building a universal playground.

The District opened its universal playground, called 'The Sandlot' in September 2018. The preview of the playground opening received local television coverage, winning WGN reporter Ana Belaval the Illinois Parks' Top Journalist award for her 'Around Town' segment.



### **Recreation Programming:**

The Recreation Department made a conscious shift from offering predominantly contracted programs to more in-house programming. Over the past seven years, recreation staff has worked to develop and offer programs taught by in-house staff. By offering more in-house programs, the staff is better able to control quality and experience.

With more control over park district programs, staff is able to respond better to community needs and ensure the product is meeting the District's mission.

Fortunately, the District was able to identify the programs and classes it could offer as in-house programs, while being able to recognize when it was necessary to contract out the program when staff credentials could not meet the demand.

By taking a systematic looking at in-house vs. contractual offerings, the District was able to balance its program portfolio. Since bringing more programs in-house, and hiring out those that can't, revenue has increased, particularly in youth programming and athletics.

## Parks & Trails:

Combining natural elements that support sustainability with recreation for all is a priority of the District. The Central Park Improvement Project was implemented with plans and features that supports sustainability.

The gabion weir/Ginger Creek restoration required replacing the east gabion weir with rock vanes and restoring the south shoreline of Ginger Creek from the east weir to west weir, and the north shoreline from the east weir approximately halfway to the west weir. This helped to stabilize the shoreline from erosion, and reintroduced native wetland species. Parks staff is removing the Central Park ash trees that were lost to the emerald ash borer and replacing them with diverse native species. The ash trees are chipped, and those wood chips are used throughout the disc golf course. Excavated spoils from the Central Park Improvement Project were kept on-site to increase the size of the sled hill.

In designing areas of the Central Park Improvement Project, the District took advantage of a “Best Management Practices Stormwater Grant” to increase sustainability at the park. A permeable-paver parking lot was constructed adjacent to the Sandlot, and stormwater from the lot drains into a natural bio-swale planted with native grasses and forbs.

The sustainable parking area and bio-swale adjacent to The Sandlot, and economical project planning throughout Central Park, contribute to the overall mission of the District to incorporate sustainable practices in the planning and execution of park spaces.

## Maintenance Facility:

Maintenance facilities provide support for park operations. Having a location to store equipment, perform fleet maintenance, and stage park maintenance services is critical for successful and effective park management.

Constructed in 2013, the 7,000 square foot maintenance facility houses vehicles, tools, equipment, etc. It serves as the hub for all park operations year-round. The garage bays feature both an energy efficient radiant floor, and secondary forced-air heating, so staff can work comfortably during cold weather.

Preserving the life of the vehicles and equipment is essential, and the facility is equipped with tools and resources to perform both preventative maintenance and repair work. A five-ton vehicle lift station allows staff to properly service fleet vehicles, and a wash-down and service bay makes cleaning and repairing equipment more efficient.

The maintenance facility is ideally positioned at Central Park adjacent to the Family Recreation Center. Having the parks department centrally located increases staff efficiency and reduces response and travel time to 70% of the department’s work assignments.



The Oak Brook Park District cares for the health and wellness of residents through the mentally restorative benefits of open space, a range of opportunities for physical activity, and a number of recreation programs that bring the community together. The District cares for the safety and health of the ecosystem, economy, and every individual, whether they are at home, school, or work, or play.

## 2030 Facility Priorities

### Recreation Facility

Explore Family Recreation Center (FRC) expansion opportunities, including gymnasium and programming space.

Assess and prioritize repair of the facility interior and exterior, including roof, mechanical systems, the administrative offices, conference/meeting rooms, facility lighting and ceilings.

Continue to upgrade and repair with emphasis upon trending sustainability options such as solar panels, replacement of standard with LED lighting, as well as addressing recycling concerns.

Strengthen member recruitment and retention as well as customer service by administering surveys to assess customer needs and the implementation of a district-wide customer service initiative based on the Districts' core values.

### Tennis Center

Assess the feasibility of several indoor and outdoor expansion opportunities. Improvements to the front entrance and back patio areas prioritized, including the creation of a welcoming entrance with an attractive outdoor space for players to congregate after their matches.

Evaluate the condition of the outdoor courts. The courts must be renovated in the near future. Staff will choose between replacing the asphalt court with new asphalt or overhauling the courts into clay courts.

Improve and replace mechanical systems as needed to maintain optimal comfort. Tennis and racquetball court HVAC systems will be replaced.

Explore different areas of indoor expansion, including the re-purposing of the racquetball courts. In addition, the front desk and its operations will be renovated in order to improve the customer experience.

Explore an investment in staff in order to maintain the level of success the Tennis Center is currently experiencing. Administrative procedures will be optimized and the membership pricing structure will be evaluated and overhauled if needed.

### Central Park West

Upgrades to the core and shell of the facility are required including ADA accessibility upgrades, HVAC, plumbing, electric, and acoustical improvements. Updates to the interior aesthetics of the facility will keep it competitive.

Explore and implement expanded event and programming opportunities, including programming for the active adult population and outdoor recreational opportunities based on community and facility feasibility survey results.

Re-branding of the facility will be communicated effectively to the community via enhanced marketing and graphics to promote rentals, programs, and special events.

Increase the quality of the overall product offered to the community through re-branding and enhanced facility services.

Possibilities for CPW include expanding district programming, including active adult programming as well as diverse programming during non-peak rental times, and allowing community rentals during peak days on the weekend.

## 2030 Historical/Cultural Priorities

Identify programs, special events, parks and facilities which have historical/cultural significance to the community and devote necessary resources for their preservation.

Work with local historical organizations and partners to connect residents with other cultural and historical resources to add place-based value and meaning to the local landscape and community.

Conducting an inventory of the District's historical and cultural resources, incorporating opportunities for the future acquisition/development of resources, and finding opportunities for collaboration with local historical and cultural stewards.

Preserve the District's cultural and historical resources, so the community will continue to strengthen family and community connections and improve the overall wellness of the Greater Oak Brook Community.

## 2030 Finance/HR Priorities

Continue transparency throughout the District by making all financials and relevant human resource documents available for the public. Expand the Capital Improvement Plan from 5 to 10 years.

Measure key performance indicators for HR inclusion effectiveness via a dashboard that highlights real-time progress toward business and service goals, and incorporating staffing needs from recreation and maintenance.

Incorporate documents into a multi-use system for all, such as new hire software and a Spanish translation of the Personnel Policy Manual.

Create a strategic system to annually address legal mandates such a minimum wage increases and recreational marijuana use, and work to address new policies within the fiscal year of required implementation.

Create an all-inclusive budget document to be submitted to the Government Finance Officers Association.

## 2030 Information & Technology Priorities

Increasing public Wi-Fi accessibility in parks. Staff will look into adding interactive features like kiosks, QR codes, social media prompts, and more to the parks and facilities.

Optimize ActiveNet to increase online functionality for facility booking, memberships, and personal training. To increase security awareness among staff, the District will implement the use of features such as multi-factor authentications and password encryptions.

The District will establish a dashboard system to access the current use patterns of each facility to optimize efficiency.

## 2030 Marketing and Communication Priorities

Evaluate the community's needs through interest and program surveys, ensuring the District's offerings will accurately reflect the needs and wants of its constituency.

Collaborate with the Village of Oak Brook, local police, local businesses, and civic organizations to allow the District to reach the largest audience possible. Install location sign system in partnership with DuComm and Village of Oak Brook.

Continue to provide strong communication to and from agency staff. The District will continue to make use of social media platforms to allow the public to conveniently give feedback.

Consistent branding will be implemented across all facilities, programs, and events, including signage, giveaways, and uniforms.



# OUR **WORK**: We are healthier together.

## 2030 Corporate and Community Relations Priorities

Use technology, including invoicing software, to develop efficiencies for the partnership program.

Identify new opportunities for sponsorship and naming rights. With the acquisition of the Central Park North fields, there are more opportunities for current and prospective sponsors to be involved.

Create new relationships with businesses and organizations, and build upon existing relationships to increase non-tax revenue for the District.

Grow the Park District Foundation to increase the District's revenue and help fund capital projects.

## 2030 Recreation Programming Priorities

Meet the needs of the 60+ community, as indicated by surveys. Accomplish this goal through the renovation of existing facilities and investigating the feasibility of expanding facilities as well.

Conduct a program analysis to evaluate current program offerings and identify any gaps in service. With the assistance of a consultant, the District will undertake an entire program and event analysis.

Move to become a fully inclusive park district. Education of staff members will be prioritized so staff can begin weaving universal recreation principles into all of their programs and events.

Follow up on growth opportunities within the community, such as land acquisition or intergovernmental management agreements. Meet this growth by evaluating the current organizational chart, staff size, and leadership roles to ensure the District is being managed in the most efficient manner possible.



## 2030 Parks/Trail Priorities

### Forest Glen Park/Chillem Park/Saddle Brook Park

Replace pond fountains and aeration equipment, replace/resurface paved amenities and courts & existing wood bridge.

Create a 10-year pavement repair/replace plan.

Enhance recreation with technology in the parks by adding Geocaching, Interactive tree maps, QR codes.

Amend to ADA standards, including trail grades, playgrounds and surfacing, and accessible courts.

