



**NOTICE OF A RESCHEDULED REGULAR MEETING  
OF THE  
OAK BROOK PARK DISTRICT BOARD OF COMMISSIONERS**

NOTICE IS HEREBY GIVEN that the regular meeting of the Oak Brook Park District Board of Commissioners scheduled for Monday, February 15, 2021 has been rescheduled due to severe weather. The meeting will be held on Monday, February 22, 2021, 6:30 p.m. at the Oak Brook Park District Family Recreation Center, Studio C Room, 1450 Forest Gate Road, Oak Brook, Illinois for the purpose of considering the following agenda:

**AGENDA  
RESCHEDULED REGULAR MEETING OF THE OAK BROOK PARK DISTRICT  
BOARD OF COMMISSIONERS  
February 22, 2021 – 6:30 p.m.  
Studio C**

**AGENDA**

1. CALL TO ORDER THE RESCHEDULED REGULAR MEETING OF THE BOARD OF COMMISSIONERS AND ROLL CALL
  - a. Approval by a majority of the Commissioners present to allow Commissioner Tom Truedson to attend the meeting by video conference, as he is unable to physically attend because of employment purposes as provided in section I-G-1 of the Board Rules.
2. OPEN FORUM
3. CONSENT AGENDA
  - a. APPROVAL OF FEBRUARY 22, 2021 AGENDA
  - b. APPROVAL OF MINUTES
    - i. January 18, 2021 Regular Meeting Minutes
  - c. APPROVAL OF FINANCIAL STATEMENT ENDING JANUARY 31, 2021
    - i. Warrant 644
4. COMMUNICATIONS/PROCLAMATIONS
  - a. Board of Commissioners to share communications
  - b. ADA Transition Plan
5. STAFF RECOGNITION
  - a. None

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)





**AGENDA**  
**RESCHEDULED REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
**February 22, 2021 – 6:30 p.m.**  
**Studio C**

6. **REPORTS:**

- a. Communications IT, and Administration Report
- b. Finance & Human Resources Report
- c. Recreation & Facilities Report
- d. Parks & Planning Report

7. **UNFINISHED BUSINESS**

- a. Ordinance 21-0215: An Ordinance Transferring Funds To And From Several Park District Funds
- b. Ordinance 21-0216: An Ordinance Authorizing the Destruction of the Verbatim Record of Certain Closed Meetings
- c. Proposed Adjustment to Fulltime Pay Grades Effective 5-1-21
- d. ADA Transition Plan
- e. Recreation Programs, Memberships, and Facility Fees Policies
- f. Resolution 21-0217: A Resolution Regarding the Review of Minutes for Closed Meetings January 1989 through December 31, 2020

8. **NEW BUSINESS**

- a. Resolution 21-0315 A Resolution of the Oak Brook Park District Approving and Adopting Amendments to Section 4.9. Investment Policy of the Administrative Policies and Procedures Manual
- b. Turf Grass Mowing Bid
- c. RFP for the License and Use of the Basketball Courts
- d. Direct Energy Business LLC- Demand Response Program Contract Renewal
- e. Revision to Personal Policy 7.6 Merit Pay Increase
- f. Ordinance 21-0218: An Ordinance Approving Conveyance of Two Permanent Easements to the Illinois Toll Highway Authority and Authorizing Execution of Agreements for Conveyance. (\*\*\*)Requires waiving the Board Rules to approve at this meeting.)

9. **THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON March 15, 2021, 6:30 p.m.**

10. **ADJOURNMENT**

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)





**NOTICE OF A RESCHEDULED REGULAR MEETING  
OF THE  
OAK BROOK PARK DISTRICT BOARD OF COMMISSIONERS**

NOTICE IS HEREBY GIVEN that the regular meeting of the Oak Brook Park District Board of Commissioners scheduled for Monday, February 15, 2021 has been rescheduled due to severe weather. The meeting will be held on Monday, February 22, 2021, 6:30 p.m. at the Oak Brook Park District Family Recreation Center, Studio C Room, 1450 Forest Gate Road, Oak Brook, Illinois for the purpose of considering the following agenda:

**President Knitter shall read the following statement: “Due to the severe weather forecasted for February 15, 2021, I directed the park district’s staff to reschedule the February 15, 2021 Regular Board Meeting to February 22, 2021. Notices of the change in date were published on the District’s website, sent to local newspapers, and posted to the Administration Office window.”**

**AGENDA  
RESCHEDULED REGULAR MEETING OF THE OAK BROOK PARK DISTRICT  
BOARD OF COMMISSIONERS  
February 22, 2021 – 6:30 p.m.  
Studio C**

**AGENDA**

1. CALL TO ORDER THE RESCHEDULED REGULAR MEETING OF THE BOARD OF COMMISSIONERS AND ROLL CALL *[Call to Order the RESCHEDULED Regular Meeting of the Oak Brook Park District Board of Commissioners and ask the Recording Secretary to conduct the Roll Call.]*
  - a. Approval by a majority of the Commissioners present to allow Commissioner Tom Truedson to attend the meeting by video conference, as he is unable to physically attend because of employment purposes as provided in section I-G-1 of the Board Rules.  
*[Request a motion and a second to allow Commissioner Tom Truedson to attend the meeting by video conference, as he is unable to physically attend because of employment purposes as provided in section 1-G-1 of the Board Rules. Roll Call Vote...]*
2. OPEN FORUM *[Ask whether there are any public comments under the “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].*

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)





**AGENDA**  
**RESCHEDULED REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
**February 22, 2021 – 6:30 p.m.**  
**Studio C**

3. 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 FEBRUARY 22, 2021 AGENDA
- b. APPROVAL OF MINUTES
  - i. January 18, 2021 Regular Meeting Minutes
- c. APPROVAL OF FINANCIAL STATEMENT ENDING JANUARY 31, 2021
  - i. Warrant 644

4. COMMUNICATIONS/PROCLAMATIONS *[For Review and Discussion Only]*

- a. Board of Commissioners to share communications
- b. ADA Transition Plan

5. STAFF RECOGNITION

- a. None

6. REPORTS: *[For Review and Discussion Only]*

- a. Communications IT, and Administration Report
- b. Finance & Human Resources Report
- c. Recreation & Facilities Report
- d. Parks & Planning Report







**AGENDA**  
**RESCHEDULED REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
**February 22, 2021 – 6:30 p.m.**  
**Studio C**

**7. UNFINISHED BUSINESS**

- a. Ordinance 21-0215: An Ordinance Transferring Funds To And From Several Park District Funds *[Request a motion and a second to approve Ordinance 21-0215: An Ordinance Transferring Funds To and From Several Park District Funds. Roll Call Vote...]*
- b. Ordinance 21-0216: An Ordinance Authorizing the Destruction of the Verbatim Record of Certain Closed Meetings *[Request a motion and a second to approve Ordinance 21-0216: An Ordinance Authorizing the Destruction of the Verbatim Record of Certain Closed Meetings. Roll Call Vote...]*
- c. Proposed Adjustment to Fulltime Pay Grades Effective 5-1-21 *[Request a motion and a second to approve the Proposed Adjustment to Fulltime Pay Grades Effective 5-1-21. Roll Call Vote...]*
- d. ADA Transition Plan *[Request a motion and a second to approve the ADA Transition Plan as presented. Roll Call Vote...]*
- e. Recreation Programs, Memberships, and Facility Fees Policies *[Request a motion and a second to approve Recreation Programs, Memberships, and Facility Fees Policies authorizing a temporary increase to the percentage staff can raise fees without Board approval, as presented. Roll Call Vote...]*
- f. Resolution 21-0217: A Resolution Regarding the Review of Minutes for Closed Meetings January 1989 through December 31, 2020 *[Request a motion and a second to approve Resolution 21-0217: A Resolution Regarding the Review of Minutes for Closed Meetings from January 1989 through December 31, 2020. Roll Call Vote...]*

**8. NEW BUSINESS**

- a. Resolution 21-0315 A Resolution of the Oak Brook Park District Approving and Adopting Amendments to Section 4.9. Investment Policy of the Administrative Policies and Procedures Manual *[For Review and Discussion Only]*
- b. Turf Grass Mowing Bid *[For Review and Discussion Only]*
- c. RFP for the License and Use of the Basketball Courts *[For Review and Discussion Only]*
- d. Direct Energy Business LLC- Demand Response Program Contract Renewal *[For Review and Discussion Only]*
- e. Revision to Personal Policy 7.6 Merit Pay Increase *[For Review and Discussion Only]*

*(Continued on next page.)*



**AGENDA**  
**RESCHEDULED REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
**February 22, 2021 – 6:30 p.m.**  
**Studio C**

**8. NEW BUSINESS - CONTINUED**

- f. Ordinance 21-0218: An Ordinance Approving Conveyance of Two Permanent Easements to the Illinois Toll Highway Authority and Authorizing Execution of Agreements for Conveyance. (\*\*\*)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 Ordinance 21-0218: An Ordinance Approving Conveyance of Two Permanent Easements to the Illinois Toll Highway Authority and Authorizing Execution of Agreements for Conveyance. **Roll Call Vote.***

*Then request a motion and a second to approve Ordinance 21-0218: An Ordinance Approving Conveyance of Two Permanent Easements to the Illinois Toll Highway Authority and Authorizing Execution of Agreements for Conveyance. **Roll Call Vote...***

9. **THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON March 15, 2021, 6:30 p.m.** *[Announce the next Regular Meeting of the Oak Brook Park District Board of Commissioners will be held on March 15, 2021, 6:30 p.m.]*
10. **ADJOURNMENT** *[Request a motion and a second to adjourn the February 22, 2021 Rescheduled Regular Meeting of the Oak Brook Park District Board of Commissioners. **All in Favor...***

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)



**Minutes**  
**REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
**January 18, 2021 – 6:30 p.m.**  
**Zoom Meeting**

The President of the Oak Brook Park District Board of Park Commissioners has determined that it is not practical or prudent to conduct the January 18, 2021 Board Meeting in person because of the continued risks created by the COVID 19 pandemic. Therefore, this Board Meeting will be conducted by Zoom Video Teleconferencing in accordance with Section 7(e) of the Illinois Open Meetings Act. Instructions for Public attendance through the Zoom Meeting Audio Conference application was provided as well as instructions on how to submit statements to be read during the open forum if the individual was not able to participate in the Zoom Meeting. (Zoom Meeting ID 825 4400 3298.)

Before the start of the meeting, President Knitter read the following statement: "This meeting is being conducted via video conference in accordance with Section 7(e) of the Illinois Open Meetings Act.

A disaster declaration pertaining to the COVID-19 pandemic previously issued by Governor Pritzker remains in place for our area.

I have determined that an in-person meeting is not practical or prudent because of the pandemic. In-person participation by the public is not feasible due to the disaster and under the terms of the issued disaster declaration. (Continued on next page.)

The Park District provided notice to the general public that it may attend the meeting electronically through the Zoom Video Teleconferencing platform, by a link included in this Meeting's agenda."

Before the meeting began, President Knitter confirmed that all members of the Park Board could be heard, and each of them could hear one another.

President Knitter asked if there was any member of the public that was unable to clearly hear any of the commissioners. There were no indications of any difficulties and the meeting proceeded.

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

President Knitter called to order the regular meeting of the Oak Brook Park District Board of Commissioners at the hour of 6:32 p.m. Commissioners Trombetta, Truedson, and President Knitter answered "present" through Zoom Conferencing. Also, present through Zoom Conferencing were Laure Kosey, Executive Director; Marco Salinas, Chief Financial Officer; Dave Thommes, Deputy Director; and Bob Johnson, Director of Parks and Planning. Commissioner Tan was present in the Autumn Oaks room of the Family Recreation Center.

2. OPEN FORUM

President Knitter asked if there were any public comments. No one addressed the Board or had submitted public comments by email to the Executive Director, Laure Kosey.

### 3. CONSENT AGENDA

- a. APPROVAL OF JANUARY 18, 2021 AGENDA
- b. APPROVAL OF MINUTES
  - i. December 14, 2020 Regular Meeting Minutes
- c. APPROVAL OF FINANCIAL STATEMENT ENDING DECEMBER 31, 2020
  - i. Warrant 643

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 additional discussion and the motion passed by roll call vote.

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

Nays: None

Absent: Commissioner Suleiman

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 Tan, Trombetta, Truedson, and President Knitter.

Nays: None

Absent: Commissioner Suleiman

### 4. COMMUNICATIONS/PROCLAMATIONS

- a. Board of Commissioners to share communications

President Knitter stated hearing positive feedback regarding staff being able to be flexible with all the COVID-19 changes.

- b. Oak Brook Park District Annual Report 2020

There were no questions or comments.

### 5. STAFF RECOGNITION

- a. None

There were no communications between Board Members.

### 6. REPORTS:

- a. Communications IT, and Administration Report

Dr. Laure Kosey presented her report, which can be found in the Park District's records.

Dr. Kosey reported to the Board the Winter Lights in Central Park has been successful. When the event comes to a close, the Park District projects 40,000 tickets to have been issued. The event has raised \$2,600 donations for Oak Brook Restaurants, both from the QR code and in-person donations.

Dr. Kosey noted a salary adjustment may be needed to be made for the Marketing Department to make them more competitive in the marketplace. According to a study from the IPRA 2021 Salary Survey, there have been adjustments in projected salaries. Once Dr. Kosey completes assessing the survey, she will present the information to the Board with the potential changes. Projecting minimum wage increases, Mr. Kosey would like to ensure the Park District adjusts accordingly.

Dr. Kosey noted this afternoon, Illinois COVID-19 restrictions from the Illinois Governor have eased into Tier 2. In the next two days, staff will be discussing how quickly they would like to move forward with the changes. The new tier means there are increases in gatherings, group activities, and group classes. Rentals would be available and more opportunities at the pool. All of this is very positive, and the Park District will soon be offering as much as possible within the guidelines.

b. Finance & Human Resources Report

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

Mr. Salinas reported financials from the last eight months of the fiscal year ending December 2020, as this marks a halfway point for the Park District.

Mr. Salinas stated the General Fund, year to date, continues to be comparable to last year's, with about a ten-thousand-dollar difference. As cost savings have lowered the budget almost in half of what the Park District had used before. Although there have been savings, a net surplus is lower than last year and will continue to lower through the remainder of the fiscal year.

Mr. Salinas informed the Board of the budgeted operations transfers which will be taken out of the General Fund and placed into the other funds, a practice done on a yearly basis. With the District's efforts in reducing expenditures, Mr. Salinas projects there will be a slight surplus remaining in the fund at the end of the fiscal year.

Mr. Salinas stated the Recreation Fund will be unable to make up revenue lost due to COVID-19. As the Park District continues to deficit, Mr. Salinas states the expenses will need to tighten until the end of the fiscal year. One of the biggest assets to maintaining this will be from wages cost savings.

Mr. Salinas continued, the Tennis Center has been doing very well, as they are also seeing losses, their expenditures and bottom line have no real deviation from the previous year.

Mr. Salinas also noted, Linda Noonan, Human Resources Manager, mailed the W2s and completed the payroll tax return for 2020.

Mr. Salinas has requested a COVID-19 related reimbursement from DuPage County. The Park District will also be applying for COVID-19 relief from FEMA. As FEMA is a large national organization, Mr. Salinas is anticipating them to request a lot more information from the Park District.

Mr. Salinas stated the investment returns this year will be dismal.

President Knitter noted Commissioner Suleiman had joined the meeting through Zoom Conferencing at 6:41 pm.

Commissioner Tan asked Mr. Salinas if there were any more expenses over the next four months which are anticipated to be sent to the Capital Project.

Mr. Salinas stated most expenses for Capital Projects have already been paid, however, there may be a minimal expense, some of which have been deferred to next year. Mr. Salinas stated the bulk of the expenses for the Central Park North Project are in, however, the retainage for the project is approximately \$250,000 which is already in the budget and will be due to be paid at the completion of the project. The bonds proceeds going toward any outstanding expenses for this year as retainment payments.

Commissioner Tan reported to the Board, taking out the Capital Projects section from the reports the Park District is running a monthly net deficit of three hundred and ten thousand dollars, he is projecting a 1.2 million fiscal year end deficit on a consolidated basis.

Mr. Salinas stated the Park District has been forgoing the quarterly overhead allocations from the Recreation Fund to the General Fund due to the impact of the COVID-19 Pandemic on Recreation Fund.

Commissioner Tan explained to the Board, the Park District will have 1 million fewer funds than currently showing in the report. With reserves close to 4 million, the Park District should be all right but with the run rate of expenses, it could be easy to get off track.

Mr. Salinas also noted the Fund Balance is depleting but is still above the minimum and will need to be replenished in the coming years.

Commissioner Tan stated it will be vital for the Park District to rebuild the reserves.

c. Recreation & Facilities Report

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

Mr. Thommes reported Tier 2 mitigations have been re-evaluated by the Illinois State Governor. Staff will begin working on programming in the coming days to offer programs that will now be feasible with the change in Tier.

Mr. Thommes stated Preschool has resumed in-person classes, some of the children are still remote, and staff continues conducting the appropriate online curriculum. Altogether, Mr. Thommes is pleased with how online learning had gone.

Mr. Thommes noted staff worked on RFP for the License and Use of the District's Gyms which is seeking partnerships for the maintenance of the indoor gyms. Staff is seeking something similar to the agreement with the Wizards group which rents a portion of the outdoor fields. Once staff has everything together it will be presented to the Board for review.

Mr. Thommes also noted staff has been working on the distinguished agency for state accreditation. Once they receive this the Oak Brook Park District will be able to reapply for national accreditation in 2022.

President Knitter expressed concern as accreditations come at a cost, and with limited staff, should the Park District push this accreditation back a year, and would it create an issue.

Mr. Thommes stated should the Park District forgo accreditation the District falls off the timeline, and it becomes increasingly more difficult to regain the accreditation. A Staff committee has already been established which has helped bear the workload for staff members.

d. Parks & Planning Report

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

Mr. Johnson reported negotiations are ongoing with the Illinois Tollway. A confirmation has been received; the Illinois Tollway has received the counteroffer. Mr. Johnson is waiting to hear from them in regard to the counteroffer.

Mr. Johnson noted that the lighting consultant for the LED upgrades for Central Park and other areas is seeking any additional rebates the Park District would be able to receive from ComEd.

Mr. Johnson added the Parks Department will be installing the Central Park lights next week and staff is busy winterizing equipment and making necessary repairs to machinery.

7. UNFINISHED BUSINESS

a. Revision to Personnel Policy Manual Section 3:10 Time-Off Benefits – Sick Time

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan to approve the Personnel Policy Manual Section 3:10 Time-Off Benefits—Sick Time.

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

Nays: None

8. NEW BUSINESS

a. Ordinance 21-0215: An Ordinance Transferring Funds to and from Several Park District Funds.

The matter was presented for review and discussion only

Mr. Salinas explained the Park District will soon have the budget completed. He will present a comprehensive report of the budget at the following Board Meeting. Within the budget, there will be the purpose of the amounts being transferred and from which fund the transfer will come. For instance, the unemployment compensation benefits will come out of the General and Recreation Funds. The unemployment compensation benefits are budgeted out of the Recreation and General Funds; Mr. Salinas pointed out there may be discretions on the amounts to be transferred. Stating, unemployment payouts and benefits from April



2020 to December 2020, which would include the second, third, and fourth-quarter benefits, the Oak Brook Park District is not liable to payout. At this time Mr. Salinas is not sure if the first quarter of 2021 will need to be budgeted for, as more research will need to be completed.

Mr. Salinas stated not having the additional payouts could potentially save the Park District money, since the transfer may not have to be completed. However, there are other transfers that need to be completed; the funding for capital and funding debt service payments will need to be transferred. The transfers are normally done in February.

- b. Ordinance 21-0216: An Ordinance Authorizing the Destruction of the Verbatim Record of Certain Closed Meetings

The matter was presented for review and discussion only

There was no discussion.

- c. Market-Based Salary Range Adjustment

The matter was presented for review and discussion only

Dr. Kosey noted there will be changes presented to the Board next month.

- d. Purchase of Ford Explorer SUV through the Suburban Purchasing Cooperative (SPC)

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan to waive the Board Rules to approve at this meeting the Purchase of Ford Explorer SUV through the Suburban Purchasing Cooperative (SPC)

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

Nays: None

Commissioner Suleiman asked for more information as they should be cautious about spending.

Mr. Johnson stated the utility sport van the Park District currently has is 11 years old, and still in good condition. The vehicle is used for picking up materials, equipment, and traveling. The vehicle is borrowed by all departments, which makes it increasingly more difficult for the Maintenance Department to use it when they need it. With the addition of the North Fields, the vehicle will need to be used by the Maintenance Department more frequently. Since there are already challenges reserving time for the vehicle, a second van would be beneficial to increase efficacy and supplement an aging fleet, as more staff and equipment will be needed for the additional fields.

Commissioner Suleiman wondered if this was a major priority, as there are still parts of the field which have not yet been built, and funds could be used somewhere else for the project completion, such as the restrooms.

Dr. Kosey stated there is not enough capital left in the current budget for anything more than a vehicle.

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan to approve the Board Rules to approve at this meeting the Purchase of Ford Explorer SUV through the Suburban Purchasing Cooperative (SPC)

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

Nays: None

e. ADA Transition Plan

The matter was presented for review and discussion only

Mr. Thommes stated there was a seventeen-year plan put together in 2015, and this was a 6-year check-in. The Park District has accomplished 140 items addressed in the plan.

Commissioner Suleiman asked how the Park District monitors the items on the list after they are completed. Wondering if the completed items come off of the list, or if the list is fluid?

Mr. Thommes stated items could still be addressed if they were unfinished in previous years. As the list is fluid the items are not necessarily intended to come off.

Commissioner Suleiman asked when the ADA changes their standards how is the list adjusted.

Mr. Thommes stated, as the ADA makes changes the ADA Transition Plan evolves. When the Park District starts a project, they start at the most current ADA standard. Therefore, the project is brought to the newest ADA standards.

f. Recreation Programs, Memberships, and Facility Fees Policies

The matter was presented for review and discussion only

Mr. Thommes stated within the budgets, the staff is seeking the ability to raise recreation membership and facility fees without Board approval. Currently, fees can be raised by 5%. Anticipating the increase in the minimum wage in Illinois this would help bridge the gap from law to action at the Park District.

President Knitter inferred this would be to stay flat and keep up on the increased need, and fees would be raised for both resident and non-resident.

9. ENTER CLOSED SESSION - For the purpose of discussing and approving Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21) and for the Semi-Annual Review of Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21) and 5 ILCS 120/2.06(d).

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan to approve Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21) and for the Semi-Annual Review of Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21) and 5 ILCS 120/2.06(d).

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

Nays: None

The Board entered Closed Session at the hour of 7:12 p.m.

10. CLOSED SESSION

- a. Discussion and Approval of Closed Meeting Minutes
  - i. June 15, 2020
  - ii. July 20, 2020
- b. Semi-Annual Review of Closed Meeting Minutes for Release
  - i. Resolution 21-0217: A Resolution Regarding the Review of Minutes for Closed Meetings January 1989 through December 31, 2020

11. ARISE FROM CLOSED SESSION

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan to arise from closed session to the open session at the hour 7:17 p.m.

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

Ayes: Commissioners Suleiman, Tan Trombetta, Truedson, and President Knitter.  
Nays: None

12. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON FEBRUARY 15, 2021, 6:30 p.m.

President Knitter announced the next Regular Meeting of the Oak Brook Park District of Park Commissioners will be held on February 15<sup>th</sup>, 2021, 6:30 p.m.

13. ADJOURNMENT

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan to adjourn the January 18, 2021, regular meeting of the Oak Brook Park District Board of Commissioners.

The motion passed by voice vote and the meeting adjourned at the hour of 7:18 pm.

---

Laure L. Kosey, Executive Director

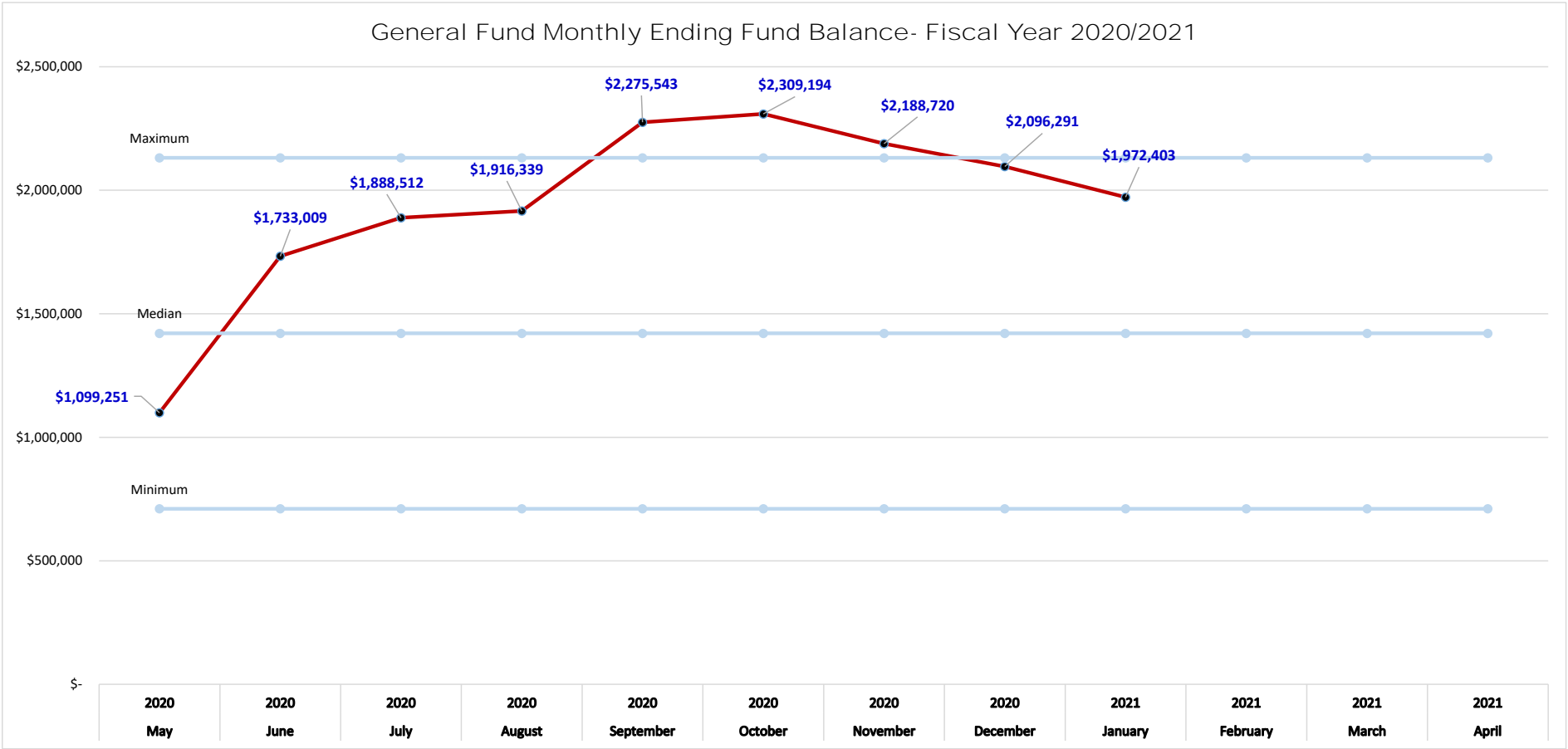
**Oak Brook Park District**  
**General Fund Revenue and Expenditure Summary - Unaudited**  
**Fiscal Year-to-Date Activity through January 31, 2021 and 2020**  
**75.00% completed (9 out of 12 months)**

Fiscal Year 2020/2021- Highlighted items reflect more than 8.33% variance							Highlighted items reflect more than 10% change		
	Original Annual Budget	January 2021 Actual	Year-To-Date Actual	Encumbered	Year-To-Date Actual + Encumbered	Y-T-D Actual, as a % of Original Annual Budget	Fiscal Year 2019/2020 Year-To-Date Actual	2020/2021 Y-T-D Actual Higher/ (Lower) than 2019/2020 Y-T-D	Percent Change
<b>REVENUES</b>									
Administration	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	N/A
Finance									
Property Taxes	1,549,013	7,581	1,584,819	-	1,584,819	102.3%	1,497,519	87,300	5.8%
Personal Prop. Repl. Taxes	95,154	16,871	73,647	-	73,647	77.4%	89,564	(15,917)	-17.8%
Investment Income	11,500	354	5,514	-	5,514	47.9%	8,675	(3,161)	-36.4%
Other	19,000	434	12,452	-	12,452	65.5%	14,309	(1,858)	-13.0%
Central Park North	111,200	-	54,525	-	54,525	49.0%	25,734	28,791	111.9%
Central Park	111,200	2,635	151,047	-	151,047	135.8%	133,818	17,229	12.9%
Building-Recreation Center	1,076,020	25,151	467,400	-	467,400	43.4%	671,927	(204,527)	-30.4%
Central Park West	72,120	1,722	10,049	-	10,049	13.9%	49,469	(39,420)	-79.7%
<b>TOTAL REVENUES</b>	<b>\$ 3,045,207</b>	<b>\$ 54,747</b>	<b>\$ 2,359,453</b>	<b>\$ -</b>	<b>\$ 2,359,453</b>	<b>77.5%</b>	<b>\$ 2,491,016</b>	<b>\$ (131,563)</b>	<b>-5.3%</b>
<b>EXPENDITURES</b>									
Administration	\$ 464,071	\$ 34,199	\$ 316,551	\$ 1,484	318,035	68.2%	\$ 321,443	\$ (4,892)	-1.5%
Finance	500,880	26,187	272,759	7,112	279,872	54.5%	289,471	(16,712)	-5.8%
Central Park North	23,950	557	7,742	1,217	8,960	32.3%	13,951	(6,208)	-44.5%
Central Park	685,469	43,546	399,163	26,502	425,666	58.2%	458,983	(59,819)	-13.0%
Saddlebrook Park	15,871	2,500	12,655	2,816	15,472	79.7%	18,315	(5,659)	-30.9%
Forest Glen Park	23,490	-	10,710	1,451	12,161	45.6%	16,655	(5,944)	-35.7%
Chillem Park	7,125	-	1,968	92	2,060	27.6%	4,746	(2,778)	-58.5%
Dean Property	11,786	97	4,595	133	4,727	39.0%	10,106	(5,512)	-54.5%
Professional Services	46,000	2,788	26,168	280	26,448	56.9%	45,763	(19,595)	-42.8%
Contracts- Maint. DNS	26,000	4,300	21,168	4,300	25,468	81.4%	17,403	3,765	21.6%
Building-Recreation Center	965,541	62,706	458,605	40,844	499,449	47.5%	623,100	(164,495)	-26.4%
Central Park West	71,777	1,755	23,513	6,721	30,234	32.8%	39,723	(16,210)	-40.8%
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,841,960</b>	<b>\$ 178,635</b>	<b>\$ 1,555,598</b>	<b>\$ 92,952</b>	<b>\$ 1,648,550</b>	<b>54.7%</b>	<b>\$ 1,859,659</b>	<b>\$ (304,061)</b>	<b>-16.4%</b>
<b>TRANSFERS OUT</b>	<b>\$ 385,742</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>\$ 3,227,702</b>	<b>\$ 178,635</b>	<b>\$ 1,555,598</b>	<b>\$ 92,952</b>	<b>\$ 1,648,550</b>	<b>48.2%</b>	<b>\$ 1,859,659</b>	<b>\$ (304,061)</b>	<b>-16.4%</b>
<b>REVENUES OVER (UNDER) EXPENDITURES AND TRANSFERS OUT</b>	<b>\$ (182,495)</b>	<b>\$ (123,888)</b>	<b>\$ 803,855</b>	<b>\$ (92,952)</b>	<b>\$ 710,902</b>	<b>-440.5%</b>	<b>\$ 631,357</b>	<b>\$ 172,497</b>	<b>27.3%</b>

**Note>** Fiscal year 2020/2021 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  
Schedule of Ending Monthly Fund Balance- General Fund

	Actuals- Unaudited											
	May	June	July	August	September	October	November	December	January	February	March	April
	2020	2020	2020	2020	2020	2020	2020	2020	2021	2021	2021	2021
Beginning Unassigned	\$ 1,168,548	\$ 1,099,251	\$ 1,733,009	\$ 1,888,512	\$ 1,916,339	\$ 2,275,543	\$ 2,309,194	\$ 2,188,720	\$ 2,096,291			
Monthly Net Surplus/(Deficit)	(69,297)	633,758	155,503	27,827	359,204	33,651	(120,474)	(92,429)	(123,888)			
Ending Unassigned	\$ 1,099,251	\$ 1,733,009	\$ 1,888,512	\$ 1,916,339	\$ 2,275,543	\$ 2,309,194	\$ 2,188,720	\$ 2,096,291	\$ 1,972,403			



Minimum (3 months Exp.)	\$ 710,490	\$ 710,490	\$ 710,490	\$ 710,490	\$ 710,490	\$ 710,490	\$ 710,490	\$ 710,490	\$ 710,490	\$ 710,490	\$ 710,490	\$ 710,490
Median (6 months Exp.)	\$ 1,420,980	\$ 1,420,980	\$ 1,420,980	\$ 1,420,980	\$ 1,420,980	\$ 1,420,980	\$ 1,420,980	\$ 1,420,980	\$ 1,420,980	\$ 1,420,980	\$ 1,420,980	\$ 1,420,980
Maximum (9 months Exp.)	\$ 2,131,470	\$ 2,131,470	\$ 2,131,470	\$ 2,131,470	\$ 2,131,470	\$ 2,131,470	\$ 2,131,470	\$ 2,131,470	\$ 2,131,470	\$ 2,131,470	\$ 2,131,470	\$ 2,131,470