At Saddle Brook Park, replace the playground structures. Investigate removing wood barn, and replace/resurface paved amenities and courts

At Chillem Park, replace/repair the playground structures and condense into a single play area, replace/resurface paved amenities and courts. Add a trail connection to York Woods.

### Dean Nature Sanctuary

Design / install a nature center and investigate feasibility of installing public restrooms

Upgrade kayak canoe launch to a user-friendly alternative

Replace limestone trails with an ADA approved alternative.

Create a "Natural Areas Management" plan.

### Central Park

Re-forest Central Park with an additional 500 native deciduous and evergreen trees over 10 years.

Replace /resurface paved amenities and courts and create a 10-year pavement plan.

Upgrade all parking lot lighting with LED fixtures.

Amend to ADA standards, including trail grades, playgrounds and surfacing, and accessible courts.

Complete Phase 1 of master vision for the Central Park North fields.

Improve connectivity across Ginger Creek with at least one new bridge.

Install permanent restrooms on site.

Address future needs of the park, including the possible addition of Pickleball courts, a unity garden, additional ballfields, and more.

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## 2030 Maintenance Priorities

### Park District Maintenance

Expand existing facility with one additional primary garage bay and expanded outdoor storage.

Explore solar technology integration and replace all garage lighting with LED fixtures.

### 2030 Vehicles/Equipment Priorities

Add one additional SUV and an additional pickup truck.

Rededicate older District SUV to facility maintenance staff.

Replace fleet equipment per capital budget schedule, and modernize snow removal equipment fleet.





# Appendix A

## References and Sources

### Planning References

The 2020-2030 Master Vision for the Oak Brook Park District is based on a number of planning resources that have been created by the park district. Many of the concepts in the Master Vision are explored in more detail in the plans listed below.

- 2016-2020 Oak Brook Park District Strategic Plan
  - Annual Reports
  - ADA Plan
  - Recreation Plan
  - Marketing Plan
  - Tennis Center Business Plan
  - 5-year Capital Plan
  - Community Survey Report
  - Bike Friendly Community
-





## Appendix B

### Demographic Information

Oak Brook, IL Census Data   General Demographic Characteristics & Trends		
Demographic Characteristic	2000 Census	2010 Census
<b>Total Population</b>	<b>8,702</b>	<b>7,883</b>
Under 5 years of age	3.2%	3.14%
5 to 18 years of age	18.7%	16.41%
20 to 54 years of age	38.59%	31.19%
55 to 64 years of age	17.52%	19.96%
+65 years of age	21.9%	29.28%
<b>Gender</b>		
Female	52.3%	52.1%
Male	47.7%	47.9%
<b>Race/Ethnicity</b>		
Caucasian	76.6%	71.8%
Hispanic or Latino	2.4%	4.3%
African American	1.4%	2.0%
Native American	0.0%	0.1%
Asian	20.1%	23.2%
Two or More Races	1.7%	2.2%
<b>Household Status</b>		
Married/Couple Family	76.6%	80.4%
Nonfamily Household	23.4%	19.6%
Average Household Size	2.74	2.62%
<b>Housing Status</b>		
Owner-Occupied Housing	97%	95.6%
Renter-Occupied Housing	3%	4.4%
<b>Education Level (25 years and over)</b>		
Less than HS Graduate	5.8%	2.9%
HS Graduate	94.19%	97.1%
Bachelor's Degree or Higher	57.58%	64.4%
<b>Median Earnings</b>		
Median Household Income	\$146,537	\$131,719
Overall Poverty Rate	2.1%	1.7%



# Economic Information

Village of Oak Brook Census Data: General Characteristics & Trends		
Economic Characteristic	2000 Census	2010 Census
<b>Workforce Type</b>		
Management (Business, Science, & Arts)	62.7%	60.4%
Service Occupations	6.6%	5.2%
Sales & Office Occupations	25.9%	25.7%
Natural Resources/Construction/Maintenance	2.6%	4.5%
Production/Transportation/Material Moving	2.2%	4.1%
<b>Commuting Stats</b>		
Personal Vehicle	86.8%	77%
Carpool	4.3%	10.3%
Public Transportation (excluding taxicab)	4.0%	3.2%
Walked	0.9%	7%
Other Means	0.0%	2%
Worked from Home	3.9%	8.7%
<b>Mean Travel Time to Work</b>	29.2 minutes	31.5 minutes
<b>Household Income Breakdown</b>		
Less than \$10,000	1.3%	2.1%
\$10,000 to \$14,999	1.9%	.9%
\$15,000 to \$24,999	3.1%	6%
\$25,000 to \$34,999	3.6%	2.1%
\$35,000 to \$49,999	5.8%	5.4%
\$50,000 to \$74,999	12.2%	8.1%
\$75,000 to \$99,999	8.4%	13.0%
\$100,000 to \$149,999	14.6%	18.9%
\$150,000 to \$199,999	11.0%	11.3%
\$200,000 or more	38.1%	32.2%
<b>Employer Types in Oak Brook</b>		
Agriculture	0.9%	0.5%
Construction	4.3%	9.6%
Manufacturing	9.8%	7.6%
Wholesale Trade	6.4%	7.8%
Retail Trade	8.4%	7.4%
Transportation/Utilities	1.8%	3.1%
Information	1.9%	2.2%
Finance & Insurance/Real Estate	10.7%	11.2%
Professional/Scientific/Technical Service	14.2%	13%
Educational Services/Health/Social	33.2%	27.2%
Arts/Entertainment/Recreation/Food Services	4.0%	6.9%
Other Services	3.2%	1.6%
Public Administration	1.3%	1.9%



# Appendix C

## Inventories | Local, State, and National

Park District	Population	Total Budget	Number of Parks	Residents Per Park	Acres	Acres per 1,000
Oak Brook	7,883	\$12,377,000	5	1577	174	22
Glencoe	8,500	\$8,700,000	30	283	100	12
Lake Bluff	7,500	\$5,300,000	10	750	264	35
Bensenville	18,000	\$9,000,000	20	900	335	19
<b>State Average</b>			19	1671	352	11
<b>National Average</b>			--	2181	--	10

Park District	Natural Area Acres	Natural Area Acres Per 1,000	Trail Miles	Trail Miles Per 1,000
Oak Brook	45	5	15	1.92
Glencoe	10	1	1	0.12
Lake Bluff	10	1	0	0.00
Bensenville	25	1	1	0.06
<b>State Average</b>	89	3	4	0.13
<b>National Average</b>	--	--	--	--

Park District	Outdoor Pool	Spray Ground	Indoor Pool	Playground	Disc Golf Course	Skate Park
Oak Brook	1	1	2	7	1	0
Glencoe	0	1	0	15	1	1
Lake Bluff	1	0	0	6	0	1
Bensenville	1	1	0	16	0	0

Park District	Basketball	Tennis Courts	Pickleball	Bocceball	Horseshoes
Oak Brook	5	14	5	0	0
Glencoe	3	14	0	0	0
Lake Bluff	2	7	4	0	0
Bensenville	4	5	0	0	0

Park District	Baseball field	Softball Field	Soccer Field	Football Field	Lacrosse Field	Outdoor Ice Rink
Oak Brook	3	1	3	0	1	1
Glencoe	5	1	8	2	2	2
Lake Bluff	7	1	1	0	0	1
Bensenville	10	0	1	1	0	0

Park District	Picnic Shelter	Fishing piers	Canoe ramp	Botanical Garden	Nature Center	Amphitheater
Oak Brook	6	2	1	0	0	1
Glencoe	3	0	1	1	1	1
Lake Bluff	5	0	0	0	1	0
Bensenville	5	0	0	1	0	0



## Inventories | Park District and Competition

Outdoor Recreation Facilities																											
Within the Oak Brook Park District Boundaries																											
Location/Park Type	Acres	Baseball/Softball Fields	Basketball Courts	Canoe Launch	Cross Country Skiing	Disc Golf	Dog Exercise Area	ADA Fishing Pier	Fishing Ponds	Gazebo	Golf Course	Hiking Trail	Ice Skating	Jogging/Bike Path	Open Fields	Outdoor Splash Park	Picnic Shelter	Public Picnic Area	Playgrounds	Polo Fields	Sand Volleyball Court	Sled Hill	Soccer Fields	Synthetic Athletic Fields	Swimming Pools	Tennis Courts	
<b>Community Parks</b>																											
<i>Oak Brook Park District</i>																											
Central Park	105	4	2			1		1	3	1			1	1		1	1		4		3	1	3	1			8
<b>Neighborhood Parks</b>																											
<i>Oak Brook Park District</i>																											
Forest Glen Park	16.4		1						3					1			1		1								2
Saddlebrook Park	11		1											1					1				1				2
Chillem Park	1		1																1								2
Spring Road Park															1												
Dean Nature Sanctuary	40			1	1			1	1	1																	
Oak Brook Park District Subtotal	173.4	4	5	1	1	1		2	7	2			1	3	1	1	2	0	7	0	3	1	4	1		14	
<b>Other Public Open Space</b>																											
<i>Village of Oak Brook</i>																											
Sports Core	260				1				1		1		1		1					1	1		6		3	8	
Library																						1					
<i>Forest Preserve District</i>																											
<i>Dupage County</i>																											
Mayslake Preserve	90						1		1					1	1				1								
York Woods Preserve	75				1				1					1				2	1								
Fullersburg Woods Preserve	226				1	1			1			1		1					1								
Subtotal	651			1	3		1		4		1	1	1	1	2		2	3		1	1	1	6		3	8	
<b>Grand Total</b>	<b>790.4</b>	<b>4</b>	<b>5</b>	<b>2</b>	<b>4</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>11</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>1</b>	<b>4</b>	<b>3</b>	<b>7</b>	<b>1</b>	<b>4</b>	<b>2</b>	<b>10</b>	<b>1</b>	<b>3</b>	<b>22</b>	

Indoor Recreation Facilities & Recreation Programs																													
Within the Oak Brook Park District Boundaries																													
	Indoor Walking Track	Indoor Swimming Pool	Indoor Spa	Sauna	Indoor Basketball Courts	Indoor Tennis Courts	Raquetball Courts	Fitness Centers	Athletics Programs	Food Service	Birthday Parties	Senior Day Trips	Senior Overnight Trips	Museum	Banquets	Preschool	Day Camps	Afterschool Programs	Performing Arts (Dance, Theater)	Cultural Arts (Ar, Ceramics, Paint)	General Interest Programs	Special Events	Swim Lessons	Nature Programs	Babysitting Service	Martial Arts Programs	Gymnastics/Tumbling	Bowling	Bocce
<b>Local Public Provider</b>																													
<i>Oak Brook Park District</i>																													
Oak Brook Park District	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
<i>Village of Oak Brook</i>																													
Oak Brook Library									x	x								x		x	x	x	x	x					
<i>Forest Preserve District of DuPage County</i>																													
Butler 53 School District					x			x	x				x						x	x	x	x		x					
<b>Local Private Provider</b>																													
<i>LA Fitness</i>																													
LA Fitness		x	x	x	x	x	x		x														x		x				
<i>Life Time (coming in 2020)</i>																													
Life Time (coming in 2020)		x	x	x	x		x	x	x														x		x				x
<i>Pinstripes</i>																													
Pinstripes										x	x				x													x	x
<b>Local Non-Profit Provider</b>																													
<i>Oak Brook Historical Society</i>																													
Oak Brook Historical Society														x				x			x				x				
<i>Bright Horizons - Oak Brook</i>																													
Bright Horizons - Oak Brook															x			x							x				
<i>Christ Church - Oak Brook</i>																													
Christ Church - Oak Brook															x	x					x	x			x				





# Appendix D

## Participation Comparisons

The District is a leader in recreation, tennis, aquatics, fitness programming, and facility management. Trends and statistics research and application will be strong factors in maintaining this high level of success in the future.

## Recreation Programming

According to the Illinois Association of Park District's 2019 recreation programming report, the Oak Brook Park District Aquatic and Fitness Center receives three times the state average of visits and has a retention rate that is 25% higher than average.

Park District	Total Programs	Participants	Visits to Aquatic - Fitness Centers	Fitness Member Retention Rate	Cancellation Rate
Oak Brook	1574	13,831	402,622	96.9%	11%
State Avg.	473	12,409	127,125	71.4%	20%

Park District	# of Preschool Programs	# of Youth Athletics Programs	# of Youth Classes	# of Adult Athletics Programs	# of Adult Classes	# of Senior Programs
Oak Brook	66	67	120	19	16	47
State Avg.	71	120	133	50	83	33

The District comprehensively meets the community's park and recreation needs. Only slightly more than 1/3 of Illinois communities have all of the following facilities: aquatic center, fitness center, recreation center, and tennis center. The District offers all of these amenities and more.

According to research conducted by the Illinois Association of Park Districts and Aquity Research, only 29% of Illinois' local park and recreation agencies provide family programs, summer camps, trips, and nature programs. The Oak Brook Park District offers all of these programs and more.



# OAK BROOK PARK DISTRICT MASTER VISION 2020-2030



HAPPY | FIT | ACTIVE

[www.obparks.org](http://www.obparks.org)

## Mission Statement:

To provide the **very best** in **park & recreational opportunities, facilities,** and **open lands** for our community.





# Oak Brook Park District

## BOARD MEETING AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: CENTRAL PARK WEST DOOR & WINDOW BID**

**AGENDA NO.:** 8 K  
**MEETING DATE:** DECEMBER 16, 2019

**STAFF REVIEW:** Deputy Director, Dave Thommes: 

**RECOMMENDED FOR BOARD ACTION:** Executive Director, Laure Kosey: 

**ITEM HISTORY (PREVIOUS PARK DISTRICT BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY):**

With the assistance of Legat Architects and JSD Professional Services, Inc. a facility assessment was conducted on Central Park West. This building evaluation concentrated on building envelope components (roof, walls, windows, and doors), building structure, and building infrastructure (mechanical, electrical, plumbing and fire protection). Upon completion of the assessment, the District was provided with a summary of the existing conditions and recommended actions, prioritized by 1, 5 and 10 years. The total estimated cost for all recommended actions is \$565,000.

In June, the Park District was awarded a \$143,000 grant from the Department of Commerce and Economic Opportunity for costs associated with renovations at Central Park West.

Staff has identified the highest priority projects to be completed with the grant funds. One of the priority projects staff intended to complete was the replacement of the meeting room sliding doors and adjacent windows. Besides being outdated, the current meeting room sliding doors exceed the pull force to open and the existing door threshold is too high to meet ADA requirements.

**ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):**

The District and Legat Architects prepared a bid packet, which was available on November 22, 2019, and a mandatory pre-bid meeting was held on December 3, 2019.

Bids were opened on December 9, 2019 and a summary of those bids is on the page that follows.

Prices submitted for both the base bid and alternate bids were well beyond expected cost. Staff intends to reevaluate the scope of this project, along with products specified, in order to bring the costs down and budget for this project in the next fiscal year.

**ACTION PROPOSED:**

A Motion (and a second) to reject all Base and Alternate bids received for Central Park West Door & Window bid.

Oak Brook Park District  
1450 Forest Gate Road  
Oak Brook, IL 60523

Central Park West Windows and Door Project  
Bid Open 12-9-19 - 10:00 a.m.

Contractor	Addendum	Bond	Certs	Base Bid	Alternate 1	Alternate 2
Hargrave Builders, Inc. 660 Schneider Drive South Elgin, IL 60177	y	y	y	\$ 91,850.00	\$ 10,600.00	\$ 27,900.00
D Kersey Construction Co. 4130 Timberland Drive Northbrook, IL 60062	y	y	y	\$ 99,948.00	\$ 10,840.00	\$ 17,862.00

Base Bid: Replacement of the sliding glass exterior doors in the main room at Central Park West with swinging patio doors with side lights.

Alternate 1: Provide Aluminum Clad Wood Door and Sidelight.

Alternate 2: Provide Aluminum Clad Wood Fixed Windows.



# Oak Brook Park District

## BOARD MEETING

### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: CENTRAL PARK WEST MECHANICAL RENOVATION BID**

**AGENDA NO.:** 8 L

**MEETING DATE:** DECEMBER 16, 2019

**STAFF REVIEW:**

Deputy Director, Dave Thommes:

**RECOMMENDED FOR BOARD ACTION:**

Executive Director, Laure Kosey:

**ITEM HISTORY(PREVIOUS PARK DISTRICT BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY):**

With the assistance of Legat Architects and JSD Professional Services, Inc. a facility assessment was conducted on Central Park West. This building evaluation concentrated on building envelope components (roof, walls, windows, and doors), building structure, and building infrastructure (mechanical, electrical, plumbing and fire protection). Upon completion of the assessment, the District was provided with a summary of the existing conditions and recommended actions, prioritized by 1, 5 and 10 years. The total estimated cost for all recommended actions is \$565,000.

In June, the Park District was awarded a \$143,000 grant from the Department of Commerce and Economic Opportunity for costs associated with renovations at Central Park West.

Staff has identified the highest priority projects to be completed with the grant funds. One of the priority projects staff wishes to complete is the replacement of the HVAC equipment that serves the main meeting room / rental space at CPW. The current HVAC equipment is well beyond its useful life, is not commercial grade and cannot provide code required outside airflow.

**ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):**

The District and Legat Architects prepared a bid packet, which was available on November 22, 2019, and a mandatory pre-bid meeting was held on December 3, 2019.

Bids were opened on December 9, 2019 and a summary of those bids is on the page that follows.

After conducting a scope review, staff is respectfully recommending that the Board accept the bid from MG Mechanical Contracting, Inc. to complete the work. The work includes extensive interior duct removal and replacement, along with the installation of a properly sized and commercial grade roof-top unit that will be placed on-grade behind CPW.

**ACTION PROPOSED:**

Motion (and a second) to accept the bid from MG Mechanical Contracting, Inc. for the Central Park West Mechanical Renovation Project and to approve an agreement between the Oak Brook Park District and MG Mechanical Contracting, Inc. for a not to exceed cost of \$128,000.