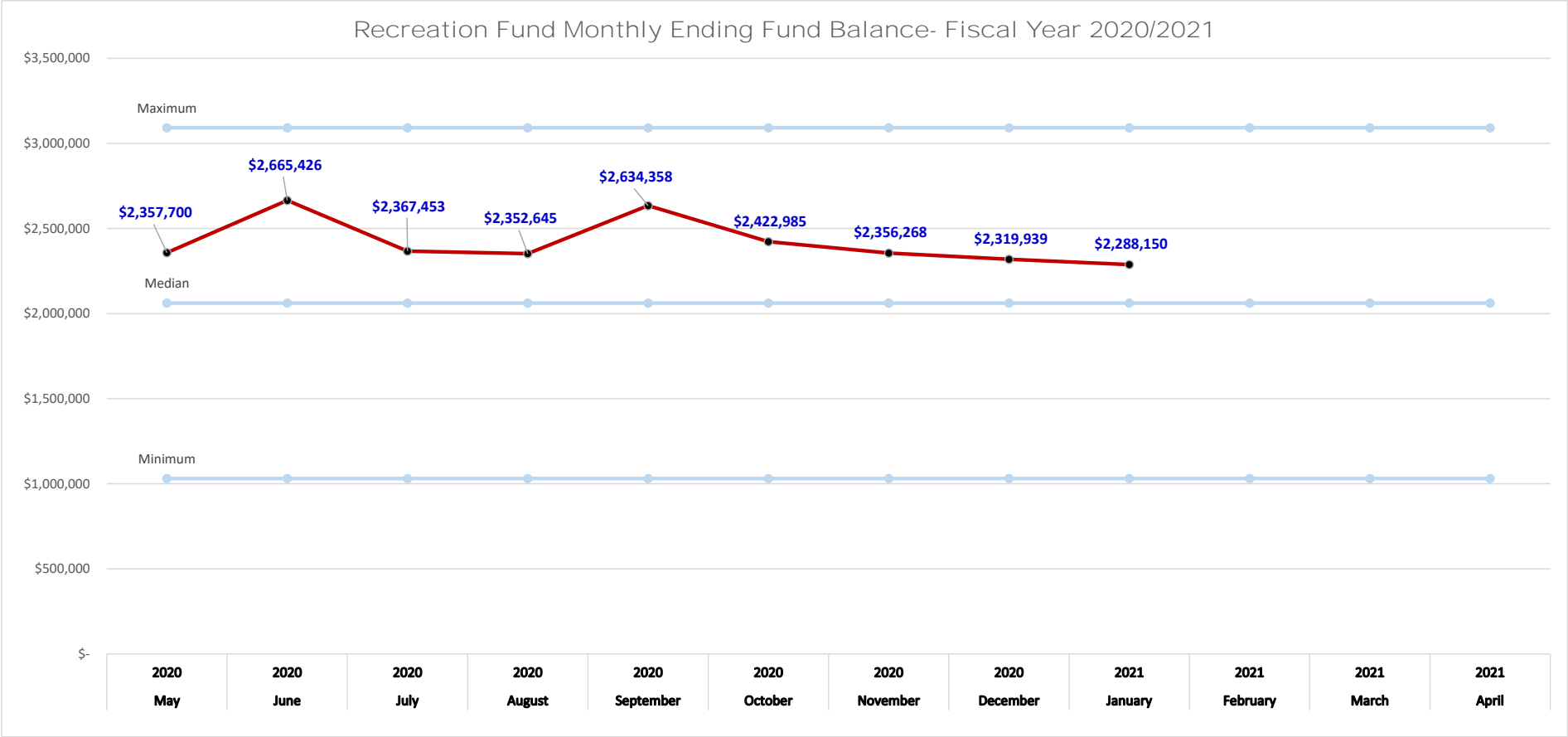
**Oak Brook Park District**  
**Recreation Fund Revenue and Expenditure Summary - Unaudited**  
**Fiscal Year-to-Date Activity through January 31, 2021 and 2020**  
**75.00% completed (9 out of 12 months)**

	Fiscal Year 2020/2021- Highlighted items reflect more than 8.33% variance						Highlighted items reflect more than 10% change		
	Original Annual Budget	January 2021 Actual	Year-To-Date Actual	Encumbered	Year-To-Date Actual + Encumbered	Y-T-D Actual, as a % of Original Annual Budget	Fiscal Year 2019/2020 Year-To-Date Actual	2020/2021 Y-T-D Actual Higher/ (Lower) than 2019/2020 Y-T-D	Percent Change
<b><u>REVENUES</u></b>									
<b>Administration</b>									
Property Taxes	\$ 961,938	\$ 4,310	\$ 984,428	\$ -	\$ 984,428	102.3%	\$ 886,255	\$ 98,174	11.1%
Personal Prop. Repl. Taxes	29,956	5,311	23,185	-	23,185	77.4%	28,196	(5,011)	-17.8%
Investment Income	17,500	387	6,409	-	6,409	36.6%	13,307	(6,898)	-51.8%
Other	2,100	1,278	8,056	-	8,056	383.6%	1,192	6,864	575.6%
<b>Fitness Center</b>	846,508	16,384	139,717	-	139,717	16.5%	628,894	(489,177)	-77.8%
<b>Aquatic Center</b>	516,413	20,409	145,019	-	145,019	28.1%	364,775	(219,757)	-60.2%
<b>Aquatic Recreation Prog.</b>	619,549	22,604	138,516	-	138,516	22.4%	487,899	(349,383)	-71.6%
<b>Children's Programs</b>	119,517	(34,720)	82,465	-	82,465	69.0%	102,827	(20,362)	-19.8%
<b>Preschool Programs</b>	269,592	19,975	70,244	-	70,244	26.1%	183,741	(113,497)	-61.8%
<b>Youth Programs</b>	214,029	2,225	58,400	-	58,400	27.3%	217,897	(159,497)	-73.2%
<b>Adult Programs</b>	50,580	1,732	6,346	-	6,346	12.5%	42,707	(36,361)	-85.1%
<b>Pioneer Programs</b>	74,200	(62)	4,971	-	4,971	6.7%	61,387	(56,416)	-91.9%
<b>Special Events and Trips</b>	106,970	2,910	87,363	-	87,363	81.7%	97,367	(10,004)	-10.3%
<b>Marketing</b>	49,000	-	12,100	-	12,100	24.7%	78,558	(66,458)	-84.6%
<b>Capital Outlay</b>	30,000	-	-	-	-	0.0%	-	-	N/A
<b>TOTAL REVENUES</b>	<b>\$ 3,907,851</b>	<b>\$ 62,742</b>	<b>\$ 1,767,219</b>	<b>\$ -</b>	<b>\$ 1,767,219</b>	<b>45.2%</b>	<b>\$ 3,195,003</b>	<b>\$ (1,427,783)</b>	<b>-44.7%</b>
<b><u>EXPENDITURES</u></b>									
<b>Administration</b>	\$ 1,029,672	\$ 49,128	\$ 603,503	\$ 28,005	\$ 631,508	58.6%	\$ 539,411	\$ 64,092	11.9%
<b>Fitness Center</b>	652,420	15,131	229,996	24,505	254,501	35.3%	473,268	(243,273)	-51.4%
<b>Aquatic Center</b>	907,552	34,046	389,992	50,302	440,294	43.0%	548,406	(158,414)	-28.9%
<b>Aquatic Recreation Prog.</b>	283,056	5,035	60,063	-	60,063	21.2%	176,790	(116,727)	-66.0%
<b>Children's Programs</b>	90,860	(34,638)	41,577	4,231	45,808	45.8%	55,538	(13,961)	-25.1%
<b>Preschool Programs</b>	240,653	5,112	71,177	1,238	72,414	29.6%	137,372	(66,195)	-48.2%
<b>Youth Programs</b>	152,865	784	37,847	-	37,847	24.8%	104,963	(67,116)	-63.9%
<b>Adult Programs</b>	43,169	-	4,354	5,205	9,559	10.1%	24,792	(20,438)	-82.4%
<b>Pioneer Programs</b>	70,997	8	5,267	6,767	12,034	7.4%	47,893	(42,626)	-89.0%
<b>Special Events and Trips</b>	74,983	2,085	65,014	1,210	66,225	86.7%	66,661	(1,647)	-2.5%
<b>Marketing</b>	337,029	17,682	175,508	22,372	197,881	52.1%	214,233	(38,725)	-18.1%
<b>Capital Outlay</b>	240,000	160	139,328	21,451	160,779	58.1%	101,446	37,882	37.3%
<b>TOTAL EXPENDITURES</b>	<b>\$ 4,123,254</b>	<b>\$ 94,532</b>	<b>\$ 1,823,626</b>	<b>\$ 165,287</b>	<b>\$ 1,988,912</b>	<b>44.2%</b>	<b>\$ 2,490,773</b>	<b>\$ (667,147)</b>	<b>-26.8%</b>
<b><u>TRANSFERS OUT</u></b>	\$ 201,673	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	N/A
<b>TOTAL EXPENDITURES AND TRANSFERS OUT</b>	<b>\$ 4,324,927</b>	<b>\$ 94,532</b>	<b>\$ 1,823,626</b>	<b>\$ 165,287</b>	<b>\$ 1,988,912</b>	<b>42.2%</b>	<b>\$ 2,490,773</b>	<b>\$ (667,147)</b>	<b>-26.8%</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>\$ (417,076)</b>	<b>\$ (31,790)</b>	<b>\$ (56,407)</b>	<b>\$ (165,287)</b>	<b>\$ (221,693)</b>	<b>13.5%</b>	<b>\$ 704,230</b>	<b>\$ (760,636)</b>	<b>-108.0%</b>

**Note>** Fiscal year 2020/2021 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  
Schedule of Ending Monthly Fund Balance- Recreation Fund

Actuals- Unaudited												
	May	June	July	August	September	October	November	December	January	February	March	April
	2020	2020	2020	2020	2020	2020	2020	2020	2021	2021	2021	2021
Beginning Committed	\$ 2,344,557	\$ 2,357,700	\$ 2,665,426	\$ 2,367,453	\$ 2,352,645	\$ 2,634,358	\$ 2,422,985	\$ 2,356,268	\$ 2,319,939			
Monthly Net Surplus/(Deficit)	13,143	307,726	(297,973)	(14,808)	281,713	(211,373)	(66,717)	(36,329)	(31,790)			
Ending Committed	\$ 2,357,700	\$ 2,665,426	\$ 2,367,453	\$ 2,352,645	\$ 2,634,358	\$ 2,422,985	\$ 2,356,268	\$ 2,319,939	\$ 2,288,150			



Minimum (3 months Exp.)	\$ 1,030,814	\$ 1,030,814	\$ 1,030,814	\$ 1,030,814	\$ 1,030,814	\$ 1,030,814	\$ 1,030,814	\$ 1,030,814	\$ 1,030,814	\$ 1,030,814	\$ 1,030,814	\$ 1,030,814
Median (6 months Exp.)	\$ 2,061,627	\$ 2,061,627	\$ 2,061,627	\$ 2,061,627	\$ 2,061,627	\$ 2,061,627	\$ 2,061,627	\$ 2,061,627	\$ 2,061,627	\$ 2,061,627	\$ 2,061,627	\$ 2,061,627
Maximum (9 months Exp.)	\$ 3,092,441	\$ 3,092,441	\$ 3,092,441	\$ 3,092,441	\$ 3,092,441	\$ 3,092,441	\$ 3,092,441	\$ 3,092,441	\$ 3,092,441	\$ 3,092,441	\$ 3,092,441	\$ 3,092,441



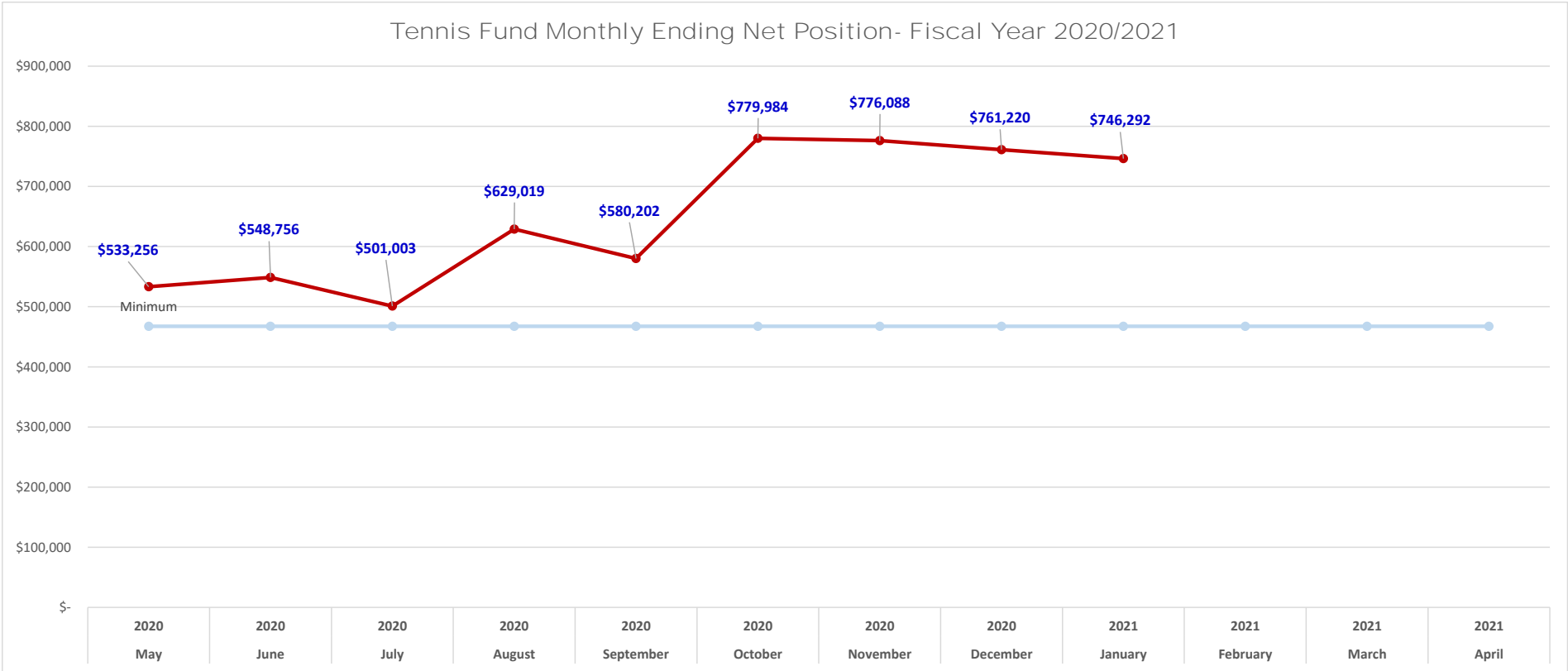
**Oak Brook Park District**  
**Tennis Center (Recreational Facilities Fund) Revenue and Expense Summary - Unaudited**  
**Fiscal Year-to-Date Activity through January 31, 2021 and 2020**  
**75.00% completed (9 out of 12 months)**

	Fiscal Year 2020/2021- Highlighted items reflect more than 8.33% variance						Highlighted items reflect more than 10% change		
	Original Annual Budget	January 2021 Actual	Year-To-Date Actual	Encumbered	Year-To-Date Actual + Encumbered	Y-T-D Actual, as a % of Original Annual Budget	Fiscal Year 2019/2020 Year-To-Date Actual	2020/2021 Y-T-D Actual Higher/ (Lower) than 2019/2020 Y-T-D	Percent Change
<b><u>REVENUES</u></b>									
Administration	\$ 22,500	\$ 293	\$ 11,621	\$ -	\$ 11,621	51.6%	\$ 17,284	\$ (5,663)	-32.8%
Building- Racquet Club	500	-	149	-	149	29.9%	479	(330)	-68.9%
Programs- Racquet Club	1,773,500	72,270	1,239,420	-	1,239,420	69.9%	1,587,430	(348,010)	-21.9%
<b>TOTAL REVENUES</b>	<b>\$ 1,796,500</b>	<b>\$ 72,563</b>	<b>\$ 1,251,191</b>	<b>\$ -</b>	<b>\$ 1,251,191</b>	<b>69.6%</b>	<b>\$ 1,605,194</b>	<b>\$ (354,003)</b>	<b>-22.1%</b>
<b><u>EXPENSES</u></b>									
Administration	\$ 727,478	\$ 34,958	\$ 332,607	\$ 7,444	\$ 340,051	45.7%	\$ 415,627	\$ (83,021)	-20.0%
Building- Racquet Club	370,829	30,359	167,302	37,426	204,728	45.1%	202,681	(35,379)	-17.5%
Programs- Racquet Club	771,500	21,917	312,790	753	313,543	40.5%	439,627	(126,837)	-28.9%
Capital Outlay	255,000	-	77,916	-	77,916	30.6%	258,444	(180,527)	-69.9%
<b>TOTAL EXPENSES</b>	<b>\$ 2,124,807</b>	<b>\$ 87,234</b>	<b>\$ 890,615</b>	<b>\$ 45,623</b>	<b>\$ 936,238</b>	<b>41.9%</b>	<b>\$ 1,316,379</b>	<b>\$ (425,764)</b>	<b>-32.3%</b>
<b>REVENUES OVER (UNDER) EXPENSES</b>	<b>\$ (328,307)</b>	<b>\$ (14,671)</b>	<b>\$ 360,576</b>	<b>\$ (45,623)</b>	<b>\$ 314,953</b>	<b>-109.8%</b>	<b>\$ 288,814</b>	<b>\$ 71,761</b>	<b>24.8%</b>

**Note>** Fiscal year 2020/2021 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.

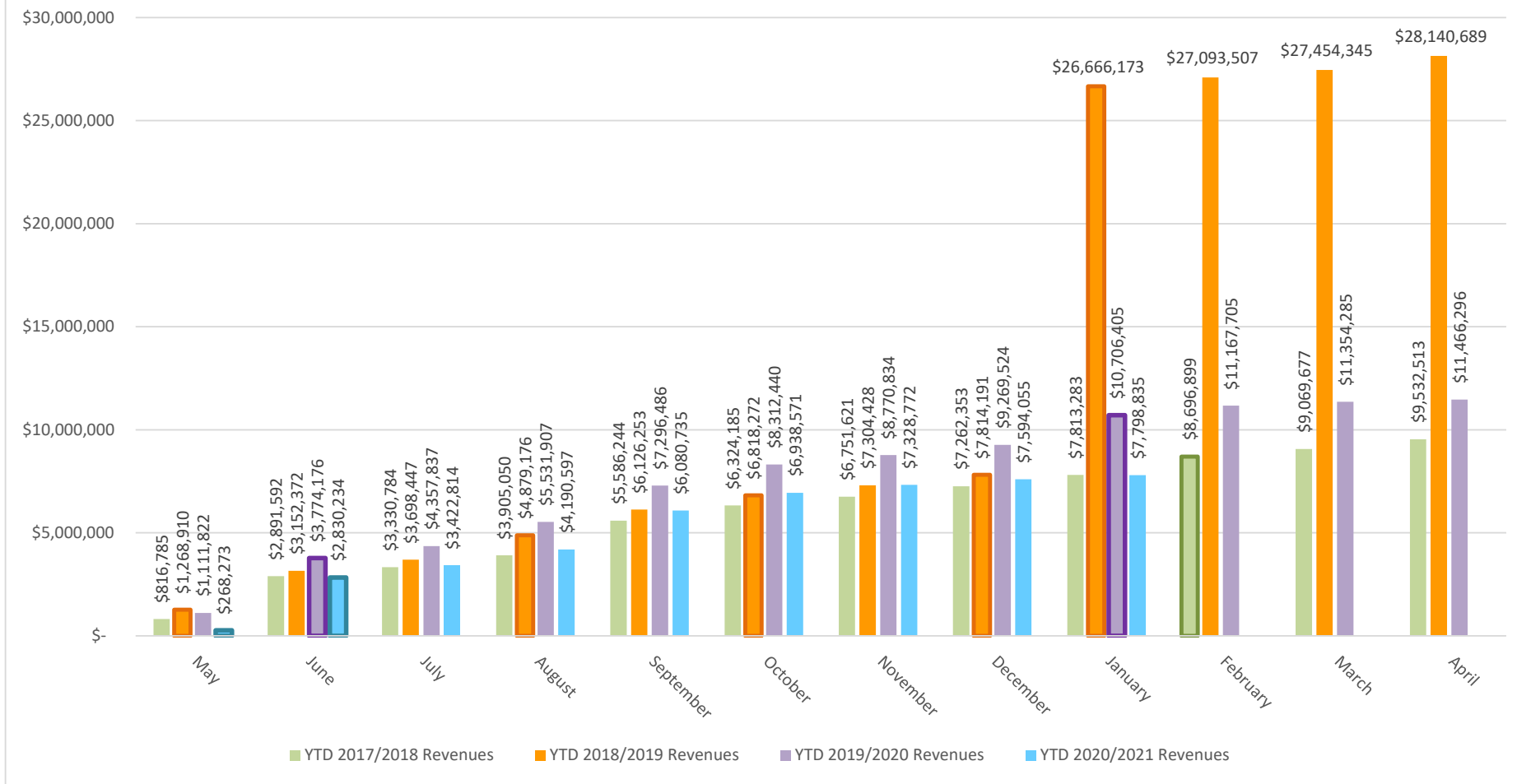
Oak Brook Park District  
Schedule of Ending Monthly Net Position- Tennis Fund

Actuals- Unaudited												
	May	June	July	August	September	October	November	December	January	February	March	April
	2020	2020	2020	2020	2020	2020	2020	2020	2021	2021	2021	2021
Beginning Investment in Capital Assets	\$ 1,779,633	\$ 1,779,633	\$ 1,804,433	1,804,433	1,804,433	1,829,233	1,829,233	1,845,942	1,857,549			
Beginning Unrestricted	463,632	533,256	548,756	501,003	629,019	580,202	779,984	776,088	761,220			
Monthly Net Surplus/(Deficit)	69,624	40,300	(47,752)	128,015	(25,373)	201,138	11,615	(2,320)	(14,671)			
Ending Investment in Capital Assets	1,779,633	1,804,433	1,804,433	1,804,433	1,829,233	1,829,233	1,845,942	1,857,549	1,857,549			
Ending Unrestricted	533,256	548,756	501,003	629,019	580,202	779,984	776,088	761,220	746,292			



Minimum (3 months Exp.)	\$ 467,452	\$ 467,452	\$ 467,452	\$ 467,452	\$ 467,452	\$ 467,452	\$ 467,452	\$ 467,452	\$ 467,452	\$ 467,452	\$ 467,452	\$ 467,452
Median (6 months Exp.)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Maximum (9 months Exp.)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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



### NOTES

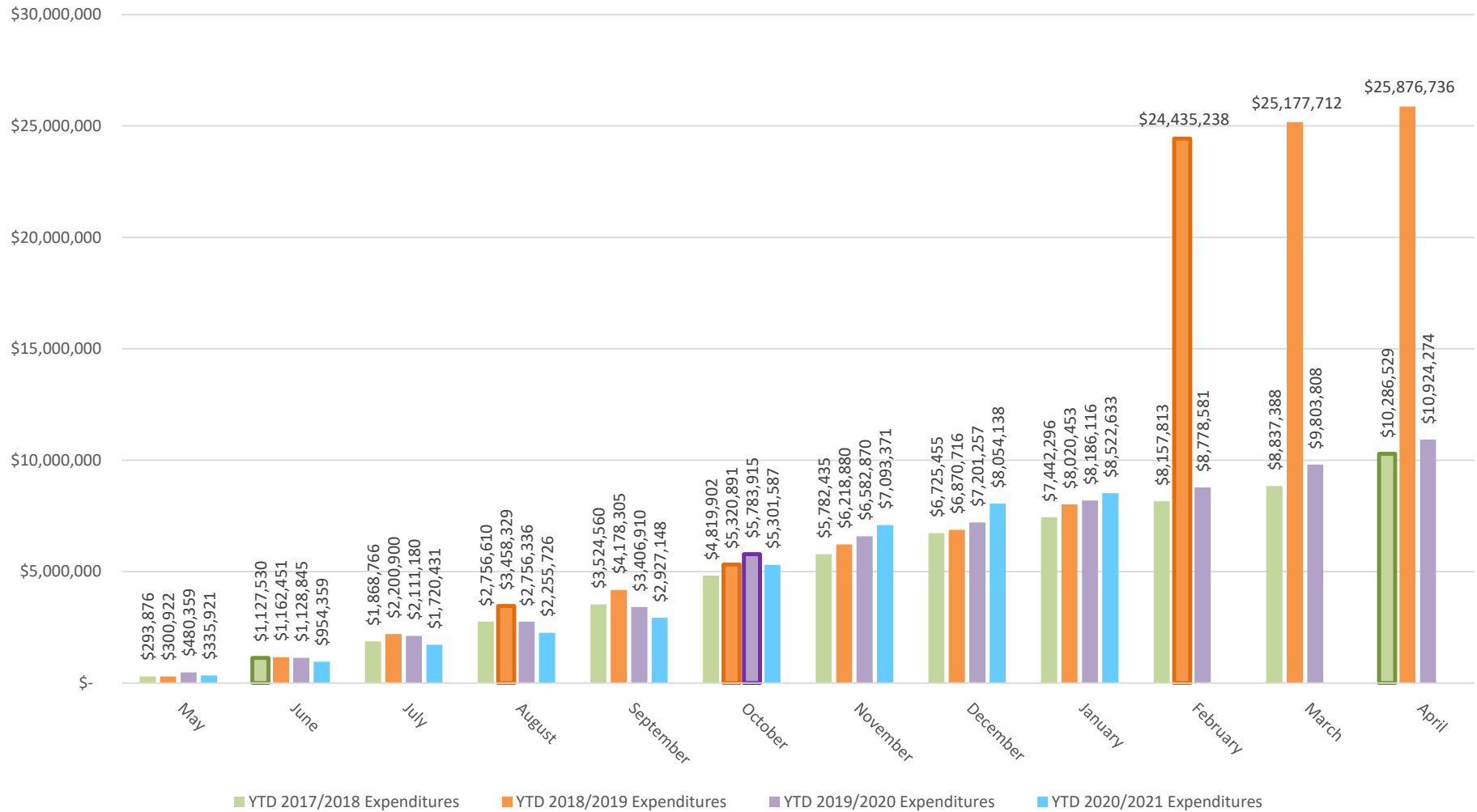
**2017/2018:** In February 2018 we recorded \$500,000 in debt certificate proceeds in the Capital Projects Fund and such proceeds are being used to fund the construction of the universal playground. This is one reason for the large increase in YTD revenues.

**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. In January 2020, we recorded \$450,000 in proceeds from the issuance of our 2020 debt certificates plus another \$500,000 in proceeds from a promissory note. These proceeds to fund various outdoor lighting upgrades.

**2020/2021** The large decreases in May and June 2020 revenues is attributed to the closure of all our indoor and outdoor recreation facilities as a result of the COVID-19 pandemic. Such closure began in Mid-March and extended through the end of June 2020, with the resumption of limited on-site programming during the month of June.

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



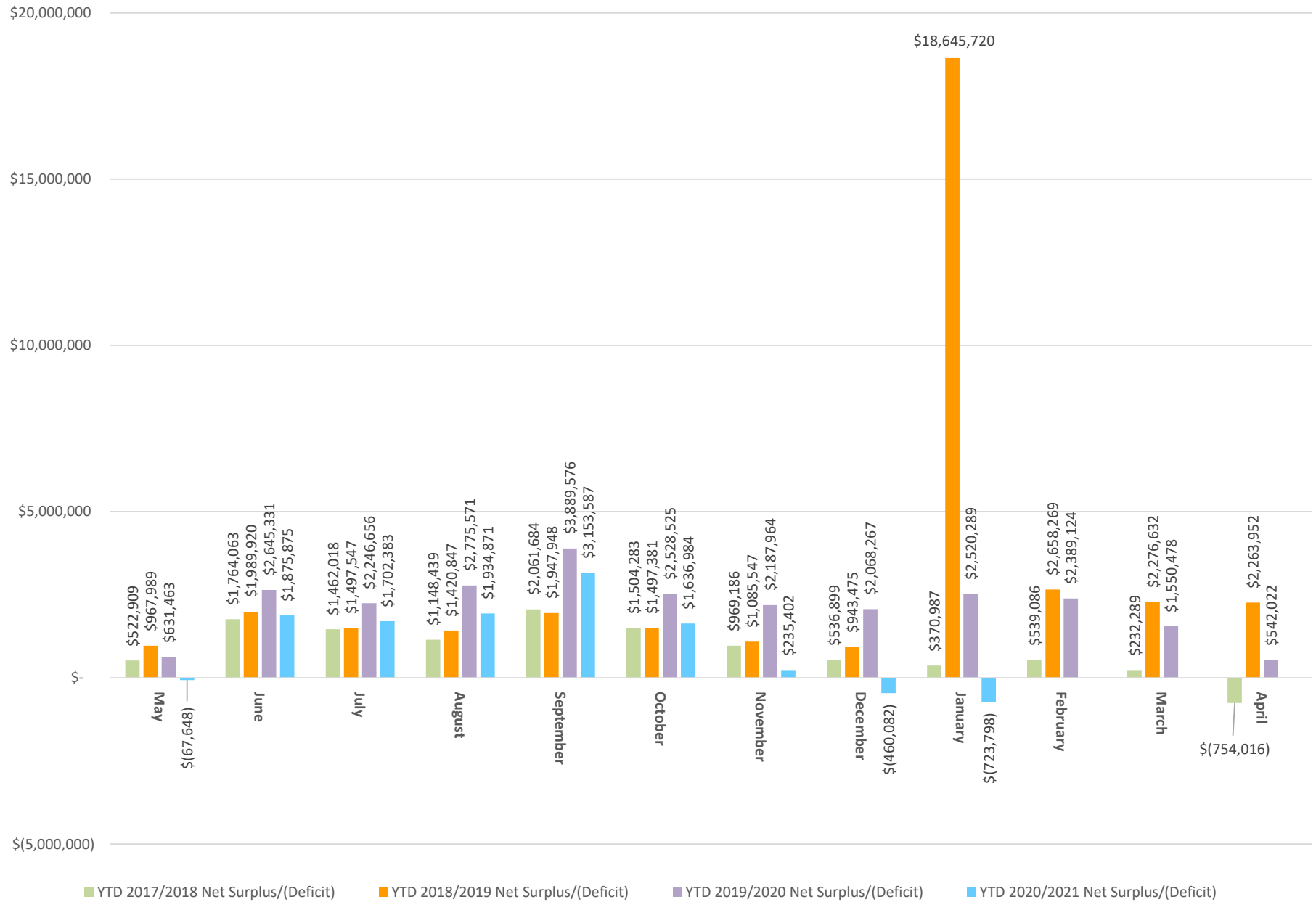
### NOTES

**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  
SUMMARIZED REVENUE & EXPENSE REPORT  
January 2021

FUND NAME	CURRENT MONTH ACTUAL	Y-T-D ACTUAL (9 months)	FY 2020/2021 ANNUAL BUDGET
<b>GENERAL CORPORATE FUND</b>			
REVENUES	\$ 54,747	\$ 2,359,453	\$ 3,045,207
EXPENDITURES	\$ 178,635	\$ 1,555,598	\$ 3,227,702
SURPLUS/(DEFICIT)	\$ (123,888)	\$ 803,855	\$ (182,495)
<b>RECREATION FUND</b>			
REVENUES	\$ 62,742	\$ 1,767,219	\$ 3,907,851
EXPENDITURES	\$ 94,532	\$ 1,823,626	\$ 4,324,927
SURPLUS/(DEFICIT)	\$ (31,790)	\$ (56,407)	\$ (417,076)
<b>IMRF FUND</b>			
REVENUES	\$ 5,654	\$ 178,611	\$ 181,098
EXPENDITURES	\$ 13,731	\$ 141,587	\$ 216,000
SURPLUS/(DEFICIT)	\$ (8,077)	\$ 37,024	\$ (34,902)
<b>LIABILITY INSURANCE FUND</b>			
REVENUES	\$ 1,753	\$ 158,052	\$ 186,491
EXPENDITURES	\$ 58,146	\$ 142,699	\$ 210,765
SURPLUS/(DEFICIT)	\$ (56,393)	\$ 15,353	\$ (24,274)
<b>AUDIT FUND</b>			
REVENUES	\$ 119	\$ 8,075	\$ 7,982
EXPENDITURES	\$ -	\$ 12,750	\$ 12,800
SURPLUS/(DEFICIT)	\$ 119	\$ (4,675)	\$ (4,818)
<b>DEBT SERVICE FUND</b>			
REVENUES	\$ 1,573	\$ 1,505,756	\$ 1,849,159
EXPENDITURES	\$ -	\$ 1,347,141	\$ 1,834,682
SURPLUS/(DEFICIT)	\$ 1,573	\$ 158,615	\$ 14,477
<b>RECREATIONAL FACILITIES FUND (TENNIS CENTER)</b>			
REVENUES	\$ 72,563	\$ 1,251,191	\$ 1,796,500
EXPENSES	\$ 87,234	\$ 890,615	\$ 2,124,807
SURPLUS/(DEFICIT)	\$ (14,671)	\$ 360,576	\$ (328,307)



OAK BROOK PARK DISTRICT  
SUMMARIZED REVENUE & EXPENSE REPORT  
January 2021

FUND NAME	CURRENT MONTH ACTUAL	Y-T-D ACTUAL (9 months)	FY 2020/2021 ANNUAL BUDGET
<b>SPORTS CORE FUND</b>			
REVENUES	\$ 19	\$ 107,654	\$ 486,267
EXPENDITURES	\$ 9,779	\$ 89,914	\$ 425,371
SURPLUS/(DEFICIT)	\$ (9,760)	\$ 17,740	\$ 60,896
<b>SPECIAL RECREATION FUND</b>			
REVENUES	\$ 470	\$ 123,453	\$ 121,112
EXPENDITURES	\$ 1,874	\$ 40,498	\$ 118,559
SURPLUS/(DEFICIT)	\$ (1,404)	\$ 82,956	\$ 2,553
<b>CAPITAL PROJECT FUND</b>			
REVENUES	\$ 74	\$ 59,709	\$ 671,000
EXPENDITURES	\$ 9,429	\$ 2,324,867	\$ 3,183,000
SURPLUS/(DEFICIT)	\$ (9,355)	\$ (2,265,158)	\$ (2,512,000)
<b>SOCIAL SECURITY FUND</b>			
REVENUES	\$ 4,232	\$ 279,661	\$ 277,936
EXPENDITURES	\$ 14,879	\$ 153,338	\$ 279,463
SURPLUS/(DEFICIT)	\$ (10,647)	\$ 126,323	\$ (1,527)
<b>CONSOLIDATED SUMMARY</b>			
REVENUES	\$ 203,945	\$ 7,798,835	\$ 12,530,603
EXPENDITURES	\$ 468,237	\$ 8,522,633	\$ 15,958,077
SURPLUS/(DEFICIT)	\$ (264,292)	\$ (723,798)	\$ (3,427,473)



**OAK BROOK PARK DISTRICT**  
**CONSOLIDATED REVENUES AND EXPENDITURES REPORT**  
**January 2021**

	<b>CONSOLIDATED TOTALS</b>
<b>REVENUES</b>	
Property Taxes	\$ 16,550
Replacement Taxes	31,242
Recreation Program Fees	64,329
Fitness Center Fees	16,384
Aquatic Center Fees	43,013
Marketing	-
Sports Core - Fields	19
Sports Core - Aquatics	-
Sports Core - Tennis	-
FRC Rental/Member Fees	25,151
CPW Building Rentals	1,722
Field Rentals- Central Park	2,635
Field Rentals- Central Park North	-
Interest	1,056
Grant Proceeds	-
Transfers	-
Donations	-
Sponsorship	-
Overhead Revenue	-
Miscellaneous	1,846
<b>TOTAL- REVENUES</b>	<b>\$ 203,946</b>
<b>EXPENDITURES</b>	
Accounts Payable and Other	\$ 132,021
Overhead Expenditures	-
January Payroll and Related Benefits	336,216
<b>TOTAL EXPENDITURES</b>	<b>\$ 468,237</b>
<b>NET REVENUES/(EXPENDITURES)</b>	<b>\$ (264,291)</b>