December 11, 2019

VIA Emailed

Dave Thommes  
Deputy Director  
Oak Brook Park District  
1450 Forest Gate Road  
Oak Brook, IL 60523

RE Oak Brook Park District – Central Park West Mechanical Renovations  
Architect's Project Number: 220005.00  
**Letter of Recommendation for Contract Award**

Dear Dave:

On Monday, December 9, 2019 at 10:00 AM, bids were received for the above referenced project at the Family Recreation Center Administrative Office at the District. During the eighteen days bidding period prior to this date, a total of nine contractors became Bidders of Record and two submitted sealed bids. The bid opening was conducted by Oak Brook Park District and witnessed by nine attendees.

Legat Architects has reviewed the qualifications and references of the one low bidder and have found no evidence which would disqualify the apparent low bidder, M.G. Mechanical, from being awarded the contract for all work.

Legat Architects, therefore, recommends the Oak Brook Park District consider awarding the Contract for Construction, for a base bid proposal amount of (\$128,200.00).

**MG Mechanical**  
1513 Lamb Rd.  
Woodstock, IL 60098  
815.334.9450

All work is to be substantially complete by Friday, February 28, 2020.

If you have any questions regarding the bidding of the Oak Brook Park District – Central Park West Mechanical Renovations project please do not hesitate to call. On behalf of Legat Architects, I look forward to working with Oak Brook Park District toward the successful completion of this project.

Sincerely,



Ted Haug, AIA, LEED BD+C  
Design Principal

TH/GH

Legat Architects  
2015 Spring Road, Suite 175  
Oak Brook, IL



Oak Brook Park District  
1450 Forest Gate Road  
Oak Brook, IL 60523

Central Park West Mechanical Renovations Project  
Bid Open 12-9-19 - 10:00 a.m.

Contractor	Addendum	Bond	Certs	Base Bid
MG Mechanical Contracting, Inc. 1513 Lamb Road Woodstock, IL 60098	y	y	y	\$ 128,000.00
Amber Mechanical Contractors, Inc. 11950 S. Central Ave., Alsip, IL 60803-3402	y	y	y	\$ 159,640.00



# Oak Brook Park District

<b>BOARD MEETING</b> <b>AGENDA ITEM –HISTORY/COMMENTARY</b>	
<b>ITEM TITLE: CENTRAL PARK NORTH EQUIPMENT BID</b>	<b>AGENDA No. 9 A</b> <b>MEETING DATE: DECEMBER 16, 2019</b>
<b>STAFF REVIEW:</b>	Director of Parks and Planning, Bob Johnson: 
<b>RECOMMENDED FOR BOARD ACTION:</b>	Executive Director, Laure Kosey: 
<b>ITEM HISTORY(PREVIOUS PARK DISTRICT BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY):</b> The athletic fields at Central Park North will require additional soccer and lacrosse goals, player benches, and bleachers in order to meet recreational standards for the site. The purchase of this equipment may be subsidized fully or partially from a tourism grant that was applied for through the Department of Commerce and Economic Opportunity. The Park District is awaiting the results of that grant. Should that funding not be available, the purchase of this equipment would be made utilizing capital funds.	
<b>ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):</b> The Park District will go to bid for the purchase of soccer and lacrosse goals, player benches, and bleachers for Central Park North.	
<b>ACTION PROPOSED:</b> For Review and Discussion Only.	



# Oak Brook Park District

## BOARD MEETING

### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: CENTRAL PARK NORTH CONCESSIONS, RESTROOMS, AND CONCESSIONS BUILDING**

**AGENDA No.: 9 B**

**MEETING DATE: DECEMBER 16, 2019**

**STAFF REVIEW:**

Director of Parks and Planning, Bob Johnson: 

**RECOMMENDED FOR BOARD ACTION:**

Executive Director, Laure Kosey: 

**ITEM HISTORY (PREVIOUS PARK DISTRICT BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY):**

The Park District has researched options for purchasing a kit style shelter building for Central Park North which would include restrooms, a concessions space, and a storage area. The shelter area would be approximately 1,700 square feet, while the other spaces account for the remainder of the 3,500 square foot structure. Each of the two restrooms can accommodate four users at once.

The entire building kit ships via truck where it is assembled on-site and attached to the concrete slab already in place. The assembly and installation of the structure would be put out for bid in late winter of 2020 as part of the Central Park North project.

**ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):**

Staff is obtaining pricing for a Cedar Forest Products kit building which would be purchased through a cooperative purchasing consortium. The anticipated cost for purchasing the kit building is not expected to exceed \$350,000.

**ACTION PROPOSED:**

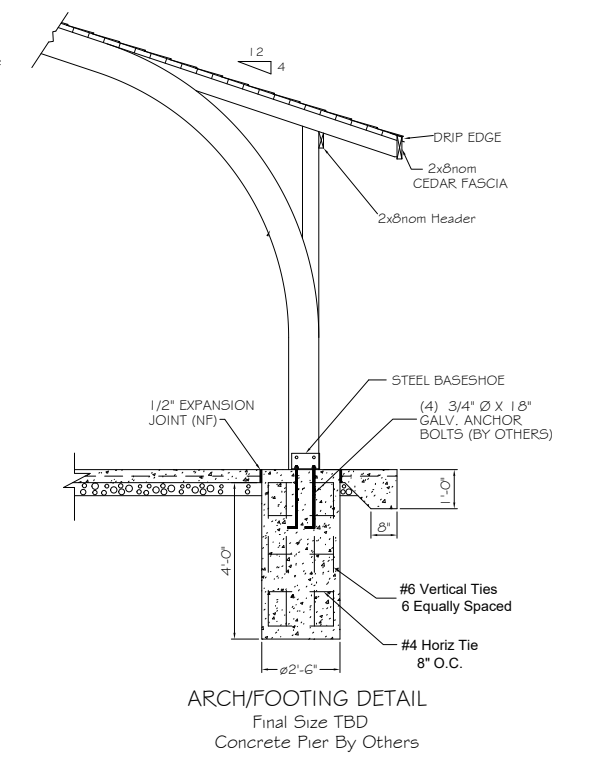
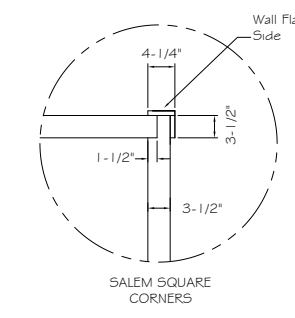
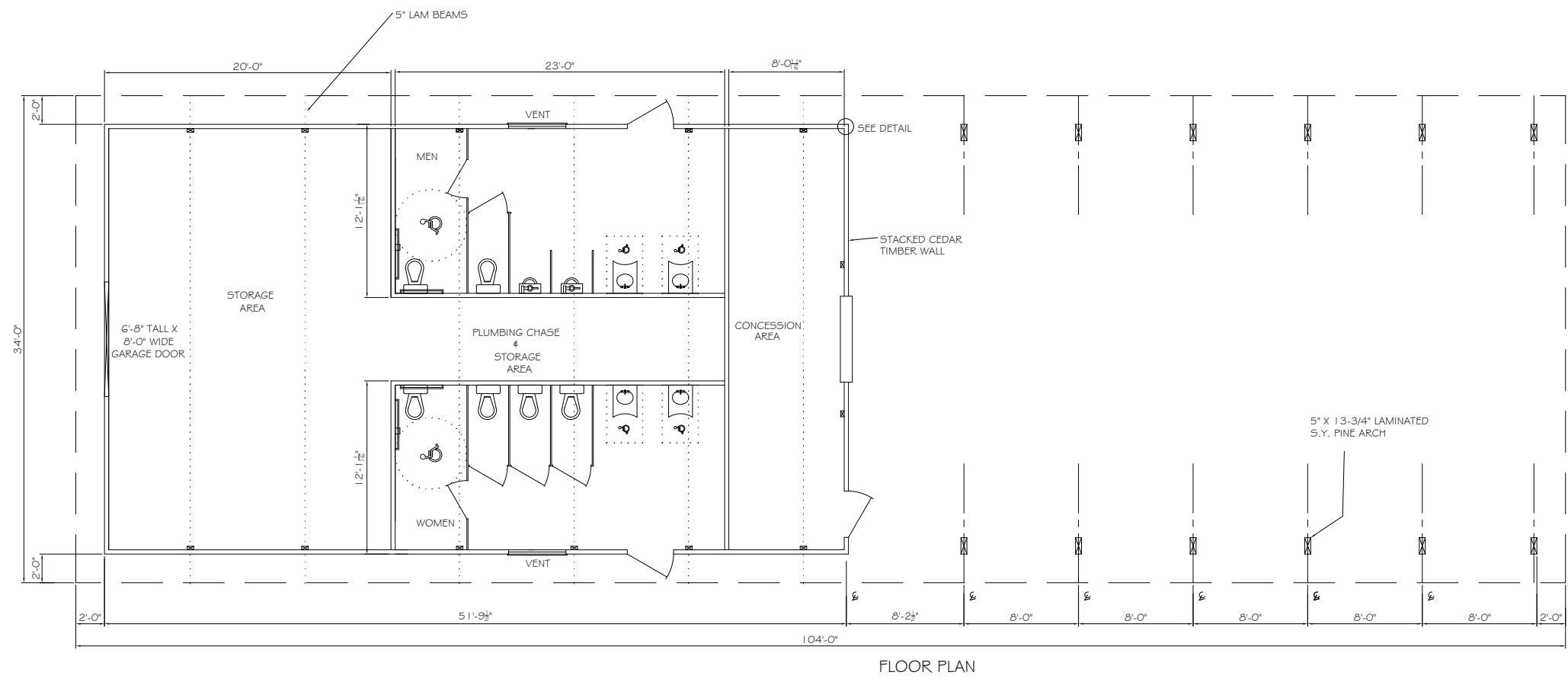
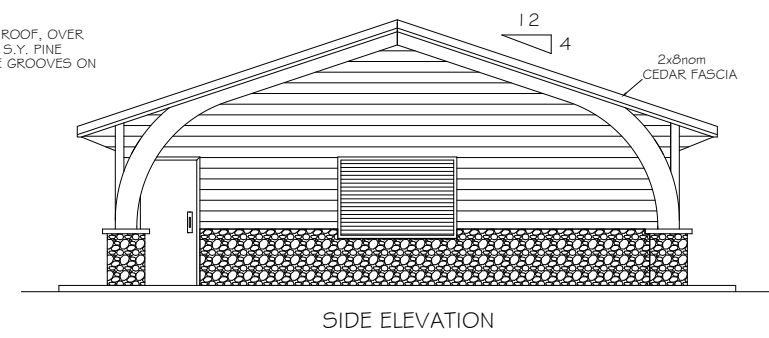
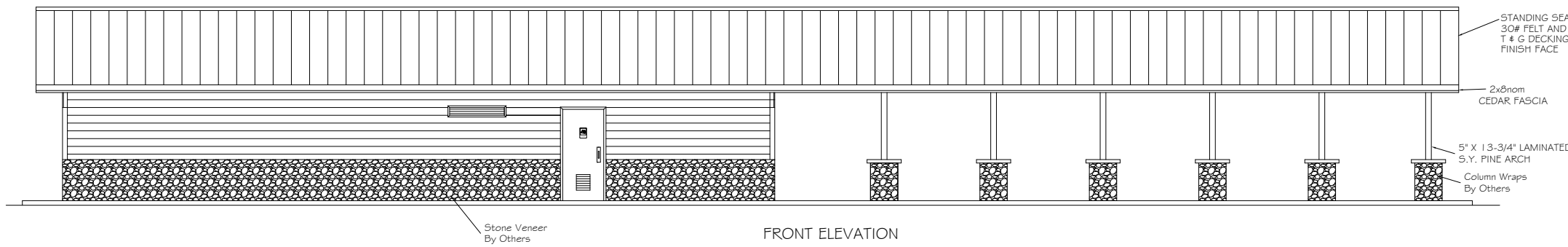
For Review and Discussion Only.





GOTHIC ARCH RESTROOM

SCALE: NTS



**CFP**  
CEDAR FOREST PRODUCTS

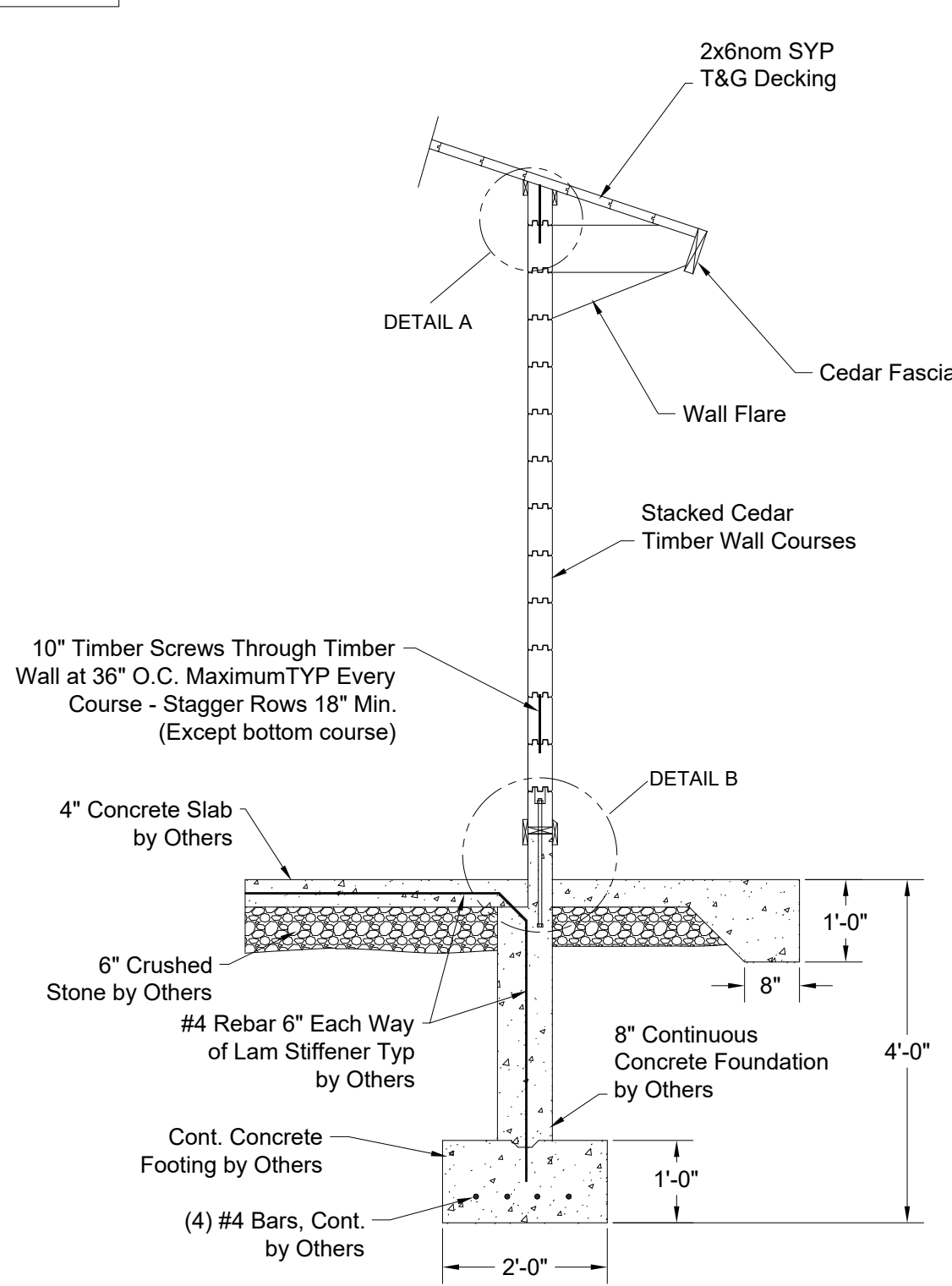
P.O. BOX 145  
WEST OLIVE, MI 49460  
800-552-9495  
WWW.CEDARFORESTPRODUCTS.COM

**PRELIMINARY**  
**NOT FOR CONSTRUCTION**

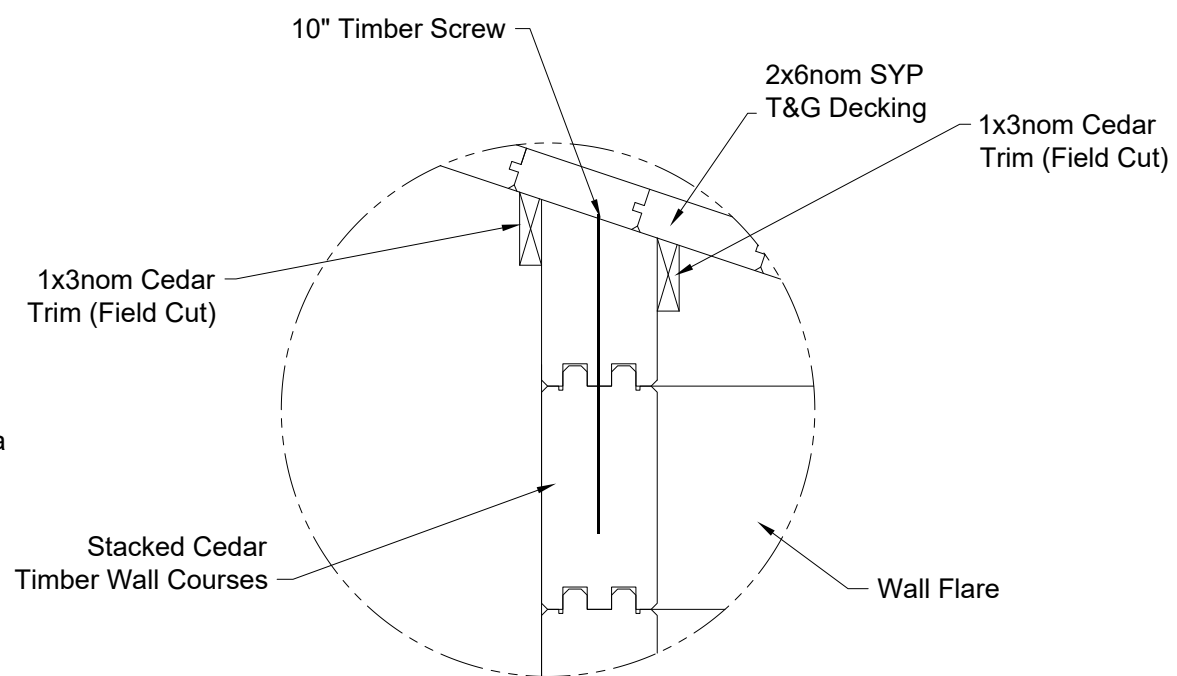
© Copyright 2018 these drawings are the intellectual property of C.F.P. CO. and shall not be copied or disclosed to any unauthorized parties in part or its entirety without our written permission, and they shall not be used for construction unless approved by a C.F.P. Representative.