**Oak Brook Park District  
Consolidated Balance Sheet  
As of January 31, 2020**

**ASSETS**

	<b>Consolidated Totals</b>
<b>Current Assets</b>	
Cash and Investments	\$ 6,203,716
Receivables - Net of Allowances	
Property Taxes	4,769,010
Accounts	408,334
Due from Other Funds	-
Prepays	8,826
Inventories	21,139
Total Current Assets	<u>\$ 11,411,025</u>
<b>Noncurrent Assets</b>	
Capital Assets	
Non-depreciable	\$ 40,475
Depreciable	5,075,487
Accumulated Depreciation	<u>(3,336,329)</u>
Total Noncurrent Assets	<u>\$ 1,779,633</u>
 Total Assets	 \$ 13,190,659

**DEFERRED OUTFLOWS OF RESOURCES**

Deferred Items-IMRF	\$ 69,424
 <b>Total Assets and Deferred outflows of Resources</b>	 <b><u>\$ 13,260,083</u></b>

**LIABILITIES**

<b>Current Liabilities</b>	
Accounts Payable	\$ 113,430
Accrued Payroll	14,534
Unearned Revenue	283,287
Due To Other Funds	-
Unclaimed Property	1,825
Compensated Absences Payable	-
Total Current Liabilities	<u>\$ 413,076</u>
<b>Noncurrent Liabilities</b>	
Compensated Absences Payable	\$ 18,910.90
Net Pension Liability - IMRF	87,679
Total OPEB Liability - RBP	<u>86,345</u>
Total Noncurrent Liabilities	<u>\$ 192,935</u>
 Total Liabilities	 \$ 606,011

**DEFERRED INFLOWS OF RESOURCES**

Deferred Items - IMRF	\$ 87,066
Property Taxes	4,769,010
 <b>Total Liabilities and Deferred Inflows of Resources</b>	 <b><u>\$ 5,462,088</u></b>

**FUND/NET POSITION BALANCES**

Net Investment in Capital Assets	\$ 1,857,549
Non-spendable	-
Restricted	537,220
Committed	2,684,531
Unassigned/Unrestricted	<u>2,718,695</u>
<b>Total Fund Balances</b>	<b><u>\$ 7,797,995</u></b>
 <b>Total Liabilities, Deferred Inflows of Resources and Fund Balances</b>	 <b><u>\$ 13,260,083</u></b>



	<b>Oak Brook Park District</b>			
	<b>Schedule of Capital Expenditures</b>			
	<b>As of January 31, 2021</b>			
	<b>DESCRIPTION</b>	<b>VENDOR</b>	<b>Year-to-Date Expenditures</b>	
	<b>Capital Project Fund</b>			
	Outdoor LED lighting project at Central Park	Musco Lighting, Dawsons Tree, Village of Oak Brook	\$ 170,242.50	
	Central Park North Improvements	Upland Design, Robbins Schwartz, Integral Construction, Parkreation, Greenfields Outdoor Fitness, Chicago Switchboard, Musco Lighting	2,102,795.69	
	Dump truck purchase	Currie Motors	50,958.00	
	Family Recreation Center HVAC replacement	Kluber Architects & Engineers	871.26	
		<b>SUBTOTAL BALANCE</b>	\$ 2,324,867.45	
	<b>Recreation Fund</b>			
	Replacement Fitness Center equipment	Lease Servicing Center	\$ 39,111.66	
	Central Park West door & window replacement	MG Mechanical, Hargrave Builders	79,542.23	
	Central Park pavement grinding	Professional Paving & Concrete	20,674.17	
		<b>SUBTOTAL BALANCE</b>	\$ 139,328.06	
	<b>Tennis Fund</b>			
	Resurfacing of four indoor tennis courts	U.S. Tennis Court Construction	\$ 24,800.00	
	Front entrance paver replacement	Classic Landscape, Siteone Landscape, Professional Paving & Concrete	53,116.16	
		<b>SUBTOTAL BALANCE</b>	\$ 77,916.16	
	<b>Special Recreation Fund</b>			
	Central Park pavement grinding	Professional Paving & Concrete	\$ 4,134.83	
		<b>SUBTOTAL BALANCE</b>	\$ 4,134.83	
	<b>TOTAL YEAR-TO-DATE CAPITAL EXPENDITURES</b>		<b>\$ 2,546,246.50</b>	

02/09/2021 01:48 PM  
User: nstrathdee  
DB: Oak Brook Park I

INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT  
EXP CHECK RUN DATES 01/19/2021 - 02/15/2021  
BOTH JOURNALIZED AND UNJOURNALIZED

Page: 1/3

OPEN Warrant 644							
Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
41333	ADVANCED AUTO PARTS	01/12/2021	02/15/2021	22.95	22.95	Open	N
41286	ADVANCED DISPOSAL	12/31/2020	02/15/2021	552.08	552.08	Open	Y
41315	ANDERSON ELEVATOR CO.	01/01/2021	02/15/2021	590.00	590.00	Open	N
41293	BS&A SOFTWARE	02/01/2021	02/15/2021	8,002.00	8,002.00	Open	Y
41329	COM ED	02/02/2021	02/05/2021	30.27	30.27	Open	N
41330	COM ED	02/03/2021	02/15/2021	409.86	409.86	Open	N
41272	COMCAST	01/01/2021	02/15/2021	591.09	591.09	Open	Y
41288	DAVEY RESOURCE GROUP INC	01/11/2021	02/15/2021	4,300.00	4,300.00	Open	Y
41287	DAWSONS TREE SERVICE	01/05/2021	02/15/2021	9,200.00	9,200.00	Open	Y
41292	DIRECT ENERGY BUSINESS	01/08/2021	02/14/2021	14,230.37	14,230.37	Open	Y
41274	DREISILKER ELECTRIC MOTORS INC	01/08/2021	02/15/2021	155.75	155.75	Open	Y
41271	EBEL'S ACE HARDWARE #8313	01/12/2021	02/15/2021	43.16	43.16	Open	Y
41331	ENVISION HEALTHCARE INC	02/01/2021	02/15/2021	36.00	36.00	Open	N
41269	FIRST COMMUNICATION LLC	01/01/2021	02/25/2021	952.35	952.35	Open	Y
41336	FIRST COMMUNICATION LLC	02/01/2021	02/15/2021	962.30	962.30	Open	N
41332	FITNESS EQUIPMENT SERVICES	01/12/2021	02/15/2021	201.00	201.00	Open	N
41304	FLAGG CREEK WATER RECLAMATION	01/26/2021	02/15/2021	34.65	34.65	Open	Y
41305	FLAGG CREEK WATER RECLAMATION	01/26/2021	02/15/2021	17.55	17.55	Open	Y
41306	FLAGG CREEK WATER RECLAMATION	01/26/2021	02/15/2021	20.40	20.40	Open	Y
41318	FLAGG CREEK WATER RECLAMATION	01/26/2021	02/15/2021	806.23	806.23	Open	N
41314	FULLIFE SAFETY CENTER	01/25/2021	02/15/2021	401.15	401.15	Open	Y
41344	HI TOUCH BUSINESS SERVICES	01/11/2021	02/15/2021	12.69	12.69	Open	N
41345	HI TOUCH BUSINESS SERVICES	12/28/2020	02/15/2021	137.17	137.17	Open	N
41346	HI TOUCH BUSINESS SERVICES	01/20/2021	02/15/2021	23.05	23.05	Open	N
41277	HOME PLUMBING SUPPLY	12/31/2020	02/15/2021	172.20	172.20	Open	Y
41289	HOME PLUMBING SUPPLY	01/06/2021	02/15/2021	857.20	857.20	Open	Y
41290	HOME PLUMBING SUPPLY	01/06/2021	02/15/2021	2,600.00	2,600.00	Open	Y
41295	HP PRODUCTS	12/10/2020	02/15/2021	701.46	701.46	Open	Y
41296	HP PRODUCTS	01/21/2021	02/15/2021	52.43	52.43	Open	Y
41316	HP PRODUCTS	01/20/2021	02/15/2021	1,043.59	1,043.59	Open	N
41334	IL OFFICE OF THE STATE FIRE	01/14/2021	02/15/2021	100.00	100.00	Open	N
41324	IL STATE TOLL HWY AUTHORITY	01/06/2021	02/15/2021	16.30	16.30	Open	N
41294	JACKSON-HIRSCH, INC.	01/21/2021	02/15/2021	139.33	139.33	Open	Y
41298	JAMES LEZATTE	02/02/2021	02/15/2021	295.00	295.00	Open	Y
41299	JAMES LEZATTE	02/02/2021	02/15/2021	298.00	298.00	Open	Y
41337	KONICA MINOLTA BUSINESS	01/31/2021	02/15/2021	11.55	11.55	Open	N
41342	KONICA MINOLTA BUSINESS	01/31/2021	02/15/2021	207.54	207.54	Open	N
41320	KONICA MINOLTA PREMIER FINANCE	12/31/2020	02/14/2021	739.00	739.00	Open	N
41300	LENNO LASN	02/02/2021	02/15/2021	291.00	291.00	Open	Y
41276	M&M LOCK & SAFE, LTD	01/12/2021	02/15/2021	15.00	15.00	Open	Y
41284	McMASTER-CARR	12/22/2020	02/15/2021	52.42	52.42	Open	Y
41310	McMASTER-CARR	01/19/2021	02/15/2021	116.85	116.85	Open	Y
41350	MEDIA NUT	01/17/2021	02/15/2021	1,051.87	1,051.87	Open	N
41302	MENARDS	01/13/2021	02/15/2021	181.09	181.09	Open	Y
41323	NEXT GENERATION	08/14/2020	02/15/2021	96.00	96.00	Open	N
41282	NICOR GAS	01/13/2021	02/15/2021	480.02	480.02	Open	Y
41319	NICOR GAS	01/13/2021	02/15/2021	1,570.14	1,570.14	Open	N

02/09/2021 01:48 PM  
User: nstrathdee  
DB: Oak Brook Park I

INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT  
EXP CHECK RUN DATES 01/19/2021 - 02/15/2021  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN

Page: 2/3

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
41321	OAKBROOK TERRACE PARK DISTRICT	01/31/2021	02/15/2021	37.80	37.80	Open	N
41308	O'REILLY AUTO PARTS	01/11/2021	02/15/2021	51.19	51.19	Open	Y
41309	O'REILLY AUTO PARTS	01/20/2021	02/15/2021	30.84	30.84	Open	Y
41275	PETTY CASH - CORPORATE ADMIN.	01/14/2021	02/15/2021	87.42	87.42	Open	Y
41278	PETTY CASH-RECREATION DEPT.	01/14/2021	02/15/2021	620.67	620.67	Open	Y
41325	PFEIFFER'S PEST CONTROL	01/21/2021	02/15/2021	200.00	200.00	Open	N
41307	QUADIENT FINANCE USA	01/15/2021	02/15/2021	500.00	500.00	Open	Y
41285	QUADIENT LEASING	01/15/2021	02/15/2021	384.81	384.81	Open	Y
41339	QUADIENT LEASING	01/15/2021	02/15/2021	20.00	20.00	Open	N
41335	QUEST DIAGNOSTICS	01/26/2021	02/15/2021	57.76	57.76	Open	N
41283	RANDALL INDUSTRIES	01/06/2021	02/15/2021	189.11	189.11	Open	Y
41326	RANDALL INDUSTRIES	12/18/2020	02/15/2021	365.00	365.00	Open	N
41351	ROBBINS SCHWARTZ	12/31/2020	02/15/2021	540.00	540.00	Open	N
41352	ROBBINS SCHWARTZ	12/31/2020	02/15/2021	680.00	680.00	Open	N
41353	ROBBINS SCHWARTZ	12/31/2020	02/15/2021	40.00	40.00	Open	N
41301	SERVICE SANITATION, INC.	01/08/2021	02/15/2021	60.50	60.50	Open	Y
41349	SOUTH SIDE CONTROL SUPPLY CO	01/18/2021	02/15/2021	122.20	122.20	Open	N
41317	STERLING NETWORK INTEGRATION	01/11/2021	02/15/2021	865.00	865.00	Open	N
41297	TOTAL FIRE & SAFETY, INC.	01/22/2021	02/15/2021	123.75	123.75	Open	Y
41322	TOTAL FIRE & SAFETY, INC.	01/12/2021	02/15/2021	396.82	396.82	Open	N
41313	UNITED LABORATORIES	01/14/2021	02/15/2021	458.72	458.72	Open	Y
41281	UPLAND DESIGN LTD	01/14/2021	02/15/2021	1,856.35	1,856.35	Open	Y
41303	VERIZON WIRELESS	01/15/2021	02/15/2021	1,280.28	1,280.28	Open	Y
41338	VILLA PARK ELECTRICAL SUPPLY	01/13/2021	02/15/2021	21.00	21.00	Open	N
41270	VILLA PARK OFFICE EQUIPMENT	01/15/2021	02/15/2021	50.00	50.00	Open	Y
41340	VILLAGE OF OAK BROOK	02/05/2021	02/15/2021	10.00	10.00	Open	N
41341	VILLAGE OF OAK BROOK	02/04/2021	02/15/2021	330.81	330.81	Open	N
41343	VILLAGE OF OAK BROOK	02/05/2021	02/15/2021	21.69	21.69	Open	N
41347	VILLAGE OF OAK BROOK	02/05/2021	02/15/2021	33.38	33.38	Open	N
41348	VILLAGE OF OAK BROOK	02/05/2021	02/15/2021	91.83	91.83	Open	N
41354	VILLAGE OF OAK BROOK	02/05/2021	02/15/2021	1,330.97	1,330.97	Open	N
41280	VILLAGE OF OAK BROOK	01/21/2021	01/22/2021	6,829.51	6,829.51	Open	Y
41311	WAREHOUSE DIRECT WORKPLACE	01/27/2021	02/15/2021	116.27	116.27	Open	Y
41312	WAREHOUSE DIRECT WORKPLACE	01/12/2021	02/15/2021	49.50	49.50	Open	Y
41327	WAREHOUSE DIRECT WORKPLACE	01/27/2021	02/15/2021	223.90	223.90	Open	N
41328	WAREHOUSE DIRECT WORKPLACE	01/28/2021	02/15/2021	(39.95)	(39.95)	Open	N

# of Invoices: 82 # Due: 82  
# of Credit Memos: 1 # Due: 1

Totals: 70,897.14 70,897.14  
Totals: (39.95) (39.95)

Net of Invoices and Credit Memos: 70,857.19 70,857.19

02/09/2021 01:48 PM  
User: nstrathdee  
DB: Oak Brook Park L

INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT  
EXP CHECK RUN DATES 01/19/2021 - 02/15/2021  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN

Page: 3/3

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
--- TOTALS BY FUND ---							
	01 - GENERAL CORPORATE FUND			39,745.12	39,745.12		
	02 - RECREATION FUND			12,084.61	12,084.61		
	07 - RECREATIONAL FACILITIES FUND			10,227.35	10,227.35		
	08 - SPORTS CORE			6,943.76	6,943.76		
	12 - CAPITAL PROJECTS FUND			1,856.35	1,856.35		
--- TOTALS BY DEPT/ACTIVITY ---							
	01 - ADMINISTRATION CORPORATE			7,353.58	7,353.58		
	02 - FINANCE			8,970.86	8,970.86		
	03 - FIELDS			5,437.54	5,437.54		
	04 - CENTRAL PARK NORTH			409.86	409.86		
	05 - CENTRAL PARK			9,404.17	9,404.17		
	06 - SADDLEBROOK PARK			2,500.00	2,500.00		
	07 - FOREST GLEN PARK			48.58	48.58		
	09 - DEAN PROPERTY			30.27	30.27		
	10 - PROFESSIONAL SERVICES			1,405.00	1,405.00		
	12 - CONTRACTS. MAINTENANCE DNS			4,300.00	4,300.00		
	15 - BUILDING/RECREATION CENTER			9,219.27	9,219.27		
	20 - CENTRAL PARK WEST			1,733.63	1,733.63		
	21 - FITNESS CENTER			2,960.27	2,960.27		
	25 - AQUATIC CENTER			4,631.38	4,631.38		
	26 - AQUATIC-RECREATION PROGRAMS			27.87	27.87		
	30 - CHILDRENS PROGRAMS			21.58	21.58		
	31 - PRESCHOOL PROGRAMS			578.53	578.53		
	32 - YOUTH PROGRAMS			65.67	65.67		
	50 - PIONEER PROGRAMS			96.00	96.00		
	60 - SPECIAL EVENTS & TRIPS			50.00	50.00		
	71 - BUILDING/RACQUET CLUB			7,336.64	7,336.64		
	75 - TENNIS PROGRAMS			2,318.20	2,318.20		
	80 - MARKETING			101.94	101.94		
	95 - CAPITAL PROJECTS FUND			1,856.35	1,856.35		



02/09/2021 01:50 PM  
User: nstrathdee  
DB: Oak Brook Park L

INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT  
EXP CHECK RUN DATES 01/19/2021 - 02/15/2021  
BOTH JOURNALIZED AND UNJOURNALIZED

Page: 1/1

PAID Warrant 644							
Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
41279	ERIN CONVERSE	11/03/2020	01/22/2021	677.39	0.00	Paid	Y
41291	ILLINOIS STATE POLICE	01/19/2021	01/19/2021	20.00	0.00	Paid	Y
# of Invoices:	2	# Due:	0	Totals:	697.39	0.00	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:				697.39	0.00		
--- TOTALS BY FUND ---							
	02 - RECREATION FUND			20.00	0.00		
	07 - RECREATIONAL FACILITIES FUND			677.39	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	01 - ADMINISTRATION CORPORATE			697.39	0.00		



**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.

# Memo

To: Oak Brook Park District Board of Commissioners  
From: Laure Kosey, Executive Director  
Date: February 5, 2021  
Re: January/February 2021: Communications, IT & Administration

---

## **January Board Meeting Follow Up:**

### **Market Based Salary Range Adjustments**

The range adjustments this year are 1.9%. This is only an adjustment of salary ranges for job titles, it does not dictate the salary increase for each job title. The highlighted job titles have moved up one pay grade level based on the 2021 salary survey, job descriptions and job specific duties at the Oak Brook Park District.

## **February Board Meeting Discussion Points:**

### **Administrative Policies and Procedure Manual**

For Distinguished Agency Accreditation, this manual needs to be updated and approved by the Board of Commissioners.

### **Investment Policy**

This policy needs to be expanded to include all investment options.

### **Request for Proposals for Basketball Court Use**

Dave has done a great job securing two proposals for exclusive use of one basketball court. This would not impact the use of the gyms by other groups, our programming needs or open gym.

## **IT Report:**

We have been evaluating ways to save on the amount spent each month for staff issued cell phones. Currently, we have the Verizon State of IL Government Plan which the pricing has stayed consistent over the last several years. Some agencies have switched to the new T-Mobile Government Plan. This plan has similar service and phones with the potential to save \$6,000 a year.

Yearly onsite internal network security scans have been complete. These scans search for any potential vulnerabilities inside the facilities that can affect the network security. These are needed as part of our PCI compliance.

## Corporate and Community Relations:

Sponsorships: \$0.00

Advertising: \$0.00

Vendors: \$0.00

In-Kind Donations: \$1,144.00

Oak Brook Park District Foundation: \$1,560.00

Total Amount for January: \$2,704.00

## Marketing & Communications Report:

### Facebook Analytics

Total Likes: 3,222 (up 120)

Posts: 33

Total Reach (organic and paid): 32,270

### Instagram Analytics

Total Followers: 1,267 (up 23)

Posts: 25

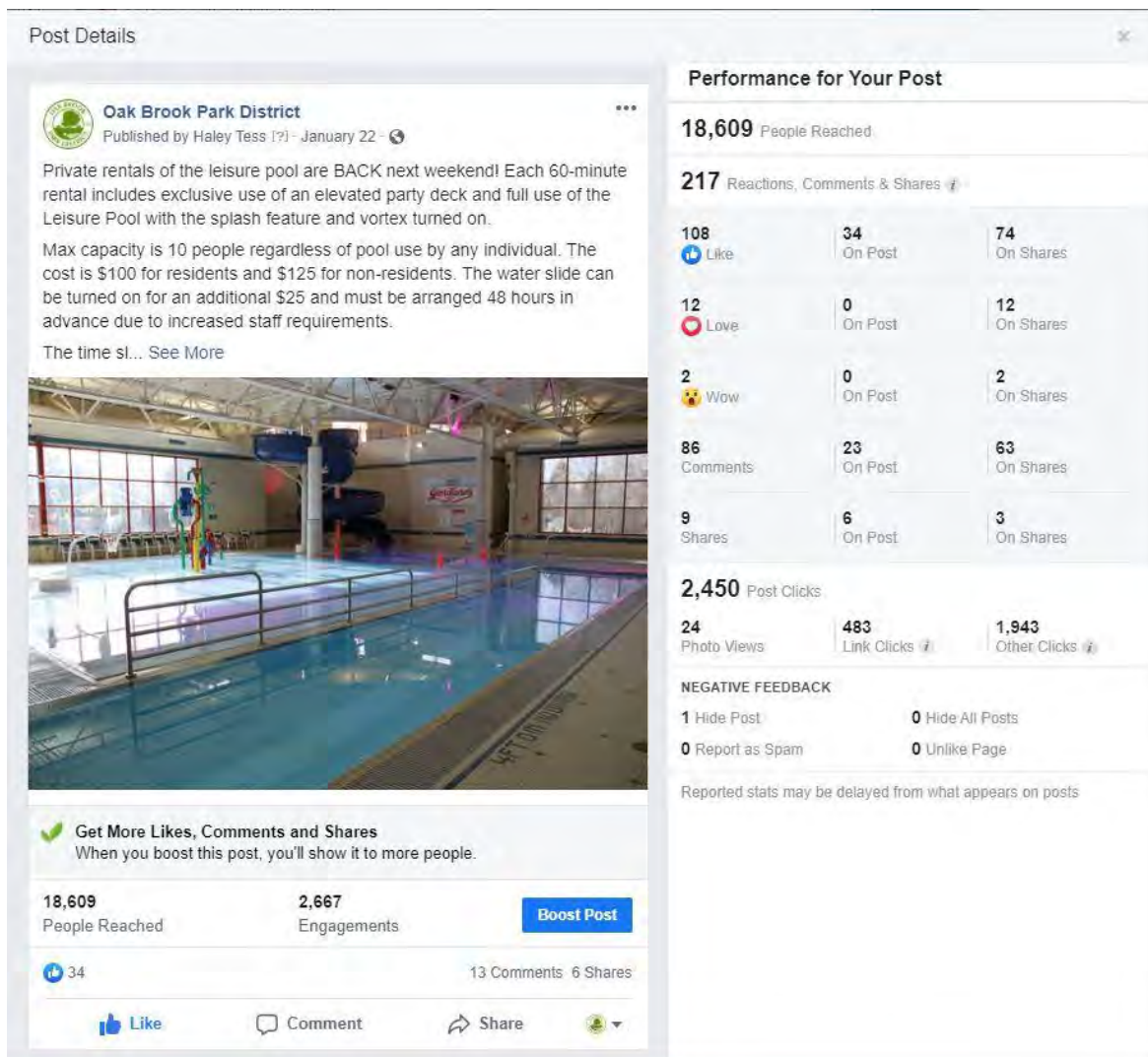
Top Post Reach: 346

### Twitter Analytics

Total Followers: 1,084 (up 5)

Posts: 22

Top Post Impressions: 191





### January 2021 Top pages\*

1. Winter Lights
2. Obparks.org
3. Reserve
4. Programs/Aquatics
5. Facilities/Central Park West
6. Facilities/Family Recreation Center
7. Programs/Tennis Programs
8. Obparks.org/Home
9. Community Ice Rink
10. Facilities/Family Aquatic Center

### January 2021 Top Products\*

1. 2021 STARS Swim Team Stroke Clinic – Blue Group
2. Family Fest at Winter Lights #15452
3. Be Our Valentine
4. Family Fest at Winter Lights #15453
5. 2021 STARS Swim Team Stroke Clinic – Red Group

### obparks.org Acquisition Value\*

Referral Percentage Values	Jan. 2021	Jan. 2020
Direct:	34.5%	32%
Organic Search:	51.1%	58.4%
Social:	10.1%	2.7%
Referrals:	4%	6.9%

### obparks.org Ecommerce Overview – January 2021\*

	January 2020	January 2021
Total Revenue	\$79,728	\$54,024
Transactions:	588	613
	<b>2021</b>	<b>2020</b>
Year to date total	\$54,024	\$682,863



**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.

# Memo

To: Oak Brook Park District Board of Commissioners  
From: Laure Kosey, Executive Director  
Date: February 9, 2021  
Re: Merit Increase Proposal

---

Our Vision Statement at Oak Brook Park District, states in part “By maintaining fiscally responsible practices and focusing on communication, environmental stewardship, diversity, equity, inclusion, and accessibility, the Oak Brook District works to help our community as a whole be its very best and feel it’s very best”. Despite the pandemic, staff has made great strides to keep necessary expenditures in check, operate programs and facilities by “thinking outside the box”, and continue to deliver excellent customer service.

Of particular note, through December 31, 2020, the Winter Lights at Central Park hosted over 25,000 people and raising over \$2,500 for the Chamber relief fund. Staff also figured out virtual group fitness classes, increasing field rentals by \$40,000, increasing our basketball program by \$55,000, an electronic brochure that can be updated instantly and concerts/movies/events all taking place inside a personalized circle.

## **Can the District afford merit increases?**

This fiscal year has been challenging, however, both the General Fund and Tennis Center fund are projected to “break even” with no need to dip in to fund balances. Focusing on the Recreation Fund, the projected loss is estimated at \$495,500 due to a loss of revenues in programming and membership. With this loss, the fund balance will still be at the “median range” of reserves according to our fund balance policy.

The budget process typically includes possible merit increases for the upcoming year. Staff has been directed to create a budget (2021/2022) with no increase in expenses (where ever possible) from the previous budgeted year (2020/2021). Minimum wage and utilities are examples of mandated unfunded increased expenses.

There are 3 options being recommended for merit increases:

**Option 1:** Up to a 4% merit increase equates to a \$95,400 budget impact.

**Option 2:** Up to a 2% increase on May 1, 2021/Up to a 2% increase on November 1, 2021 is a \$72,000 impact.

**Option 3:** Up to a 3% merit increase equates to a \$71,500 budget impact.

I believe one of these three options will assist in retaining our quality staff, cut hiring expenses and reflect the great relationships built at the District. Thank you in advance for your consideration.



# Memo

To: Board of Commissioners and Executive Director, Laure Kosey  
From: Marco Salinas, Chief Financial Officer  
Date: February 10, 2021  
Re: January 2021 Financials

---

## General Fund

We have now completed nine months of our current fiscal year. Year-to-date (YTD) revenues, expenditures, and transfers-out in this fund equal \$2,359,453, \$1,555,598, and \$0, respectively. This is resulting in a YTD net surplus of \$803,855; which is a \$172,497 increase over last year's YTD net surplus of \$631,357. Following is additional commentary:

- **Revenues-** Total current YTD revenues are slightly ahead of budgeted expectations but lower than prior year's YTD actuals. Although property tax revenues have increased approximately \$87,000, daily fee revenue at our Family Recreation Center (FRC) and rental revenue at our Central Park West (CPW) facility have decreased significantly when compared to the prior year. Such revenues currently total \$58,886 and \$9,209, respectively, whereas last year's totals were \$165,978 and \$41,464, respectively. Outdoor field rentals at our Central Park and Central Park North have increased when compared to the prior year.
- **Expenditures-** Total current YTD expenditures are not only favorable when compared to the annual budget (55%), but they have also decreased \$304,061 when compared to the prior year. All departments are currently experiencing decreases with the exception of the Dean Nature Sanctuary maintenance department. We have benefitted from significant cost savings in part-time wages of approximately \$180,200 as well as utility costs approximating \$33,100. The increase in the Dean Nature Sanctuary is due to the timing of the receipt of the maintenance billings. In the prior year, a significant portion of the annual billing was recorded in April 2020 (last month of the fiscal year).

## Recreation Fund

YTD revenues, expenditures, and transfers out in this fund equal \$1,767,219, \$1,823,626 and \$0, respectively. This is resulting in a YTD net deficit of \$56,407, which is a \$760,636 decrease over prior year's YTD net surplus of \$704,230. Following is additional commentary:

- **Revenues-** Similar to our General fund, this fund is benefitting from an increase in property tax receipts totaling \$98,174. All the other departments are either unfavorable when compared to the annual budget or have experienced decreases when compared to the prior year. As previously discussed, the primary reason for these decreases is the fact that we had to temporarily suspend and we continue to curtail much of our programming and services due to the ongoing COVID-19 restrictions. In total, YTD revenues have decreased \$1,427,783 when compared to the prior fiscal year.
- **Expenditures-** Year-to-date expenditures across the majority of our departments are favorable against the annual budgets and, in total, have decreased \$667,147 when compared to the prior year. The majority of the cost savings are being driven by our Fitness and Aquatics departments. These departments are benefitting



from significant cost savings in part-time wages of approximately \$330,100, credit card processing fees, equipment and washer/dryer repairs, towel supplies, utility costs, training costs and various pool commodity costs.

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

YTD revenues and expenses in this fund are currently at \$1,251,191 and \$890,615, respectively. This is resulting in a YTD net surplus of \$360,576; which is an increase of \$71,761 when compared to last year's YTD net surplus of \$288,814. Following is additional commentary:

- **Revenues-** Total YTD revenues have decreased \$354,003 primarily due to the COVID-19 pandemic. The temporary closure of the tennis center and cancellation of programming earlier in the fiscal year has resulted in a decrease in tennis membership revenue from \$210,000 last year, to \$135,130 in the current year. In addition, daily court time revenues have decreased approximately \$33,000 and private and group lesson revenues have decreased approximately \$166,000 when compared to last year.
- **Expenses-** Total YTD expenses are favorable against the annual budget and have also decreased \$425,764 when compared to the prior year. One of the primary drivers of this decrease has been a \$180,527 reduction in capital expenses. This fund has also benefitted from significant decreases in part-time wages approximating \$169,800. Expenses for various commodities, utilities and repairs and maintenance have also decreased.

---

### **FINANCE OPERATIONS:**

- Nancy received updated training concerning the Illinois Freedom of Information Act (FOIA).
- Marco has been working with our legal counsel on various amendments to our existing Investment policy. In addition, he has begun identifying proposed amendments to our existing purchasing policy.
- The Finance department continues work on the requested FY 2021/2022 operating budgets. All departments have been given until February 12, 2021 to submit their budget requests.

### **HUMAN RESOURCES:**

- Linda has been working with BS&A and our auditors with respect to the payroll tax credit that is available to the District as part of the Families First Coronavirus Response Act (FFCRA).



# Memo

To: Oak Brook Park District Board of Commissioners  
From: Dave Thommes, Deputy Director  
Date: February 8, 2021  
Re: Recreation & Facilities Report

---

## Recreation

- The Get Better Basketball League has 261 kids enrolled for boys and girls from Kindergarten through 8<sup>th</sup> grade.
- For Health and Wellness Month staff were asked to track their steps to hit their goal of “Getting past 2020” by walking 2,020 miles. Staff crushed that goal and walked 4,575+ miles.
- Staff have adapted multiple times in January. With our region moving from Tier 3 and improving to Phase 4 staff adjusted programming multiple times to stay up with current guidelines.
- Pickleball has gone from 1-on-1 training to open play and we are seeing 20+ people consistently.
- Staff met with the Parks Department to discuss field maintenance and rentals for the 2021 sports year.
- Staff attended various meetings: Community Outreach Committee meeting for District 53, IPRA State Virtual Conference, Special Events Committee, Active Adult Network Meeting, and IPRA Safe Zone LatinX Committee meeting.

## Aquatics

- The changing tiers and reduced mitigations have allowed the Aquatic Center to resume Leisure Pool open swims and private rentals. Fluid Running, STARS Swim Team, and adult exercise classes have also resumed.
- Private rentals are in high demand. The January “Tier 2” reservations (one hour, max 10 people) sold out in just under a day, The February “Phase 4” rentals (90 minutes, up to 30 people) sold out in just under 2 hours. Rentals are Fridays 4pm/6pm and Saturdays 12pm/2pm. Sundays are for open swim times.
- After-hour rentals were able to resume full usage and are back to full fees. Under Tier 3 mitigation, we only charged ½ price since they could only have 1 per lane and their use was cut down to 25% of the original rental agreement.
- Inquiries are beginning to pick up for Bath & Tennis memberships. Calls and emails are taken daily.
- We are discussing/exploring the possibility of offering “Shared Lap Lane Reservations” during limited time slots per week to expand reservation opportunities.

## Fitness

- Congratulations to Joe Scudiero! Joe was our first ever Monthly Membership Challenge winner with 56 visits. He selected a free message donated by West Suburban Wellness. Joe’s picture and winner bio have been posted on the website, social media, our cardio equipment screens, and we will be putting up a poster in the facility
- Our first ever Group Fitness Virtual Party was led by our instructor Ann Rohaly. The party was for a member’s 70<sup>th</sup> birthday.
- In-person classes have resumed while still offering virtual classes simultaneously.
- Tackle the Tri took place on Sunday, February 7<sup>th</sup> with 45 participants.

## Facilities

- Emergency light repairs were completed in Cori’s Hallway.
- Preventative maintenance schedules for FRC, CPW, and FAC were reviewed and updated.
- The floor scrubber for the Family Recreation Center was repaired.



- Our new Building Technician, James Moran continues to familiarize himself with operations, including automation software.
- Elevator inspection was coordinated and completed with Anderson Elevator.
- Studio C temperatures were addressed by replacing the fan motor.
- Zone valve in Marketing Office was replaced to better control heat flow.