<b>MODEL NUMBER:</b> GAR34104-CUS	<b>SHOWN WITH STANDARD OPTIONS</b>	<b>REVISION DATES</b>	<b>DRAWN BY:</b> JES-866	<b>DATE:</b> 8-21-19
<b>DESCRIPTION:</b> 34x104 Gothic Arch Restroom Shelter		REV: 8-27-19		
<b>Possible Options:</b>	<input type="checkbox"/> 29ga METAL ROOF <input type="checkbox"/> STANDING SEAM ROOF <input type="checkbox"/> CEDAR SHINGLES	<input type="checkbox"/> METAL BASE SHOES <input type="checkbox"/> STEEL COLUMNS <input type="checkbox"/> CUSTOM ROOF PITCH	<input type="checkbox"/> LIGHTNING PROTECTION <input type="checkbox"/> 2 TIER ROOF <input type="checkbox"/> CUPOLA	<b>SHEET:</b> 1 OF 3

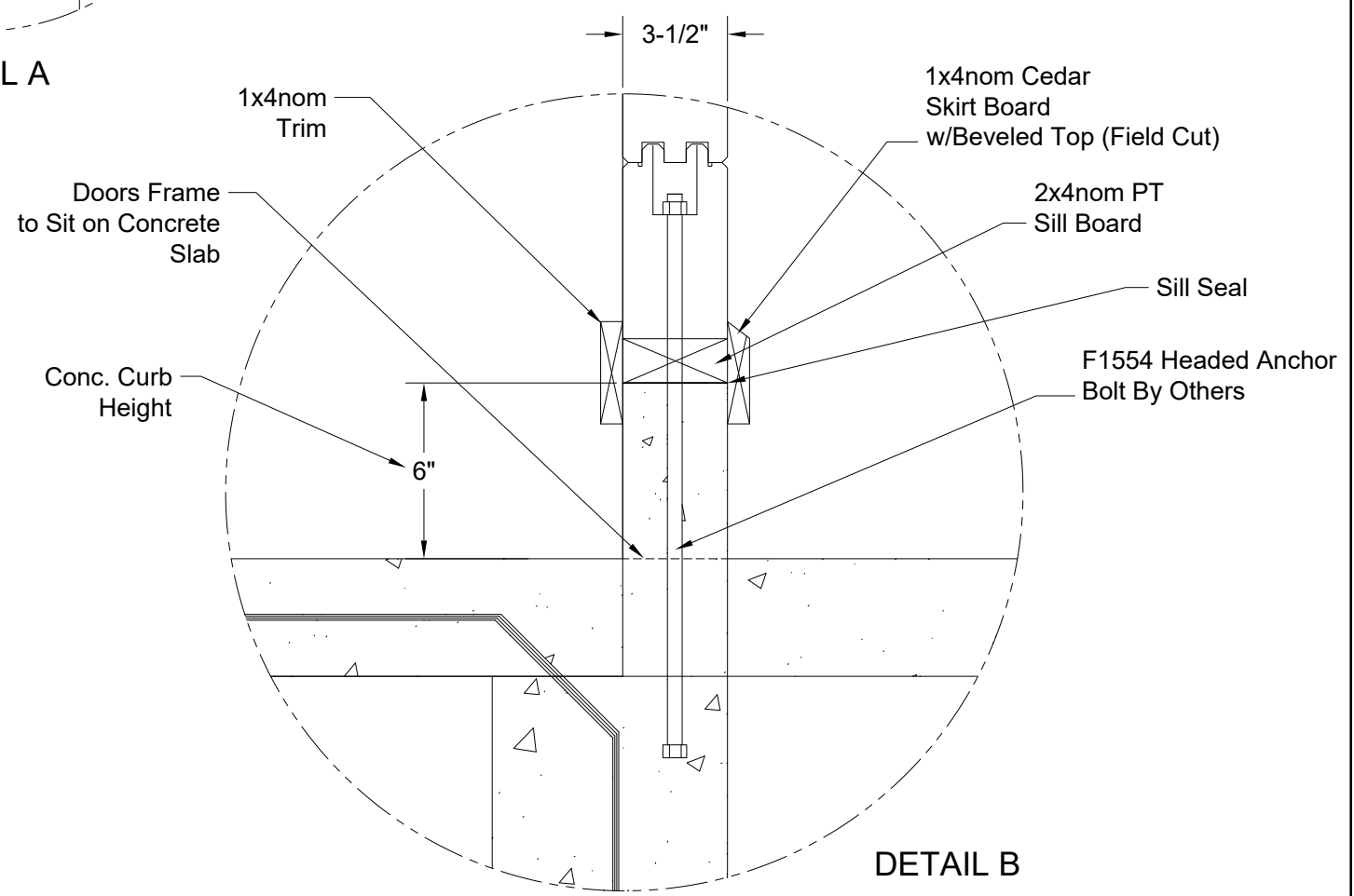
SCALE: NTS



TIMBER WALL CROSS SECTION



DETAIL A



DETAIL B

SCALE: NTS

### GABLE METAL ROOFING OVER WOOD DECKING

Once roof decking is installed per decking sequence lay 30# felt over decking (per manufactures suggestions).

Then the eave/starter trim to decking using pancake head screws. Now it's time to start installing metal roof panels.

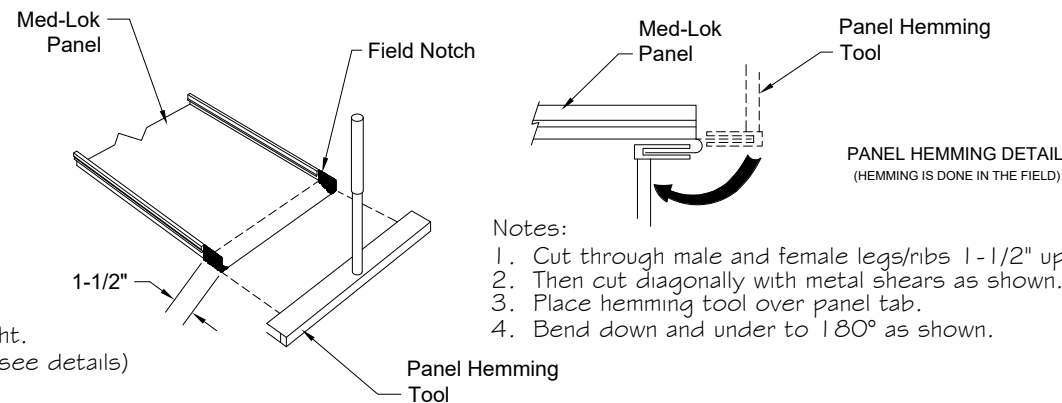
NOTE: BEFORE PERMANTLY ATTACHING METAL PANELS, CHECK FOR SQUARENESS OF PANELS IN RELATIONSHIP TO THE SHELTER.

ALL PANELS MUST BE FIELD HEMMED, SEE DETAILS

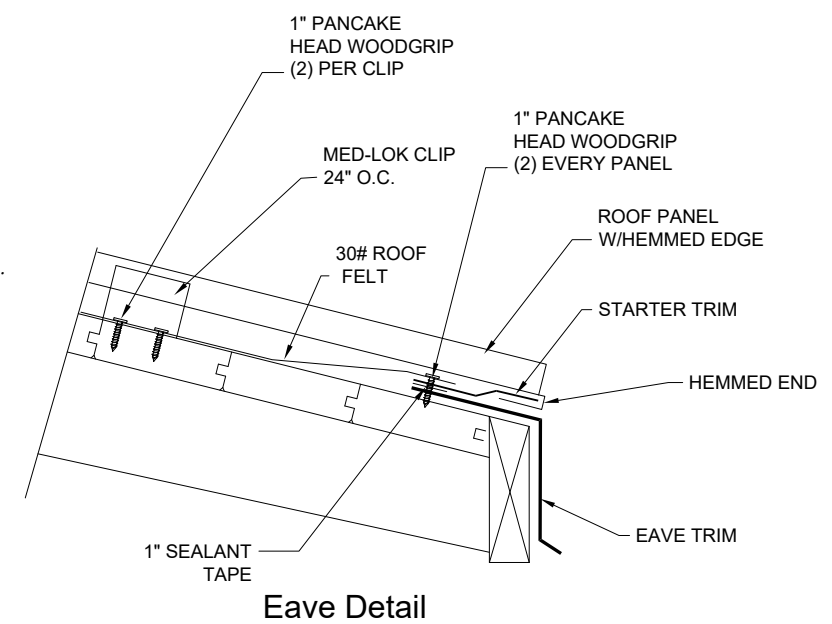
Start in left corner, place first panel, see panel layout, male rib should be to the right. (Female rib on the left may need to be removed for proper attachment of Zee trim, see details) Panel should be in line with the fascia board and the rake board. Attach the panel per the screw schedule. Overlap the next panel, female rib over the male rib. Attach per the screw schedule. Repeat until all panels are installed.