# Oak Brook Park District Membership and Usage Statistics 2020

Membership Data							
	July	August	September	October	November	December	Total
Membership Packages	298	93	72	70	55	54	642
Members Activated	547	175	134	123	95	117	1,191
	July	August	September	October	November	December	Total
<b>Fitness Center</b>							
Reservations Made	1,470	2,088	2,187	2,623	2,394	2,729	13,491
Total Reservations Available	3,668	4,214	4,074	4,270	3,642	3,456	23,324
	40%	50%	54%	61%	66%	79%	58%
	July	August	September	October	November	December	Total
<b>Track</b>							<b>Total</b>
Reservations Made	551	685	640	1,021	1,015	1,374	5,286
Total Reservations Available	2,620	3,010	2,980	3,050	2,830	2,880	17,370
	21%	23%	21%	33%	36%	48%	30%
	July	August	September	October	November	December	Total
<b>Group Fitness</b>							
Reservations Made	563	765	816	932	894	652	4,622
Total Reservations Available	1,016	1,392	1,488	1,488	1,656	3,260	10,300
	55%	55%	55%	63%	54%	20%	45%
	July	August	September	October	November	December	Total
<b>Total Usage*</b>							
	5,055	4,618	3,555	3,964	4,284	4,283	17,192

**Notes: Tier 3 began Nov 20**

Reduced fitness reservations from 14 per hour to 12 per hour

Virtual group fitness began- increasing availability to 20 per class instead of 8/ no classes Nov 20/21, Dec 25, 25, 31, Jan 1

Closed Thanksgiving

Closed Christmas

Reduced hours on Dec 24 and 31

**\*Total Usage includes all ACTIVE transactions (sales, check ins, memberships, lockers, and other misc)**

**Fitness, track and group fitness reports are from UPACE**



# Oak Brook Park District Membership and Usage Statistics 2021

Membership Data							
	January	February	March	April	May	June	Total**
Members Packages	63						705
Memberships Activated	113						1304
Reservations Made							
	January	February	March	April	May	June	Total
<b>Fitness Center</b>							
Reservations Made	3,340						3,340
Total Reservations Available	4,485						4,485
	74%						74%
	January	February	March	April	May	June	Total
<b>Track</b>							<b>Total</b>
Reservations Made	1,887						1,887
Total Reservations Available	2,900						2,900
	65%						65%
	January	February	March	April	May	June	Total
<b>Group Fitness</b>							
Reservations Made	880						880
Total Reservations Available	3,756						3,756
	23%						23%
<b>Total Usage*</b>	January	February	March	April	May	June	Total
	4,997						4,997

**Notes:**

**\*\*Total as of 7/2020**

Closed January 1st

Classes in person began Jan 25

Classes also offered virtually

Fitness Reservations increased to 20 on January 21

**\*Total Usage includes all ACTIVE transactions (sales, check ins, memberships, lockers, and other misc)**

**Fitness, track and group fitness reports are from UPACE**

[illegible][illegible]



## Oak Brook Park District Aquatic Center Usage and Revenue

January Usage			
	Reservations	Member Visits	Rentals
<b>Splash Island</b>	0	Front	0
<b>Leisure Pool</b>	433	Desk	9
<b>Lap Pool</b>	1,961	Check-In	20
<b>Total</b>	2,394	N/A	29

January Revenue				
	Reservations	Rentals	Programming	Total
January 1-3	<i>now</i>	\$0.00	\$0.00	\$0.00
January 4-10	<i>collected</i>	\$1,350.00	\$3,878.97	\$5,228.97
January 11-17	<i>at</i>	\$1,350.00	\$3,878.97	\$5,228.97
January 18-24	<i>front</i>	\$2,025.00	\$3,878.97	\$5,903.97
January 25-31	<i>desk</i>	\$3,150.00	\$5,464.40	\$8,614.40
<b>Total</b>	<b>\$0.00</b>	<b>\$7,875.00</b>	<b>\$17,101.31</b>	<b>\$24,976.31</b>

January Programming			
	Availability	Registrations	Revenue
<b>Fluid Running</b>	68	52	\$798.11
<b>Fluid Running Drop-In</b>	0	0	\$0.00
<b>Masters*</b>	24	7	\$334.37
<b>STARS Stroke Clinic</b>	48	47	\$788.33
<b>Private Lessons</b>	141	141	\$15,181.50
<b>Total</b>	281	247	<b>\$17,102.31</b>



## Oak Brook Park District Aquatic Center Party Statistics

2021 Aquatic Party Statistics													
Total # Parties	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
Splash Birthday	0												0
Super Splash Birthday	0												0
Group (by day)	0												0
Private (indoors only)	9												9
Private (indoor/outdoor combo)	0												0
Splash Island Birthday	0												0
Camp Rentals	0												0
Lane Rental (lap only)	20												20
Scout	0												0
<b>Total # Parties</b>	<b>29</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>29</b>

<b>2020</b>	22	32	15	0	0	0	44	48	44	44	32	31	<b>312</b>
<b>2019</b>	37	25	44	36	46	53	52	38	20	27	37	25	<b>440</b>



# Oak Brook Park District Athletic Fields Rental Report

## 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	32	0	13.5	36.5	0	1,197	1,307
Revenue	\$13,832	\$12,280	\$6,813	\$11,885	\$17,585	\$16,962	\$6,568	\$3,308	\$0	\$1,163	\$2,763	\$0	\$93,156	\$101,248

## 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	0	0	0	0	0	1,128	971
Revenue	\$10,650	\$8,338	\$3,150	\$4,838	\$7,075	\$8,697	\$150	\$0	\$0	\$0	\$0	\$0	\$42,897	\$17,263

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

	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	0	0	0	0	0	841	572
Revenue	\$3,487	\$3,997	\$1,036	\$1,633	\$6,438	\$6,678	\$0	\$0	\$0	\$0	\$0	\$0	\$23,268	\$5,719

<b>Grand Total Hours:</b>	<b>3165</b>	<b>2850</b>
<b>Grand Total Revenue:</b>	<b>\$159,321</b>	<b>\$124,230</b>

## Athletic Field Usage 2020/2021 Fiscal Year Evergreen Bank Group Athletic Field

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	20/21 YTD	19/20 YTD
Hours	0	162	165	161	193	190	109	98	25				1,102	1,197
Revenue	\$0	\$603	\$51,866	\$5,338	\$5,920	\$16,210	\$5,763	\$10,323	\$2,245				\$98,266	\$93,156

## Athletic Field Usage 2020/2021 Fiscal Year Natural Grass Soccer Fields

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	20/21 YTD	19/20 YTD
Hours	0	2,189	2,385	2,078	2319	2,401	429	0	0				11,800	1,128
Revenue	\$0	\$14,658	\$72,990	\$28,358	\$25,528	\$22,385	\$3,498	\$0	\$0				\$167,415	\$42,897

## Athletic Field Usage 2020/2021 Fiscal Year Baseball Fields

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	20/21 YTD	19/20 YTD
Hours	0	274	224	157	211.25	208	40	0	0				1,113	841
Revenue	\$0	\$4,600	\$3,886	\$1,725	\$5,520	\$16,215	\$1,873	\$0	\$0				\$33,818	\$23,268

<b>YTD Total Hours:</b>	<b>14015</b>	<b>3166</b>
<b>YTD Total Revenue:</b>	<b>\$299,499</b>	<b>\$159,321</b>



**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.

# Memo

To: Board of Commissioners  
From: Bob Johnson, Director of Parks and Planning  
Date: February 5, 2021  
Re: Board Report

---

- The Park District and Illinois Tollway came to terms for the purchase of an easement at the Dean Nature Sanctuary. The Tollway will purchase the land for the sum of \$50,000.
- Bob and Haley presented an educational session titled "Starting a Sustainability Team" at the IPRA/IAPD virtual Soaring to New Heights annual conference. Fifty individuals attended the session.
- Winter fleet service and repair is approximately 50% complete. Staff are performing both routine and preventative maintenance on equipment and vehicles, and making necessary repairs.
- The ice rink and sled hill have been open for use as the weather has allowed. Staff inspects and maintains the sites daily.
- Please see the agenda history regarding the 2021 mowing bid.





## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: ORDINANCE 21-0215: AN ORDINANCE TRANSFERRING FUNDS TO AND FROM SEVERAL PARK DISTRICT FUNDS.**

**AGENDA NO.:** 7 A

**MEETING DATE:** FEBRUARY 15, 2021

**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)**

Included in the fiscal year 2020-2021 adopted budgets, are several operating transfers between our Corporate (General), Recreation, Debt Service, Capital Projects, and Liability Insurance Funds. The purposes of these transfers are to provide funding for our current year capital purchases and improvements, estimated unemployment compensation benefits, as well as the repayment of existing outstanding long-term debt.

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

The accompanying ordinance authorizes the transfer of funds between our Corporate (General), Recreation, Debt Service, Liability Insurance and Capital Project Funds for fiscal year 2020-2021.

**ACTION PROPOSED:**

A motion and a second to approve Ordinance 21-0215: An Ordinance Transferring Funds To and From Several Park District Funds.

**ORDINANCE NO. 21-0215**

**AN ORDINANCE TRANSFERRING FUNDS TO AND FROM  
SEVERAL PARK DISTRICT FUNDS**

---

**WHEREAS**, the first six months of fiscal year 2020-2021 of the Oak Brook Park District have elapsed; and

**WHEREAS**, Section 4-4 of the Park District Code provides that, after the first six months of any fiscal year, funds from any appropriation item may be transferred, by a two-thirds vote, to any other item of appropriation, so that the item to which said transfer is made is increased to the extent of the amount so transferred; and

**WHEREAS**, the Board of Park Commissioners has determined that it is necessary and desirable to make certain appropriation transfers as provided herein,

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

**Section 1:** Funds in the amounts listed in Exhibit A, which were appropriated in the Budget and Appropriation Ordinance for fiscal year 2020-2021 for the Corporate (General) and Recreation Funds, are hereby transferred to the Debt Service, Liability Insurance, and Capital Project Funds, with the Debt Service, Liability Insurance and Capital Project Funds increased to the extent so transferred as listed in Exhibit A.

**Section 2:** This Ordinance shall be in full force and effect after its passage and approval by a two-thirds vote of the Board of Commissioners.

**Section 3.** All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed to the extent of the conflict, so that this Ordinance shall have full force and effect as written.

**PASSED AND APPROVED This 22<sup>ND</sup> Day of February, 2021.**

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

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

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

Approved:

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

ATTEST:

\_\_\_\_\_  
Laure L. Kosey, Secretary

## Exhibit A

Fund	Operating Transfer Out	Operating Transfer In	Purpose
General	\$ 250,000.00		-To fund FY 2020/2021 capital purchases & improvements
Capital Project		\$ 250,000.00	
General	\$ 135,742.00		-To fund FY 2020/2021 debt service payments on our General Obligation Bonds, Series 2016, and 2020 Promissory Note
Debt Service		\$ 135,742.00	
Recreation	\$ 177,973.00		-To fund FY 2020/2021 debt service payments on our Debt Certificates, Series 2018 and 2020.
Debt Service		\$ 177,973.00	
General	\$ 6,300.00		-To fund estimated FY 2020/2021 unemployment compensation benefits, due to the layoff of personnel due to COVID-19
Recreation	\$ 23,700.00		
Liability Insurance		\$ 30,000.00	
<b>Totals:</b>	<b>\$ 593,715.00</b>	<b>\$ 593,715.00</b>	



## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ORDINANCE NO. 21-0216: AN ORDINANCE AUTHORIZING THE DESTRUCTION OF THE VERBATIM RECORD OF CERTAIN CLOSED MEETINGS**

AGENDA No.: 7 B

MEETING DATE: FEBRUARY 15, 2021

RECOMMENDED FOR BOARD ACTION: Executive Director, Laure Kosey:

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

As required by the Open Meetings Act, the closed meeting sessions of the Board Meetings are recorded. After 18 months, the Act permits the Board to authorize the destruction of these recordings, as long as the written minutes have been approved by the Board. The written minutes of these meetings have been approved by the Board of Commissioners, routinely, which occurred at the next executive meeting held after the meeting date.

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

The following Closed Meeting recording is now over 18 months in age.

April 15, 2019

Ordinance 21-0216 authorizes the destruction of the verbatim record of the above listed meeting.

**ACTION PROPOSED:**

A motion and a second to approve Ordinance 21-0216: An Ordinance Authorizing the Destruction of the Verbatim Record of Certain Closed Meetings.

**ORDINANCE NO. 21-0216**  
**AN ORDINANCE AUTHORIZING THE DESTRUCTION OF THE**  
**VERBATIM RECORD OF CERTAIN CLOSED MEETINGS**

---

**WHEREAS**, the Open Meetings Act (5 ILCS 120/1, *et seq.*) (the "Act") requires governmental bodies to keep a verbatim record of closed meetings by audio or video tape; and

**WHEREAS**, the Oak Brook Park District Board of Park Commissioners (the "Board") has complied with such requirement by providing for the Secretary of the Board to keep a verbatim record of all closed meetings by audio tape; and

**WHEREAS**, the Act also permits governmental bodies to destroy the verbatim record of closed meetings, no less than eighteen (18) months after the completion of the meeting recorded, without notification to or approval of a records commission or the State Archivist under the Local Records Act, but only after: i) the public body approves the destruction of a particular recording; and ii) the public body approves written minutes that meet the requirements of the Act for the closed meeting recorded; and

**WHEREAS**, at least eighteen (18) months have passed since the completion of certain closed meetings of the Board that are identified in Section 1 of this Ordinance, and the Board has approved written minutes for each of the such closed meetings; and

**WHEREAS**, the Board has determined that it is necessary and desirable to order the destruction of the verbatim record of the closed meetings identified in Section 1 of this Ordinance; and

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

**Section 1.** The Board hereby finds that at least eighteen (18) months have passed since the completion of the following closed meetings of the Board, and that the Board has approved written minutes for such closed meetings:

April 15, 2019

**Section 2.** The Board hereby orders the destruction of the entire verbatim record, in the form of audio tapes, of the closed meetings identified in Section 1 of this Ordinance, and the Secretary is hereby authorized and directed to destroy said audio tapes in a suitable manner.

**Section 3.** All resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed.

**Section 4.** This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

**PASSED AND APPROVED THIS 22<sup>ND</sup> DAY OF FEBRUARY, 2021**

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

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

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

\_\_\_\_\_  
**President Sharon Knitter**

**ATTEST:**

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



## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: PROPOSED ADJUSTMENT TO FT PAY GRADES  
EFFECTIVE 5-1-21**

**AGENDA No.: 7 C**

**MEETING DATE: FEBRUARY 15, 2021**

STAFF REVIEW: Linda Noonan, Human Resource Manager:

RECOMMENDED FOR BOARD ACTION: Laure Kosey, Executive Director:

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

HR Source developed a pay grade structure for the District's full-time positions, effective May 1, 2013. Each year they gather and analyze data from internal and external sources to provide general industry structure adjustment recommendations. Their recommended annual adjustments have averaged 1.9% since then.

HR Source conducted a Park and Recreation Compensation Survey in 2020 and published results for 2021 compiling data provided by 109 participating organizations and encompassing 75 positions.

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

HR Source is recommending a 1.9% adjustment to existing salary ranges, effective May 1, 2021.

Additionally, given the results of the industry compensation survey conducted by HR Source, it is recommended the following job positions be moved up a pay grade level:

- Chief Financial Officer
- Director of Parks and Planning
- Superintendent of Enterprise Operations
- Superintendent of Facilities
- Superintendent of IT and Communications
- Human Resource Manager
- Recreation Manager Adult Programs
- Recreation Manager Athletics
- Recreation Manager Youth Programs
- FRC Facility Supervisor
- Tennis Center Assistant Manager

**ACTION PROPOSED:**

A motion and a second to approve the Proposed Adjustment to Fulltime Pay Grades Effective 5-1-21.



2/9/2021

**Oak Brook Park District  
Pay Grades  
Effective: May 1, 2021\***

Pay Grade	FLSA	Job Title	Minimum	Midpoint	Maximum
13		Hold for Future Restructuring	132,277.96	165,347.46	198,416.96
			63.60	79.49	95.39
12	E	Executive Director	116,443.65	145,552.18	174,662.82
			55.98	69.98	83.97
11	E	Deputy Director	102,501.86	128,126.26	153,751.73
	E	Chief Financial Officer (from Level 10)	49.28	61.60	73.92
10	E	Director of Parks and Planning (from Level 9)	90,231.13	112,787.86	135,345.65
			43.38	54.22	65.07
9	E	Superintendent of Enterprise Operations (from Level 8)	79,428.03	99,283.71	119,142.57
	E	Superintendent of Facilities (from Level 8)	38.19	47.73	57.28
	E	Superintendent of IT and Communications (from Level 8)			
8	E	Superintendent of Aquatic and Maintenance Operations	69,918.75	87,397.64	104,879.71
	E	Superintendent of Recreation	33.61	42.02	50.42
	E	Human Resource Manager (from Level 7)			
7	E	Finance Manager	61,548.59	76,934.68	92,322.89
	E	Marketing & Communications Manager	29.59	36.99	44.39
6	NE	Building Engineer	54,180.85	67,724.21	81,269.69
	E	Recreation Manager Adult Programs (from Level 5)	26.05	32.56	39.07
	E	Recreation Manager Athletics (from Level 5)			
	E	Recreation Manager Youth Programs (from Level 5)			
5	E	Administrative Services Specialist	47,693.70	59,616.85	71,540.01
	E	Corporate & Community Relations	22.93	28.66	34.39
	E	FRC Facility Supervisor (from Level 4)			
	E	Graphic Designer			
	E	Tennis Center Assistant Manager (from Level 4)			
4	E	Fitness Supervisor	41,984.31	52,480.13	62,974.88
	NE	Landscape Specialist	20.18	25.23	30.28
	E	Lead Aquatic Supervisor			
	NE	Park Specialist			
3	E	Aquatic Supervisor	36,958.40	46,197.47	55,436.54
	NE	Registration Coordinator	17.77	22.21	26.65
2	NE	Building Technician	32,534.37	40,667.17	48,799.96
	NE	Park District Lead Custodian	15.64	19.55	23.46
	NE	Park Technician			
	NE	Facility Coordinator			
1	NE	Park District Custodian	28,638.05	35,797.03	42,957.07
			13.77	17.21	20.65

\*NOTE: Per HR Source (formerly Management Association of IL), 1.9% market adjustment increase over May 1, 2020.



## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: ADA TRANSITION PLAN**

**AGENDA No.: 7 D**

**MEETING DATE: FEBRUARY 15<sup>TH</sup>, 2021**

**STAFF REVIEW:**

Deputy Director, Dave Thommes:

A handwritten signature in black ink, appearing to read "Dave Thommes", is written over the printed name.

**RECOMMENDED FOR BOARD ACTION:**

Executive Director, Laure Kosey:

A handwritten signature in black ink, appearing to read "Laure Kosey", is written over the printed name.

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

The Park District contracted with Recreation Accessibility Consultants in 2014 to conduct a District-wide ADA audit of all District-owned facilities and parks. Once the audit was complete, staff developed a 17-year transition plan, that was approved by the Board in 2015, to address the deficiencies noted in the audit. ADA compliance does not require that a plan be completed in a certain amount of time, rather it requires tangible progress on a consistent basis. Some items in the plan may be determined by the Park District as not feasible because completing those items fundamentally change a park or facility and will not be addressed unless there was a full renovation or re-build. The audit initially identified approximately 500 items that needed to be addressed for a total cost of \$675,000. Since the plan was put into place in 2015, the Park District has addressed 141 items.

The plan was also available to the public for review and feedback. Staff also sent the plan to its Special Recreation Association partner, Gateway.

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

For accreditation purposes and as a general good practice, the Board should review the plan and its progress every five years.

**ACTION PROPOSED:** A motion and a second to approve the ADA Transition Plan as presented.



# Oak Brook Park District ADA Transition Plan



Park District ADA Coordinator  
Karen Spandikow, Assistant Director of Recreation  
Oak Brook Park District  
1450 Forest Gate Road  
Oak Brook, IL 60523  
P: (630) 645-9589 | [kspandikow@obparks.org](mailto:kspandikow@obparks.org)

Facility/Site Evaluation Completed by:  
Recreation Accessibility Consultants, LLC  
2675 Pratum Ave  
Hoffman Estates, IL 60192  
P: (224) 293-6450 | F: (224) 293-6455  
[www.rac-llc.com](http://www.rac-llc.com)

## Contents

KEY TERMS	3
SECTION REFERENCES	4
FINANCIAL	5
PHASE ONE	6
YEAR ONE 2015/16	7
YEAR TWO 2016/17	20
YEAR THREE 2017/18	29
YEAR FOUR 2018/19	43
YEAR FIVE 2019/20	52
YEAR SIX 2020/21	64
YEAR SEVEN 2021/22	77
YEAR EIGHT 2022/23	93
YEAR NINE 2023/24	98
PHASE TWO	101
YEAR TEN 2024/25	102
YEAR ELEVEN 2025/26	107
YEAR TWELZE 2026/27	121

YEAR THIRTTEN 2027/28	129
YEAR FOURTEEN 2028/29	140
PHASE THREE	146
YEAR FIFTEEN 2029/30	147
YEAR SIXTEEN 2030/31	157
YEAR SEVENTEEN 2031/32	163
STAFF REVIEW	166
GATEWAY REVIEW	167
COMMUNITY INPUT	168
BOARD APPROVAL	169
COMPLETED PROJECTS	170

## Key Terms

Aff- Above the finished floor (or above the finished ground)

AR- Accessible Route

CIL- Change in Level

CFS- Clear Floor Space

lbf- Pounds of Force

CGS- Clear Ground Space

EPC- Elevated Play Component

GLPC- Ground Level Play Component

FRC- Family Recreation Center

FRCP- Family Recreation Center-Park

CW- Cori's Way (Preschool)

LL- Family Recreation Center Lower Level

CPW- Central Park West

CP- Central Park

DNS- Dean Nature Sanctuary

FRC-MU- Family Recreation Center-Multiple Users Front

FRC-SA- Family Recreation Center- Staff Area

CHP- Chillem Park

SP- Saddlebrook Park

FGP- Forest Glen Park

CPWP- Central Park West Park

FRCP- Family Recreation Center Park

CMP- Chillem Park

DNSF- Dean Nature Sanctuary- Fishing

SI- Splash Island

## Section References

- |                                  |   |
|----------------------------------|---|
| 1.1 Parking                      | 1.11 Restrooms                            |
| 1.2 Exterior Accessible Route    | 1.12 Kitchen/Concessions                  |
| 1.3 Exterior Entrance Signage    | 1.13 Locker Rooms                         |
| 1.4 Exterior Entry Doors         | 1.14 Aural & Visual Alarms                |
| 1.5 Elevator/Lifts               | 1.15 Directional & Permanente Space Signs |
| 1.6 Interior Doors               | 1.16 Other                                |
| 1.7 Interior Accessible Route    |   |
| 1.8 Public Designated Use Spaces |   |
| 1.9 Employee Offices & Spaces    |   |
| 1.10 Assembly Areas              |   |

## FINANCIAL

- PHASE ONE \$207,889.00
  - YEAR ONE \$26,318.75
  - YEAR TWO \$24,912.50
  - YEAR THREE \$25,923.75
  - YEAR FOUR \$25,615.00
  - YEAR FIVE \$19,605.00
  - YEAR SIX \$25,911.25
  - YEAR SEVEN \$15,651.50
  - YEAR EIGHT \$24,976.25
  - YEAR NINE \$18,975.00
- PHASE TWO \$121,477.00
  - YEAR TEN \$24,885.00
  - YEAR ELEVEN \$27,155.00
  - YEAR TWELVE \$17,027.50
  - YEAR THIRTEEN \$27,107.00
  - YEAR FOURTEEN \$25,302.50
- PHASE THREE \$104,917.50
  - YEAR FIFTEEN \$15,171.25
  - YEAR SIXTEEN \$23,336.25
  - YEAR SEVENTEEN \$66,410.00

TOTAL INVESTMENT: \$434,283.50







PHASE


ONE



# YEAR ONE



## 2015/2016



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.2.1	CHECKLIST	Install compliant detectable warning at curb ramps and transitions from walkways to vehicular ways as a smart practice \$470	\$470.00	1	OBPD	2015/16	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.2.2	 <p>Additional Photos (FR 13, 14, 18, 19, 22, &amp; 23)</p>	Repair, bevel, or ramp CIL along AR	\$206.25	1	OBPD	2015/16	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.2.3		Repair and reset pavers to eliminate CIL and gaps	\$250.00	1	OBPD	2015/16	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.2.4	 <p>Additional Photos (FR20 &amp; 21)</p>	Correct or repair sidewalk cross slope along AR to max 2%	\$2,187.50	1	OBPD	2015/16	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.2.5	 <p>Additional Photos (FR16 &amp; 17)</p>	Correct or repair sidewalk running slope along AR to max 5	\$4,375.00	1	OBPD	2015/16	


Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.2.6		Create an AR connecting accessible parking to the designated entries at both play areas	\$2,500.00	1	OBPD	2015/16	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.7.1	CHECKLIST	Reassign programs in Studio D to a location along an accessible route to avoid patrons traveling through storage to access; in the alternative, eliminate the storage room and incorporate the space as the accessible route-	STAFF TIME	1	OBPD	2015/16	



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.7.2	 <p>Additional Photos (FR173, 174, 189, 190, 191, &amp; 192)</p>	Lower operating mechanisms along the interior AR to max 48" aff to the highest operable part-	STAFF TIME	1	OBPD	2015/16	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.7.3	 <p>Additional Photos (FR176, 179, 180, 181, 182, 188)</p>	Replace drinking fountains with compliant hi-lo bowl fountains	\$7,997.50	1	OBPD	2015/16	Complete



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.7.4	 <p>Additional Photos (FR175 &amp; 176)</p>	Relocate rug at fitness drinking fountain to provide required knee clearance-	STAFF TIME	1	OBPD	2015/16	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.7.6	 <p>Additional Photos (FR193, 194, 195, &amp; 196)</p>	Lower 36" wide segment of service counter to max 34" aff	\$533.75	1	CONTRACT	2015/16	



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.9.1		Employee only area permit approach, entry, and exit, relocate obstacles such as tables and chairs to create AR through Canterbury room closet (right)	STAFF TIME	1	OBPD	2015/16	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.9.2		Employee only areas permit approach, entry, and exit, relocate obstacles to create turning space of 60" in Canterbury room closet (right-)	STAFF TIME	1	OBPD	2015/16	Complete






Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.10.2	CHECKLIST	Replace one picnic table with one with knee and toe clearance, 9" deep at 27" high and 25" deep at 9" high, with a 36" AR around tables as a smart practice	\$800.00	1	OBPD	2015/16	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.9.1	 <p>Additional Photos (FRC26, 202, 213, 214, 238, 239, 279, &amp; 285)</p>	Employee only area permit approach, entry, and exit, relocate obstacles such as tables and chairs to create AR through spaces indicated	STAFF TIME	1	OBPD	2015/16	Complete

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.9.2	 <p>Additional Photos (FRC26, 202, 213, 214, 238, &amp; 239)</p>	Employee only area permit approach, entry, and exit, relocate obstacles to create turning space of 60" in spaces indicated	STAFF TIME	1	OBPD	2015/16	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.9.1		Employee only area permit approach, entry, and exit, relocate obstacles such as tables and chairs to create AR through pool chemical room	STAFF TIME	1	OBPD	2015/16	Complete

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.9.2		Employee only areas permit approach, entry, and exit, relocate obstacles to create turning space of 60" in guard office-	STAFF TIME	1	OBPD	2015/16	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
LL	1.9.1	 Additional Photos (FR309 & 319)	Employee only area permit approach, entry, and exit, relocate obstacles such as tables and chairs to create AR through spaces indicated	STAFF TIME	1	OBPD	2015/16	Complete

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
LL	1.9.2		Employee only areas permit approach, entry, and exit, relocate obstacles to create turning space of 60" in volleyball storage room	STAFF TIME	1	OBPD	2015/16	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.9.1	CHECKLIST	Employee only area permit approach, entry, and exit, relocate obstacles such as table and chairs to create AR through basement	STAFF TIME	1	OBPD	2015/16	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.10.1	 Additional Photos (CP52 & 56)	Replace drinking fountain with a hi-lo bowl fountain and locate along AR	\$3,998.75	1	OBPD	2015/16	Complete at Field #1



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.10.2	 <p>Additional Photos (CP44, 45, 52, 53, 54, 56, 57, &amp; 58)</p>	Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to the ball field elements	\$1,250.00	1	OBPD	2015/16	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.10.3	 <p>Additional Photos (CP60, 61, 62, &amp; 36)</p>	Widen entry to playing surface to 32" if gated, or 36" if no gate	\$500.00	1	OBPD	2015/16	Complete

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.10.4	 <p>Additional Photos (CP50 &amp; 51)</p>	Create AR with crushed or compacted stone or similar outdoor material from parking or sidewalk to the youth soccer fields	\$1,250.00	1	OBPD	2015/16	Complete



YEAR TWO



2016/2017






Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.6.1	 <p>Additional Photos (FR43, 44, 51, 167, &amp; 168)</p>	Remove closer to provide required maneuvering clearance on push side of doors; in the alternative, install power door opener where indicated	STAFF TIME	1	OBPD	2016/17	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.6.2	 <p>Additional Photos (FR45 &amp; 46)</p>	Remove a portion of latch side wall to max 8" recession; in the alternative, remove closer to provide required maneuvering clearance on push side of doors	STAFF TIME	1	OBPD	2016/17	Complete







Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.6.3	 <p>Additional Photos (FR48, 55, 66, 129, 166, 169, 86, &amp; 87)</p>	Relocate storage, furniture, and other obstacles to create 60" maneuvering space around doors	STAFF TIME	1	OBPD	2016/17	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.6.4	 <p>Additional Photos (FR49 &amp; 50)</p>	Remove and rehang to swing inward rather than outward to provide 18" maneuvering clearance on the pull side of door	\$1,368.75	1	OBPD	2016/17	Complete

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.6.6	 <p>Additional Photos (FR170 &amp; 171)</p>	Remove closer to provide required maneuvering clearance on push side of doors	STAFF TIME	1	OBPD	2016/17	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.6.7	 <p>Additional Photos (FR88 &amp; 89)</p>	Relocate suit dryer in women's locker room to not obstruct maneuvering clearance on pull side of door	\$250.00	1	OBPD	2016/17	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.6.8	CHECKLIST	Inspect, adjust, and maintain 5lbf to open interior doors	STAFF TIME	1	OBPD	2016/17	Complete


Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.6.9	CHECKLIST	Inspect, adjust, and maintain closing speed on door closers	STAFF TIME	1	OBPD	2016/17	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.6.10	 <p>Additional Photos (FR47, 48, 62, 63, 162, 163, 67, 68, 122, 123, 90, &amp; 91)</p>	Replace doors with ones having sidelight viewing windows max 43" aff	\$6,930.00	1	OBPD	2016/17	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.14.1	CHECKLIST	Install audible and visual alarms in rooms and spaces where alarms have been installed since 1992	STAFF TIME	1	OBPD	2016/17	Complete

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.6.1	 <p>Additional Photos (FR24, 25, 29, 30, 32, 33, 34, 36, 37, 38, 41, 42, 69, 70, &amp;72)</p>	Replace storage, furniture, and other obstacles to create 60" maneuvering space around doors	STAFF TIME	1	OBPD	2016/17	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.6.2	 <p>Additional Photos (FR25, 30, 34, 36, &amp; 38)</p>	Remove and rehang to swing outward rather than inward to provide 18" maneuvering clearance on the pull side of door	\$6,843.75	1	OBPD	2016/17	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.6.4	 <p>Additional Photos (FR39, 40, 71, &amp; 72)</p>	Replace doors with ones having 36" clear width at recessed doors	\$3,960.00	1	OBPD	2016/17	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.6.5	 <p>Additional Photos (FR73 &amp; 74)</p>	Replace doors with doors having 32" clear width where indicated	\$1,980.00	1	OBPD	2016/17	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.6.6	CHECKLIST	Inspect, adjust, and maintain 5lbf to open interior doors	STAFF TIME	1	OBPD	2016/17	Complete

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.6.7	CHECKLIST	Inspect, adjust, and maintain closing speed on door closers	STAFF TIME	1	OBPD	2016/17	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.6.8	 <p>Additional Photos (FR27, 75, &amp; 76)</p>	Replace doors with ones having sidelight viewing windows max 43"	\$1,980.00	1	OBPD	2016/17	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRCF	1.10.1	 <p>Additional Photos (FR719 &amp; 720)</p>	Replace one picnic table with one with knee and toe clearance, 9" deep at 27" high and 25" deep at 9" high, with a 36" AR around table as a smart practice	\$800.00	1	OBPD	2016/17	Complete







Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.10.12	 <p>Additional Photos (CP46, 66, 71, &amp; 81)</p>	Replace one picnic table with one with knee and toe clearance, 9" deep at 27" high and 25" deep at 9" high, with a 36" AR around table as a smart practice	\$800.00	1	OBPD	2016/17	Complete



YEAR THREE



2017/2018





Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.4.1	 <p>Additional Photos (FR114, 115, 124, 125, 96, 97, 111, 112)</p>	For all doors along the public circulation route, remove a portion of latch side wall to max 8" recession; in the alternative, remove closer to provide required maneuvering clearance on push side of doors	STAFF TIME	1	OBPD	2017/18	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.4.2	 <p>Additional Photos (FR116, 117, 118, 119, 94, 95, 101, &amp; 102)</p>	Correct or repair slope at doorway leading to max 2% in any direction for level CFS	\$2,000.00	1	OBPD	2017/18	Complete


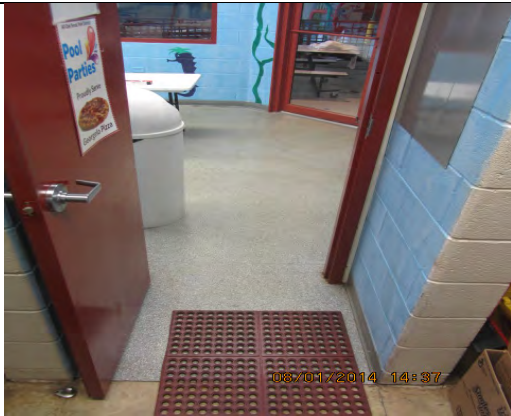
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.4.3	 <p>Additional Photos (FR126 &amp; 127)</p>	Remove and rehang door to open from the opposite side to create required 12" maneuvering clearance on the push side of door	\$2,737.50	1	OBPD	2017/18	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.4.4	 <p>Additional Photos (FR105 &amp; 159)</p>	Relocate storage, furniture, and other obstacles to create 60" maneuvering space around doors	STAFF TIME	1	OBPD	2017/18	Complete



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.4.5		Enlarge cement pad at exit to allow 18" clearance on the latch side, and extend a pathway away from the building for emergency egress	\$865.00	1	OBPD	2017/18	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.4.6	 Additional Photos (FR145, 146, 160, & 161)	Replace doors with doors having 80" overhead clearance where indicated	\$3,960.00	1	OBPD	2017/18	