Attach Zee Trim to Rakes and Ridge Lines, see details. Attach the Panel cover along the eave lines, see details. Attach the Panel cover along the rake lines, see details. Install Ridge Trim at the peak, see details.

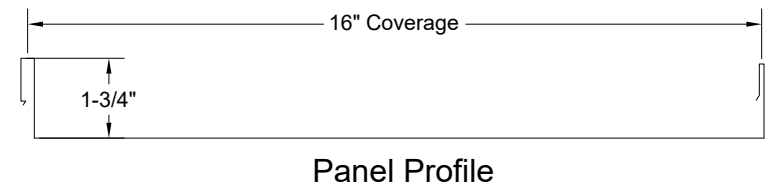
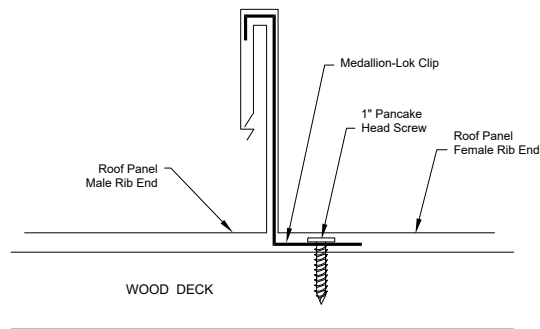
DO NOT USE IMPACT TOOLS ON WOOD SCREWS (SCREW GUN IS RECOMMENDED)



- Notes:
1. Cut through male and female legs/ribs 1-1/2" up from panel end.
  2. Then cut diagonally with metal shears as shown.
  3. Place hemming tool over panel tab.
  4. Bend down and under to 180° as shown.

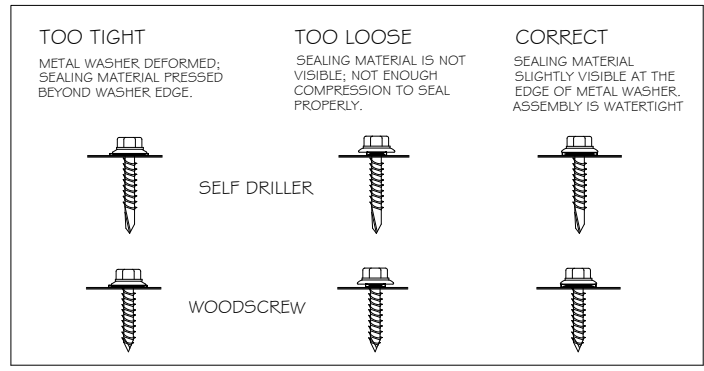


### Overlapping Panels

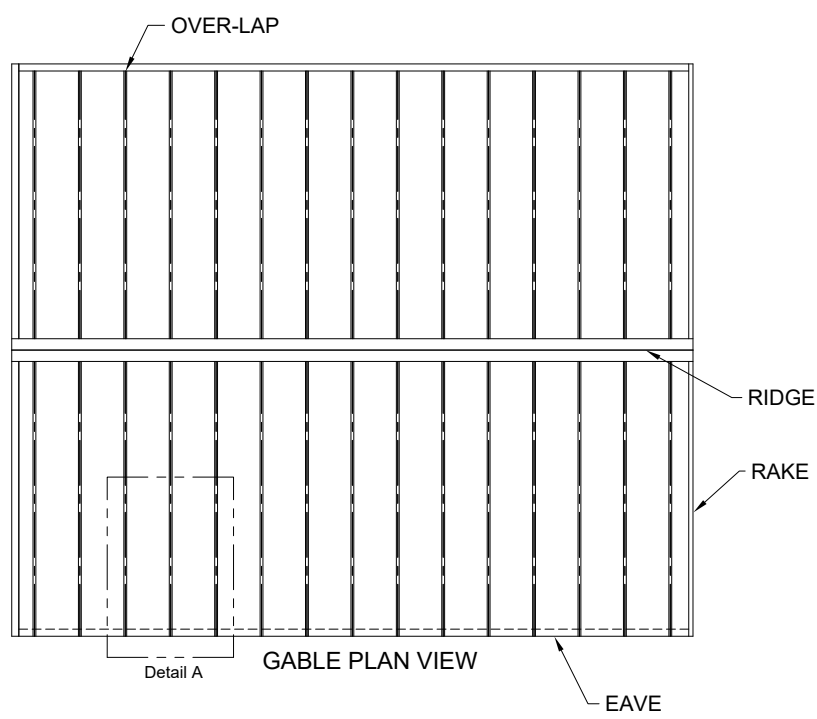


Panel Profile

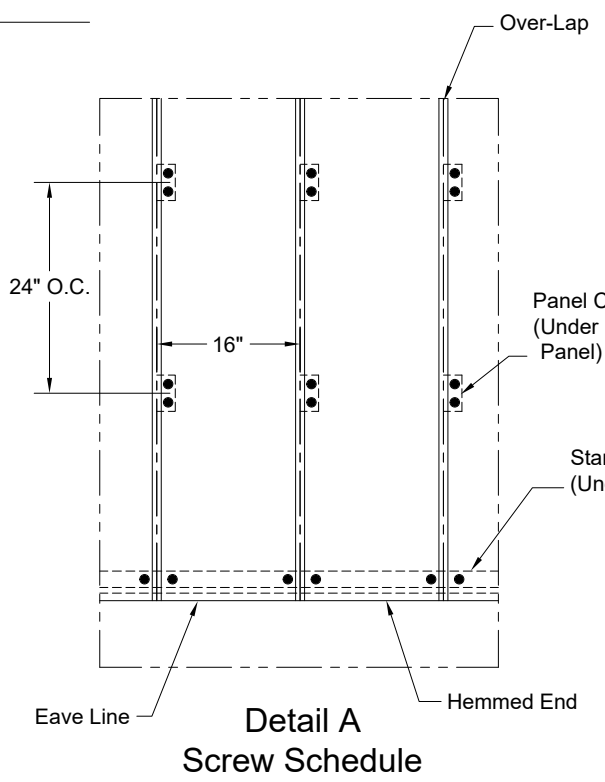
### PROPER SCREW ENGAGEMENT



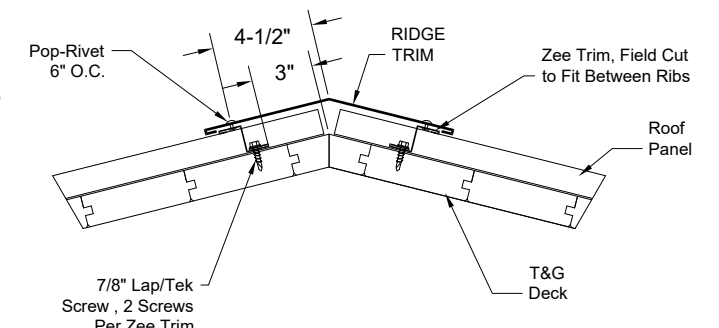
- 1" PANCAKE HEAD WOOD SCREW
- #14 X 7/8" STITCH SCREW



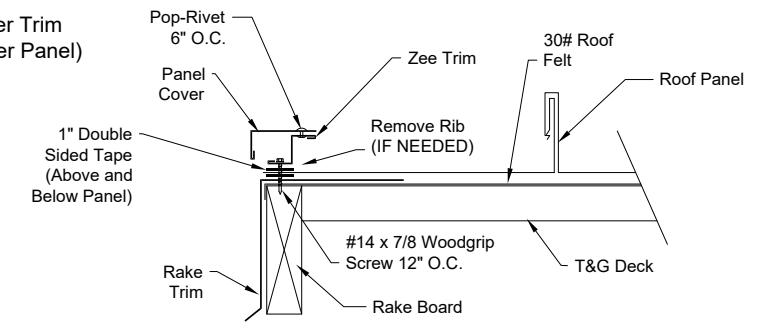
GABLE PLAN VIEW



Detail A Screw Schedule



Ridge Trim Detail



Rake Detail



# Oak Brook Park District

## BOARD MEETING

### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: A FINANCING COMMITMENT FROM HINSDALE BANK & TRUST COMPANY IN THE AMOUNT OF \$450,000 (REQUIRES WAIVING THE BOARD RULES TO APPROVE AT THIS MEETING)**

**AGENDA No.:** 9 C

**MEETING DATE:** DECEMBER 16, 2019

**STAFF REVIEW:**

Chief Financial Officer, Marco Salinas:

**RECOMMENDED FOR BOARD ACTION:** Executive Director, Laure Kosey:

**ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY)**

The Oak Brook Park District (“District”) desires to install new LED outdoor lighting fixtures at our Central Park North fields as well as replace existing HID outdoor lighting located at our Central Park (collectively the “project”). The costs to carry-out this project will approximate \$950,000, which the District desires to pay for by obtaining financing. To secure such financing, the District reached out to Hinsdale Bank & Trust Company (“Hinsdale”), as well as Fifth Third Bank (“Fifth Third”) to request proposals/commitments for financing in the amount of \$950,000, to be repaid over five years.

**ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):**

Hinsdale responded to the District’s request with a written commitment for debt certificates that require repayment over five years with a fixed annual interest rate of 2.45%. Fifth Third responded to the District’s request with a written proposal for a term loan that requires repayments over five years with an annual interest rate consisting of either the 5-year swap adjusted treasury rate plus 1.50% (total rate of 3.02% as of November 20, 2019), or an annual interest rate consisting of the 30-day LIBOR plus 1.50% (total rate of 3.22% as of November 19, 2019).

Subsequent to the receipt of these two financing proposals/commitments, the District entered into talks with the Village of Oak Brook (“Village”) to obtain partial financing for the project directly from the Village. Based on these discussions with the Village, the Village has offered to provide the District with \$500,000 in financing to be used for the project, at a fixed annual interest rate of 2%, to be repaid over 5 years. As a result of this financing offer from the Village, and a review of the proposals/commitments received from Hinsdale and Fifth Third, the District has determined that it is in its best interest to pursue \$500,000 in financing from the Village as well as \$450,000 in financing from Hinsdale, with such proceeds to be used to pay for the project.

**ACTION PROPOSED:**

Request a motion (and a second) to waive the Board Rules to approve at this meeting: A financing commitment from Hinsdale Bank & Trust Company in the amount of \$450,000.

A motion (and a second) to approve: A financing commitment from Hinsdale Bank & Trust Company in the amount of \$450,000.

December 12, 2019

Mr. Marco Salinas  
Chief Financial Officer  
Oak Brook Park District  
1450 Forest Gate Road  
Oak Brook, IL 60523

Dear Marco:

Thank you very much for your request for terms to finance the purchase and installation of outdoor LED lighting at District facilities (the "Project"). Hinsdale Bank & Trust Company (the "Bank") is pleased to offer this Financing Commitment (the "Commitment") subject to the following terms and conditions:

**The Financing:** \$450,000 Debt Certificate, Series 2019 (the "Certificate").

**Term:** 5 year term. Principal will be payable annually (see attached "Illustrative Amortization Schedule").

**Interest Rate:** 2.45% Bank Qualified, tax-exempt. The Bank will require Bond Counsel to opine that the Certificate is a Bank Qualified federal tax-exempt obligation.

Interest on the Certificate shall be payable semiannually.

**Payment:** The Certificate shall be payable from all legally available funds of the District but not from a separate tax on all taxable property in the District.

**Legal** The District will engage, at its expense, Bond Counsel with recognized municipal bond expertise to draft the Certificate, the authorizing ordinance, and other documentation typical for a financing of this type. Bond Counsel will provide the Bank with an opinion that the Certificate is a valid and binding obligation payable from all legally available funds. Provided that the District permits the Bank to confer with Bond Counsel to address any issues that arise, we do not contemplate engaging Bank Counsel for this financing.

**Financial**

**Reporting:** The District shall provide the Bank with annual audited financial statements within 180 days of fiscal yearend.

**Not a Fiduciary:** The Bank is not a fiduciary of the District. The Bank will offer no opinion on the competitive nature of the proposed pricing nor advise the District on potential alternatives. The Commitment represents terms acceptable to the Bank, however, the Bank does not have a responsibility to act in the best interest of the District.

**Availability:** This offer is a commitment of the Bank. This Commitment shall expire unless extended in writing by the Bank, if the District has not returned a written acceptance of this offer by December 31, 2019 and closed by March 9, 2020.

**Hinsdale Bank & Trust Company's Commitment to Provide \$450,000 to finance outdoor LED lighting projects**

If the foregoing is acceptable, please execute and return this Commitment at your earliest opportunity. Please contact us with any questions that arise.



Patrick Baldwin  
Assistant Vice President  
Wintrust Commercial Banking

Accepted By: \_\_\_\_\_

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

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

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



Hinsdale Bank & Trust Company's Commitment to Provide \$450,000 to finance outdoor LED lighting projects

**Oak Brook Park District**

**\$450,000 Debt Certificate, Series 2019**

**Illustrative Amortization Schedule**

Amount: \$ 450,000.00  
 Rate (BQ): 2.45%  
 Term (Years): 5  
 Annual Payments: \$96,721.72

Payment Period	Beginning Balance	Principal	Interest	Debt Service	Annual Debt Service	Ending Balance
1			\$ 5,512.50	\$ 5,512.50		
2 \$	450,000.00	\$85,696.72	\$ 5,512.50	\$ 91,209.22	\$96,721.72	\$ 364,303.28
3			\$ 4,462.72	\$ 4,462.72		
4 \$	364,303.28	\$87,796.29	\$ 4,462.72	\$ 92,259.00	\$96,721.72	\$ 276,507.00
5			\$ 3,387.21	\$ 3,387.21		
6 \$	276,507.00	\$89,947.29	\$ 3,387.21	\$ 93,334.50	\$96,721.72	\$ 186,559.71
7			\$ 2,285.36	\$ 2,285.36		
8 \$	186,559.71	\$92,151.00	\$ 2,285.36	\$ 94,436.36	\$96,721.72	\$ 94,408.70
9			\$ 1,156.51	\$ 1,156.51		
10 \$	94,408.70	<u>\$94,408.70</u>	<u>\$ 1,156.51</u>	<u>\$ 95,565.21</u>	<u>\$96,721.72</u>	\$ -
		\$450,000.00	\$ 33,608.58	\$ 483,608.58	\$483,608.58	



# Oak Brook Park District

## BOARD MEETING

### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: ORDINANCE NO. 20-0120: AN ORDINANCE AUTHORIZING AND PROVIDING FOR THE ISSUANCE OF AN AGGREGATE \$450,000 DEBT CERTIFICATES, SERIES 2019, BY AND FOR THE OAK BROOK PARK DISTRICT, DUPAGE AND COOK COUNTIES, ILLINOIS**

**AGENDA NO.:** 9D

**MEETING DATE:** DECEMBER 16, 2019

**STAFF REVIEW:** Chief Financial Officer, Marco Salinas:

**RECOMMENDED FOR BOARD ACTION:** Executive Director, Laure Kosey:

**ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY)**

The Oak Brook Park District (“District”) desires to install new LED outdoor lighting fixtures at our Central Park North fields as well as replace existing HID outdoor lighting located at our Central Park (collectively the “project”). The costs to carry-out this project will approximate \$950,000, which the District desires to pay for by obtaining financing. To secure such financing, the District reached out to Hinsdale Bank & Trust Company (“Hinsdale”), as well as Fifth Third Bank (“Fifth Third”) to request proposals/commitments for financing in the amount of \$950,000, to be repaid over five years.

**ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):**

Hinsdale responded to the District’s request with a written commitment for debt certificates that require repayment over five years with a fixed annual interest rate of 2.45%. Fifth Third responded to the District’s request with a written proposal for a term loan that requires repayments over five years with an annual interest rate consisting of either the 5-year swap adjusted treasury rate plus 1.50% (total rate of 3.02% as of November 20, 2019), or an annual interest rate consisting of the 30-day LIBOR plus 1.50% (total rate of 3.22% as of November 19, 2019).

After subsequent discussions between the District, Hinsdale, Fifth Third, and the Village of Oak Brook (“Village”), the district determined that it is in its best interest to pursue \$500,000 in financing directly from the Village with a fixed interest rate of 2% as well as \$450,000 in financing from Hinsdale, with such proceeds to be used to pay for the project.

Upon approval of the financing commitment from Hinsdale, District staff will begin working with bond counsel to prepare the ordinance that authorizes the issuance of \$450,000 in debt certificates, as well as any other documents necessary to secure the financing amount.

**ACTION PROPOSED:**

For review and discussion only.



# Oak Brook Park District

## BOARD MEETING

### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: ORDINANCE NO. 20-0121: AN ORDINANCE APPROVING FINANCING FOR THE PURCHASE AND INSTALLATION OF LED ATHLETIC FIELD LIGHTING AT SPECIFIED CENTRAL PARK ATHLETIC FIELDS**

**AGENDA No.:** 9 E

**MEETING DATE:** DECEMBER 16, 2019

**STAFF REVIEW:** Chief Financial Officer, Marco Salinas:

Handwritten signature of Marco Salinas in black ink.

**RECOMMENDED FOR BOARD ACTION:** Executive Director, Laure Kosey:

Handwritten signature of Laure Kosey in black ink.

**ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY)**

The Oak Brook Park District (“District”) desires to install new LED outdoor lighting fixtures at our Central Park North fields as well as replace existing HID outdoor lighting located at our Central Park (collectively the “project”). The costs to carry-out this project will approximate \$950,000, which the District desires to pay for by obtaining financing.

**ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):**

The District has conducted discussions with the Village of Oak Brook (“Village”) to obtain partial financing for the project directly from the Village. Based on these discussions with the Village, the Village has offered to provide the District with \$500,000 in financing to be used for a portion of the project, at a fixed annual interest rate of 2%, to be repaid over 5 years.

The District has determined that it is in its best interest to pursue \$500,000 in financing from the Village and has directed our general counsel to prepare the necessary ordinance and related documents to approve and obtain financing in the amount of \$500,000. We expect that the final ordinance and related documents will be presented for Board action at the January 20, 2020 Board meeting.

The District intends to pursue the remaining \$450,000 in financing, from a local banking institution.

**ACTION PROPOSED:**

For Review and Discussion Only.