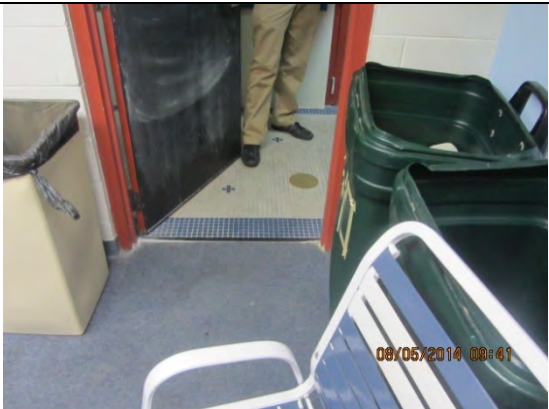

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.4.7	 <p>Additional Photos (FR120, 121, 147, 148, 157, 158, 106, &amp; 108)</p>	Repair, bevel, or ramp CIL at 4 door entries to max .25"	\$275.00	1	OBPD	2017/18	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.4.8	 <p>Additional Photos (FR121, 107, &amp; 108)</p>	Fill and maintain gaps at doorways to max .5%	\$137.50	1	OBPD	2017/18	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.4.9	N/A	Inspect, adjust, and maintain 8.5lbf to open exterior doors	STAFF TIME	1	OBPD	2017/18	Complete

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.4.10	N/A	Inspect, adjust, and maintain closing speed on door closers	STAFF TIME	1	OBPD	2017/18	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.4.11		Extend pathway from doorways to create required egress route from building	\$625.00	1	OBPD	2017/18	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.4.12	 Additional Photo (FR149, 150, 92, 93, 103, 104, 105, & 113)	Repair, bevel, or ramp CIL along egress AR	\$2,500.00	1	OBPD	2017/18	Complete


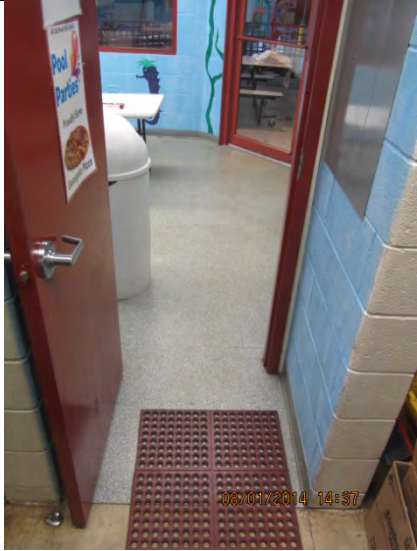


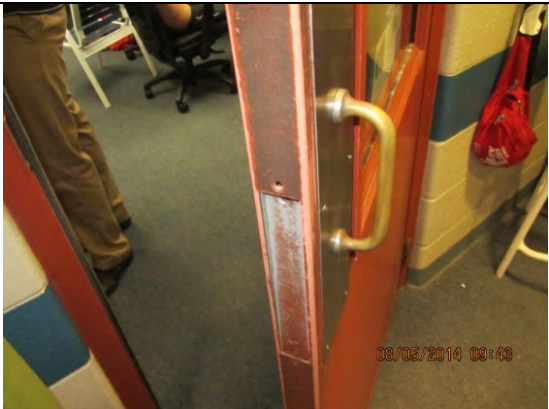
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.4.13	 <p>Additional Photos (FR109 &amp;110)</p>	Correct or repair sidewalk running slope along egress AR to max 5%	\$4,375.00	1	OBPD	2017/18	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.6.1		Remove and rehang to swing outward rather than inward to provide 18" maneuvering clearance on the pull side of door	\$1,368.75	1	OBPD	2017/18	

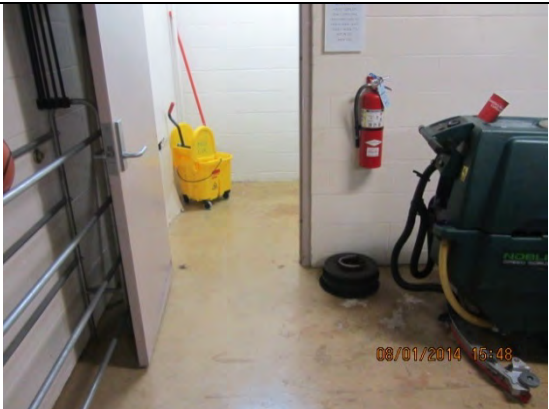

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.6.2		Remove closer to create required maneuvering clearance on push side of door	STAFF TIME	1	OBPD	2017/18	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.6.3	 Additional Photos (FR57, 58, 60, 61, 131, 140, 141, 151, 152, 155, &156)	Correct or repair slope at doorway landing to max 2% in any direction for level	\$500.00	1	OBPD	2017/18	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.6.4	 <p>Additional Photos (FR59, 133, 136, 138, 139, &amp; 142)</p>	Relocate storage, furniture, and other obstacles to create 60" maneuvering space around doors	STAFF TIME	1	OBPD	2017/18	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.6.5	 <p>Additional Photos (FR134 &amp; 135)</p>	For all doors along the public circulation route, remove a portion of latch side wall to max 8" recession, in the alternative, remove closer to provide required maneuvering clearance on push side of doors	STAFF TIME	1	OBPD	2017/18	




Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.6.6	 <p>Additional Photo (FR153 &amp;154)</p>	Remove and rehang door to open from the opposite side to create required 12" of maneuvering clearance on the push side	\$1,368.75	1	OBPD	2017/18	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.6.7	 <p>Additional Photos (FR52, 53, &amp; 54)</p>	Replace doors with ones having 36" clear width at recessed doors	\$1,980.00	1	OBPD	2017/18	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.6.8		Replace hardware with lever hardware where indicated	\$367.50	1	OBPD	2017/18	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.6.9	CHECKLIST	Replace hardware on doors to hazardous areas with knurled lever hardware	STAFF TIME	1	OBPD	2017/18	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.6.10	CHECKLIST	Inspect, adjust, and maintain 5lbf to open interior doors	STAFF TIME	1	OBPD	2017/18	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.6.11	CHECKLIST	Inspect, adjust, and maintain closing speed on door closers	STAFF TIME	1	OBPD	2017/18	Complete



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
LL	1.6.1	 <p>Additional Photos (FR79, 82, &amp; 99)</p>	Relocate storage, furniture, and other obstacles to create 60" maneuvering space around doors	STAFF TIME	1	OBPD	2017/18	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
LL	1.6.2		Remove and rehang to swing outward rather in inward to provide 18" maneuvering clearance on the pull side of door	\$1,368.75	1	OBPD	2017/18	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
LL	1.6.3	 <p>Additional Photos (FR80, 81, 84, &amp; 85)</p>	Repair, bevel, or ramp CILs at two door entries to max .25"	\$137.50	1	OBPD	2017/18	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
LL	1.6.4		Replace hardware with lever hardware where indicated	\$367.50	1	OBPD	2017/18	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
LL	1.6.5	CHECKLIST	Inspect, adjust, and maintain 5lbf to open interior doors	STAFF TIME	1	OBPD	2017/18	Complete



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
LL	1.6.6	CHECKLIST	Inspect, adjust, and maintain closing speed on door closers	STAFF TIME	1	OBPD	2017/18	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
LL	1.6.7	 <p>Additional Photos (FR77 &amp; 78)</p>	Replace doors with ones having sidelight viewing windows max 43"	\$990.00	1	OBPD	2017/18	

# YEAR FOUR


## 2018/2019



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.1.1	 <p>Additional Photos (FR8, 10, &amp; 11)</p>	Repaint stalls and access aisles using high quality yellow paint	\$210.00	1	OBPD	2018/19	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.1.2	 <p>Additional Photos (FR3, 4, 5, 6, 7, 8, 9, &amp; 10)</p>	Repair or correct slope of parking space and access aisle to max 2% in any direction	\$8,750.00	1	OBPD	2018/19	Complete







Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.1.3	 <p>Additional Photos (FR8 &amp; 11)</p>	Resurface stalls and access aisles to eliminate gaps and cracks	\$2,187.50	1	OBPD	2018/19	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.1.5	 <p>Additional Photos (FR10 &amp; 12)</p>	Acquire and mount at appropriate heights and locations accessible parking signs for all the stalls, including one van accessible sign	\$900.00	1	OBPD	2018/19	Complete




Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.1.6		Reconfigure accessible stalls to avoid requiring pedestrians to cross vehicular way, in the alternative, leave as is with striped crosswalk	\$210.00	1	OBPD	2018/19	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.15.1	CHECKLIST	Create template for signs that addresses height of sign, size of characters, location of Braille, and other requirements	STAFF TIME	1	OBPD	2018/19	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.15.2	CHECKLIST	Implement a sign revision program throughout the building, discriminating between directional signs and signs for permanent spaces	STAFF TIME	1	OBPD	2018/19	Complete

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.15.3	 <p>Additional Photos (FR197 &amp; 197)</p>	Mount signage at all permanent rooms/spaces having Braille and the international symbol of accessibility, mounted at 60" to the middle of the sign and on the latch side of the door. ALL ROOMS	\$4,000.00	1	OBPD	2018/19	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.1.1	 <p>Additional Photos (CP1, 2, 3, 4, 5, 6, 23, 24, 25, 26, 27, &amp; 28)</p>	Repair or correct slope of parking space and access aisle to max 2% in any direction	\$6,562.50	1	OBPD	2018/19	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.1.2	 <p>Additional Photos (CP4 &amp; 6)</p>	Resurface stalls and access aisles to eliminate gaps and cracks	\$2,187.50	1	OBPD	2018/19	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.1.3		Acquire and mount at appropriate heights and locations accessible parking signs for all stalls	\$150.00	1	OBPD	2018/19	Complete

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.1.4	 <p>Additional Photos (CP7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, &amp; 20)</p>	Raise existing accessible parking signs so that lowest end of bottom sign is minimum 60" aff	STAFF TIME	1	OBPD	2018/19	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.1.5	CHECKLIST	Add one van parking sign to one accessible stall	\$150.00	1	OBPD	2018/19	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.1.6	 <p>Additional Photo (CP4, 21, &amp; 22)</p>	Reconfigure accessible stalls to avoid requiring pedestrians to cross vehicular way, in the alternative, leave as is with striped crosswalk	\$105.00	1	OBPD	2018/19	



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
DNS	1.1.1		Paint stalls and access aisles to be 8' and 8' each	\$52.50	1	OBPD	2018/19	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
DNS	1.1.2	CHECKLIST	Maintain surface of accessible parking spaces to be free of gravel and debris	STAFF TIME	1	OBPD	2018/19	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
DNS	1.1.3	CHECKLIST	Add one van parking sign to one accessible stall	\$150.00	1	OBPD	2018/19	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.15.1	CHECKLIST	Create template for signs that addresses height of sign, size of characters, location of Braille, and other requirements	STAFF TIME	1	OBPD	2018/19	

<b>Location</b>	<b>Code</b>	<b>Picture</b>	<b>Solution</b>	<b>Estimated Cost</b>	<b>Phase</b>	<b>By Whom</b>	<b>Projected Year</b>	<b>Action Taken</b>
CPW	1.15.2	CHECKLIST	Implement a sign revision program throughout the building, discriminating between directional signs and signs for permanent spaces	STAFF TIME	1	OBPD	2018/19	
<b>Location</b>	<b>Code</b>	<b>Picture</b>	<b>Solution</b>	<b>Estimated Cost</b>	<b>Phase</b>	<b>By Whom</b>	<b>Projected Year</b>	<b>Action Taken</b>
CPW	1.15.3	CHECKLIST	Mount signage at all permanent rooms/spaces having Braille and the international symbol of accessibility, mounted at 60" to the middle of the sign and on the latch side of the door	STAFF TIME	1	OBPD	2018/19	



# YEAR FIVE



## 2019/2020







Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.8.1	 <p>Additional Photos (FR242 &amp; 243)</p>	Relocate fitness equipment to create AR through fitness room	STAFF TIME	1	OBPD	2019/20	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.8.2	 <p>Additional Photos (FR245, 246, 348, 349, 271, 272, 355, 356, 365, 366, &amp; 367)</p>	Relocate protruding objects in spaces indicated or place cane detectable warning or bollard at foot of protrusions	STAFF TIME	1	OBPD	2019/20	







Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.8.2	 <p>Additional Photos (FR252, 241, 262, &amp; 347)</p>	Remove, or relocate storage in CFS at fixtures and operable parts	STAFF TIME	1	OBPD	2019/20	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.8.5	 <p>Additional Photos (FR263, 264, 350, &amp; 351)</p>	Lower sink height to max 34"	\$3,400.00	1	OBPD	2019/20	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.13.1	 <p>Additional Photos (FR601, 568, 569, 570, 571, 572, 573, 589, 590, 591, &amp; 598)</p>	Designate 5% or no less than 1 locker as accessible, mounting signage having the access symbol and hooks and operating mechanisms max 48" aff	STAFF TIME	1	OBPD	2019/20	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.13.2	 <p>Additional Photos (FR574, 593, 594, &amp; 610)</p>	Replace locker hardware with ADA compliant hardware on designated lockers	\$500.00	1	OBPD	2019/20	Complete

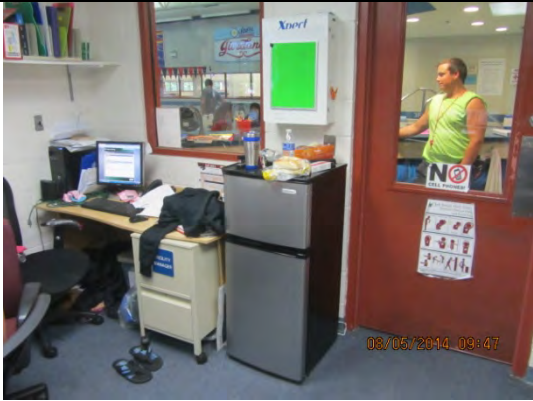

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.13.3	 <p>Additional Photos (FR577, 578, 579, 580, 606, 607, 608, &amp; 609)</p>	Lower hooks to max 48" aff	STAFF TIME	1	OBPD	2019/20	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.13.4	 <p>Additional Photo (FR575, 576, &amp; 597)</p>	Replace bench in dressing area with one having a seat depth of 24" deep, 48" long, affixed to the wall or having a back and mounted 17" to 19" aff	\$1,200.00	1	OBPD	2019/20	Complete



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.13.5	 <p>Additional Photos (FR587, 588, 586, 604, 603, 581, 582, 584, &amp; 585)</p>	Create accessible shower in each locker room	\$7,855.00	1	OBPD	2019/20	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.8.1		Replace obstacles such as tables and chairs to create AR and turning space through purple arts and craft room	STAFF TIME	1	OBPD	2019/20	Complete

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.8.2	 <p>Additional Pictures (FR210, 211, 215, 216, 224, 225, 226, 227, 276, &amp; 277)</p>	Relocate protruding objects in spaces indicated or place can detectable warning or bollard at foot of protrusions	\$1,000.00	1	OBPD	2019/20	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.8.3	 <p>Additional Photos (FR208, 223, 232, 240, &amp; 237)</p>	Remove, or relocate storage in CFS at fixtures and operable parts	STAFF TIME	1	OBPD	2019/20	Complete



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.8.5	 <p>Additional Photo (FR228, 229, &amp; 284)</p>	Replace one table in preschool rooms with one having an adjustable height for use by a child in a wheelchair	\$1,600.00	1	OBPD	2019/20	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.8.6	 <p>Additional Photos (FR233 &amp; 234)</p>	Lower sink height to max 34"	\$1,700.00	1	OBPD	2019/20	




Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.8.1	 <p>Additional Photo (FR259, 334, &amp; 335)</p>	Remove or relocate storage in CFS at fixtures and operable parts	STAFF TIME	1	OBPD	2019/20	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.8.3	 <p>Additional Photos (FR256 &amp; 257)</p>	Lower sink height to max 34" aff	\$1,700.00	1	OBPD	2019/20	



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.8.4		Remove storage from CFS at sink	STAFF TIME	1	OBPD	2019/20	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
LL	1.8.1	 <p>Additional Photos (FR288, 289, 304, 305, 306, &amp; 307)</p>	Relocate protruding objects in spaces indicated or place cane detectable warning or bollard at foot of protrusions	STAFF TIME	1	OBPD	2019/20	






Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
LL	1.8.2	 <p>Additional Photos (FR299 &amp; 303)</p>	Remove, or relocate storage in CFS at fixtures and operable parts	STAFF TIME	1	OBPD	2019/20	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
LL	1.8.4	 <p>Additional Photos (FR300 &amp; 301)</p>	Lower portion of wall in spectator area to not obstruct viewing between 32" and 51" aff	\$550.00	1	OBPD	2019/20	



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.12.2	 <p>Additional Photos (CP92, 101, &amp; 102)</p>	Acquire and mount signage, including Braille and access symbol, mounted on wall, latch side of door, 60" to the center of sign	\$100.00	1	OBPD	2019/20	Complete


YEAR SIX  
2020/2021

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-MU	1.11.1	 <p>Additional Photos (FR446, 447, 460, &amp; 461)</p>	Remove under sink aprons to provide knee under sinks and insulate exposed pipes in both	\$287.50	1	OBPD	2020/21	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-MU	1.11.2	 <p>Additional Photos (FR457 &amp; 468)</p>	Remove sinks in stalls to provide required clearance at toilets in both	\$3,400.00	1	OBPD	2020/21	Complete



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-MU	1.11.3	 <p>Additional Photos (FR451, 452, 453, 454, 463, &amp; 464)</p>	Remount grab bars in accessible stall to 33" to 36" aff in both	\$1,125.00	1	OBPD	2020/21	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-MU	1.11.4	CHECKLIST	Adjust stall door to be self-closing and replace stall hardware with hardware operable without a tight pinch or grasp in both	\$300.00	1	OBPD	2020/21	Complete



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-MU	1.11.5	 <p>Additional Photos (FR458, 459, &amp; 464)</p>	Relocate or recess hand dryers to not interfere with general circulation path in both, protrusions can't be greater than 4"	\$500.00	1	OBPD	2020/21	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-MU	1.11.6	 <p>Additional Photos (FR443 &amp; 445)</p>	Lower mirror so reflective surface is max 40" aff in men's	STAFF TIME	1	OBPD	2020/21	Complete



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-MU	1.11.7	 <p>Additional Photos (FR448 &amp; 450)</p>	Lower urinal so that rim height is max 17" aff	\$1,220.00	1	OBPD	2020/21	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-MU	1.11.8	 <p>Additional Photos (FR449 &amp; 450)</p>	Repair automatic flush control at urinal, in the alternative, lower urinal flush control to max 44"	STAFF TIME	1	OBPD	2020/21	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-MU	1.11.9	CHECKLIST	Create an ambulatory accessible stall with grab bars and fixtures mounted in correct locations and at correct heights in men's	\$1,200.00	1	OBPD	2020/21	Complete



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-MU	1.11.10		Insulate exposed pipes under one sink in women's	\$55.00	1	OBPD	2020/21	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-MU	1.11.11		Replace toilet tank with one having flush mechanism on the open side, in the alternative, install an auto flush unit	\$211.25	1	OBPD	2020/21	Complete







Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-MU	1.11.1	 <p>Additional Photo (FR469, 533, 534, 492, 493, &amp; 531)</p>	Acquire and mount signage, including Braille and access symbol, mounted on wall, latch side of door, 60" to the center of the sign at both	\$300.00	1	OBPD	2020/21	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-MU	1.11.2	 <p>Additional Photos (FR470, 471, 516, 513, &amp; 514)</p>	Lower mirror so reflective surface is max 40" aff in both	STAFF TIME	1	OBPD	2020/21	Complete


Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-MU	1.11.3	 <p>Additional Photos (FR471 &amp; 516)</p>	Remove under sink cabinets to provide knee and toe clearance under sinks and insulate exposed pipes in both	\$1,570.00	1	OBPD	2020/21	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-MU	1.11.4		Remove sinks in stalls to provide required clearance at toilets at both	\$3,400.00	1	OBPD	2020/21	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-MU	1.11.5	 <p>Additional Photos (FR482, 483, 520, &amp; 521)</p>	Remount side grab bar to max 12" from the rear wall at the close end and min 54" on the far end, and 33" to 36" aff in both	\$562.50	1	OBPD	2020/21	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-MU	1.11.6	 <p>Additional Photos (FR484, 485, 486, 487, 529, 530, &amp; 519)</p>	Remount grab bars in accessible stall to 33" to 36" aff in both	\$562.50	1	OBPD	2020/21	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-MU	1.11.7		Adjust stall door to be self-closing and replace stall hardware with hardware operable without a tight pinch or grasp in	\$300.00	1	OBPD	2020/21	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-MU	1.11.8	 Additional Photos (FR472, 473, 526, & 527)	Relocate or recess hand dryers to not interfere with general circulation path in both, protrusions can't be greater than 4"	\$500.00	1	OBPD	2020/21	Complete

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-MU	1.11.9	 <p>Additional Photos (FR491 &amp; 515)</p>	Replace drinking fountain with hi-lo bowl fountain in both	\$7,997.50	1	OBPD	2020/21	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-MU	1.11.10	 <p>Additional Photos (FR474 &amp; 475)</p>	Lower urinal so that rim height is max 17" aff	\$1,220.00	1	OBPD	2020/21	



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-MU	1.11.11	 <p>Additional Photos (FR480 &amp; 481)</p>	Lower hooks in men's stall to max 48" aff	STAFF TIME	1	OBPD	2020/21	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-MU	1.11.12		Lower soap dispensers to max 44" aff for a forward reach over counter in men's	STAFF TIME	1	OBPD	2020/21	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-MU	1.11.13	CHECKLIST	Create ambulatory accessible stall with grab bars and fixtures mounted in correct locations and at correct heights in men's	\$1,200.00	1	OBPD	2020/21	



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-MU	1.11.14		Remount toilet paper dispenser max 7" to 9" from front of toilet, 15" to 48" aff and min 12" above or 1.5" below grab bar in women's	STAFF TIME	1	OBPD	2020/21	Complete



YEAR SEVEN



2021/2022






Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-SA	1.11.1	CHECKLIST	Restroom not accessible, acquire and mount signage direction patrons to accessible restroom at both	\$300.00	1	OBPD	2021/22	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-SA	1.11.2	 <p>Additional Photos (FR538, 539, 556, &amp; 557)</p>	Lower mirror so reflective surface is max 40" aff in both	STAFF TIME	1	OBPD	2021/22	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-SA	1.11.3	 <p>Additional Photos (FR536, 537, 553, &amp; 554)</p>	Lower sinks to max 34" aff to front of rim in both	\$3,400.00	1	OBPD	2021/22	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-SA	1.11.4	 <p>Additional Photos (FR537 &amp; 554)</p>	Insulate exposed pipes under one sink in both	\$110.00	1	OBPD	2021/22	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-SA	1.11.5	 <p>Additional Photos (FR540 &amp; 557)</p>	Lower soap dispensers to max 44" aff for a forward reach over counter in both	STAFF TIME	1	OBPD	2021/22	



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-SA	1.11.6	 <p>Additional Photos (FR541, 542, 558, &amp; 559)</p>	Lower hooks to max 48" aff in both	STAFF TIME	1	OBPD	2021/22	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-SA	1.11.7	 <p>Additional Photos (FR543 &amp; 544)</p>	Lower paper towel dispenser to max 48" to highest operable part in men's	STAFF TIME	1	OBPD	2021/22	



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-SA	1.11.8	 <p>Additional Photos (FR547, 548, 560, 562, &amp; 563)</p>	Relocate or recess protrusions to not interfere with general circulation path in both, protrusions can't be greater than 4"	STAFF TIME	1	OBPD	2021/22	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-SA	1.11.11	 <p>Additional Photos (FR549, 550, &amp; 561)</p>	Designate 5% or no less than 1 locker as accessible, mounting signage having the access symbol and hooks and operating mechanisms max 48" aff	STAFF TIME	1	OBPD	2021/22	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC-SU	1.11.1	CHECKLIST	Acquire and mount signage, including Braille and access symbol, mounted on wall, latch side of door. 60" to the center of sign	\$150.00	1	OBPD	2021/22	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.11.2	 <p>Additional Photos (FR495 &amp; 496)</p>	Remount side grab bar to max 12" from the rear wall at the close end and min 54" on the far end, and 33" to 36" aff	\$281.25	1	OBPD	2021/22	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.11.3	 <p>Additional Photos (FR497 &amp; 498)</p>	Remount grab bars in accessible stall to 33" to 36" aff	\$281.25	1	OBPD	2021/22	



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.11.4		Lower soap dispensers to max 44" aff for a forward reach over sink	STAFF TIME	1	OBPD	2021/22	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.11.5	CHECKLIST	Assure that grab bars and dispensers are mounted in the correct location in Studio C bathroom	STAFF TIME	1	OBPD	2021/22	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.11.1	CHECKLIST	Acquire and mount signage, including Braille and access symbol, mounted on wall, latch side of door, 60" to the center of sign at	\$300.00	1	OBPD	2021/22	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.11.2	CHECKLIST	Butterfly room restroom not accessible, acquire and mount signage directing patrons to accessible pony room restrooms	\$150.00	1	OBPD	2021/22	







Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.11.4	 <p>Additional Photos (FR420 &amp; 421)</p>	Remount grab bars to 18" to 20" aff for preschool fixtures in pony restrooms	\$562.50	1	OBPD	2021/22	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.11.6	 <p>Additional Photos (FR434, 435, 422, &amp; 423)</p>	Relocate or recess towel dispenser and hand dryers to not interfere with general circulation path in pony, protrusions can't be greater than 4"	STAFF TIME	1	OBPD	2021/22	



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.11.7	 <p>Additional Photos (FR417 &amp; 418)</p>	Lower sink to max 34" aff to front of rim in pony	\$1,700.00	1	OBPD	2021/22	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.11.1	N/A	Remove obstructions at restroom signage	STAFF TIME	1	OBPD	2021/22	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.11.2	 <p>Additional Photos (FR429 &amp; 442)</p>	Relocate stepstools at toilets	STAFF TIME	1	OBPD	2021/22	







Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.11.3	 <p>Additional Photos (FR426, 427, 436, &amp; 437)</p>	Remount toilet to 12" to 15" from the side wall to centerline both	\$2,612.00	1	OBPD	2021/22	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.11.4	 <p>Additional Photos (FR428, 429, &amp; 442)</p>	Replace side grab bars with a 42" long grab bar, mount max 12" from the rear wall at the close end and min 54" on the far end, and 18" to 20" aff in both	\$562.50	1	OBPD	2021/22	


Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.11.5	 <p>Additional Photos (FR430, 431, &amp; 440)</p>	Replace rear grab bar with one 36" long, mounted behind toilet, 12" to one side of center and 24" to the other end and 18" to 20" aff in both	\$562.50	1	OBPD	2021/22	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.11.7	 <p>Additional Photos (FR434, 435, 441, &amp; 442)</p>	Remount toilet paper dispenser max 7" to 9" from front of toilet, 14" aff and min 12" above or 1.5" below grab bar in both	STAFF TIME	1	OBPD	2021/22	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.11.8	 <p>Additional Photos (FR505 &amp; 512)</p>	Insulate exposed pipes under one sink in both	\$110.00	1	OBPD	2021/22	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CW	1.11.9		Replace toilet tank with one having flush mechanisms on the open side, in the alternative, install an auto flush unit in women's	\$211.25	1	OBPD	2021/22	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
LL	1.11.1	 <p>Additional Photos (FR500, 502, 506, &amp; 508)</p>	Remount toilets to 16" to 18" from the side wall to centerline in both	\$2,612.00	1	OBPD	2021/22	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
LL	1.11.2	 <p>Additional Photos (FR501, 502, 507, &amp; 508)</p>	Replace toilet seat, or re-set or replace toilet to 17" to 19" aff in both	\$300.00	1	OBPD	2021/22	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
LL	1.11.3	 <p>Additional Photos (FR502 &amp; 508)</p>	Install rear grab bar behind toilet, 12" to one side of center and 24" to the other and 33" to 36" aff in both	\$562.50	1	OBPD	2021/22	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
LL	1.11.4	 <p>Additional Photos (FR505 &amp; 512)</p>	Insulate exposed pipes under one sink in both	\$110.00	1	OBPD	2021/22	Complete



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
LL	1.11.5		Remount toilet paper dispenser max 7" to 9" from front of toilet, 15" to 48" aff and min 12" above or 1.5" below grab bar in men's	STAFF TIME	1	OBPD	2021/22	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
LL	1.11.6	 Additional Photos (FR509 & 510)	Remount grab bar in accessible stall to 33" to 36" aff in women's	\$562.50	1	OBPD	2021/22	



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
LL	1.11.7		Remount flush mechanisms to the open side, in the alternative, install an auto flush unit	\$211.25	1	OBPD	2021/22	



YEAR EIGHT


2022/2023



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CHP	1.2.1	CHECKLIST	Install compliant detectable warning at transitions from walkways to vehicular ways	\$235.00	1	OBPD	2022/23	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CHP	1.2.2	 <p>Additional Photos (CP1 &amp; 2)</p>	Repair, bevel, or ramp CIL along AR	\$68.75	1	OBPD	2022/23	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CHP	1.2.3	 <p>Additional Photos (CP3 &amp; 4)</p>	Correct or repair sidewalk running slope along AR to max 5%	\$4,375.00	1	OBPD	2022/23	



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
SP	1.2.1		Replace sewer grate with one with compliant openings	\$100.00	1	OBPD	2022/23	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
SP	1.2.2	 Additional Photos (SP3 & 4)	Correct or repair sidewalk cross slope along AR to max 2%	\$2,187.50	1	OBPD	2022/23	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
SP	1.2.3	 <p>Additional Photos (SP1, 2, 5, 6, 7, 8, 9, &amp; 10)</p>	Correct or repair sidewalk running slope along AR to max 5%	\$17,500.00	1	OBPD	2022/23	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FGP	1.2.1	CHECKLIST	Install compliant detectable warning at transitions from walkways to vehicular ways	\$235.00	1	OBPD	2022/23	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FGP	1.2.2	 <p>Additional Photos (FG2, 3, 4, &amp; 5)</p>	Repair, bevel, or ramp CIL along AR	\$137.50	1	OBPD	2022/23	



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FGP	1.2.3	 <p>Additional Photos (FG1 &amp; 3)</p>	Correct or fill gap along AR	\$137.50	1	OBPD	2022/23	

YEAR NINE

2023/2024

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.7.1	 <p>Additional Photos (FR379, 380, 381, 382, 638, &amp; 639)</p>	Correct slope of ramps to max 8.33%	\$9,300.00	1	OBPD	2023/24	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.7.3	 <p>Additional Photos (FR387 &amp; 644)</p>	Replace or remount handrails to 34" to 38" aff	\$1,400.00	1	OBPD	2023/24	





Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.7.5	 <p>Additional Photos (FR640, 641, 642, &amp; 643)</p>	Correct ramp landing slopes to max 2"	\$4,375.00	1	OBPD	2023/24	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.7.6	CHECKLIST	Acquire and mount lowered handrails, min 9" below existing handrails and max 28" aff	\$1,400.00	1	OBPD	2023/24	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
DNS	1.2.1	 <p>Additional Photos (NS2, 3, 4, &amp; 5)</p>	Replace existing surface to fishing pier with an accessible surface	\$2,500.00	1	OBPD	2023/24	


# PHASE TWO






YEAR TEN

2024/2025

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.1.1		Resurface stalls and access aisles to eliminate gaps and cracks	\$2,187.50	2	OBPD	2024/25	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.1.2		Acquire and mount at appropriate heights and locations accessible parking signs for all the stalls	\$150.00	2	OBPD	2024/25	



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.1.3	 <p>Additional Photos (CP2, 3, 4, 5, 6, &amp; 7)</p>	Raise existing accessible parking signs so that lowest end of bottom signs is min 60"	STAFF TIME	2	OBPD	2024/25	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.1.4	CHECKLIST	Add one van parking sign to one accessible stall	\$150.00	2	OBPD	2024/25	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.2.1	CHECKLIST	Install compliant detectable warning at curb ramps and transitions from walkways to vehicular way as a smart practice	\$235.00	2	OBPD	2024/25	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.2.2	 <p>Additional Photos (CP19, 20, 12, &amp; 14)</p>	Repair, bevel, or ramp CIL along AR	\$137.50	2	OBPD	2024/25	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.2.3	 <p>Additional Photos (CP15, 16, 21, &amp; 22)</p>	Correct or repair sidewalk cross slope along AR to max 2%	\$4,375.00	2	OBPD	2024/25	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.2.4	 <p>Additional Photos (8, 9, 10, 11, 13, 14, 17, &amp; 18)</p>	Correct or repair sidewalk running slope along AR to max 5%	\$17,500.00	2	OBPD	2024/25	



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.3.1	CHECKLIST	Mount signage at entrance designating it as accessible	\$150.00	2	OBPD	2024/25	Complete

YEAR ELEVEN



2025/2026



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.4.1	 <p>Additional Photos (CP24, 25, 28, &amp; 29)</p>	Correct or repair slope at doorway landing to max 2% in any direction for level CFS	\$1,000.00	2	OBPD	2025/26	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.4.2		Relocate storage, furniture, and other obstacles to create 60" maneuvering space around doors	STAFF TIME	2	OBPD	2025/26	Complete






Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.4.3		Widen pathway approaching entry to extend 18" beyond latch side of door for maneuvering clearance	\$240.00	2	OBPD	2025/26	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.4.4		Extend a pathway away from the building for emergency egress	\$625.00	2	OBPD	2025/26	







Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.4.5		Repair, bevel, or ramp CIL at doorway landing to max .25% for level	\$68.75	2	OBPD	2025/26	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.4.6	 Additional Photos (CP60, 45, & 46)	Replace threshold at exterior doors with ADA thresholds	\$365.00	2	OBPD	2025/26	Complete

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.4.7	 <p>Additional Photos (54 &amp; 55)</p>	Remount hardware to be 34" to 48" aff	\$500.00	2	OBPD	2025/26	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.4.8		Replace sliding door hardware with compliant hardware where indicated	\$75.00	2	OBPD	2025/26	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.4.9	CHECKLIST	Inspect, adjust and maintain 8.5lbf to open exterior doors	STAFF TIME	2	OBPD	2025/26	Complete



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.4.10	CHECKLIST	Inspect, adjust, and maintain closing speed on door closers	STAFF TIME	2	OBPD	2025/26	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.4.11	 <p>Additional Photos (CP26, 27, 32, &amp; 33)</p>	Install a power door opener that opens both sets of doors simultaneously, keeping them open for an adequate amount of time to allow patrons entry, in the alternative, relocate second set of doors at least 80" from the first set	\$2,707.50	2	OBPD	2025/26	


Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.6.1	 <p>Additional Photos (CP34, 39, 40, &amp; 41)</p>	Remove and rehang door to open from the opposite side to create required 18" of maneuvering clearance on the pull side	\$2,737.50	2	OBPD	2025/26	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.6.2	 <p>Additional Photos (CP43, 64, 65, &amp; 66)</p>	Remove and rehang to swing outward rather than inward to provide 18" maneuvering clearance on the pull side of door	\$4,106.25	2	OBPD	2025/26	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.6.3	 <p>Additional Photos (CP34, 39, 40, &amp; 41)</p>	Remove closer to provide required maneuvering clearance on push side of doors; in the alternative, install a power door opener where indicated	STAFF TIME	2	OBPD	2025/26	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.6.4	 <p>Additional Photos (CP44, 52, 62, &amp; 65)</p>	Relocate storage, furniture, and other obstacles to create 60" maneuvering space around doors	STAFF TIME	2	OBPD	2025/26	Complete



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.6.6	 <p>Additional Photos (CP35 &amp; 36)</p>	Replace doors with doors having 32" clear width	\$5,940.00	2	OBPD	2025/26	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.6.7	 <p>Additional Photos (CP42 &amp; 43)</p>	Replace doors with ones having 36" clear width at recessed doors	\$1,980.00	2	OBPD	2025/26	





Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.6.8		Replace hardware with lever hardware where indicated	\$735.00	2	OBPD	2025/26	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.6.9	 Additional Photos (CP30 & 31)	Remount hardware to be 34" to 48" aff	\$500.00	2	OBPD	2025/26	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.6.10	CHECKLIST	Inspect, adjust, and maintain 5lbf to open interior doors	STAFF TIME	2	OBPD	2025/26	Complete

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.6.11	CHECKLIST	Inspect, adjust, and maintain closing speed on door closers	STAFF TIME	2	OBPD	2025/26	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
SP	1.4.2		Relocate bench to provide 80" clearance	STAFF TIME	2	OBPD	2025/26	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
SP	1.4.3	CHECKLIST	Fill and compact EWF surface so that it maintains its accessibility characteristics-	STAFF TIME	2	OBPD	2025/26	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
SP	1.4.4	CHECKLIST	Frequently inspect and regularly maintain accessible portions of play area surface that are comprised of loose fill such as EWF so that surface is level with other surfaces	STAFF TIME	2	OBPD	2025/26	Complete





Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
SP	1.4.5	CHECKLIST	Establish protocols for regular and frequent inspection and maintenance of accessible playground surface	STAFF TIME	2	OBPD	2025/26	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPWP	1.4.1	 <p>Additional Photos (CP113 &amp; 114)</p>	Repair or correct running slope of play area accessible surface to max 5%	STAFF TIME	2	OBPD	2025/26	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPWP	1.4.2	 <p>Additional Photos (CP111 &amp; 112)</p>	Repair or correct cross slope of play area accessible surface to max 2.08%; in the alternative, leave as is and designate 5 to 12 play areas at other sites in the District as accessible	STAFF TIME	2	OBPD	2025/26	Complete


Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPWP	1.4.3	CHECKLIST	Fill and compact EWF surface to that it maintains its accessibility characteristics	STAFF TIME	2	OBPD	2025/26	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPWP	1.4.4	CHECKLIST	Frequently inspect and regularly maintain accessible portions of play area surface that are comprised of loose fill such as EWF so that surface is level with other surfaces	STAFF TIME	2	OBPD	2025/26	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPWP	1.4.5	CHECKLIST	Establish protocols for regular and frequent inspection and maintenance of accessible playground surface	STAFF TIME	2	OBPD	2025/26	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRCP	1.5.1	CHECKLIST	Consider adding second transfer system as a smart practice	\$3,550.00	2	OBPD	2025/26	Complete

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.5.1		Install a descending step on transfer system as a smart practice	\$250.00	2	OBPD	2025/26	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
SP	1.5.1	 Additional Photos (SP12 & 13)	Correct transfer step tread depth to 14" min and uniform, if feasible	\$1,775.00	2	OBPD	2025/26	



YEAR TWELVE



2026/2027

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRCP	1.6.1	 <p>Additional Photos (FR667, 668, 671, &amp; 672)</p>	Inspect ramp segments and adjust or raise segment to achieve ramp slope of max 8.33%	STAFF TIME	2	OBPD	2026/27	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRCP	1.6.2	 <p>Additional Photos (FR669 &amp; 670)</p>	Widen handrail clearance to min 36"	\$1,000.00	2	OBPD	2026/27	




Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRCP	1.8.1	 <p>Additional Photos (FR700 &amp; 701)</p>	Lower talk tubes to within reach of 18" to 26" for 5 to 12 year old play component at EWF play area	STAFF TIME	2	OBPD	2026/27	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRCP	1.8.2	CHECKLIST	Add 6 more GLPCs of at least 1 more type such as spinners and rockers, 5 of the 6 may be of the same type as existing, to meet incentive scoping	\$12,000.00	2	OBPD	2026/27	






Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.6.1	 <p>Additional Photos (CP353 &amp; 354)</p>	Correct or fill 2.5" gap at base of ramp	\$68.75	2	OBPD	2026/27	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.6.2	 <p>Additional Photos (CP369 &amp; 370)</p>	Correct or repair running slope on transition plate to max 8.33%	STAFF TIME	2	OBPD	2026/27	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.6.3	 <p>Additional Photos (CP363, 365, &amp; 366)</p>	Install compliant handrails along both side of ramp at 20" to 28" aff	\$700.00	2	OBPD	2026/27	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.7.2	 <p>Additional Photos (CP69 &amp; 70)</p>	Lower operating mechanisms along the interior AR to max 48" aff to the highest operable part	STAFF TIME	2	OBPD	2026/27	





Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.7.3	 <p>Additional Photos (CP69 &amp; 70)</p>	Remove, or relocate storage in CFS at fixtures and operable parts along the AR	STAFF TIME	2	OBPD	2026/27	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.7.4	 <p>Additional Photos (CP71 &amp; 72)</p>	Relocate protruding objects along the interior AR or place can detectable warning or bollard at foot of sign	STAFF TIME	2	OBPD	2026/27	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.7.6	 <p>Additional Photos (CP67 &amp; 68)</p>	Lower 36" wide segment of service counter to max 34" aff	\$533.75	2	OBPD	2026/27	


Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.7.7	CHECKLIST	Install detectable warning strip on top thread of each stairway	\$25.00	2	OBPD	2026/27	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.7.8	CHECKLIST	Install handrails on both side of stairway, mounted 34" to 38" aff with top and bottom extensions	\$700.00	2	OBPD	2026/27	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.7.9	CHECKLIST	Provide 80" overhead clearance if feasible, in the alternative, pad the obstruction to prevent injury (Leading to basement from outdoor entry)	STAFF TIME	2	OBPD	2026/27	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.8.1	 <p>Additional Photos (CP73 &amp; 74)</p>	Relocate protruding objects in main room or place cane detectable warning or bollard at foot of mantle	STAFF TIME	2	OBPD	2026/27	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
SP	1.8.1		Add one more climber component to meet one of each type accessible; leave as is, existing climbers	\$2,000.00	2	OBPD	2026/27	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
SP	1.8.2	 Additional Photos (SP28, 29, 30, 31, 32, & 33)	Lower entry point form one swing to 11" to 24" aff-	STAFF TIME	2	OBPD	2026/27	



YEAR THIRTEEN



*2027/2028*

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CMP	1.10.1		Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to both sides of basketball court	\$625.00	2	OBPD	2027/28	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CMP	1.10.2	 <p>Additional Photos (CP25 &amp; 26)</p>	Correct or repair sidewalk cross slope along AR to max 2%	\$2,187.50	2	OBPD	2027/28	



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CMP	1.10.3	CHECKLIST	Acquire and install at least one armrest to bench as good practice	\$70.00	2	OBPD	2027/28	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CMP	1.10.4		Replace one picnic table with one with knee and toe clearance, 9" deep at 27" high and 25" deep at 9" high, with a 36" AR around table as a smart practice	\$800.00	2	OBPD	2027/28	







Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FGP	1.10.1	 <p>Additional Photos (FG26 &amp; 29)</p>	Relocate 20% of garbage cans to be along AR	STAFF TIME	2	OBPD	2027/28	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FGP	1.10.3		Relocate bike rack to be along AR	STAFF TIME	2	OBPD	2027/28	



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FGP	1.10.4	 <p>Additional Photos (FG24, 25, 31, &amp; 33)</p>	Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of benches, and locate along AR	\$115.00	2	OBPD	2027/28	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FGP	1.10.4	 <p>Additional Photos (FG24, 25, 31, &amp; 33)</p>	Acquire and install at least one armrest to 20% of existing benches as a smart practice	\$70.00	2	OBPD	2027/28	





Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
SP	1.10.1	 <p>Additional Photos (SP36, 37, 38, &amp; 39)</p>	Correct or repair sidewalk running slope along AR to max 5%	\$13,125.00	2	OBPD	2027/28	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
SP	1.10.2	 <p>Additional Photos (SP40 &amp; 41)</p>	Acquire and mount signage directing patrons to open side of tennis courts	\$150.00	2	OBPD	2027/28	



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
SP	1.10.3	 <p>Additional Photos (SP41 &amp; 42)</p>	Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to both sides of basketball court	\$625.00	2	OBPD	2027/28	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
SP	1.10.4	 <p>Additional Photos (SP34 &amp; 35)</p>	Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of benches, and locate along AR	\$115.00	2	OBPD	2027/28	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
SP	1.10.5	 <p>Additional Photos (SP34 &amp; 35)</p>	Acquire and install at least one armrest to 20% of existing benches as a smart practice	\$70.00	2	OBPD	2027/28	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
SP	1.10.6	 <p>Additional Photos (SP35 &amp; 43)</p>	Replace on picnic table with one with knee and toe clearance, 9" deep at 27" high and 25" deep at 9" high, with a 36" AR around tables as a smart practice	\$800.00	2	OBPD	2027/28	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.10.5	 <p>Additional Photos (63, 64, &amp; 67)</p>	Relocate bleachers at synthetic turf field to be along AR	STAFF TIME	2	OBPD	2027/28	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.10.6	 <p>Additional Photos (CP68 &amp; 69)</p>	Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to the youth soccer field	\$1,250.00	2	OBPD	2027/28	





Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.10.8		Relocate memorial stone to be along AR	STAFF TIME	2	OBPD	2027/28	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.10.9		Create AR with crushed or compacted stone or similar outdoor material from parking or sidewalk to the sand volleyball courts	\$1,875.00	2	OBPD	2027/28	


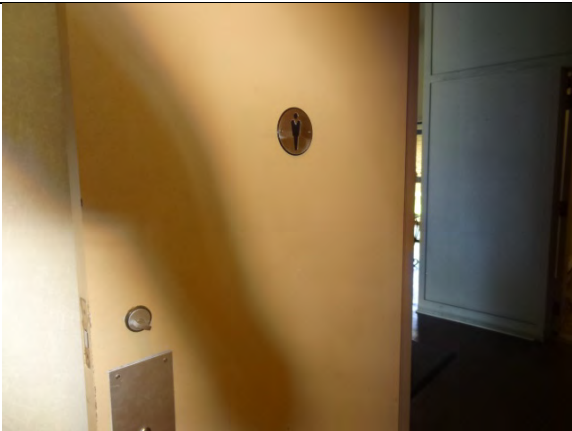
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.10.10		Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to the sled hill	\$5,000.00	2	OBPD	2027/28	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.10.11	 Additional Photos (CP81 & 73)	Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of benches, and locate along AR	\$230.00	2	OBPD	2027/28	



YEAR FOURTEEN



2028/2029

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.7.1		Install detectable warning strip on top tread of each stairway	\$75.00	2	OBPD	2028/29	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.7.2	 Additional Photos (FR375, 376, & 377)	Install handrails on both sides of stairway with compliant extensions	\$1,400.00	2	OBPD	2028/29	



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.16.1	 <p>Additional Photos (FR648, 649, 650, 651, 652, 653, 654, 645, 646, &amp; 647)</p>	Create a 30" by 48" "parking space" next to one of each type of fitness equipment offered in the center	STAFF TIME	2	OBPD	2028/29	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.11.1	 <p>Additional Photos (CP92 &amp; 102)</p>	Acquire and mount signage, including Braille and access symbol, mounted on wall, latch side of door, 60" to center of sign at both	\$300.00	2	OBPD	2028/29	Complete

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.11.2	 <p>Additional Photos (CP93, 103, &amp; 104)</p>	Lower mirror so reflective surface is max 40" aff in both	STAFF TIME	2	OBPD	2028/29	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.11.3	 <p>Additional Photos (CP97, 98, 99, 100, 101, 105, 106, 107, &amp; 108)</p>	Create a wheelchair accessible stall with grab bars and fixtures mounted in correct locations and at correct heights in both	\$7,800.00	2	OBPD	2028/29	

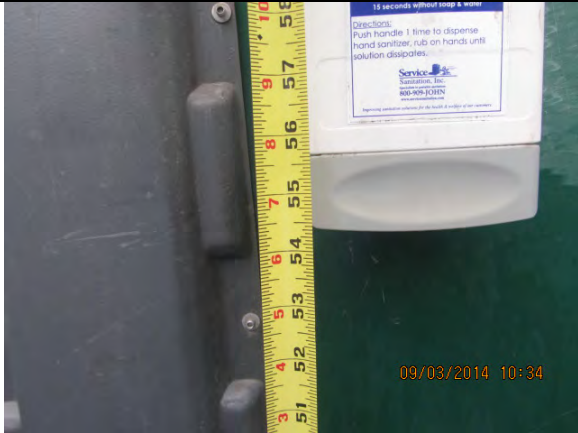

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.11.4	 <p>Additional Photos (CP94 &amp; 95)</p>	Lower urinal so that rim height is max 17" aff in men's	\$1,217.50	2	OBPD	2028/29	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.12.1	 <p>Additional Photos (CP86 &amp; 87)</p>	Remove base cabinet and lower sink height to max 34" aff	\$785.00	2	OBPD	2028/29	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.12.2		Replace oven with one having controls on the front panel	\$600.00	2	OBPD	2028/29	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.12.3		Remove or relocate table in CFS at fixtures and operable parts	STAFF TIME	2	OBPD	2028/29	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.12.3	 Additional Photos (CP29, 30, 33, 34, 35, & 36)	Correct or repair sidewalk running slope along AR to max 5%	\$13,125.00	2	OBPD	2028/29	



# PHASE THREE



YEAR FIFTEEN



2029/2030



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
DNS	1.10.1	 <p>Additional Photos (NS23, 14, 15, 16, 21, 22, 12, 13, 17, 18, 19, &amp; 20)</p>	Replace portable toilet with compliant model and place along AR	\$390.00	3	OBPD	2029/30	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
DNS	1.10.2		Relocate garbage can to be along AR	STAFF TIME	3	OBPD	2029/30	





Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
DNS	1.11.1		Correct or fill gap on shelter interior	\$68.75	3	OBPD	2029/30	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
DNS	1.11.2		Repair, bevel, or ramp CIL at shelter entry	\$68.75	3	OBPD	2029/30	



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
DNS	1.13.1		Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to the trail entry	\$1,250.00	3	OBPD	2029/30	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
DNSF	1.13.1	 Additional Photos (NS30 & 31)	Lower 25% of the existing railing to max 34" aff dispersed throughout the pier as a smart	\$500.00	3	OBPD	2029/30	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
DNSF	1.13.2	 <p>Additional Photos (NS30 &amp; 31)</p>	Install compliant edge protection as a smart practice	\$350.00	3	OBPD	2029/30	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.11.1	 <p>Additional Photos (CP84 &amp; 85)</p>	Correct or repair sidewalk running slope toward shelter to max 5%	\$4,375.00	3	OBPD	2029/30	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FGP	1.11.1	 <p>Additional Photos (FG34 &amp; 35)</p>	Correct or repair sidewalk cross slope to shelter to max 2%	\$2,187.50	3	OBPD	2029/30	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FGP	1.11.2	 <p>Additional Photos (FG36 &amp; 37)</p>	Repair, bevel, or ramp CIL at shelter entry	\$68.75	3	OBPD	2029/30	





Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FGP	1.11.3	 <p>Additional Photos (FG38 &amp; 39)</p>	Create AR with crushed and compacted stone or similar outdoor material from shelter to amenities	\$1,250.00	3	OBPD	2029/30	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FGP	1.11.4		Lower operating mechanisms in shelter to 14" to 48" aff	\$250.00	3	OBPD	2029/30	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.13.1	 <p>Additional Photos (CP139 &amp; 140)</p>	Lower bench seat to 17" to 19" aff as a smart practice	STAFF TIME	3	OBPD	2029/30	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CPW	1.13.2	 <p>Additional Photos (CP137 &amp; 138)</p>	Repair, bevel, or ramp CIL to access fishing pier	\$68.75	3	OBPD	2029/30	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.2.1	CHECKLIST	Create lined cross walk where pedestrian pathway crosses through vehicular traffic	\$105.00	3	OBPD	2029/30	

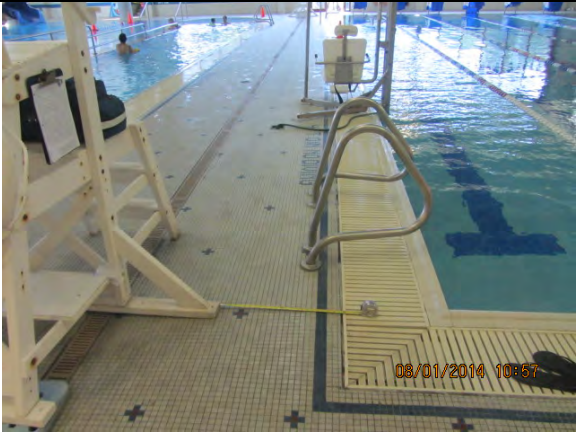

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.2.2	CHECKLIST	Install compliant detectable warning at transitions from walkways to vehicular ways	\$235.00	3	OBPD	2029/30	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.2.3		Establish protocols for regular and frequent inspection and maintenance of surface to AR to be stable, and slip resistant	STAFF TIME	3	OBPD	2029/30	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.2.4		Replace drain with one having opening max of .5"	\$68.75	3	OBPD	2029/30	







Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.2.5		Correct or fill gap along AR	\$68.75	3	OBPD	2029/30	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
CP	1.2.6	 Additional Photos (CP37, 39, & 40)	Correct or repair sidewalk cross slope along AR to max 2% \$4,375.00	\$4,375.00	3	OBPD	2029/30	

YEAR SIXTEEN



2030/2031


Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.16.1	 <p>Additional Photos (FR617, 618, &amp; 619)</p>	Relocate guard stands to not obstruct 36" clear width of route	STAFF TIME	3	OBPD	2030/31	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.16.2	 <p>Additional Photos (FR636 &amp; 637)</p>	Correct or repair cross slope along the pool deck to max 2.08%	\$2,187.50	3	OBPD	2030/31	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.16.3		Replace lift with one with compliant clear floor space	\$10,000.00	3	OBPD	2030/31	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.16.4	 Additional Photos (FR612, 613, 614, & 615)	Lower edge of spa to max 19" aff with 12" depth, and install grab bars in correct locations for a compliant transfer wall	\$5,622.50	3	OBPD	2030/31	Complete

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.16.5	 <p>Additional Photos (FR622 &amp; 621)</p>	Install another handrail at the pool stairs, 20" to 24" from an existing handrail	\$350.00	3	OBPD	2030/31	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.16.6	 <p>Additional Photo (FR632, 633, 634, &amp; 635)</p>	Replace one picnic table with one with knee and toe clearance 9" deep at 27" high and 25" deep at 9" high, with a 36" AR around table as a smart practice	\$800.00	3	OBPD	2030/31	Complete





Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
POOL	1.16.3		Replace drinking fountain with a hi-lo bowl fountain	\$3,988.75	3	OBPD	2030/31	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
SI	1.16.1	 Additional Photos (FR630 & 631)	Replace gate hardware with hardware operable without a tight pinch or grasp	\$250.00	3	OBPD	2030/31	


Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
SI	1.16.2	 <p>Additional Photos (FR625 &amp; 626)</p>	Repair, bevel, or ramp CIL to turf areas	\$137.50	3	OBPD	2030/31	



YEAR SEVENTEEN

2031/2032

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.5.1	 <p>Additional Photos (FR388 &amp; 389)</p>	Lower call button to max 42" to the centerline of the highest operable part, if feasible	\$675.00	3	OBPD	2031/32	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.5.2	 <p>Additional Photos (FR392 &amp; 393)</p>	Adjust and reduce gap at sill of elevator to max 1.25"	\$60,066.25	3	OBPD	2031/32	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
FRC	1.5.3	 <p>Additional Photos (FR390 &amp; 391)</p>	Replace communication device with one that has compliant signage and hardware not requiring tight pinch or grasp	\$5,668.75	3	OBPD	2031/32	

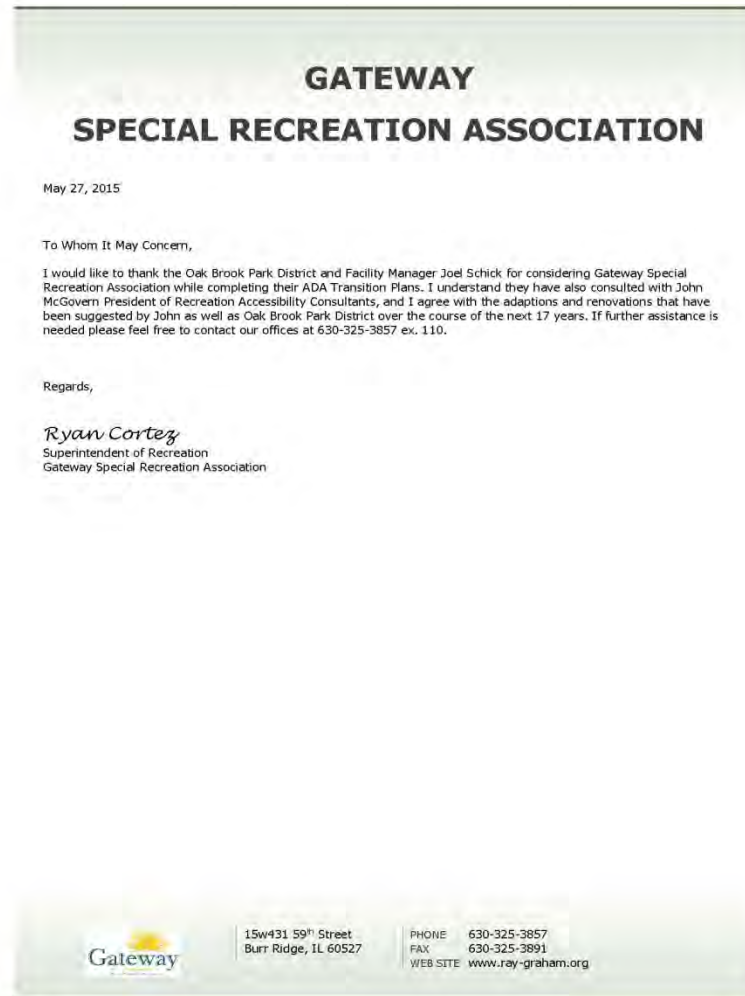
# Staff Input

Monday April 20<sup>th</sup>, 2015 staff was emailed the ADA Transition Plans and was asked to review and provide feedback for changes with the proposed ADA Transition Plan. Staff was emailed again on Wednesday April 22<sup>nd</sup>, 2015 with another copy and asked to provide feedback by Tuesday April 28<sup>th</sup>, 2015

- Jessica Cannaday, Marketing & Promotions Manager, replied on April 22<sup>nd</sup>, 2015 that no changes were needed.
- Jaime Free, Preschool Teacher, replied on April 22<sup>nd</sup>, 2015 with concerns about the Cori's Way Hallway which are not part of the ADA plan but part of normal operating budget.
- Melissa Donofrio, ABC Preschool Coordinator, replied on April 23<sup>rd</sup>, 2013 that no changes were needed.

Tuesday April 21<sup>st</sup>, 2015 the ADA Transition Plan was part of the All Staff agenda. The plan was presented to the staff on how we created the ADA Transition Plan. Linda Noonan, Payroll/HR & Safety Administrator, expressed concern that it was ok for us to be out of compliance on certain items for 17 years. It was address that we were starting with priority items that have the most affect on patrons who would benefit from the changes. No other staff made comment.

# Special Recreation Input



# Community Input

Monday June 9<sup>th</sup>, 2015 6:30pm-7:30pm, we advertised and hosted an ADA Transition Plan Community Input Meeting. We advertised through:

- In House Marketing/Flyers
- Facebook Event
- Oak Brook Park District Website
- Oak Brook Park District Monthly Newsletter

There were zero (0) attendants that attended or participated in the event.

# Board Approval

This ADA Transition Plan was put together based on the information/report gather by Recreation Accessibility Consultants. Based on the information from the RAC, the deficiencies were prioritized by importance and based on a \$25,000 Special Rec budget to complete the projects. The total Transition Plan will take an estimated 17 years based on these budgeted funds.

The original ADA Transition Plan was presented to the Board on Monday February 16<sup>th</sup>, 2015 for the Board to review. The Board reviewed the plan with no suggestions of change. Contributing staff made the agreement to redo the layout of the ADA Transition Plan to include pictures for a better understand of the task when reviewed.

The updated ADA Transition Plan was presented to the Board on Monday May 18<sup>th</sup>, 2015 for final approval. The Board approved the ADA Transition Plan with no objections.





# Oak Brook Park District Tennis Center

# ADA Transition Plan



Park District ADA Coordinator  
Karen Spandikow, Assistant Director of Recreation  
Oak Brook Park District  
1450 Forest Gate Road  
Oak Brook, IL 60523  
P: (630) 645-9589 | [kspandikow@obparks.org](mailto:kspandikow@obparks.org)

Facility/Site Evaluation Completed by:  
Recreation Accessibility Consultants, LLC  
2675 Pratum Ave  
Hoffman Estates, IL 60192  
P: (224) 293-6450 | F: (224) 293-6455  
[www.rac-llc.com](http://www.rac-llc.com)

---

## Contents

KEY TERMS	3
SECTION REFERENCES	3
FINANCIAL	4
PHASE ONE	5
YEAR ONE 2015/16	6
YEAR TWO 2016/17	9
YEAR THREE 2017/18	11
YEAR FOUR 2018/19	14
YEAR FIVE 2019/20	22
YEAR SIX 2020/21	29
YEAR SEVEN 2021/22	34
YEAR EIGHT 2022/23	40
YEAR NINE 2023/24	44
PHASE TWO	48
YEAR TEN 2024/25	49
YEAR ELEVEN 2025/26	56

---

YEAR TWELZE 2026/27	60
YEAR THIRTTEN 2027/28	62
YEAR FOURTEEN 2028/29	64
PHASE THREE	66
YEAR FIFTEEN 2029/30	67
YEAR SIXTEEN 2030/31	69
YEAR SEVENTEEN 2031/32	71
STAFF REVIEW	73
GATEWAY REVIEW	74
COMMUNITY INPUT	75
BOARD APPROVAL	76

---

## Key Terms

Aff- Above the finished floor (or above the finished ground)

TCP- Tennis Center Park

AR- Accessible Route

CIL- Change in Level

CFS- Clear Floor Space

lbf- Pounds of Force

CGS- Clear Ground Space

EPC- Elevated Play Component

GLPC- Ground Level Play Component

EAR- Exterior Accessible Route

ES- Exterior Stairs

TC- Tennis Center

## Section References

1.1 Parking

1.2 Exterior Accessible Route

1.3 Exterior Entrance Signage

1.4 Exterior Entry Doors

1.5 Elevator/Lifts

1.6 Interior Doors

1.7 Interior Accessible Route

1.8 Public Designated Use Spaces

1.9 Employee Offices & Spaces

1.10 Assembly Areas

1.11 Restrooms

1.12 Kitchen/Concessions

1.13 Locker Rooms

1.14 Aural & Visual Alarms

1.15 Directional & Permanent Space Signs

1.16 Other

---

## FINANCIAL

- PHASE ONE \$55,243.50
  - YEAR ONE \$218.75
  - YEAR TWO \$25.00
  - YEAR THREE \$0.00
  - YEAR FOUR \$10,147.00
  - YEAR FIVE \$9,140.00
  - YEAR SIX \$9,198.75
  - YEAR SEVEN \$10,617.75
  - YEAR EIGHT \$8,577.50
  - YEAR NINE \$7,318.75
- PHASE TWO \$66,133.75
  - YEAR TEN \$5,836.25
  - YEAR ELEVEN \$9,985.00
  - YEAR TWELVE \$13,125.00
  - YEAR THIRTEEN \$15,312.50
  - YEAR FOURTEEN \$21,875.00
- PHASE THREE \$48,887.50
  - YEAR FIFTEEN \$20,000.00
  - YEAR SIXTEEN \$13,860.00
  - YEAR SEVENTEEN \$15,027.50

TOTAL INVESTMENT: \$170,264.75

---



# PHASE ONE



---

# YEAR ONE

## 2015/2016




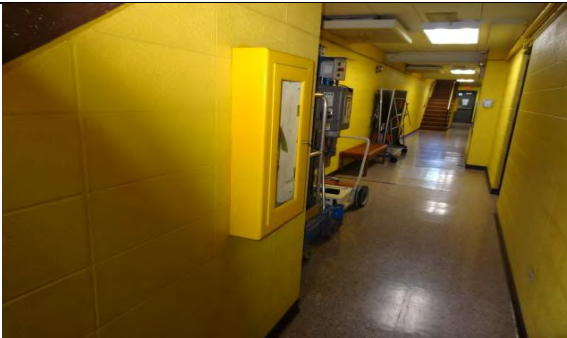
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.1.3	 <p>Additional Photos (TC17, 18, 19, 20, 21, &amp; 22)</p>	Raise existing accessible parking signs so that lowest end of bottom sign is min 60"	STAFF TIME	1	OBPD	2015/16	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.1.4	 <p>Additional Photos (TC15 &amp; 16)</p>	Move accessible parking sign to within 5' of accessible parking stall	STAFF TIME	1	OBPD	2015/16	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.1.5	CHECKLIST	Add one van parking sign to one accessible stall	\$150.00	1	OBPD	2015/16	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.4.2	 <p>Additional Photos (TC90 &amp; 108)</p>	Relocate storage, furniture, and other obstacles to create 60" maneuvering space around doors	STAFF TIME	1	OBPD	2015/16	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.2.3	 <p>Additional Photos (TC57 &amp; 58)</p>	Repair, bevel, or ramp CIL along AR	\$68.75	1	OBPD	2015/16	

---

YEAR TWO



2016/2017



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.2.1	CHECKLIST	Install detectable warning strip on top tread of each stairway	\$25.00	1	OBPD	2016/17	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.7.3		Remove or relocate storage in CFS at fixtures and operable parts along the AR	STAFF TIME	1	OBPD	2016/17	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.7.4	 Additional Photo (TC148, 149, 153, & 154)	Relocate protruding objects along the interior AR or place cane detectable warning or bollard at foot of protrusions	STAFF TIME	1	OBPD	2016/17	

---

# YEAR THREE

## 2017/2018

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.7.2	 <p>Additional Photos (TC151 &amp; 152)</p>	Replace vending machine with one having one having operable parts max 48" aff	VENDOR TIME	1	PEPSI	2017/18	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.8.4	 <p>Additional Photos (TC185 &amp; 186)</p>	Remove, or relocate storage in CFS at fixtures and operable parts	STAFF TIME	1	OBPD	2017/18	Complete

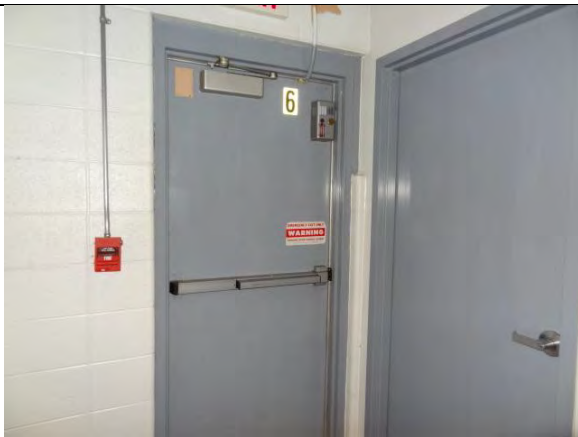
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.8.7		Remove chair and table from CFS at sink	STAFF TIME	1	OBPD	2017/18	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.9.1	 <p>Additional Photos (TC162, 173, 174, 175, 176, 177, &amp; 126)</p>	Employee only area permit approach, entry, and exit relocate obstacles such as tables and chairs to create AR and turning space through spaces indicated	STAFF TIME	1	OBPD	2017/18	Complete





---


# YEAR FOUR



## 2018/2019


Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.1.1	CHECKLIST	Create one or more 8' accessible parking stalls, with one 8' adjacent access aisle, with proper signage and striping using high quality yellow paint	\$2,268.25	1	OBPD	2018/19	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.3.1	CHECKLIST	Mount signage at inaccessible entrances directing patrons in wheelchairs to accessible entrance	\$150.00	1	OBPD	2018/19	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.3.2	CHECKLIST	Mount signage at entrance designating is as accessible	\$150.00	1	OBPD	2018/19	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.4.1		Remove and rehang door to open from the opposite side to create required 12" of maneuvering clearance on the push side	\$1,368.75	1	OBPD	2018/19	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.4.3	 <p>Additional Photos (TC91 &amp; 92)</p>	Correct or repair slope at doorway landing to max 2% in any direction for level CFS	\$500.00	1	OBPD	2018/19	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.4.4		Remove closer to provide required maneuvering clearance on push side of doors; in the alternative, install power door opener where indicated	STAFF TIME	1	OBPD	2018/19	



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.4.5	 <p>Additional Photos (TC87 &amp; 88)</p>	Repair, bevel, or ramp CIL at one door entry to max .25"	\$68.75	1	OBPD	2018/19	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.4.6	 <p>Additional Photos (TC85 &amp; 118)</p>	Replace threshold at exterior doors with ADA thresholds	\$365.00	1	OBPD	2018/19	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.4.7	 <p>Additional Photos (TC109 &amp; 110)</p>	Fill and maintain gaps at doorways to max .5in	\$68.75	1	OBPD	2018/19	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.4.8	CHECKLIST	Inspect, adjust, and maintain 8.5lbf to open exterior doors	STAFF TIME	1	OBPD	2018/19	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.4.9	CHECKLIST	Inspect, adjust, and maintain closing speed on door closers	STAFF TIME	1	OBPD	2018/19	Complete

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.4.10	 <p>Additional Photos (TC89 &amp; 90)</p>	Lower side light windows to max 43" aff for viewing	\$990.00	1	OBPD	2018/19	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.4.11	 <p>Additional Photos (TC132 &amp; 133)</p>	Install a power door opener that opens both sets of doors simultaneously, keeping them open for an adequate amount of time to allow patrons entry, in the alternative, relocate second set of doors at least 80" from the first set	\$1,353.75	1	CONTRACTOR	2018/19	Complete

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.4.12	CHECKLIST	Extend a pathway away from the building for emergency egress	\$625.00	1	OBPD	2018/19	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.2.1	CHECKLIST	Install compliant detectable warning at curb ramps and transitions from walkways to vehicular ways as a smart practice	\$470.00	1	OBPD	2018/19	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.2.2	 <p>Additional Photos (TC37, 38, 29, 30, 33, 34, 27, 28, 25, 26, 41, &amp; 42)</p>	Repair and reset pavers to eliminate CIL, gaps, and slopes	\$1,000.00	1	OBPD	2018/19	Complete


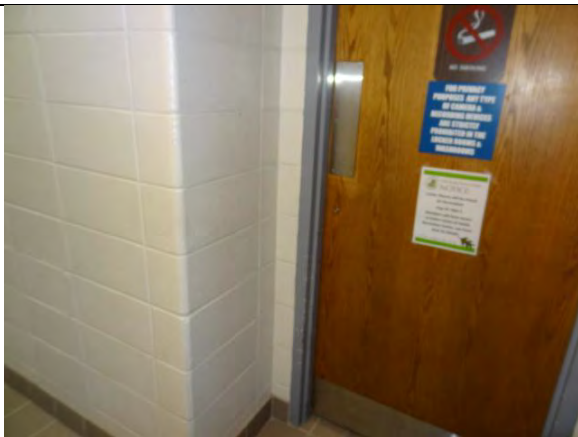




Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.2.4	 <p>Additional Photos (TC50 &amp; 52)</p>	Correct or fill gaps along AR	\$68.75	1	OBPD	2018/19	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.2.2		Install handrails on both sides of stairway, mounted 34" to 38" aff with top and bottom extensions	\$700.00	1	OBPD	2018/19	



---


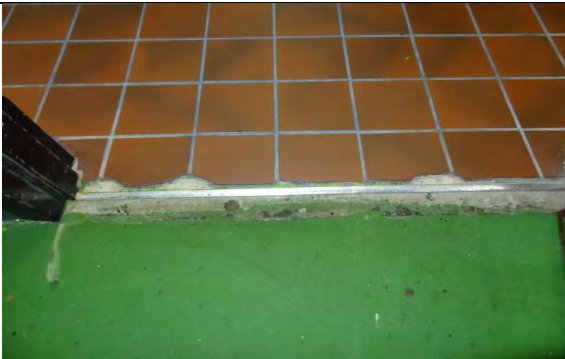
# YEAR FIVE

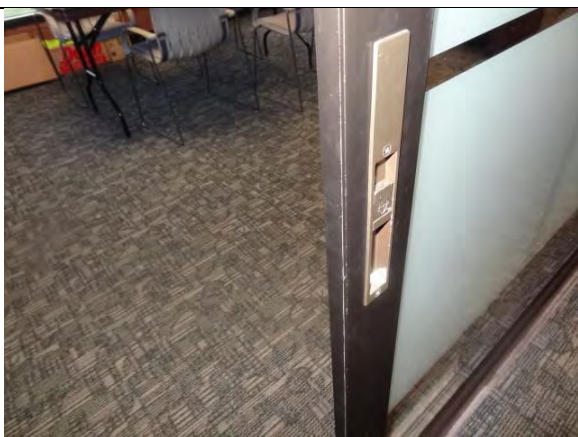
## 2019/2020

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.5.2		Replace hardware on communication system that does not require tight pinch or grasp	\$500.00	1	OBPD	2019/20	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.6.1		For all doors along the public circulation route, remove closer to provide required maneuvering clearance on push side of doors; in the alternative, install power door opener where indicated	STAFF TIME	1	OBPD	2019/20	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.6.3	 <p>Additional Photos (TC73, 74, &amp; 75)</p>	Remove and rehang door to open from the opposite side to create required 18" maneuvering clearance on the pull side	\$1,368.75	1	OBPD	2019/20	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.6.4	 <p>Additional Photos (TC73, 74, 75, 111, 112, 127, 128, 145, &amp; 146)</p>	Remove and rehang to swing outward rather than inward to provide 18" maneuvering clearance on the pull side of door	\$4,106.25	1	OBPD	2019/20	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.6.6	 <p>Additional Photos (TC84, 93, 99, 116, 119, 126, 128, 138, &amp; 139)</p>	Relocate storage, furniture, and other obstacles to create 60" maneuvering space around doors	STAFF TIME	1	OBPD	2019/20	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.6.8	 <p>Additional Photos (TC129 &amp; 130)</p>	Correct or repair slope at doorway landing to max 2% in any direction for level CFS	\$500.00	1	OBPD	2019/20	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.6.11	 <p>Additional Photos (TC94, 95, 96, 100, 101, 105, 106, &amp; 107)</p>	Repair, bevel, or ramp CILs at five door entries to max .25"	\$343.75	1	OBPD	2019/20	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.6.12	CHECKLIST	Replace threshold at interior doors with ADA thresholds	\$91.25	1	OBPD	2019/20	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.6.13		Fill and maintain gaps at doorways to max .5"	\$25.00	1	OBPD	2019/20	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.6.14	 Additional Photos (TC98 & 142)	Replace hardware with compliant hardware where indicated	\$2,205.00	1	OBPD	2019/20	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.6.15	CHECKLIST	Inspect, adjust, and maintain 5lbf to open interior doors	STAFF TIME	1	OBPD	2019/20	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.6.16	CHECKLIST	Inspect, adjust, and maintain closing speed on door closers	STAFF TIME	1	OBPD	2019/20	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.15.1	CHECKLIST	Create template for signs that addresses height of sign, size of characters, location of Braille, and other requirement-	STAFF TIME	1	OBPD	2019/20	Complete





---



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.15.2	CHECKLIST	Implement a sign revision program throughout the building, discriminating between directional signs and signs for permanent spaces	STAFF TIME	1	OBPD	2019/20	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.15.3	CHECKLIST	Mount signage at all permanent rooms/spaces having Braille and the international symbol for accessibility, mounted at 60" to the middle of the sign and on the latch side of the door	STAFF TIME	1	OBPD	2019/20	Complete



---


# YEAR SIX

## 2020/2021

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.7.5		Replace drinking fountain with a hi-lo bowl fountain	\$3,998.75	1	OBPD	2020/21	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.7.7	CHECKLIST	Consider purchasing an evacuation sled for emergencies due to the lack of an area of refuge	\$200.00	1	OBPD	2020/21	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.8.1	 Additional Photos (TC197, 198, & 199)	Relocate obstacles such as tables and chairs to create AR through spaces indicated	STAFF TIME	1	OBPD	2020/21	Complete

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.8.2	CHECKLIST	Raise net to min 80", or pad object to prevent hazard in overhead clearance	STAFF TIME	1	OBPD	2020/21	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.8.3	 <p>Additional Photos (TC163, 164, 170, 171, 172, 190, 191, 192, 195, &amp; 196)</p>	Relocate protruding objects in spaces indicated or place cane detectable warning or bollard at foot of protrusions	STAFF TIME	1	OBPD	2020/21	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.8.5	 <p>Additional Photos (TC165, 167, 185, 189, 193, 194, 195, &amp; 196)</p>	Lower operating mechanisms in spaces indicated to max 48" aff to the highest operable part; leave as is if employee only operated	\$500.00	1	OBPD	2020/21	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.8.6	 <p>Additional Photos (TC182, 184, 187, &amp; 188)</p>	Lower sink height to max 34" aff	\$3,400.00	1	OBPD	2020/21	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.8.8	 <p>Additional Photos (TC168 &amp; 169)</p>	Lower a portion of railing to max 32" for viewing from racquetball gallery, a plexi glass viewing window is an option to ensure safety	\$1,100.00	1	OBPD	2020/21	



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.9.1	 <p>Additional Photos (TC162, 173, 174, 1475, 176, 177, &amp; 126)</p>	Employee only area permit approach, entry, and exit relocate obstacles such as tables and chairs to create AR and turning space through spaces indicated	STAFF TIME	1	OBPD	2020/21	Complete



---



# YEAR SEVEN

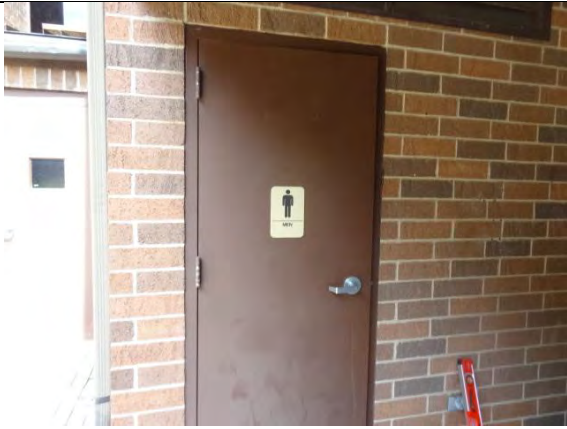

## 2021/2022





Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TCP	1.10.1		Replace drinking fountain with a hi-lo bowl fountain	\$3,998.75	1	OBPD	2021/22	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TCP	1.10.2		Replace portable toilet with compliant model and place along AR	\$390.00	1	OBPD	2021/22	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TCP	1.10.3	 <p>Additional Photos (TC421, 422, 424, 425, &amp; 426)</p>	Relocate spectator benches to have compliant CFS and to not obstruct MC at tennis entry	STAFF TIME	1	OBPD	2021/22	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TCP	1.10.4		Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to the tennis practice area	\$1,250.00	1	OBPD	2021/22	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TCP	1.10.5		Acquire and install at least one armrest to 20% of existing benches as a smart practice	\$70.00	1	OBPD	2021/22	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TCP	1.10.6		Replace one picnic table with one with knee and toe clearance, 9" deep at 27" high and 25" deep at 9" high, with a 36" AR around table as a smart practice	\$800.00	1	OBPD	2021/22	Complete

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.1		Acquire and mount signage, including Braille and access symbol, mounted on wall, latch side of door, 60" to the center of sign	\$150.00	1	OBPD	2021/22	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.2		Insulate exposed pipes under sink	\$55.00	1	OBPD	2021/22	



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.3	 <p>Additional Photos (TC291 &amp; 292)</p>	Lower soap dispensers to max 44" aff for a forward reach over sink	STAFF TIME	1	OBPD	2021/22	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.4	 <p>Additional Photos (TC288 &amp; 289)</p>	Create a wheelchair accessible stall with grab bars and fixtures mounted in correct locations and at correct heights	\$3,940.00	1	OBPD	2021/22	

---



# YEAR EIGHT



## 2022/2023



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.1		Acquire and mount signage, including Braille and access symbol, mounted on wall, latch side of door 60" to the center of sign at both	\$300.00	1	OBPD	2022/23	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.2		Remove under sink apron to provide knee clearance under sinks and insulate exposed pipes in both	\$397.50	1	OBPD	2022/23	





Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.3	 <p>Additional Photos (TC238, 239, 242, 264, 265, 266, 224, 267, 268, 245, 275, 276, 263, &amp; 246)</p>	Create a wheelchair accessible stall with grab bars and fixtures mounted in correct locations and at correct heights in both	\$7,880.00	1	OBPD	2022/23	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.4	 <p>Additional Photos (TC236, 237, &amp; 277)</p>	Lower hooks in accessible stalls to max 48" aff in both	STAFF TIME	1	OBPD	2022/23	



Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.5	 <p>Additional Photos (TC234, 235, 229, 230, 248, 250, 273, &amp; 274)</p>	Correct or repair slope to max 5% running and 2% cross in both	STAFF TIME	1	OBPD	2022/23	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.6	 <p>Additional Photos (TC257 &amp; 258)</p>	Lower mirror so reflective surface is max 40" aff in men's	STAFF TIME	1	OBPD	2022/23	


---

# YEAR NINE

## 2023/2024

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.7	 <p>Additional Photos (TC255 &amp; 256)</p>	Lower sinks to max 34" aff to front of rim in men's room	\$1,700.00	1	OBPD	2023/24	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.8	 <p>Additional Photos (TC259, 260, 261, &amp; 262)</p>	Replace urinal with one having a 13.5" min depth mounted at max 17" to rim with flush controls max 44" aff	\$1,220.00	1	OBPD	2023/24	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.9	 <p>Additional Photos (TC271 &amp; 272)</p>	Widen AR in men's to min 42" for stall maneuvering clearance	\$1,963.75	1	OBPD	2023/24	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.10	 <p>Additional Photos (TC251, 252, 253, &amp; 254)</p>	Relocate or recess dryers to not interfere with general circulation path in men's, protrusions can't be greater than 4"	\$250.00	1	OBPD	2023/24	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.11	 <p>Additional Photos (TC225, 226, 227, &amp; 228)</p>	Widen AR in W at entry to 36" wide for a turn	\$1,100.00	1	OBPD	2023/24	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.12	CHECKLIST	Provide a ramp for access to the upper locker area in women's, in the alternative, duplicate amenities on the lower level	\$1,085.00	1	OBPD	2023/24	

---



# PHASE TWO







---



# YEAR TEN



## 2024/2025


Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.4	 <p>Additional Photos (TC288 &amp; 289)</p>	Create a wheelchair accessible stall with grab bars and fixtures mounted in correct locations and at correct heights	\$3,940.00	2	OBPD	2024/25	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.1		Acquire and mount signage, with Braille and access symbol, mounted on wall, latch side of door, 60" to the center of signs	\$300.00	2	OBPD	2024/25	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.2	 <p>Additional Photos (TC280, 300, &amp; 301)</p>	Replace side grab bar with a 42" long grab bar, mount max 12" from the rear wall at the close end and min 54" on the far end, and 33" to 36" aff in both restrooms	\$562.50	2	OBPD	2024/25	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.3		Install rear grab bar 36" long, mounted behind toilet, 12" to one side of center and 24" to the other and 33" to 36" aff in outdoors women's	\$562.50	2	OBPD	2024/25	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.4		Remount flush mechanisms to the open side, in the alternative, install an auto flush unit in outdoor women's restroom	\$211.25	2	OBPD	2024/25	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.5		Insulate exposed pipes under sink in both bathrooms	\$110.00	2	OBPD	2024/25	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.6	 <p>Additional Photos (TC283, 284, 304, &amp; 305)</p>	Lower soap dispensers to max 44" aff for a forward reach over sink	STAFF TIME	2	OBPD	2024/25	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.7		Relocate garbage can to provide knee and toe clearance under sink	STAFF TIME	2	OBPD	2024/25	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.8	 <p>Additional Photos (TC306 &amp; 307)</p>	Lower hooks to max 48" aff	STAFF TIME	2	OBPD	2024/25	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.9	 <p>Additional Photos (TC308 &amp; 309)</p>	Lower changing table to max 34" aff to surface when in open position and max 48" aff to handle when in closed position	STAFF TIME	2	OBPD	2024/25	


Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.11.10	 <p>Additional Photos (TC293 &amp; 294)</p>	Restroom not accessible, acquire and mount signage directing patrons to accessible restroom at employee restroom	\$150.00	2	OBPD	2024/25	





---

# YEAR ELEVEN

## 2025/2026

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.13.1	CHECKLIST	Designate 5% or no less than 1 locker as accessible, mounting signage having the access symbol and hooks and operating mechanisms max 48" aff in both	\$900.00	2	OBPD	2025/26	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.13.2	 <p>Additional Photos (TC314, 315, 323, 324, 333, &amp; 334)</p>	Lower hooks to max 48" aff in both	STAFF TIME	2	OBPD	2025/26	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.13.3	CHECKLIST	Lower shelf in designated lockers to max 48" aff in both	STAFF TIME	2	OBPD	2025/26	

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.13.4	 <p>Additional Photos (TC312 &amp; 313)</p>	Replace bench in dressing area with one having a seat depth of 24" deep, 48" long, affixed to the wall or having a back and mounted 17" to 19" aff	\$1,200.00	2	OBPD	2025/26	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.13.5	 <p>Additional Photos (TC327, 328, 330, 331, 316, 317, 318, 319, 335, 336, 337, 338, 339, 340, 341, 342, &amp; 343)</p>	Create accessible shower in each locker room	\$7,885.00	2	OBPD	2025/26	


---

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.14.1	CHECKLIST	Install audible and visual alarms in rooms and space where alarms have been installed since 1992	STAFF TIME	2	OBPD	2025/26	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.14.2	CHECKLIST	Upon renovation install audible and visual alarms in all rooms and spaces	STAFF TIME	2	OBPD	2025/26	Complete

---

# YEAR TWELVE

## 2026/2027


Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.1.2	 <p>Additional Photos (TC3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, &amp; 14)</p>	Repair or correct slope of parking space and access aisle to max 2% in any direction	\$13,125.00	2	OBPD	2026/27	

---

# YEAR THIRTEEN

## 2027/2028




Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.2.5	 <p>Additional Photos (TC23, 24, 35, 36, 44, 45, 46, 47, 48, 49, 59, &amp; 60)</p>	Correct or Repair sidewalk cross slope along AR to max 2%	\$15,312.50	2	OBPD	2027/28	

---

YEAR FOURTEEN

2028/2029

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.2.6	 <p>Additional Photos (TC31, 32, 39, 40, 55, 56, 61, &amp; 62)</p>	Correct or Repair sidewalk running slope along AR to max 5%	\$21,875.00	2	OBPD	2028/29	


---

# PHASE THREE

---

YEAR FIFTEEN

2029/2030


Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.6.2	 <p>Additional Photos (TC68, 69, 70, 71, &amp; 76)</p>	Replace saunas in locker rooms to provide required door clearances and accessible space on interior	\$20,000.00	3	OBPD	2029/30	

---

YEAR SIXTEEN

2030/2031


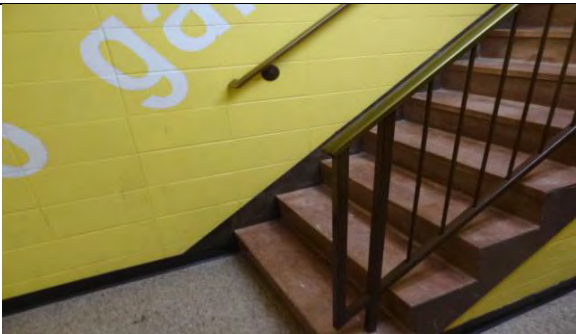


Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.6.10	 <p>Additional Photos (TC66, 67, 77, 120, 122, 135, 143, &amp; 144)</p>	Replace doors with doors having 32" clear width where indicated	\$13,860.00	3	OBPD	2030/31	

---

YEAR SEVENTEEN

2031/2032

Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.7.1	 <p>Additional Photos (TC203, 207, 208, &amp; 215)</p>	Correct riser on stairs so they are a consistent height between 4" to 7"; leave as is if technically infeasible	\$12,127.50	3	OBPD	2031/32	
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.7.3	CHECKLIST	Install detectable warning strip on top tread of each stairway	\$100.00	3	OBPD	2031/32	Complete
Location	Code	Picture	Solution	Estimated Cost	Phase	By Whom	Projected Year	Action Taken
TC	1.7.4	 <p>Additional Photos (TC205, 209, 212, 214, 202, 206, 213, &amp; 216)</p>	Install handrails extensions at top and bottom on both sides of stairway	\$2,800.00	3	OBPD	2031/32	

---

# Staff Input

Monday April 20<sup>th</sup>, 2015 staff was emailed the ADA Transition Plans and was asked to review and provide feedback for changes with the proposed ADA Transition Plan. Staff was emailed again on Wednesday April 22<sup>nd</sup>, 2015 with another copy and asked to provide feedback by Tuesday April 28<sup>th</sup>, 2015

- Jessica Cannaday, Marketing & Promotions Manager, replied on April 22<sup>nd</sup>, 2015 that no changes were needed.
- Jaime Free, Preschool Teacher, replied on April 22<sup>nd</sup>, 2015 with concerns about the Cori's Way Hallway which are not part of the ADA plan but part of normal operating budget.
- Melissa Donofrio, ABC Preschool Coordinator, replied on April 23<sup>rd</sup>, 2013 that no changes were needed.

Tuesday April 21<sup>st</sup>, 2015 the ADA Transition Plan was part of the All Staff agenda. The plan was presented to the staff on how we created the ADA Transition Plan. Linda Noonan, Payroll/HR & Safety Administrator, expressed concern that it was ok for us to be out of compliance on certain items for 17 years. It was address that we were starting with priority items that have the most affect on patrons who would benefit from the changes. No other staff made comment.

---

# Special Recreation Input

## GATEWAY SPECIAL RECREATION ASSOCIATION

May 27, 2015

To Whom It May Concern,

I would like to thank the Oak Brook Park District and Facility Manager Joel Schick for considering Gateway Special Recreation Association while completing their ADA Transition Plans. I understand they have also consulted with John McGovern President of Recreation Accessibility Consultants, and I agree with the adaptations and renovations that have been suggested by John as well as Oak Brook Park District over the course of the next 17 years. If further assistance is needed please feel free to contact our offices at 630-325-3857 ex. 110.

Regards,

*Ryan Cortez*  
Superintendent of Recreation  
Gateway Special Recreation Association



15w431 59<sup>th</sup> Street  
Burr Ridge, IL 60527

PHONE 630-325-3857  
FAX 630-325-3891  
WEB SITE [www.ray-graham.org](http://www.ray-graham.org)

---

# Community Input

Monday June 9<sup>th</sup>, 2015 6:30pm-7:30pm, we advertised and hosted an ADA Transition Plan Community Input Meeting. We advertised through:

- In House Marketing/Flyers
- Facebook Event
- Oak Brook Park District Website
- Oak Brook Park District Monthly Newsletter

There were zero (0) attendants that attended or participated in the event.

---

# Board Approval

This ADA Transition Plan was put together based on the information/report gather by Recreation Accessibility Consultants. Based on the information from the RAC, the deficiencies were prioritized by importance and based on an incremental budget increase to complete the projects and allow the Tennis Center to plan for large projects accordingly. The total Transition Plan will take an estimated 17 years based on these budgeted funds.

The original ADA Transition Plan was presented to the Board on Monday February 16<sup>th</sup>, 2015 for the Board to review. The Board reviewed the plan with no suggestions of change. Contributing staff made the agreement to redo the layout of the ADA Transition Plan to include pictures for a better understand of the task when reviewed.

The updated ADA Transition Plan was presented to the Board on Monday May 18<sup>th</sup>, 2015 for final approval. The Board approved the ADA Transition Plan with no objections.





## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: RECREATION PROGRAMS, MEMBERSHIPS AND FACILITY FEES POLICIES**

**AGENDA No.: 7 E**

**MEETING DATE: FEBRUARY 15, 2021**

**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):**

Senate Bill 1 was passed by the Illinois House and Senate in February 2019. The bill called for phased in minimum wage increases beginning in 2020 and concluding in 2025. The wage increases take effect January 1<sup>st</sup> of each year.

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

Under the current Recreation Programs, Memberships and Facility Fee Policy, staff has the ability to raise fees up to 5% with Deputy or Executive Director approval. Staff wishing to raise fees beyond 5% must seek Park Board of Commissioners approval. Staff is respectfully requesting that the Board increase the % staff can raise fees without Board approval to match that year's minimum wage percent increase. Staff is recommending Deputy or Executive Director authority to increase fees as follows:

Year	Minimum Wage	Minimum Wage Percent Increase	Max Fee Increase without Board review
January 2021	\$11.00	10%	10%
January 2022	\$12.00	9.09%	9.0%
January 2023	\$13.00	8.3%	8.0%
January 2024	\$14.00	7.7%	7.5%
January 2025	\$15.00	7.15%	7.0%

After 2025, the fee increase would revert back to its current 5% maximum without Board approval.

**ACTION PROPOSED:** A motion and a second to approve Recreation Programs, Memberships and Facility Fees Policies authorizing a temporary increase to the percentage staff can raise fees without Board approval, as presented.



## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM -HISTORY/COMMENTARY

**RESOLUTION 21-0217: A RESOLUTION REGARDING THE  
REVIEW OF MINUTES FOR CLOSED MEETINGS FROM JANUARY  
1989 THROUGH DECEMBER 31, 2021**

AGENDA No.: 7 F

MEETING DATE: FEBRUARY 15, 2021

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 District is required to review closed session minutes semi-annually to determine what minutes or portions of minutes no longer require confidentiality.

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

The attached resolution was created by the park district's attorneys and recommends to not release any closed session meeting minutes at this time.

**ACTION PROPOSED:**

A motion and a second to approve Resolution 21-0217: A Resolution Regarding the Review of Minutes for Closed Meetings from January 1989 through December 31, 2020.

**RESOLUTION NO. R21-0217**

**A RESOLUTION REGARDING THE REVIEW  
OF MINUTES FOR CLOSED MEETINGS  
FROM JANUARY, 1989 THROUGH DECEMBER 31, 2020**

---

**WHEREAS**, in compliance with the Illinois Open Meetings Act, 5 ILCS 120/1 *et seq.* (the "Act"), the Oak Brook Park District Board of Park Commissioners (the "Board") has completed its semi-annual review of the minutes of all closed meetings which remain on file and closed to public view; and

**WHEREAS**, the Board has determined that the need for confidentiality still exists as to all of those minutes that were reviewed; and

**WHEREAS**, the Act requires that the Board make a public recital of its findings.

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

**Section 1.** The Board has determined that a need for confidentiality still exists as to the closed meeting minutes reviewed. The closed meeting minutes reviewed will therefore remain closed to the public until the Board determines that the need for confidentiality no longer exists.

**Section 2.** This Resolution shall be in full force and effect from and after its passage and approval as required by law.

**PASSED AND APPROVED THIS 22<sup>ND</sup> DAY OF FEBRUARY, 2021.**

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

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

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

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

**ATTEST:**

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



## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: RESOLUTION No. 21-0315: A RESOLUTION OF THE OAK BROOK PARK DISTRICT APPROVING AND ADOPTING AMENDMENTS TO SECTION 4.9 INVESTMENT POLICY OF THE ADMINISTRATIVE POLICY AND PROCEDURES MANUAL**

**AGENDA No.:** 8 A

**MEETING DATE:** FEBRUARY 15, 2021

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

Handwritten signature of Marco Salinas in blue ink.

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

Handwritten signature of Laure Kosey in blue ink.

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

The Park District's investment policy was last updated on January 16, 2017. While reviewing our existing investment policy, staff identified several proposed changes that, if enacted, will afford the District the ability to expand its investment options and clarifies the roles of existing personnel. Additionally, the proposed changes add language that is required under the Illinois Sustainable Investing Act.

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

The accompanying proposed changes to the District's investment policy reflect 2018 amendments carried-out to the Illinois Public Funds Investment Act, expands the types of investments that the District may invest in, and updates various other sections of the policy. The accompanying proposed Investment Policy also incorporates additional language identified by our legal counsel as a result of their review.

**ACTION PROPOSED:**

For review and discussion only.

## RESOLUTION NO. 21-0315

### A RESOLUTION OF THE OAK BROOK PARK DISTRICT APPROVING AND ADOPTING AMENDMENTS TO SECTION 4.9 INVESTMENT POLICY OF THE ADMINISTRATIVE POLICY AND PROCEDURES MANUAL

---

**WHEREAS**, the Oak Brook Park District (the “Park District”) previously adopted an investment policy pursuant to the Public Funds Investment Act, 30 ILCS 235/1 *et seq.* (the “Investment Policy”);

**WHEREAS**, the Illinois Sustainable Investing Act, 30 ILCS 238/1 *et seq.*, effective January 1, 2020 (the “Sustainable Investing Act”), requires the Park District to develop, publish, and implement sustainable investment policies applicable to the management of all public funds under its control;

**WHEREAS**, in accordance with the Sustainable Investing Act, 30 ILCS 238/15, the Park District may amend its Investment Policy to incorporate such sustainable investment policies;

**WHEREAS**, since the Investment Policy was last amended, in addition to the Sustainable Investing Act, various other laws, regulations, events and circumstances have necessitated substantial substantive changes to the Investment Policy; and

**WHEREAS**, the Oak Brook Park District Board of Park Commissioners has determined, and hereby declares, that it is necessary and in the best interests of the Park District and its residents to modify its current Investment Policy, as set forth in Exhibit A, attached to and incorporated as part of this Resolution by reference, in order to ensure compliance with the Sustainable Investing Act and various other laws, regulations, events and circumstances.

NOW, THEREFORE, BE IT RESOLVED BY THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS, DUPAGE COUNTY, ILLINOIS, AS FOLLOWS:

**SECTION ONE: Incorporation of Recitals.** The foregoing recitals are incorporated by reference as though fully set forth herein, and all provisions of this Resolution shall be construed, interpreted, and enforced in accordance therewith.

**SECTION TWO: Approval and Adoption of Amended Investment Policy.** The Oak Brook Park District Board of Park Commissioners hereby approves and adopts the amended Investment Policy as set forth in Exhibit A, attached to and incorporated as part of this Resolution by reference.

**SECTION THREE: Severability and Repeal of Inconsistent Resolution.** If any section, paragraph, clause or provision of this Resolution shall be held invalid, the invalidity thereof shall not affect any of the other provisions of this Resolution. All ordinances, resolutions or policies in conflict herewith are hereby repealed to the extent of such conflict.

**SECTION FOUR: Effective Date.** This Resolution shall be in full force and effect immediately upon its passage and approval in the manner provided by law.

**PASSED AND APPROVED THIS 15<sup>th</sup> day of March, 2021**

**Roll Call Vote:**

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

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

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

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

**Sharon Knitter, President Board of Park Commissioners**

**ATTEST:**

\_\_\_\_\_  
**Laure Kosey, Secretary Board of Park Commissioners**

## **EXHIBIT A**

Formatted: Font: 16 pt, Bold

Formatted: Centered

### **4.9 INVESTMENT4.9 INVESTMENT POLICY**

#### **1. SCOPE**

The purpose of the Investment Policy is to establish investment guidelines for officials and personnel responsible for the financial management of Park District Funds. This applies to the investments of all [Park District](#) funds, including the following:

- General Corporate Fund
- Recreation Fund
- Illinois Municipal Retirement Fund
- Liability Insurance Fund
- Audit Fund
- ~~1989~~ Debt Service Fund
- Recreational Facilities Fund
- Sports Core Fund
- Special Recreation Fund
- Capital Projects Fund
- Social Security Fund
- ~~Capital Projects Fund~~
- ~~Tennis Center/Operations & Maintenance~~
- Any New Fund Created by the Park District

Formatted: Font: Font color: Auto, Character scale: 100%

Formatted: Font: Font color: Auto, Character scale: 100%

Formatted: Font: Font color: Auto, Character scale: 100%

Formatted: Font: Font color: Auto, Character scale: 100%

All funds will be invested in compliance with 30 ILCS 235/0.01 et seq. ("Public Funds Investment Act"), ~~and~~ the Investment Guide for Illinois Local Governments.

#### **2. MAIN OBJECTIVES**

The Park District's main investment objectives shall include the following:

- Preservation of investment principal. ~~investments~~
- Compliance with all legal requirements.
- Maintain sufficient liquidity to meet operating needs.
- Obtain the best possible return while keeping the safety of principal as the primary concern.
- Preference for investment of funds with ~~to~~ those institutions located within the Village limits of Oak Brook; provided that investment shall not be limited in scope or nature to those institutions.



## **EXHIBIT A**

Formatted: Font: 16 pt, Bold

Formatted: Centered

### **3. AUTHORIZED INVESTMENTS**

The Park District may invest in any type of security allowed by Illinois law; however, the following investment instruments are the only investments that the Park District will consider for investment purposes at this time, absent changes to this policy, ~~to wit:~~

- ~~Interest bearing savings accounts, interest bearing certificates of deposit or interest-bearing time deposits or any other investments constituting direct obligations of any bank as defined by the Illinois Banking Act, provided that said bank is United States Banks and are insured by the Federal Deposit Insurance Corporation~~Certificates of Deposit
- Repurchase Agreements ~~of government securities having the meaning set out in the Government Securities Act of 1986, as now or hereafter amended or succeeded, subject to the provisions of said Act. Such government securities shall be either registered or inscribe in the District's name or shall be purchased through banks or trust companies authorized to do business in the State of Illinois.~~
- ~~Bonds, notes, certificates of indebtedness, United States Treasury bills or other securities now or hereafter issued, which are guaranteed by the full faith and credit of the United States of America as to principal and interest.~~
- ~~Money market mutual funds registered under the Investment Company Act of 1940, provided that the portfolio of any such money market mutual fund is limited to the following obligations: a) bonds, notes, certificates of indebtedness, treasury bills, treasury strips, or other securities, which are guaranteed by the full faith and credit of the government of the United States of America; or b) bonds, notes, debentures or other similar obligations of the United States of America, its agencies, and its instrumentalities and to agreements to repurchase such obligations.~~Accounts
- ~~Illinois Public Treasurers' Investment Pool, or other Public Treasurers' Investment Pool -created under Section 17 of the State Treasurer Act~~
- ~~Bonds, notes, debentures or other similar obligations of the United States of America, its agencies, and its instrumentalities~~
- ~~Obligations of corporations organized in the United States with assets exceeding \$500,000,000, and rated at one of the three highest classifications by at least two standard rating services at the time of purchase. Such obligations must mature no later than three years from the date of purchase and must not exceed 10% of the corporation's outstanding obligations. Additionally, no more than one-third of the District's funds may be invested in short term obligations of the corporations.~~

~~No investment shall exceed one year.~~ Investment maturity shall depend on whether the funds being invested are needed for current or future expenditures. The determination of investment maturity shall be the responsibility of the Chief Financial Officer.

## **EXHIBIT A**

Formatted: Font: 16 pt, Bold

Formatted: Centered

### **4. STANDARD OF CARE**

The standard of prudence to be used by the investment manager in the context of managing the overall portfolio shall be the prudent ~~person~~~~investor~~ rule, which states:

"Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

The ~~Chief Financial Officer~~~~Treasurer~~ and staff, acting within the standard stated above and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported as soon as practical to the ~~Finance Committee or~~ Park Board and that appropriate action is taken to control adverse developments.

### **5. INVESTMENT GUIDELINES**

The Chief Financial Officer shall establish written investment policy procedures for the operation of the investment program consistent with this ~~investment~~ ~~P~~olicy. The procedures should include reference to safekeeping, wire transfer agreements, banking service contracts, collateral depository agreements and repurchase agreements. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Chief Financial Officer.

## **EXHIBIT A**

Formatted: Font: 16 pt, Bold

Formatted: Centered

### **6. DIVERSIFICATION POLICY**

In order to avoid over concentration of investments in securities from a specific issuer or business sector (excluding U.S. Treasury securities), the Park District shall not exceed the following diversification limits unless specifically authorized by the Board of Park Commissioners.

Monies deposited at a financial institution shall not exceed 75% of the capital stock and surplus of that institution.

Investment in the public treasurer's investment pool shall not exceed 75% of the investment portfolio.

Repurchase agreement shall not exceed 25% of the investment portfolio, and shall not exceed 10% of the portfolio with any institution.

### **7. COLLATERAL AND SAFEKEEPING GUIDELINES**

All investments made with financial institutions must be collateralized through third party institutions for investments exceeding the \$~~250100~~250,000.00 limit. Proper documentation, as reviewed by the Park District attorney, will be required from all third-party institutions.

Certificates of Deposit shall be collateralized 105% of the amount exceeding FDIC coverage. Other investments shall be collateralized by the actual security held in safekeeping by the primary agent.

Investment securities shall be delivered by either book entry or physical delivery and held in safekeeping by the institution. The institution shall issue a safekeeping receipt to the Park District listing the specific instrument, rate, maturity and other pertinent information.

### **8. POLICY FOR ESTABLISHMENT OF A SYSTEM OF INTERNAL CONTROLS**

The Chief Financial Officer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the Park District are protected from fraud, error, misrepresentation, loss, theft, cyber-crime, imprudent actions, or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept offers reasonable assurance and recognizes that (1) the cost of the control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits require estimates and judgments by management.

Accordingly, the Chief Financial Officer shall establish a process for annual independent review by an external auditor to assure compliance with policies and procedures.

## **EXHIBIT A**

Formatted: Font: 16 pt, Bold

Formatted: Centered

The internal controls shall address the following points:

- Control of collusion;
- Separation of transaction authority from accounting and bookkeeping;
- Custodial safekeeping;
- Avoidance of physical delivery securities;
- Clear delegation of authority to subordinate staff members;
- Written confirmation of telephone transactions for investment and wire transfers; and
- Development of a wire transfer agreement with the lead bank and third-party custodian.

### **9. CHIEF INVESTMENT OFFICER AND FINANCE COMMITTEE**

The establishment of investment policies is the responsibility of the Park District Board. The Chief Financial Officer is designated as the ~~investment Officer~~ ~~manager~~ for the Park District ~~under the direction of the Park District's Finance Committee~~ and is responsible for the investment activities for the Park District. The Chief Financial Officer shall develop and maintain internal controls and written administrative procedures for the operation of the investment program consistent with this policy.

~~The Finance Committee shall be comprised of the Park District Treasurer, who will be the Chairperson, the Chief Financial Officer, a Park Commissioner (other than the Treasurer, if the Treasurer happens to be a Park Commissioner) and/or any other individual(s) that may be so designated by the Park Board.~~

### **10. PERFORMANCE MEASURES**

The investment portfolio will be managed in accordance with the parameters specified within this policy. The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and cash flow needs. Portfolio performance should be compared to appropriate benchmarks on a regular basis.

Market Yield (Benchmark)

The Park District's investment strategy is passive. Given this strategy, the basis used by the Chief Financial Officer to determine whether market yields are being achieved shall be the three- month U.S. Treasury Bill.

## **EXHIBIT A**

Formatted: Font: 16 pt, Bold

Formatted: Centered

### **11. POLICY ESTABLISHING PERIODIC REVIEW OF THE INVESTMENT PORTFOLIO**

~~The Finance Committee shall meet on a quarterly basis to review the investment portfolio for safety, liquidity, rate of return, diversification and general performance. The meeting shall be held the last Monday of the quarter.~~

Investments shall be reported to the Park Board through the monthly Treasurer's Report, listing all pertinent information for their review, including the portfolio's effectiveness in meeting the Park District's needs for safety, liquidity, rate of return, diversification and its general performance. The Park Board may require additional reporting from time to time to review securities held by the Park District for possible future investments.

### **12. POLICY ESTABLISHING QUARTERLY WRITTEN REPORTS OF INVESTMENT ACTIVITIES**

The Chief Financial Officer~~Committee~~ will submit a quarterly written report to the Board of Commissioners and the Executive Director. The reports shall include information regarding securities in the portfolio by class ~~or~~and type, book value, ~~income earned~~income earned and market value as of the report date.

### **13. SELECTION OF INVESTMENT ADVISORS, MONEY MANAGERS AND FINANCIAL INSTITUTIONS**

The Chief Financial Officer will maintain a list of financial institutions authorized to provide investment services. No public deposit shall be made except in a qualified depository as established by state statutes.

All financial institutions who desire to become qualified bidders for investment transactions must supply the Chief Financial Officer~~Finance Manager~~ with the following:

- audited financial statements;
- proof of state registration; and
- certification of having read the Park District's investment policy.

~~An annual review of the financial condition and registration of qualified financial institutions will be conducted by the Finance Manager.~~ A current audited financial statement must be on file for each financial institution ~~thor~~ough which the Park District invests.

## **EXHIBIT A**

Formatted: Font: 16 pt, Bold

Formatted: Centered

### **14. ETHICS AND CONFLICTS OF INTEREST POLICY**

Individuals involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or which could impair their ability to make impartial investment decisions.

Employees and investment officials shall disclose any material interest in financial institutions with which they conduct business. In addition, such individuals shall disclose any personal financial/investment positions that could be related to the performance of the Park District. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the District.

### **15. ILLINOIS SUSTAINABLE INVESTING ACT**

In the process of evaluating investment decisions, the Chief Financial Officer and Park Board of Commissioners shall regularly consider material, relevant and decision-useful sustainability factors, within the bounds of financial and fiduciary prudence, as defined provided under and pursuant to the Illinois Sustainable Investing Act. Such factors include, but are not limited to:

- Corporate governance and leadership factors;
- Environmental factors;
- Social capital factors;
- Human capital factors; and
- Business model and innovation factors.

### **15.16. AMENDMENTS**

This policy shall be reviewed from time to time and revisions shall be presented to the Board of Commissioners for its~~their~~ approval.

### **16.17. CONFLICT**

In the event of ~~any~~ conflict between any provision of this policy and any federal, state or local law, the provision of the federal, state or local law ~~the Illinois Revised Statutes on case decisions of the State of Illinois, then the statutes and case law decisions shall govern and control~~ prevail.



Treasurer

## **EXHIBIT A**

Formatted: Font: 16 pt, Bold

Formatted: Centered

Approved: April 8, 1991

Amended: November 14, 1994 Amended: August 11, 1997

Amended: December 13, 1999

Amended: May 18, 2015

Approved by Board of Commissioners May 18, 2015

Revised 1-16-17



## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: TURF GRASS MOWING BID**

**AGENDA NO.: 8 B**

**MEETING DATE: FEBRUARY 15, 2021**

**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):**

At the March 19<sup>th</sup> 2018 Board Meeting, the Board accepted a bid from Classic Landscape, Ltd. for Turf Mowing Services and entered into an agreement for turf grass mowing services until March 31, 2019. Section 2 of the contract provided that the contract could be extended for up to two additional years to March 31, 2021, upon the approval by the District and Classic Landscape, Ltd.

In March of 2019, the District approved extending the contract for an additional year, which expired March 31, 2020, and was subsequently renewed again as allowed by the contract, for one final year ending March 31, 2021.

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

The Park District is soliciting bids from qualified mowing contractors for the 2021 season.

**ACTION PROPOSED:**

For review and discussion only.





## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: RFP FOR LICENSE AND USE OF THE BASKETBALL COURTS**

**AGENDA No.: 8 C**

**MEETING DATE: FEBRUARY 15, 2021**

**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):**

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

The Oak Brook Park District recently published a request for proposals from organizations whose purpose is to provide high quality sports/recreational training and development, league play, and if applicable, tournament competition to license and use a portion of the real property known as The Family Recreation Center Basketball Courts. With these proposals, the Park District anticipated that the successful applicant will (i) make a capital contribution to the upkeep and improvements of the Courts; (ii) consult with the Park District on the program elements; (iii) utilize the Courts to deliver high quality sports/recreation instruction and coaching, league play and, if applicable, tournament play to and for Oak Brook area residents.

This request for proposals was published on January 14th, 2021 and proposals were to be submitted by January 24th, 2021. Breakaway Basketball and Knights Travel Basketball were the two organizations that submitted proposals. Park District staff met to evaluate each proposal based on the above criteria and ranked each proposal. Park District staff met with Breakaway Basketball, who has been utilizing space at the Park District for the last 7 years. Breakaway Basketball is the largest skill development program in Illinois and offers training for over 8000 players a year while partnering with over 300 travel teams to provide in-season skill development training.

Staff is currently negotiating Breakaway's proposal in order to create a balanced gymnasium schedule between Breakaway, Park District Programs, Gateway Special Recreation and other external rentals. Staff will continue to discuss the proposal with Breakaway and will submit a formal recommendation at the March 15<sup>th</sup> board meeting.

#### **ACTION PROPOSED:**

For review and discussion only.



## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: DIRECT ENERGY BUSINESS LLC – DEMAND  
RESPONSE PROGRAM CONTRACT RENEWAL**

**AGENDA No.: 8 D**

**MEETING DATE: FEBRUARY 15, 2021**

**STAFF REVIEW:**

Deputy Director, Dave Thommes:

A handwritten signature in black ink, appearing to read "Dave Thommes".

**RECOMMENDED FOR BOARD ACTION:**

Executive Director, Laure Kosey:

A handwritten signature in black ink, appearing to read "Laure Kosey".

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

The Park District agreed to participate in Direct Energy's Demand Response program in 2018. By participating, the Park District agreed to reduce their electrical usage to provide relief to the electrical grid, most typically when the region is experiencing extreme heat and humidity. The Park District also agreed to voluntarily reduce electrical usage for one hour on an annual test day to determine how much the District could reduce if needed. In exchange for participating, the Park District receives monthly compensation which has generated \$45,466 in revenue. An electrical load reduction request has not been made since the Park District began participating in the program.

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

The initial agreement is expiring and staff wishes to renew it for an additional three years, under the terms initially negotiated. The proposed revenue for the next three years of the agreement is \$54,584.

**ACTION PROPOSED:**

For review and discussion only.

Date: 09/30/2020  		Demand Response Transaction Confirm <b>DIRECT ENERGY BUSINESS MARKETING, LLC</b> 194 Wood Avenue South Iselin, NJ 08830 Phone: 1-800-437-7872 www.directenergy.com													
CUSTOMER INFORMATION															
Customer Legal Entity Name: Oak Brook Park District		Utility Zones: COMED													
Participating Utility Account Numbers: 1106273000															
Address: 1450 Forest Gate Rd		City/State/Zip: Oakbrook, IL 60523													
Primary Contact: Dave Thomas		Primary Phone Number: (630) 645-9534													
Primary Contact Email: dthommes@obparks.org		Secondary Phone Number: Mobile													
DEMAND RESPONSE TRANSACTION CONFIRM															
<b>GENERAL TERMS</b> This Transaction Confirmation confirms the terms of the Demand Response Program Agreement entered into between Direct Energy Business, LLC ("Direct Energy" or "Seller"), and Oak Brook Park District ("Customer"), pursuant to the terms of the Demand Response Program Agreement between Customer and Seller ("DRA") dated 04/04/2018, as may be amended.  This Transaction Confirm is an Exhibit to and governed by the terms of the DRA. This Transaction will renew automatically for the same period unless notice is given by either party 90 days prior to the end of the current delivery year.															
<b>PAYMENTS and PAYMENT TYPES</b>  For the Emergency programs, Customer will be paid 75% of the Capacity Payments and 75% of Energy Payments as described below, less any amounts owed pursuant to the DRA for the delivery year starting June 1st through May 31st. <ol style="list-style-type: none"> <li>Capacity Payments: Payment for the delivery year is based on capacity clearing rates multiplied by either i) Customer's enrolled load reduction if Customer performs as required, or (ii) an adjusted amount if Customer fails to perform as required to meet their enrolled amount. Capacity clearing rates will be determined by Seller's best efforts to procure the highest priced capacity in Program Administrator sponsored auctions. Customer performance will be determined based on Program Administrator's business rules, including comparison of Customer's average usage to Customer's Firm Service Level for all called event and test hours.</li> <li>Energy Payments: Payments are only made during an Emergency Demand Response event, and are calculated per the Program Administrators business rules based on the event duration, Customer's measured load reduction and the greater of market LMP or an ISO set rate.</li> <li>Payments to Customer will be net of any costs/credits as per the terms of the DRA.</li> <li>Additional Benefit (Only Applies to Electric Customers): Direct Energy electric customers have the option to apply Capacity Payment to commodity invoice.</li> </ol>															
<b>PROGRAM DETAILS</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Program Administrator:</td> <td>PJM</td> </tr> <tr> <td>Program:</td> <td>Full Emergency Response: Capacity and Energy</td> </tr> <tr> <td>Contract Term:</td> <td>06/01/2021 - 05/31/2024</td> </tr> <tr> <td>Lead Time Notification:</td> <td>30 minute lead time</td> </tr> <tr> <td>Energy Insight Package(s):</td> <td>Basic</td> </tr> <tr> <td># Meter Installations:</td> <td>1</td> </tr> </table>				Program Administrator:	PJM	Program:	Full Emergency Response: Capacity and Energy	Contract Term:	06/01/2021 - 05/31/2024	Lead Time Notification:	30 minute lead time	Energy Insight Package(s):	Basic	# Meter Installations:	1
Program Administrator:	PJM														
Program:	Full Emergency Response: Capacity and Energy														
Contract Term:	06/01/2021 - 05/31/2024														
Lead Time Notification:	30 minute lead time														
Energy Insight Package(s):	Basic														
# Meter Installations:	1														
		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="background-color: #6aa84f; color: white;">Summer Program</th> <th style="background-color: #2e5496; color: white;">Winter Program</th> </tr> <tr> <td>Summer Months: June - October &amp; May</td> <td>Winter Months: November - April</td> </tr> <tr> <th style="background-color: #6aa84f; color: white;">*Summer Enrollment Estimate</th> <th style="background-color: #2e5496; color: white;">*Winter Enrollment Estimate</th> </tr> <tr> <td>Reduction (kW)      431</td> <td>Reduction (kW)      256</td> </tr> <tr> <td>FSL (kW)              50</td> <td>FSL (kW)              50</td> </tr> </table>		Summer Program	Winter Program	Summer Months: June - October & May	Winter Months: November - April	*Summer Enrollment Estimate	*Winter Enrollment Estimate	Reduction (kW)      431	Reduction (kW)      256	FSL (kW)              50	FSL (kW)              50		
Summer Program	Winter Program														
Summer Months: June - October & May	Winter Months: November - April														
*Summer Enrollment Estimate	*Winter Enrollment Estimate														
Reduction (kW)      431	Reduction (kW)      256														
FSL (kW)              50	FSL (kW)              50														
Plan Year**	Product	Estimated Annual Payment	Estimated Capacity Payment	Estimated Capacity Payment											
06/01/2021 - 05/31/2022	Capacity Performance	<b>\$18,428</b>	\$11,637	\$6,791											
06/01/2022 - 05/31/2023	Capacity Performance	<b>\$18,078</b>	\$11,416	\$6,662											
06/01/2023 - 05/31/2024	Capacity Performance	<b>\$18,078</b>	\$11,416	\$6,662											

\*\*Displayed payment values are to be considered estimates only until registration is confirmed by PJM and performance is evaluated. PJM Capacity Auction Results for 2022-23 are not final, values shown are estimated based on an average rate.

**Notification**  
 (\*) Lead Time Notification (i) is defined by the Program Administrator, (ii) is subject to change, and (iii) is the amount of time, prior to an event requiring load-reduction, that the Program Administrator will provide to the Seller. The Seller shall be provided a reasonable amount of time to relay notification to the customer. A minimum of 2 Notification contacts are required to enroll.

**Additional Services**

<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50px; text-align: center;"><input checked="" type="checkbox"/></td> <td>Real-time monitoring (site-level and/or equipment-level) <small>(Monitoring costs will be deducted from the first 12 monthly payments)</small></td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Peak Load Contribution (PLC) Notifications by DE's Strategic Services</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Demand Response-Payment Applied to Electricity invoice <small>(DE Electric commodity customers only)</small></td> </tr> </table>	<input checked="" type="checkbox"/>	Real-time monitoring (site-level and/or equipment-level) <small>(Monitoring costs will be deducted from the first 12 monthly payments)</small>	<input type="checkbox"/>	Peak Load Contribution (PLC) Notifications by DE's Strategic Services	<input type="checkbox"/>	Demand Response-Payment Applied to Electricity invoice <small>(DE Electric commodity customers only)</small>	<table style="width: 100%;"> <tr> <th style="text-align: left; font-weight: normal;">Total Cost of Meter Installation</th> <th style="text-align: left; font-weight: normal;">Monthly Cost of Meter Installation</th> </tr> <tr> <td style="text-align: right;">\$0.00</td> <td style="text-align: right;">\$0.00</td> </tr> </table>	Total Cost of Meter Installation	Monthly Cost of Meter Installation	\$0.00	\$0.00
<input checked="" type="checkbox"/>	Real-time monitoring (site-level and/or equipment-level) <small>(Monitoring costs will be deducted from the first 12 monthly payments)</small>										
<input type="checkbox"/>	Peak Load Contribution (PLC) Notifications by DE's Strategic Services										
<input type="checkbox"/>	Demand Response-Payment Applied to Electricity invoice <small>(DE Electric commodity customers only)</small>										
Total Cost of Meter Installation	Monthly Cost of Meter Installation										
\$0.00	\$0.00										

Please indicate your acceptance of the terms of this Transaction by returning to Seller an executed counterpart no later than 11:59 p.m., Eastern Time, on 10/20/2020. If Seller does not receive such counterparts by such deadline, Seller's commitment and the agreements shall expire at such time.

<b>Oak Brook Park District</b>  Customer Signature: _____ Customer Title: _____ Date: _____	<b>Direct Energy Business Marketing, LLC</b>  Seller Signature: _____ Seller Title: _____ Date: _____
---	---



**Customer Usage Information Authorization  
for PJM Load Response Programs ("Authorization")**

Oak Brook Park District, the end-use customer, ("Customer") hereby authorizes  
COMED

, and ,  
its electric distribution company(ies) ("EDCs"), to release its electric usage information, including  
hourly or sub-hourly usage history (kWh/kW), EDC loss factors, and peak load contribution  
assignments for the current delivery year and the upcoming delivery year if known, to  
Direct Energy Business, the curtailment service provider ("CSP"), which has been or may be retained  
by the Customer to act on its behalf in the PJM Load Response Programs. Customer's EDCs and  
end-use sites are identified on Attachment A-1 and A-2 hereto, which are incorporated herein by reference.

1. Customer's contact information for purposes of its participation in the PJM Load Response Programs  
is as follows:

Customer Name: Oak Brook Park District

Contact Person:

Mailing Address:

City State Zip Code

Telephone Number:

Fax Number:

Contact Person's  
Email Address:

2. Customer hereby advises CSP that it deems the information obtained pursuant to this Authorization  
to be confidential and therefore requests that such information not be divulged to any third party, except  
as required to participate in the PJM Load Response Programs.

3. This Authorization shall terminate as follows (mark **ONE** of the options below):

\_\_\_\_\_ This Authorization shall be perpetual and shall not terminate unless written notice is provided at least 30 days in advance.

\_\_\_\_\_ This Authorization shall automatically terminate on \_\_\_\_\_, with no further notice to CSP being required.

4. I understand that termination of this Authorization will not affect any action that CSP took in reliance on this Authorization before it automatically terminated or before CSP received Customer's written notice of termination.

5. The undersigned affirms that he/she has authority to execute this Authorization on behalf of the customer.

IN WITNESS WHEREOF, Customer executes this Authorization to be effective as of the date written below.

Customer: **Oak Brook Park District** \_\_\_\_\_

By: \_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

**9/30/2020** \_\_\_\_\_  
Date

## ATTACHMENT A-1

LIST OF SITES FOR WHICH EDC, COMED  
HAS AUTHORIZATION TO PROVIDE ELECTRIC USAGE INFORMATION TO CSP.

Account Number(s): 1106273000  
Service Address: 1450 Forest Gate Rd Oakbrook, IL, 60523

Account Number(s): \_\_\_\_\_  
Service Address: \_\_\_\_\_

Account Number(s): \_\_\_\_\_  
Service Address: \_\_\_\_\_

Account Number(s): \_\_\_\_\_  
Service Address: \_\_\_\_\_

Account Number(s): \_\_\_\_\_  
Service Address: \_\_\_\_\_

Account Number(s): \_\_\_\_\_  
Service Address: \_\_\_\_\_

Account Number(s): \_\_\_\_\_  
Service Address: \_\_\_\_\_

Account Number(s): \_\_\_\_\_  
Service Address: \_\_\_\_\_

Account Number(s): \_\_\_\_\_  
Service Address: \_\_\_\_\_

Account Number(s): \_\_\_\_\_  
Service Address: \_\_\_\_\_



## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM -HISTORY/COMMENTARY

**ITEM TITLE: REVISION TO PERSONNEL POLICY MANUAL  
SECTION 7.6 MERIT PAY INCREASE**

**AGENDA No.: 8 E**

**MEETING DATE: FEBRUARY 15, 2021**

**STAFF REVIEW:** Linda Noonan, Human Resource Manager:

Handwritten signature of Linda Noonan in black ink.

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

Handwritten signature of Laure Kosey in black ink.

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

Pay grades/rates have been established for positions based on pay rates in the market for the responsibilities and skills required in each job position. The current Merit Pay Increase Policy allows for a merit bonus in lieu of a pay rate increase for employees who have reached the maximum pay rate in the pay grade for their job position.

The District has long-serving, high-performing employees who have reached the maximum pay rate limit in the pay grade for their job positions. Limiting pay rate advancement presents a risk to the District of losing these valuable human resources to outside opportunities.

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

It is recommended that discretion be given to the Executive Director to reward a loyal, high-performing employee with a merit pay rate increase beyond the upper limit of the established pay grade for the particular job position.

**ACTION PROPOSED:**

For review and discussion only.

## PERSONNEL POLICY MANUAL – SECTION 7.6

### Merit Pay Increase

The Executive Director will propose a maximum merit pay increase percentage to the Board of Commissioners for consideration during the annual budget process. The Board will then decide if a merit pay increase will be awarded for the next fiscal year and at what percentage increase. If a merit increase is approved, it will be applied to the Merit Scale below and such Merit Scale used to determine the amount of merit pay to be awarded to each employee who “Achieves Normal Job Expectations” or better on their performance review.

**MERIT SCALE (The following example is based on a maximum 4% merit increase.)**

<u>Performance Review Score</u>	<u>Merit Range</u>	
94 - 100	3.6% - 4.0%	Far Exceeds Normal Job
Expectations		
86 - 93	3.1% - 3.5%	
79 - 85	2.6% - 3.0%	Exceeds Normal Expectations
71 - 78	2.1% - 2.5%	
61 - 70	1.6% - 2.0%	Achieves Normal Job Expectations
51 - 60	1.0% - 1.5%	

### Approved Pay Ranges

All jobs have established pay ranges with minimum and maximum pay rates/hour. ~~The maximum pay rate/hour may not be exceeded.~~ A Merit Bonus will be awarded in situations where an employee’s merit increase will result in their pay rate for a job exceeding the maximum pay rate in the pay range. Any exception to this policy will require prior approval by the Executive Director.

### Merit Bonus

A Merit Bonus will be awarded to an employee whose:

- current pay rate is at the maximum in the pay range for the job; or
- merit increase applied to their current pay rate will result in the pay rate exceeding the maximum pay rate in the pay range for the job.

#### Current Pay Rate is at the Maximum in the Pay Range

An employee with a pay rate currently at the maximum in the pay range for the job will receive a merit bonus based on the total dollars paid in the job during the prior fiscal year and the merit percent awarded during their performance review, calculated as follows:

- 1) **TOTAL DOLLARS PAID IN JOB DURING PRIOR FISCAL YEAR =**  
Total hours paid in job x Maximum pay rate/hour



- 2) **MERIT BONUS** = TOTAL DOLLARS PAID IN JOB DURING PRIOR FISCAL YEAR x Merit %

**Example:** Sarah is currently being paid \$20/hour, the maximum pay rate in the pay range for her job as a manager. She was paid for 2,080 hours in that job in the fiscal year ending April 2018. She is awarded a 4% merit pay increase based on her performance review score. Her hourly rate will not increase. However, she will be awarded a Merit Bonus in the amount of \$1,664 which will be paid in June 2018, calculated as follows:

i.  $2,080 \text{ hrs} \times \$20/\text{hr} = \$41,600$

ii.  $\$41,600 \times 4\% = \$1,664$

Merit Increase will result in the Pay Rate Exceeding the Maximum in the Pay Range

An employee who is awarded a merit increase that will result in their current pay rate exceeding the maximum pay rate in the pay range shall be compensated at the full value of their merit percentage based on the total dollars earned in the job during the prior fiscal year. The Total Merit Value will be awarded as a combination of an Hourly Rate Increase to the maximum pay rate in the range plus a Merit Bonus, calculated as follows:

- 1) **TOTAL DOLLARS PAID IN THE JOB DURING PRIOR FISCAL YEAR** =  
(Total hours paid in job) x (Current pay rate/hour)

- 2) **TOTAL MERIT VALUE** =  
(TOTAL DOLLARS PAID IN THE JOB DURING PRIOR FISCAL YEAR) x (Merit Percent)

- 3) **HOURLY RATE INCREASE VALUE** =  
(Maximum hourly pay rate - Current hourly pay rate) x (# of hours worked in job in prior fiscal year)

- 4) **MERIT BONUS** = TOTAL MERIT VALUE – HOURLY RATE INCREASE VALUE

**Example:** John is currently being paid \$16/hour in his job as a supervisor. The maximum pay rate in the pay range for the supervisor job is \$16.50. He was paid for 2,080 hours in that job in fiscal year ending April 2018. He is awarded a 4% merit pay increase during his performance review. Applying the 4% merit increase to his current hourly rate (\$16 x 4% = \$16.64) would result in exceeding the maximum pay rate in the range (\$16.50). So his hourly pay rate in May 2018 will be \$16.50 plus he will receive a Merit Bonus of \$291.20 which will be paid in June 2018, calculated as follows:

i.  $2,080 \text{ hrs} \times \$16/\text{hr} = \$33,280$

ii.  $\$33,280 \times 4\% = \$1,331.20$

iii.  $\$16.50 - \$16.00 = \$.50$

a.  $\$.50 \times 2080 \text{ hrs} = \$1,040$

iv.  $\$1,331.20 - \$1,040 = \$291.20$

#### **Effective Date of Merit Increase**

Merit pay increases will be effective in the first pay period of the new fiscal year that begins with a May date.

Merit bonuses will be paid on the first pay date in June.

#### **Communication of Merit Pay Increase**

The Director/Manager/Supervisor conducting the performance review will:

- 1) Communicate the following information to staff during their annual performance review meeting:
  - Merit percent scale approved by the Board
  - Pay range for employee's job(s)
  - New pay rate(s): The *recommended* pay rate increase is subject to approval by the appropriate Department Director.
    - Full-time employee: The *recommended* pay rate increase must be approved by the applicable Department Director prior to conducting the performance review meeting.
    - Part-time employee: The *recommended* pay rate increase may be tentatively communicated to the employee in the performance review meeting prior to final approval by the applicable Department Director.
  - Merit Bonus calculation (if applicable)
- 2) Provide the employee a copy of the final approved Personnel Change Form listing the new pay rate(s) and/or any applicable Merit Bonus.



## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: ORDINANCE 21-0218: AN ORDINANCE APPROVING CONVEYANCE OF TWO PERMANENT EASEMENTS TO THE ILLINOIS TOLL HIGHWAY AUTHORITY AND AUTHORIZING EXECUTION OF AGREEMENTS FOR CONVEYANCE. (\*\*\*)REQUIRES WAIVING THE BOARD RULES TO APPROVE AT THIS MEETING.)**

**AGENDA No. 8 F**

**MEETING DATE: FEBRUARY 15, 2021**

**STAFF REVIEW:**

Director of Parks and Planning, Bob Johnson:

A handwritten signature in black ink, appearing to be "Bob Johnson", written over a horizontal line.

**RECOMMENDED FOR BOARD ACTION:**

Executive Director, Laure Kosey:

A handwritten signature in black ink, appearing to be "Laure Kosey", written over a horizontal line.

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

The Dean Nature Sanctuary, located at 115 Canterbury Lane in Oak Brook, abuts a portion of property owned by the Illinois Tollway I- 294 expressway. The portion of the property abutting the Illinois Tollway is located along the eastern boundary of the Dean Nature Sanctuary, and consists of trees and native plants, as well as a paved asphalt trail which passes underneath the I-294 overpass along the Salt Creek.

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

In 2018, representatives from the Illinois State Toll Highway Authority contacted the Oak Brook Park District, indicating that the Tollway would be seeking acquisition of two linear parcels of Park District land to be used as a permanent easement along the eastern edge of the Dean Nature Sanctuary Property, abutting the Interstate 294 tollway.

Parcel one (TW-5-16-121-.P1) is 0.172 acres, and is located along the eastern edge of the property and directly south of Salt Creek.

Parcel two (TW-5-16-121-P2) is 0.338 acres, and is located along the eastern edge of the property and directly north of Salt Creek.

In August 2020, a formal appraisal of the subject parcels was conducted at the request of the Illinois State Toll Highway Authority. In September 2020, the formal appraisal and a purchase offer of \$19,000 was presented to the Oak Brook Park District, and subsequently reviewed by Park District staff, legal counsel, and an independent third-party appraiser.

After review and discussions, the Park District made a counteroffer of \$50,000 for the sale of the subject parcels. On January 25, 2021, the offer was accepted by the Illinois State Toll Highway Authority.

**ACTION PROPOSED:**

Motion (and a second) to waive the Board's Rules to approve, at this meeting, Ordinance 21-0218: An Ordinance Approving Conveyance of Two Permanent Easements to the Illinois Toll Highway Authority and Authorizing Execution of Agreements for Conveyance.

Motion (and a second) to Approve Ordinance 21-0218: An Ordinance Approving Conveyance of Two Permanent Easements to the Illinois Toll Highway Authority and Authorizing Execution of Agreements for Conveyance.

**ORDINANCE NO. 21-0218**

**ORDINANCE APPROVING CONVEYANCE OF TWO PERMANENT EASEMENTS  
TO THE ILLINOIS TOLL HIGHWAY AUTHORITY AND  
AUTHORIZING EXECUTION OF AGREEMENTS FOR CONVEYANCE**

**PREAMBLES**

- A. The Oak Brook Park District, DuPage County, Illinois (the “Park District”) is a duly organized and existing Park District created under the laws of the State of Illinois and operating under the Park District Code, 70 ILCS 1205/1-1 et seq. as amended (the “Park Code”).
- B. The Park District is the owner of Dean Nature Center, which is legally described and depicted in **Exhibit A** (“Subject Property”).
- C. The Illinois State Toll Highway Authority (“Tollway”) desires to acquire two permanent easements on the Subject Property as and for part of its planned improvements to a portion of the Tri-State Tollway Central Section.
- D. The Park Code allows the Park District to grant the Easements to the Tollway pursuant to Section 8-11 thereof.
- E. The Park District and the Tollway has negotiated terms of an agreement and the permanent easements to be conveyed whereby the Park District will convey the permanent easements on mutually acceptable terms, and the Tollway will pay the Park District the sum of Fifty Thousand Dollars (\$50,000).
- F. The Board of Park Commissioners (“Park Board”) has reviewed said agreement and permanent easements and is prepared to approve same, direct execution of the Agreement by the appropriate Park District officers and authorize and direct staff and legal counsel to proceed with actions required to effectuate the transaction.

**NOW, THEREFORE, BE IT AND IT IS HEREBY ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE OAK BROOK PARK DISTRICT, DUPAGE COUNTY, ILLINOIS, AS FOLLOWS:**

**Section 1—Recitals, Exhibits:** The above recitals are incorporated herein by reference as though fully set forth in their entirety in this Section 1. All exhibits referenced in this Ordinance are incorporated herein and made a part hereof by this reference.

**Section 2—Park Board Findings:** The Park Board hereby finds and determines that the Contract for Sale and Conveyance of Permanent Easements attached hereto as **Exhibit B** (“Contract”) and the Agreement for Permanent Easements attached hereto as **Exhibit C** (“Permanent Easements”) contain the negotiated and agreed terms. The Park Board further finds and determines that it is necessary, appropriate and in the public interest for the Park District to convey the Permanent

Easements to the Tollway in exchange for the sum of \$50,000, subject to the terms and conditions of the Contract and the Permanent Easement Agreement.

**Section 3—Approval of Contract and Permanent Easement Agreement:** The Park Board hereby approves the Contract and the Permanent Easements in substantially the form attached hereto as **Exhibits B and C** respectively, and the Park Board further authorizes and directs the Park Board President to execute, and the Park District Secretary to attest to and deliver the Contract and the Permanent Easement to the Tollway.

**Section 4—Authorization to Proceed with Exchange:** After approval and execution of the Contract and the Permanent Easement Agreement by the parties, Park District staff and legal counsel are authorized and directed to take any and all necessary and proper lawful action required to execute and close the transaction upon the terms set forth in the Contract and the Permanent Easements.

**Section 5—Effective Date; Repealer:** This Ordinance shall take effect and be in full force and effect from and after the date of its passage. All prior ordinances, motions, and orders in conflict herewith, are hereby repealed to the extent of said conflict.

Passed and approved this \_\_\_\_\_ day of February, 2021, pursuant to a roll call vote as follows:

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

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

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

ABSTAIN: \_\_\_\_\_

**BOARD OF PARK COMMISSIONERS  
OAK BROOK PARK DISTRICT,  
DuPage County, Illinois**

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

**ATTEST:**

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

**(SEAL)**

STATE OF ILLINOIS                    )  
  ) SS.  
DUPAGE COUNTY                    )

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Oak Brook Park District Board of Park Commissioners, DuPage County, Illinois, and as such I am the keeper of the records and files of the Board of Park Commissioners of said Park District.

I further certify that the foregoing is a full, true and complete copy of Ordinance No. 21-0218, titled,

**ORDINANCE APPROVING CONVEYANCE OF TWO PERMANENT EASEMENTS  
TO THE ILLINOIS TOLL HIGHWAY AUTHORITY AND  
AUTHORIZING EXECUTION OF AGREEMENTS FOR CONVEYANCE**

adopted at a duly called Special Meeting of the Board of Park Commissioners of the Oak Brook Park District, held at Oak Brook, Illinois at 7:00 p.m. on the \_\_\_\_ day of \_\_\_\_\_, 2021.

I do further certify that the deliberations of the Board on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all the provisions of said Act and said Code and with all the procedural rules of the Board.

IN WITNESS WHEREOF I hereunto affix my official signature at Oak Brook, Illinois, this  
\_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Park District Board Secretary

**EXHIBIT A**  
**[Legal Description of Subject Property]**

**EXHIBIT B**  
**[Contract for Sale and Conveyance of Permanent Easements]**



**EXHIBIT C**  
**[Agreement for Permanent Easements]**